Item 4a

Board Meeting Minutes – Part 1 (For Publication)

- Date: Saturday 19th July 2025
- Time: 10:00am – 1:00pm
- Location: Teams Meeting

1. Attendance and Apologies

Present: Josh Varghese JV (Treasurer), Paul Newton PN, Tobi Aigbogun TA, Mostafa Mohamed MM, Lola Kehinde LK, Tomi Oni TO (Governance Lead)

In Attendance: Joy Beishon JB (Chief Executive)

Apologies: Anu Massey AM (Chair), Clare Livingstone CL

Chairing: TO (in absence of AM). The meeting was quorate.

2. Declarations of Interest

No declarations of interest were made.

3. Approval of Agenda

The agenda was approved without amendment.

4. Minutes of Previous Meeting

The minutes of the previous Board meeting were approved as an accurate record.

5. CEO Report

The Board discussed national developments relating to the planned abolition of Healthwatch and expressed disappointment at the decision. Trustees confirmed the organisation's commitment to maintaining independence and continuity of resident voice and insight work during the transition period. Further details of staffing and financial planning were recorded in Part 2 (confidential).

6. Transition Steering Sub-Committee (TSSC)

The Board approved the establishment of a Transition Steering Sub-Committee (TSSC) and its Terms of Reference to oversee planning for the organisation's transition or wind-down.

Resolution: It was resolved that the Transition Steering Sub-Committee be established with delegated authority to oversee planning and implementation of the transition process, within parameters agreed by the full Board.

7. SEL Reference Group

TA reported that the SEL Healthwatch Reference Group has been stood down following the SEL ICB's decision to discontinue funding for administrative support.

8. Risk and Compliance

JB presented an updated Risk Register which the Board reviewed and approved.

Resolution: It was resolved to approve the updated Risk Register presented to the Board on 19 July 2025.

No safeguarding incidents or data protection breaches were reported. Risk mitigation discussion is recorded in Part 2 (confidential).

9. Any Other Business

Trustees agreed that future Board meetings will be held via Teams, with face-to-face meetings by exception only.

Resolution: It was resolved that future Board meetings will normally be held virtually via Teams, with face-to-face meetings convened by exception.

10. Future Board Meeting Dates

- 18 October 2025
- 24 January 2026

Approval

These minutes were approved by the Board on [insert date].

Name: Anu Massey
Date: 18/10/25