

AGENDA:**Healthwatch Kingston upon Thames Board Meeting**

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Wednesday 22 March 2023, 5pm - 7.30pm

At the Kingston Methodist Church, Fairfield South, Kingston, Surrey, KT1 2UL

PART A (OPEN 'PUBLIC' MEETING):

The public is welcome to join this part of the meeting.

No	Item	Lead(s)	Paper(s)	Time
STANDING ITEMS and new Board appointments				
1.	Welcome and apologies/Declarations of interest (10 min)	LM/CD	-	17.00
2.	PART A Minutes from 11.01.23 for approval (5 min)	LM	✓	17.10
FOR INFORMATION ONLY				
3.	Q4 Chair's Report - Jan-Mar 23 (15 min)	LM	-	17.15
4.	Q4 Finance Report - Jan-Mar 23 (15 min)	EC/SB	✓	17.30
5.	Q4 Activity Report - Jan-Mar 23 (20 min)	CD	✓	17.45
6.	AOB (10 min)	LM	-	18.05
7.	Next meeting dates, times: <ul style="list-style-type: none"> Wed 28 Jun 2023 Zoom meeting, 5pm to 8pm Wed 27 Sep 2023 F2F (location tbc), 5pm to 8pm 	LM	-	
8.	Close of PART A	LM	-	18.15

Board Members (PART A):

Liz Meerabeau (LM)	HWK Chair/Trustee Board Member (Board Lead - Primary Care)
Eeva Crawley (EC)	HWK Treasurer/Trustee Board Member
James Waugh (JW)	HWK Trustee Board Member (Board Lead - Risk Management)
Scotty McLeod (SM)	HWK Trustee Board Member (Board Lead - Business Continuity)
Richard Allen (RA)	HWK Trustee Board Member (Board Lead - Hospital Services)
Justina Jang (JJ)	HWK Trustee Board Member (Board Lead - Women's Health)
Kathryn Yates (CY)	HWK Trustee Board Member (Board Lead - Learning Disabilities and Autism)

Attendees (PART A):

Stephen Bitti (SB)	HWK Chief Executive Officer
Scott Bacon (SBa)	HWK Engagement Officer
Kezia Coleman (KC)	HWK Projects and Outreach Officer (Disabilities and Mental Health)
Jaimy Halliwell-Owen (JHO)	HWK Communications Officer (Minutes Part A)

Advance apologies: Justina Jang (JJ) HWK Trustee Board Member/Board Lead - Women's Health, Grahame Snelling (GS) - Independent Safeguarding Advisor to the HWK Board, Candy Dunne (CD) - HWK Deputy Chief Officer and Helena Wright (HJW) - HWK Projects and Outreach Officer (Young People and Safeguarding).

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PART B (CLOSED 'PRIVATE' MEETING):

The HWK Board has resolved to go into a private session because discussions might include prejudicial terms. Due to confidential nature of the business covered in this part of the meeting, only Board Members can be present for this part of meeting plus an agreed minute taker in attendance.

No	Item	Lead	Paper(s)	Time
FOR DISCUSSION AND/OR DECISION				
1.	Welcome and apologies/Declarations of interest (5 min)	LM	-	18.30
2.	PART B Minutes from 11.01.23 for approval (5 min)	LM	✓	18.35
3.	Managing Expectations: Next 6 months (45 min) Presentation/Discussion	SB/All	-	18.40
4.	AOB (5 min)	LM	-	19.25
5.	CLOSE	LM		19.30

Board Members (PART B):

Liz Meerabeau (LM)	HWK Chair/Trustee Board Member (Board Lead - Primary Care)
Eeva Crawley (EC)	HWK Treasurer/Trustee Board Member
James Waugh (JW)	HWK Trustee Board Member (Board Lead - Risk Management)
Scotty McLeod (SM)	HWK Trustee Board Member (Board Lead - Business Continuity)
Richard Allen (RA)	HWK Trustee Board Member (Board Lead - Hospital Services)
Justina Jang (JJ)	HWK Trustee Board Member (Board Lead - Women's Health)
Kathryn Yates (CY)	HWK Trustee Board Member (Board Lead - Learning Disabilities and Autism)

Attendees (PART B):

Stephen Bitti (SB)	HWK Chief Executive Officer (Minutes Part B)
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Advance apologies: Candy Dunne (CD) - HWK Deputy Chief Officer

For enquiries on this agenda, please contact:

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