

AGENDA

Item	Paper	Time	Lead
	Coffee and tea available from 10.15am		
1.	Welcome and introductions	10:30	Chair, Trustees
2.	Apologies <ul style="list-style-type: none"> Jen Fagan 		Chair
3.	Declaration of any conflicts of interest in any matters on the agenda <i>(Standing item)</i>		Chair
4.	Minutes of previous meeting: Wed 11 th Dec 2019 <i>(Are they a correct record?)</i>	✓	Chair
5.	Matters arising from the minutes <i>(Items not covered elsewhere on agenda)</i> <ul style="list-style-type: none"> AGM Feedback and Review Quality Standards for Health submission – update 	Verbal Verbal	Chair Di Darby, Operations Manager
6.	Project / team information sharing – Todmorden	Verbal	10:35 Deborah Corbyn. Team Leader, Todmorden
7.	Discussion and decision items <p>a) 2020/21</p> <ul style="list-style-type: none"> Business Plan 2020/21 Budget Reserves Requirement Board Forward Plan <p>b) Organisational Development</p> <ul style="list-style-type: none"> Equality, Equity, Diversity and Inclusion Strategy and Membership Review – update Census outcome – implications for Diversity and Membership Funding diversification outline plan 	<p>✓ ✓ ✓ ✓</p> <p>Verbal ✓ ✓</p>	<p>11:00</p> <p>Chief Officer Chair, Finance Chair, Finance Chair, Trustees</p> <p>Chair, Trustees Chief Officer</p> <p>Chief Officer</p>
8.	Chief Officer's Performance Report	✓	Chief Officer
9.	Reports from Sub-committees / Working Groups: <p>a) Development (last meeting 30th Jan)</p>	✓	Chair, Devt

Calderdale Wellbeing Board of Trustees

Tuesday 25th February, 10:30 to 12:30

Causey Hall

A G E N D A

Item		Paper	Time	Lead
	b) Marketing Sub Committee (meeting end Feb)	Verbal as required		Chair, Staffing
	c) Finance (last meeting 10 th Feb)	✓		Chair, Finance
10.	Safeguarding (<i>Standing item</i>)		12:10	Chief Officer
11.	Chair's business, including a) Significant risks identified in the course of the meeting b) Board development, enhancement, documentation c) Action log d) Decision log	✓ ✓ ✓ ✓		Chair, Trustees
12.	Any other business (<i>Items arising since distribution of agenda</i>)			Chair
13.	Date of next meeting: Wednesday 22 nd April 2020, 19:30 to 21:30			Chair
14.	Governance: Reflection on today's Board Meeting (<i>Trustee only</i>)		12:15	Chair

Key dates

- Thursday 27th February – note to staff *and volunteers*
- Tuesday 10th March – default deadline for actions agreed at board
- Friday 10th April – board papers for next board to Paul and Wendy
- Wednesday 15th April – board papers circulated
- Wednesday 22nd April – board meeting