

## **Policies and procedures**

# **Special Groups**

Reviewed:	May 2022
Originally approved by:	Governance Committee, 9/4/19
Updated by:	Governance Board, 10/5/22
Next review due:	May 2026

## Special Groups

- 1 The Governance Board or Engagement Panel may approve the establishment from time-to-time of one or more Groups for specific purposes.
- 2 Such Groups may be established for a specific, time-limited “task and finish” purpose, or for a continuing purpose, without time limit. In general, the Board will approve continuing purpose groups and the Panel will approve time specific groups.
- 3 The terms of reference, time limit and membership (including a quorum, if appropriate) of such Groups will be determined when they are established but may be varied, extended or reduced as appropriate at any time.
- 4 Groups will report to the Board or Panel, ordinarily by submitting minutes or meeting notes but, where appropriate, by formal report with recommendations.
- 5 The Directors and staff may act on decisions or recommendations of a Group in advance of their acceptance or approval where it is appropriate to do so.

## **What is Healthwatch Havering?**

Healthwatch Havering is the local consumer champion for both health and social care in the London Borough of Havering. Our aim is to give local citizens and communities a stronger voice to influence and challenge how health and social care services are provided for all individuals locally.

We are an independent organisation, established by the Health and Social Care Act 2012, and employ our own staff and involve lay people/volunteers so that we can become the influential and effective voice of the public.

Healthwatch Havering is a Community Interest Company Limited by Guarantee, managed by three part-time directors, including the Chairman and the Company Secretary, supported by two part-time staff, and by volunteers, both from professional health and social care backgrounds and lay people who have an interest in health or social care issues.

## **Why is this important to you and your family and friends?**

Following the public inquiry into the failings at Mid-Staffordshire Hospital, the Francis report reinforced the importance of the voices of patients and their relatives within the health and social care system.

Healthwatch England is the national organisation which enables the collective views of the people who use NHS and social services to influence national policy, advice and guidance.

Healthwatch Havering is your local organisation, enabling you on behalf of yourself, your family and your friends to ensure views and concerns about the local health and social services are understood.

Your contribution is vital in helping to build a picture of where services are doing well and where they need to be improved. This will help and support the Clinical Commissioning Groups, NHS Services and contractors, and the Local Authority to make sure their services really are designed to meet citizens' needs.

***'You make a living by what you get,  
but you make a life by what you give.'***  
***Winston Churchill***



## **Joining Healthwatch Havering**

Local people who have time to spare are welcome to join us as volunteers. We need both people who work in health or social care services, and those who are simply interested in getting the best possible health and social care services for the people of Havering.

Our aim is to develop wide, comprehensive and inclusive involvement in Healthwatch Havering, to allow every individual and organisation of the Havering Community to have a role and a voice at a level they feel appropriate to their personal circumstances.

### **We are looking for:**

#### **Members**

This is the key working role. For some, this role will provide an opportunity to help improve an area of health and social care where they, their families or friends have experienced problems or difficulties. Very often a life experience has encouraged people to think about giving something back to the local community or simply personal circumstances now allow individuals to have time to develop themselves. This role will enable people to extend their networks, and can help prepare for college, university or a change in the working life. There is no need for any prior experience in health or social care for this role.

The role provides the face to face contact with the community, listening, helping, signposting, providing advice. It also is part of ensuring the most isolated people within our community have a voice.

Some Members may wish to become **Specialists**, developing and using expertise in a particular area of social care or health services.

#### **Supporters**

Participation as a Supporter is open to every citizen and organisation that lives or operates within the London Borough of Havering. Supporters ensure that Healthwatch is rooted in the community and acts with a view to ensure that Healthwatch Havering represents and promotes community involvement in the commissioning, provision and scrutiny of health and social services.

**Interested? Want to know more?**



Call us on **01708 303 300**

email **[enquiries@healthwatchhaverling.co.uk](mailto:enquiries@healthwatchhaverling.co.uk)**

Find us on Twitter at **@HWHavering**



*Healthwatch Havering is the operating name of  
Havering Healthwatch C.I.C.*

*A community interest company limited by guarantee  
Registered in England and Wales  
No. 08416383*

*Registered Office:*

*Queen's Court, 9-17 Eastern Road, Romford RM1 3NH  
Telephone: 01708 303300*



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