

# MINUTES

## Board Meeting

Monday 9<sup>th</sup> March 2026 10am-12 noon  
Healthwatch Derbyshire Office

**In attendance:**

- Denise Gould (DG) - Chair
- Tim Broadley (TB) - Board Member
- Al Garrett - Board Member
- Carl Hardman (CH) - Treasurer
- Hannah Parry Payne (HPP) - Vice Chair
- Helen Severns (HS) - Board Member (joined remotely)
  
- Helen Henderson (HS) - Chief Executive
- Tammi Cooke (TC) - Office Manager (joined remotely)

**Apologies:**

- Fiona Marshall (FM) - Board Member
- Victoria Sweetmore (VS) - Board Member

**ACTION**

<b>1.0</b>	<b>Welcome and introductions</b>	
<b>2.0</b>	<b>Apologies for absence</b> As above.	
<b>3.0</b>	<b>Conflicts of interest</b> None reported.	
<b>4.0</b>	<b>Minutes and matters arising</b> Agreed as a true reflection of the meeting that took place on Monday 8 <sup>th</sup> December 2025.  Any matters arising will be picked up throughout this	

	meeting.	
<b>5.0</b>	<b>Items from the CEO</b>	
5.1	<p>Update on the LHW position:</p> <ul style="list-style-type: none"> <li>• The King’s Fund document, worked with HWE, to explore what can be learned from the Healthwatch model is due to be published W/C 16<sup>th</sup> March 2026</li> <li>• HH is attending a meeting for Healthwatch chief officers and chairs on 17<sup>th</sup> March 2026</li> <li>• HH continues to have good conversations with Lord Hunt who has been very active in raising his concerns about the abolishment of Healthwatch</li> <li>• DG attended a meeting for Healthwatch chairs at which the Chair of Healthwatch England, David Croisdale-Appleby, commented on how well Lord Hunt is respected and listened to</li> <li>• HH continues to have good meetings with our Healthwatch cluster of Healthwatch Nottingham &amp; Nottinghamshire and Healthwatch Lincolnshire</li> <li>• HH has an hour booked with Jonathan Davies, Labour MP for Mid Derbyshire on 11<sup>th</sup> March 2026 to update him on the current Healthwatch position.</li> </ul>	
5.2	Update on the HW Derbyshire position	
5.2.1	<p>Staffing:</p> <ul style="list-style-type: none"> <li>• Helen Aldridge (Engagement Officer – part time) has left for a new role</li> <li>• Imogen Connelly (Communication Lead – full time) is leaving on Friday 13<sup>th</sup> March to go to a new post</li> <li>• HH has contingencies in place to manage a reduction in staffing levels and secure capacity</li> </ul>	

- Amy Salt will be returning after her maternity leave but on a part-time, fully remote basis. Her job title and job description will be renewed to reflect her position
- Abi Stott-Marshall will continue in the role of Engagement & Involvement Manager
- Some part-time staff have offered to work extra hours to help support the organisation. They will be paid for the extra hours they work accordingly
- A number of options are currently being explored, with external recruitment considered as a last resort.

5.2.2 Commissioned work:

- No commissioned work is actively being scoped and planned for next year

5.2.3 Contract:

- The organisation will focus on delivering on the core Healthwatch contract, and delivering it well
- HH has started conversations with the staff team about the development of the Board working groups to ensure they are involved with, and can contribute to, conversations as the Healthwatch situation continues to progress
  - Direct contact with the staff team to be made from a Board member involved in the HR and Finance working group to give them a named person to pass things onto.

5.2.4 Work plan: The work plan will focus on core contract activity.

- Key dates from the Chairs' Network attended by DG:

- The health bill is still expected to be introduced to Parliament on 13<sup>th</sup> April onwards
- The insights on the changes to the new 2026/27 GP contract: Published 9<sup>th</sup> March 2026
- King’s Fund publication: 16<sup>th</sup> March
- Healthwatch report: 23<sup>rd</sup> March
- Joint report from National Voices, Healthwatch England and the King’s Fund: 7<sup>th</sup> April. Spotlight on ‘Admin foul-ups affecting care’.

**6.0**

**Update from CH**

Local Healthwatch response meetings:

- Quite a bit of engagement work with local MPs and peers being carried out
- Lord Hunt continues to be a strong supporter of Healthwatch
- A forward plan of work and an action log is being maintained to monitor progress of tasks, and key dates have also been recognised to focus work in terms of the parliamentary timetable
- No response has been sent to Wes Streeting’s letter, but general view is things have moved on too far now
- The group is proposing to write to Keir Starmer separately and express concerns about the lack of engagement from DHSC staff with the local Healthwatch Network. Also to write to other leaders, the Greens, Liberal Democrats, and Conservatives just to get them involved if possible
- The group consider the King’s Fund document,

