

12 November 2015
Venue: Teesside University,
Time: 15.30 pm - 17.30 pm

BOARD MEETING NOTES

Board Members attending: Paul Crawshaw - chair, Jamie Clarke - vice chair, Marc Brodie , Anne Skyes

Guests: Julie Stevens

Healthwatch Staff in attendance: Toni McHale, Carolynne Withers, Natasha Judge, Jane Hore, Jill Edemenson

		Action
1.	Welcome & Introductions Paul welcomed everyone to the meeting.	
2.	Apologies for Absence Jo Cole, Harsh Agarwal	
3.	Julie Stevens, Commissioning and & Delivery Manager NHS South Tees Clinical Commissioning Group (CCG) gave an update on developing an urgent care strategy	
3.a	Minutes of meeting held on: 27 August 2015, approved.	
4.	Work plan - standing item Management reports - standing item Carolynne & Toni are still trying to get a meeting set up with PALs. Carolynne gave an update on the James Cook University Hospital discharge medication work. To date 57 people have completed the survey, this work is ongoing. A meeting is being planned with the Transformation Team and head of Discharge to share information and findings to date. Permission to track a prescription through the pharmacy system is still ongoing. Transport is emerging as one of the main issues being raised by the public. Whilst this is not part of the ongoing work it is been monitored. Meetings with Patient Participation Groups have been arranged. Carolynne is working through the list of member organisation, making contact and holding meetings. Toni is contacting individual members. Toni welcomed Jill, Policy and Research Officer. Jill had been working on Healthwatch Middlesbrough (HW) reports and the Board had noted her input. Toni stressed the importance of the board members providing feedback on draft reports.	Action: Toni is following up PALs

	<p>Toni gave an overview of the work programme - papers had been circulated: HW urgent care work is ongoing. Children and Young People work with MVDA is progressing with talks to Middlesbrough College Health and Social Care students taking place at Middlesbrough College. All reports are on the HW Middlesbrough website with the exception of the Dementia report which is under the 20 day response period.</p> <p>Information/intelligence is beginning to come in from MIND and CAB.</p> <p>Toni gave an update about volunteers, highlighting the lack of staff capacity to support volunteers. Anne and Marc offered assistance and suggested their organisations may have volunteers who would be interested in helping with one-off tasks which would need to fit with overall HW work plan. Toni offered an HW awareness session for potential volunteers. This will be discussed at a later date.</p>	
5.	<p>Feedback from meetings</p> <p>Toni had attended the Dementia Friendly Communities launch at Middlesbrough Library. Clevearc are leading on this work. HW will be providing intelligence gathered during public consultation as a starting point for this work. In addition HW are working with the Dementia Collaborative, Dementia Alliance, Andy Ball who is working with local businesses helping them become more dementia friendly.</p>	
6.	<p>Health and Wellbeing Board</p> <p>Paul reported that there was nothing to report as this board had not met. Overview of this board was still ongoing. The new chair was Dave Budd. Membership, partnerships and process for feeding in information are being reviewed.</p>	
7.	<p>Feedback from meetings attended as HW rep</p> <p>Toni asked for feedback from the Board on any meeting they had attended on behalf of HW.</p>	Action: Toni to circulate document
8.	<p>New Board members</p> <p>Anne and Marc both keen to undertake Enter & View training</p>	Action: Toni to arrange
9.	<p>Way forward</p> <p>Toni reported HW was keeping an eye of IAPT services as TEWV have recently withdrawn as a provider. This could have a huge impact on waiting lists. Developments would be reviewed after Xmas.</p> <p>The board agreed to a development session in January 2016 to look at the new work plan and way forward.</p> <p>The board agreed to continue with the Discharge and Medication surveys at JCUH until end of December 2015. General intelligence gathering is ongoing.</p>	
10.	<p>AOB</p> <p>The budget surplus was discussed and suggestions of training and engagement work were put forward for consideration.</p> <p>Toni fed back from the meeting with MVDA regarding their health and social care forum made up of providers. Mark Davis from MVDA had suggested a</p>	

	memorandum of understanding be drafted between the MVDA/HSC Forum and HW to clarify working relationships.	
11.	Next meeting: Thurs 10 December 2015 Future meeting - Thurs 28 January 2016	

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