

## BOARD MEETING AGENDA – Wed 15<sup>th</sup> November 2023 11:30am

### Billingshurst Community & Conference Centre

This will be an in-person/virtual MS Teams meeting and will be Chaired on the basis that all participants have [read the published papers](#) in advance and have submitted queries regarding previous minutes, any declarations of Interest and questions with the Healthwatch Manager in advance [board@healthwatchwestsussex.co.uk](mailto:board@healthwatchwestsussex.co.uk)

No	Item	Purpose	Time	Lead	Documents
	<b>Part 1 – Public</b>				
1	Welcome and apologies Introductions: Please introduce yourself in order to test the Owl. Declarations of Interest – Board members to declare any interests they may have in items of business under discussion and to know that they may be required to withdraw from the meeting during such discussions.	Information	5 mins	Chair	Full <a href="#">board details</a>
2	Approve minutes of previous meeting	Decision	2 mins	Chair	Draft Minutes
2.1	Matters arising		2 mins		Action Log
3	Board Impact & Performance Report	Information/ Discussion	20 mins	All	
4	Feedback from meetings: <ul style="list-style-type: none"> <li>• Health and Wellbeing Board</li> <li>• Health Adult Scrutiny Committee</li> <li>• Safeguarding Adult Board</li> <li>• Comms &amp; Engagement</li> <li>• Stroke Task &amp; Finish</li> <li>• Development of ICS and Place-based partnerships</li> <li>• Regional and National update</li> <li>• Other board member insight</li> </ul>	Discussion	30 mins	Not attended Jo/Zoey Nigel - December Not attended Jeremy Not attended  Mark/Kathryn All	Verbal updates
5	Manager’s Update	Information	10 mins	Zoey	Verbal update
6	Policies and procedures:		5 mins	Zoey	Verbal update
7	Escalation, insight tracker & learning Log	Discussion	10 mins	Zoey	Verbal update
8	ICB/HW Liaison Officer updates	Information		Zoey	Verbal update
9	Monitor Success of Stakeholder Review	Discussion		Zoey	
10	Children & young people engagement lead Job description	Board Approval	5 mins	Zoey	Paper
11	Quality Assurance Service Review - Independent Health Complaints Advocacy (IHCAS)		5 mins	Kathryn	Paper

11	AOB:	Discussion	10 mins	All	
<b>2024 Board meetings: February 21st, May 15<sup>th</sup>, August 14<sup>th</sup>, November 13th</b>					
<b>Part 2: Confidential – Non public</b>					