

**Healthwatch Northumberland Board decisions and action points 24 March 2020**

The Healthwatch Northumberland Board was due to meet on 24 March 2020. Due to the COVID19 outbreak the meeting could not go ahead. Having received a full set of papers for the published agenda the Board were asked to consider three key items which were ‘time sensitive’ and to give comments by email:

**Item**

- 2. Minutes of last meeting on 17 December 2019** - to allow the minutes to be published

With two grammatical amendments, the minutes were agreed as a correct record. Matters arising will be considered at the next meeting.

- 8. Draft Strategic Plan** – to comment and approve the draft of the revised Strategic Plan to enable the 2020/21 Operation Plan to be developed and finalised for June.

Comments and amendments were received and incorporated into the draft. The Strategic Plan was agreed and will be circulated for the next meeting.

- 10. Strategic Risk Register** – to add additional current and future risks

Members agreed to add a specific risk addressing business continuity for COVID19. They noted the measures already enacted by Adapt North East and the Healthwatch Northumberland operational team to enable the service to keep going. The revised register will be circulated for the next meeting.

**Other agenda items**

Members were also supportive of taking forward in principle work with one Primary Care Network to help establish a Patient Participation Group.

**Action Points 23 March 2020**

|   |           |    |
|---|-----------|----|
| Matters arising from two previous meetings to be considered at 23 June 2020 meeting | June 2020 | DN |
| Strategic Plan to be circulated for the next meeting                                | June 2020 | DN |
| Add a specific risk addressing business continuity for COVID19                      | June 2020 | DN |