Healthwatch North Tyneside - Minutes of Board Meeting

Date and time: Monday 13 July 2026, 18:00 – 20:00

Venue: Healthwatch North Tyneside Office, Wallsend

Present: Chair - Carol Nevison (CN), Jackie Doughty (JD), Paul McKelvie (PM), David Slater (DS), Lindsay Yarde (LY), Peter Berrie (PB), Maxine Ulrich Houston (MH)

In attendance: Paul Jones (PJ), Katy Parkinson (KP)

Apologies: Bea Groves-McDaniel (BGM), Paula McCormack (PMC), Paul Greenway (PG),

Agenda item 1. Welcome, introductions and apologies

CN welcomed all in attendance at the meeting and announced that we would be using Plaud AI for note taking during the meeting.

Paula McCormack (PM) and Paul Greenway (PG) sent apologies.

Bea Groves-McDaniel (BGM) has resigned from her role as Trustee as of 13 July 2026.

For each item, the Board considered any equalities, Health and Safety and safeguarding issues arising and considered these as part of their decision-making.

Agenda item 2. Declarations of Interest

No declarations of interest.

Agenda item 3. Minutes from the previous meeting

The minutes from the previous meetings were reviewed and approved as an accurate record.

Agenda Item 4: Chair and Director updates – presented by PJ

PJ referred to the Board papers circulated prior to the meeting.

The Board acknowledged the positive feedback from Gavin McGregor regarding the recently published HWNT Annual Report.

DS and PJ provided a verbal update on the recent NENC Network meetings in July so far.

Agenda item 5: Escalations and Considerations

5.1 Data and Information

<u>GDPR Training</u>

Our external Data Protection Officer provided training for staff, volunteers and trustees at the end of June.

Action 5.1 – There is a recorded session of the volunteers briefing that all trustees and volunteers must engage with, if they were unable to attend the training session in person.

Following feedback from participants, we are looking at providing an additional briefing about the practicalities of what people need to do.

During the training, BGM raised questions about the below:

1. Our use of AI
2. Collecting sex and gender information

This will be discussed when the Information Governance Group meets next.

<u>Privacy statement update</u>

We have updated the supplier section of our public and employees/volunteers' privacy statements to reflect changes in website suppliers.

Confidentiality Policy

We have reviewed our Confidentiality policy and made some minor changes based on feedback from our Data Protection Officer. The Board agreed the changes.

5.2 Safeguarding

PM and PJ have reviewed the Safeguarding policies and there are no changes to be made. The Board agreed.

PM provided a brief update on wider developments in the world of safeguarding:

- Recent Supreme Court decision on Deprivation of Liberties Safeguards
- North Tyneside's Safeguarding Children's Board new thresholds for reporting and acting
- Trauma Informed practice self-assessment in September

North Tyneside's Safeguarding Adult's Board is recruiting an independent Chair.

5.3 Health and Safety

We are reminding our engagement team about the safe use of the Gazebo following a practice session.

5.4 Equalities Diversity and Inclusion

The Board discussed the new draft guidance following the decision of the Supreme Court about Sex as a protected characteristic based on sex at birth. This included the practical implications of how we work as a charity, as outlined in the Board papers.

Action 5.4 – The People Group will meet to review this and report back.

5.5 People policies

Action 5.5 - The People Group will meet in September to review various policies and look at volunteering proposals.

Agenda item 6: Workplan and Project updates

Refer to Board papers for details on project updates.

Children & young people

The Board agreed that if a member cannot attend the decision meeting, decisions are delegated to PJ in consultation with our external advisors. Mary will be there to support the process but will not participate in the decision making as she has been working directly with applicants.

Travel, Health and Care project proposal

PJ presented the proposal to the Board, to which the Board agreed. PB has volunteered to become the project sponsor for this work.

User and resident involvement

Board members are aware of the opportunity for funded Lived Experience work from North Tyneside Council. The Board agreed our approach to this opportunity. LY and CN have volunteered to support this work.

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Agenda item 7: Finance update and delivery

Refer to Board papers for details.

Board agreed to keep JD on the list of signatories for our bank account, following the recent change of Treasurer from JD to DS.

Agreed the signatories to our Co-operative Bank account will be PJ, DS, CN, JD and PMC.

Action 6.1 – PJ and PMC to sign the ‘Change of account signatories’ form and submit.

Agenda item 8: Any other business

It was highlighted that the following Trustees are coming to the end of Term 1 in November 2026: PG, DS and PB.