

Healthwatch Telford and Wrekin Public Board Meeting

Monday 5th October 2015, 18:00

Quaker Room, Meeting Point House, Southwater Square, TF3 4HS

Attendees

Gill Stewart	GS	HWTW Vice chair
David Bell	DB	HWTW Vice chair
Carolyn Henniker	CMH	Board member
David Jeffries	DJ	Board member
David O'Loughlin	DO	Board member
Barry Parnaby	BP	Board member
Kate Ballinger	KB	HWTW Chief Officer
Mike Timmins	MT	Non-exec. board member
Dr. Mike Innes	MI	Guest speaker
Minute Taker: Kiran Virdee	KV	HWTW volunteer

Meeting Minutes

1. Welcome and apologies

Jane Chaplin (JC, Chair), Mark Boylan (MB) and Tim Graham (TG) sent their apologies.

GS welcomed attendees to the meeting and welcomed the new, independent HWTW organisation, explaining that novation from Parkwood Healthcare had been successful.

Prior to the commencement of the meeting, guest speaker Dr. Mike Innes (MI) presented Janet O'Loughlin with the Care in Confidence award. KB thanked her for her contributions to HWTW.

MI delivered a presentation on the current state and direction of the NHS Future Fit programme, and the challenges it faces as well as the opportunities it presents. This was followed by an open discussion among the board about Future Fit and how to get the people of Telford and Wrekin more involved.

Approved by HWTW board

Signed..... Date.....

2. Declarations of Interest

No new declarations.

3. Minutes of Last Meeting

Minutes reviewed and action list updated. Minutes of the meeting agreed as accurate by the board.

4. Matters Arising

Several actions closed. The YOUTH group has begun to focus on mental health issues. It has been suggested that the new website's content be reviewed on a page-by-page basis.

The GP access report has been presented to the Quality Surveillance Group in Rugeley, it now needs to be presented to the Clinical Commissioning Group's Primary Care Committee.

5. Matters for Decision

5.1 Business plan

GS proposed, BP seconded. All approved.

5.2 Novation report

Novation key decisions taken by joint chairs included signing of the Deed of Novation, and contract of 18 months at a set price of £100,000. With a clear budget going forward, we intend to investigate models of financial workings to meet our aims and objectives.

5.3 Health and Safety Policy

GS proposed, DB seconded. All approved.

5.4 Environmental policy

GS proposed, BP seconded. All approved.

An environmental champion needs to be selected; this will be carried forward to the next meeting.

6 Matters For Information

6.1 Joint Chairs' Report

DB summarises joint chairs report. Charles Hannon unfortunately resigned from the board. David Jeffries and David O'Loughlin joined the board, however, bringing with them a wealth of knowledge and experience. There were no questions.

6.2 Chief Officer's Report

KB summarised the contents of the chief officer's report for the benefit of attendees. KB highlighted the reorganisation taking place at HW England, including the Chief Executive stepping down. Also highlighted was the successful completion of the Pharmaceutical Needs Assessment, HWTW's first commissioned project. KB also drew

attention to HWTW's new Feedback Centre website, and mentioned that as much feedback is needed as possible.

6.3 Director's Reports

6.3.1 Enter & View

CMH summarised the report, and began by pointing out that five new reports have been published, and nine visits have been completed, all of care homes.

CMH then summarised the rest of the report. She added congratulations for Janet O'Loughlin (in attendance as a member of the public) and Liz Macaskill for being successfully re-elected to the Enter & View Committee. CMH adds that a number of safeguarding alerts have been raised as a result of the enter & view programme, which she believes to be a demonstration of the programme's effectiveness.

6.3.2 Local health boards report

GS summarised the report. One key point was that NHS111 services are to be re-commissioned at a regional level, much like the ambulance service. Additionally, the A&E four hour wait has been escalated, making the risks more pronounced.

MI, who is the vice chair of the Health and Wellbeing Board, highlighted the work that HWTW can do to reach the untapped communities in Telford and Wrekin.

6.3.3 Overview, scrutiny and safeguarding

BP summarised the report. HWTW attended two Independent Safeguarding Committee meetings. We have met many of the objectives that were set. We are up to date, sharing with members on the other sub groups.

6.3.4 Older people, dementia, and mental health

GS summarised the report. Highlighted that the PRH stroke unit had received international praise from visiting Australians. It was noted that the boards had continuing concerns regarding funding, but they were at least glad of a continuous, stable government.

This prompted a discussion regarding the feasibility of seven-day GP opening hours; KB highlighted that without more GPs it was not feasible, and that appointments would simply be spread out more throughout the week with no more real capacity than before.

A member of the public took this opportunity to ask if there was an issue with the new Care Act stopping personal carers from attending hospital with their charges, forcing hospital staff to care for challenging patients themselves. GS will explore this issue and report back.

6.3.5 YOUTH

BP summarised the report. He explained that YOUTH was formed in early 2014. There was a successful 'world café' event in April 2015, with 25 people in attendance along with several councillors. Mental health was the main topic to emerge from this. The Sexual Health survey achieved a good response.

6.3.6 Volunteer report

No volunteers report was presented on this occasion.

6.4 Budget and finance report

DJ summarises his report, highlighting that the Finance and Income Committee has undergone some structural changes and HWTW has a more limited budget. Despite this, we are viable and planning for the next 18 month period.

GS ends the meeting at 20:00.

7 Date and time of next meeting

Next Meeting Date: 16/01/2016
Next Meeting Location: Quaker Room, Meeting Point House
Minute Taker: TBC

Action List

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
1	06/10/14	KB to bring further information to board attention in the near future to consider the continuation of the Young People and Sexual Health Services Project. 01/06/15 The sexual health survey report will need to be completed and presented at the next board meeting.	KB	05/10/15	05/10/15
2	06/10/14	DB to update board members on the progress of the Mental Health Project Development. 02/02/15 This has been changed to point of special interest. DB to continue updating the board on this.	DB	Ongoing	Open
3	01/06/15	Produce regular reports to the board on the progress and activities of YOUTH.	BP	Ongoing	05/10/15
4	06/10/14	Work with the board to develop a trends report that satisfies all board members. 10/09/15 To be addressed when data systems are in a better state. Review at January meeting.	ML, CMH	13/01/16	Open
5	01/12/14	Produce a paragraph to summaries what HWTW is and what it does, to be uploaded onto the website. 01/06/15 No progress. ML to liaise with JC on the matter.	JC,ML	01/06/15 05/10/15	05/10/15
6	01/12/14	Plan event around the Future Fit Mural 01/06/15 YOUTH will be taking the project out during summer engagement activities. 05/10/15 Revisit in January	KB, Office	Ongoing	Open

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
7	13/04/15	Design and circulate an information log for the HWTW board, for any ongoing actions which will need updating in the future. 01/06/15 Review at October board meeting.	GS, KB	01/06/15 05/10/15	Open
8	01/06/15	Begin enacting the proposals laid out by Agenda Item 5.3.6 (volunteers report), esp. the formation of a volunteer sub-committee. MB to assume the volunteer supervisor role in the interim. Office staff to aid transition.	MB, office	05/10/15	05/10/15
9	01/06/15	Monitor incoming service user feedback to gauge whether residents and relatives meetings at care homes are having any effect.	ML	13/01/16	Open