

11 August April 2014
 Venue: Clarendon Building, Teesside University
 Time: 10.00 am - 12.00 pm

BOARD MEETING NOTES

Board Members attending: Paul Crawshaw (Chair), Shirley Pew, Wendy Collins, Herbert Dirahu, Jamie Clarke, Jenny Dowsett

Healthwatch Staff in attendance: Natasha Judge, Toni McHale, Carolynne Withers

Guests in attendance: Mark Davies MVDA. Lesley Spaven MVDA, Kathryn Warnock MBC

		Action
1.	Welcome & Introductions PC welcomed everyone. Welcome to new Board member Jenny Dowsett and staff member Carolynne Withers	
2.	Apologies for Absence Helen Neal, Harsh Agarwal	
3.	Social Prescribing - Mark Davies MVDA MD gave brief overview and update on the project. He distributed a briefing paper and introduced Lesley as the newly appointed lead on Social Prescribing (SP) at MVDA. Lesley described the service in more detail and described what SP may look like across the Tees. MVDA are looking to secure commitment for partners to develop SP and requested that Healthwatch Middlesbrough be involved. PC asked where did the driver come from for this initiative, how did it land with MVDA? MD explained MVDA had been working towards this with JSNA over last 3-4 years to develop a SP model and to look at an options appraisal. TMc asked how this would link with other directories. MD replied the intention was to link with and use existing services. GP's had difficulty keeping up with what services were available. NJ mentioned the Stockton Navigation Project and how successful this was. MD stated MVDA was leading on the development and would not necessarily be involved in the delivery of a SP model, the 'pilot' would focus on Mental Health. MD - work had already been done in Newcastle with could be shared. NJ mentioned work Catalyst had been doing and possible sharing of information.	PC to discuss with HW team
4.	Minutes of meeting held 5th June 2014 Approved as a true record, to be added to the website	
5.	Actions form previous meeting No actions outstanding Event at Newport - HD gave feedback: services for RAS need to be integrated into existing services HD stated that Middlesbrough was being held as a beacon of good practice regionally with RRF. Information Volunteers from RRF completed training.	

	Feedback from Deaf community at Middlesbrough event identified need for texting service. This was implemented immediately and will be added to publicity during the next print run.	
6.	<p>Work Plan feedback - standing item Management report - standing item</p> <p>MVDA work with Young People - Draft of the plan distributed to the Board, this work is ongoing. Once complete the good practice will be shared with other HWs. BME weight management - final report to be presented to Paul by the end of August GP referrals, no intelligence received that this is a problem at any event, only one query with the Information Signposting Service since April therefore it was agreed to sign this off as complete. C-card it was agreed at the development day as the service has been reviewed HW would review in October IAPT - draft report completed once approved by the chair it will be distributed to the Board for comments regarding the recommendations TMc looking for sign-off on these pieces of work. It was agreed that copies of the reports are distributed to those who provided feedback and publicised on Healthwatch Middlesbrough's website.</p> <p>TMc expressed the need for the for future work plans to be agreed, taking into account the intelligence gathered at events, coming via the Information Signposting service and general engagement. The importance of alignment with priorities within the local authority, Public Health and the CCG was pointed out whilst retaining independence. Priorities coming through include Dementia. Continuing promoting of HW with the public and working much closer with members and stakeholders. SP -Transitions was also an issue.</p> <p>All agreed it was important HW evidence what it does, 'this is what people are telling us and this is what we are doing' and link this with strategies, H & W board, JSNA etc. JC suggested 2 to 3 priorities. KW - H & W scrutiny panel workshop on 15 October - purpose to aid better partnership working and understanding. TMc - CCG meeting on 8 Aug - request for feedback from those present to be forwarded to her. Pit was agreed that PC and TMc would meet outside the Board meetings to collate all evidence and present suggestions for future work plans to the Board.</p>	<p>TMc</p> <p>All</p> <p>PC & TMc to meet to discuss</p>
7.	<p>Health and Wellbeing Board update KW - Ray Mallon Chairs - 4 delivery strands, miss-match of understanding about what's happening and how the four delivery partnerships link in with the HWBB. The process is currently under review. Next meeting 29 October 2014</p>	

	South Tees Acute Hospital Trust have been invited to talk to H & W board on 15 Sept 2014 regarding Monitor.	
8.	Feedback from meetings attended as HW rep Papers circulated - feedback from MW	
9.	Feedback from celebration event and potential future work plan Covered	
10.	Volunteer update including Enter and View 6 new volunteers trained in Information Volunteering All existing volunteers to be contacted to ascertain if they need any further training or support and to stress the importance of feeding any intelligence to staff. Further cohort of Information Volunteer Training on 14 Aug. Enter and View (EV) training 18 Aug & 29 Aug. CW & TMc attending. EV needs to be part of work programme - reason for this action evidenced. NJ Discussion about complaint that came in from via national HW took place. HD - Volunteer Information Training that took place at Newport Hub - issues with child care. Most that attended training were Asylum Seekers, very transient group. Issue over refugees availability to attend due to various appointments they have to go to. NJ and TMc - HW aware of these issues and looking at way to overcome.	NJ /
11.	Communication strategy Circulated by email - TMc MW not present. Board questioned need for another CS. PC to discuss with MW	PC
12.	AOB HD - Cleveland Police had approached RRF about an awareness event on FGM. HD explained that FGM had not come up as an issue amongst RRF members. 4 groups were raising awareness about FGM. HD suggested Police needed to discuss this with Public Health and HW and raise this as a health issue. Board were in agreement. TMc - Holding public meetings was discussed and how HW updated the public. It was agreed that all minutes would be put on the webpage and further network meetings be planned with the invite going out to the public. Social Media was also discussed and training session on Twitter suggested. TMc reminded members about DBS checks. Complete forms and contact SC. HD - asked how do members know what is happening. TMc - reports, when signed off, would be circulated.	TMc
	Future meeting dates: 4 September 2014 - 4pm-6pm The Gateway, Middlehaven -note one off new venue	