



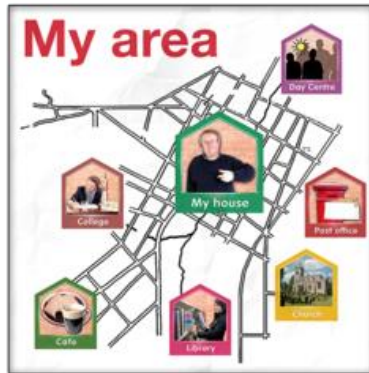
Advisory Board - Terms of Reference

Background

	<p>Healthwatch helps people to speak up about health and social care services in England.</p>
	<p>Healthwatch Barnet is the local Healthwatch and we speak up for people who use health and social care services in Barnet.</p>
	<p>This document is the Board's Terms of Reference. It sets out how the Board meeting should work and sets out the rules.</p>

Aims of Healthwatch Barnet

	<p>Influence local health and social care services to become better.</p>
	<p>Give people a space to have a big voice about how things can be improved.</p>



Give people information and advice on local services that can help them.



Work together with the Barnet community so we can share information

Healthwatch Board's Purpose



To meet roughly every 3 months to look at which types of work and themes Healthwatch Barnet should focus on.



To read and review our reports.

	<p>To build relationships with key partners of Healthwatch Barnet.</p>
	<p>To promote the work of Healthwatch Barnet to other people.</p>
	<p>To speak on behalf of Healthwatch Barnet in meetings.</p>

Chairperson



The Chair of Healthwatch Barnet has some key responsibilities:

- To lead each Board Meeting and make sure every Board Member has their say.
- To lead the Board and make sure it works according to this document, the Terms of Reference.
- To review any communications and suggestions for speaking on behalf of Healthwatch Barnet.
- Make ensure staff, volunteers, and the Board have a good relationship.

Membership



The Board is made up of 10 local people, Chair and Healthwatch Staff.

Each Member's role lasts 2 years.

Other professional people can join the Board too.

Meeting



There will be a minimum of 4 meetings per year, and more when needed.

There needs to be at least 4 board members for the meeting to start.



You can also bring someone with you to support you during the meeting.



The location of the meetings can change. Some will be online and some may be in person.