	<p>when published, is likely to be more positive than negative for Healthwatch</p> <ul style="list-style-type: none"> <li>• The group encourages the sending out of 'The Value of Local Healthwatch' document to anyone interested in the work of Healthwatch</li> <li>• The group is finalising a report on the use of the NHS app that raises a number of issues</li> <li>• The group is trying to pull together a further piece of work looking at the projects Local Healthwatch organisations have been involved with over the last year</li> <li>• Jacob Lant from National Voices has attended another meeting and still is confirming his offer of a free 12-month membership for Local Healthwatch. <ul style="list-style-type: none"> <li>○ He is supportive of local Healthwatch and he said that the lobbying that's being done is being noticed.</li> </ul> </li> </ul>	
<p><b>7.0</b></p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p>	<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>• All policies have been through the Governance subgroup</li> <li>• The Redundance Policy will be kept under close review as the Healthwatch situation evolves</li> <li>• The two unaddressed comments on the Bring Your Own Device Policy were addressed and will be amended accordingly.</li> </ul> <p>Flexible Working Request Policy</p> <p>Redundancy Policy</p> <p>Menopause Policy</p> <p>Mental Health Policy</p> <p>Bring Your Own Device Policy (amendments suggested by Liberate)</p>	<p><b>TB</b></p> <p><b>TC</b></p>

<p>7.6 7.7 7.8 7.9 7.10 7.11 7.12 7.13</p>	<p>Home Working Policy Alcohol and Substance Misuse Policy Annual Leave Entitlement Staff Expenses Policy Volunteers Policy Recruitment of Ex-Offenders Policy Recruitment Policy Training Policy</p> <ul style="list-style-type: none"> <li>All policies accepted by the Board.</li> </ul>	
<p><b>8.0</b> 8.1 8.1.1/2</p>	<p><b>Subgroup Feedback (minutes circulated, chairs to cover items to bring forward to board):</b></p> <p>Finance (CH)</p> <p>Healthwatch expenditure 2025/26 &amp; Healthwatch budget 2026/27:</p> <ul style="list-style-type: none"> <li>The expenditure to the 22<sup>nd</sup> January 2026 has been scrutinised</li> <li>The budget is broadly on target</li> <li>Income from commissioned work is now very limited as already discussed</li> <li>Reserves are in a good position and need to remain vigilant regarding the use of these funds</li> <li>The budget needs to be monitored very carefully</li> <li>Working group meeting on 15<sup>th</sup> April will focus on HR and finance issues</li> <li>Formulating a budget for 2026/27 will be challenging and additional meetings may need to take place to consider impacts of any changes in resources</li> <li>The Management Review minutes of the meeting that took place on 2<sup>nd</sup> December 2025 were</li> </ul>	<p><b>HH/ CH</b></p> <p><b>HH /CH</b></p>

	<p>reviewed</p> <ul style="list-style-type: none"> <li>The finance risk register was considered. All the entries were deemed to be low risk and were accepted</li> </ul>	
<p>8.2</p>	<p><b>Governance (TB)</b></p> <ul style="list-style-type: none"> <li>The Governance subgroup continues to focus on the safe running of the organisation</li> <li>ISO 9001 and Cyber Essentials &amp; Cyber Essentials Plus remain with the Governance subgroup to decide later in the year if we need to retain these accreditations.</li> </ul>	<p><b>TB/HH</b></p>
<p>8.3</p>	<p><b>IIA (HS):</b> Overview given by HH and HS left the meeting.</p>	
<p>8.3.1</p>	<p>Impact Tracker – progress update:</p> <ul style="list-style-type: none"> <li>Abi Stott-Marshall presented the HWE Impact Tracker to the IIA subgroup on 25<sup>th</sup> November 2026</li> <li>It was initially being used for a trial period</li> <li>The tracker has now been deemed to be a useful way to capture the recognised impacts that HWD achieves through a variety of routes</li> <li>It is considered highly likely that HWD will continue to use the tracker next year.</li> </ul>	
<p>8.3.2</p>	<p>Engagement Update: Tabled for reference.</p>	
<p>8.3.3</p>	<p>Activity Tracker 25-26: Tabled for reference.</p>	
<p>8.3.4</p>	<p>Activity Tracker 26-27: Tabled for reference.</p>	
<p><b>9.0</b></p>	<p><b>Risks</b></p>	
<p>9.1</p>	<p>Risk Register: To be discussed at agenda item 11.0.</p>	
<p>9.2</p>	<p>Health and Safety: Nothing to report.</p>	
<p>9.3</p>	<p>Safeguarding: No safeguarding concerns reported.</p>	
<p><b>10.0</b></p>	<p><b>Any other business</b></p> <p>Nothing raised for discussion.</p>	

<b>11.0</b>	<b>Confidential items – Risk Register</b>	
<b>12.0</b>	<b>Next full Board meeting</b> Monday 22nd June at 10am.	
<b>13.0</b>	<b>Directors only: Confidential items</b>	