

22nd June 2016

Venue: Teesside University

Time: 3:30pm - 5:30pm

Board Meeting Minutes

Board Members Attended: Paul Crawshaw, Harsh Agarwal, Marc Brodie

Healthwatch Staff Attended: Natasha Judge, Nigel Brough, Vikki Touzel, Jill Edemenson

Guests: Craig Blair - South Tees CCG

Apologies: Carolynne Withers, Shirley Pew, Herbert Dirahu, Anne Sykes, Jo Cole, Helen Neal, Jamie Clarke

| | | Action |
|----|---|---|
| 1. | Welcome and Introductions Paul Crawshaw welcomed everyone to the meeting and Introductions were given to Craig Blair (guest speaker). Nigel Brough(Senior Programme Manager PCP) was attending the meeting to discuss an item in AOB. Paul welcomed Vikki Touzel in post as Healthwatch Middlesbrough's new Community Engagement Lead. | |
| 2. | Apologies for Absence Carolynne Withers, Shirley Pew, Herbert Dirahu, Anne Sykes, Jo Cole, Helen Neal, Jamie Clarke | |
| 3. | Urgent Care Update from STCCG Craig Blair gave a presentation on the topic of the 'Urgent Care Consultation'. Craig gave apologies for Julie Bailey who was unable to attend. Craig requested for any comments, views or questions about the consultation to be fed back to the CCG before the next governing body meeting which is planned for 6 th July 2016. | Give feedback on Urgent Care Consultation before 6 th July 2016. |
| 4. | Minutes of meeting held 31st March 2016 Minutes agreed | |
| 5. | Standing items - Work Plan Update / Work Plan Proposals <ul style="list-style-type: none"> - Shaping Mental Health Services Together - report written and shared - Patient Access to Mental Health Services - Students have carried out some background research and | Vikki to ensure that volunteer adverts go out on VolunTees. |

| | | |
|----|--|--|
| | <p>designed a questionnaire. Currently gathering responses to questionnaire and arranging some focus groups.</p> <ul style="list-style-type: none"> - Volunteers - Discussion on extending capacity through recruitment of some more volunteers. Currently had 2 volunteers. Plan to devise a work plan for volunteers to help them engage with the public. Option of recruiting student volunteers from Teesside University scheme. Initially aiming to recruit 4/5 volunteers. - Young People - Looking to continue with work started by MVDA. Plans to get a 'sub-board' of young people recruited at the aim of gathering more evidence from this group. - Annual Event - Taking place on 13th July 2016. Presentations have been arranged with Better Health Programme and STAR Scheme. Paul will be presenting the annual reports. Discussion and workshop to follow presentations. Board members were requested to attend the event if available. <p>All work plan proposals discussed and approved by Board.</p> <p>Management Report</p> <ul style="list-style-type: none"> - Carolynne has been increasing engagement work in the community - Work being carried out currently looking at mapping of groups / places to engage. - All current reports have been finished and shared. <p>Task and Finish Groups</p> <ul style="list-style-type: none"> - STAR Scheme report to be finalised and published. - Report from event to be drafted and shared. | |
| 6. | <p>Feedback / Comments from the Board</p> <ul style="list-style-type: none"> - No additional feedback to report from the Board - Board and staff team feel Vikki has had a smooth transition taking over from where Toni left. - Agreed to continue with current work plans agreed. | |
| 7. | <p>Health and Wellbeing Board Update</p> <ul style="list-style-type: none"> - Natasha attended on behalf of Paul - Natasha explained that out of 8 items on the agenda to be discussed, Healthwatch has been a part of 5 of them showing good involvement for Healthwatch going forward. - Edward gave a presentation on the topic of Dementia. | |

| | | |
|----|--|--|
| | <ul style="list-style-type: none"> - Discussion about Better Health Programme who will be giving a presentation at our event. - Health and Wellbeing Board generally give Healthwatch positive feedback from our involvement. | |
| 8. | Feedback from meetings attended as a Healthwatch Rep <ul style="list-style-type: none"> - No feedback to report from Board Members. | |
| 9. | Any Other Business <ul style="list-style-type: none"> - Marc and Harsh requested to complete Enter and View training. - Paul mentioned that there are still difficulties getting Board members to attend meetings. Discussed option of Board using Skype. - Nigel Brough gave an update and announced that MVDA and Mind are no longer being subcontracted by Healthwatch Middlesbrough. MVDA & MIND have decided to exit the subcontracting agreement to support Healthwatch Middlesbrough. - Nigel discussed ways in which Healthwatch could bridge this gap in context to essential consultative work; in particular targeting: young people and services users with lived experience of mental health. - Nigel explained that there are 2 options available: <ol style="list-style-type: none"> 1) To employ someone to undertake the project on a short term basis (this could be achieved as a freelance opportunity or casual engagement). 2) Advertise for a fixed term engagement post. Nigel explained the timescales involved within a recruitment process and the need for an equitable approach to comply with E&D regulations. The Board were in agreement that this capacity gap needed to be filled as a matter of some urgency. Therefore, Option 1 was considered to be the best approach to allow the HW team and Exec Board to 'test out' this arrangement for 12 weeks and then reassess to evaluate outcomes/outputs. It was considered imperative that the person chosen for the role has an existing knowledge of the health & social care landscape within Middlesbrough and is familiar with the network of VCS agencies to provide scope for considerable engagement amongst the targeted population groups. <p>A description of priorities relating to this work was distributed during the meeting. Board members agreed to adopt option 1 (12 weeks). All work undertaken during this 3 months period</p> | <p>Natasha to arrange Enter and View Training for Board Members</p> <p>Natasha and Vikki to circulate Description of priorities and overview of options to Exec Board for agreement.</p> |

| | | |
|--|---|--|
| | (outputs/outcomes) could then be evaluated by the HW team and Exec Board. | |
|--|---|--|

Next meeting planned: Thursday 8th September 2016 - 3:30pm - 5:30pm Teesside University