

# ICB Public Involvement and Engagement Advisory Committee

Wednesday 25<sup>th</sup> September 2024 at 10:00am – 12:30pm  
in Coniston Meeting Room 2, Level 3, Christchurch Precinct, County Hall,  
Preston, PR1 8XB

## AGENDA

\* Alert, Assure, Advise

No	Item	Lead	Purpose	Format	SO	*AAA
<b>Standing Items 10am – 10:15am</b>						
1.	Welcome, Introductions and Chair's Remarks	Chair	Note	Verbal		
2.	Apologies for Absence / Quoracy of meeting	Chair	Note	Verbal		
3.	Declarations of Interest (a) Committee Register of Interests	Chair	Note	Attached		
4.	(a) Minutes of the Meeting Held on 26 June 2024 and Matters Arising	Chair	Approve	Attached		
	(b) Principles of the committee subgroups	Chair / Neil Greaves	Note	Verbal		
	(c) Action Log	Chair / Neil Greaves	Approve	Attached		
<b>Updates on Engagement Programmes 10:15am – 11:00am</b>						
5.	Public engagement and pre-consultation engagement programme 2024/25	Neil Greaves	Approve	Attached	1,4,5,6	Assure Advise
6.	Winter communications and engagement strategy and plan	John Barbour	Note	Attached	1,4,6	Assure
<b>Assurance 11:00am - 12:15pm</b>						
7.	Standing Assurance and Insight Reports:					
	a) Public Engagement and Involvement Assurance Report: June 2024 to Aug 2024	David Rogers	Note	Attached	1-6	Assure
	b) Public and Community Insights Report: June 2024 to Aug 2024 - including Freedom of Information Themes and Trends	David Rogers	Note	Attached	1-6	Assure Advise
c) Complaints report	David Brewin	Note	Attached	1	Assure Advise	

	d) Update from the Citizen's Health Reference Group (CHRG) held on 5 September 2024	CHRG Representatives	Note	Attached	1,2,5	Assure Advise
	e) Update from sub-groups and working groups	Neil Greaves	Note	Verbal	1-6	Advise Assure
	f) Healthwatch Report	Lindsay Graham	Note	Verbal	1	Assure Advise
<b>Standing Items 12:15pm – 12:30pm</b>						
8.	Committee Escalation and Assurance Report to the Board (AAA Report)	Chair	Agree	Verbal		
9.	Items referred to other committees	Chair	Agree	Verbal		
10.	Any Other Business	Chair	Note	Verbal		
11.	Items for the Risk Register	Chair	Discuss	Verbal		
12.	Reflections from the meeting: - Was the committee challenged? - Have we made a difference?	Chair	Discuss	Verbal		
13.	Date and time of next meeting: Wednesday, 18 <sup>th</sup> December 2024 10 am – 12:30pm, Lune Room 1, ICB Offices, County Hall, Preston, PR1 8XJ	Chair	Note	Verbal		

<b>ICB Strategic Objectives</b>	
1	Improve quality, including safety, clinical outcomes, and patient experience
2	To equalise opportunities and clinical outcomes across the area
3	Make working in Lancashire and South Cumbria an attractive and desirable option for existing and potential employees
4	Meet financial targets and deliver improved productivity
5	Meet national and locally determined performance standards and targets
6	To develop and implement ambitious, deliverable strategies

**Glossary of Terms:** [LSC Integrated Care Board :: Glossary of terms \(icb.nhs.uk\)](https://www.icb.nhs.uk/glossary)