

4 September 2014
 Venue: The Gateway, Middlehaven
 Time: 16.00 pm - 18.00 pm

BOARD MEETING NOTES

Board Members attending: Paul Crawshaw (Chair), Shirley Pew, Wendy Collins, Jenny Dowsett, Michael Wright, Harsh Agarwal

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

Guests in attendance: Emma Carter, Clinical Governance Manager, South Tees Hospital Trust

		Action
1.	Welcome & Introductions PC welcomed everyone	
2.	Apologies for Absence Jamie Clarke, Herbert Dirahu, Natasha Judge (staff)	
3.	Minutes of meeting held 11th August 2014 Approved as a true and accurate record	
4.	Actions form previous meeting Declaration of interests - agreed this would be addressed at each meeting. Communication Strategy - PC & MW to arrange to discuss Weight Management - PC has papers to distribute to board for approval by 15 September. Work Plans TMc to distribute - comments to TMc. DBS checks - one still outstanding, JC. Social Prescribing meeting to be held at Carer Redcar, MVDA leading. WC will be attending and will report back	PC All WC
5.	Work Plan feedback - standing item Management report - standing item Draft IAPT and BME Weight Management report currently with PC for sign off. Once approved by PC both will be distributed to the Board for comments before letters of recommendation are sent to the commissioners. Children and Young People draft engagement strategy prepared in conjunction with MVDA circulated to the Board for comments. It is proposed to target young people using known contacts and services including schools/special schools etc. A proposed meeting to be set up with Beverley School, to see how the young people to engage with HW if at all. It was agreed to also involve a mainstream school in either Middlehaven or Thorntree. HW to encourage young people in later teens to train as Information Volunteers and become HW Champions in their school.	PC TMc All TMc

	<p>Middlesbrough College was also suggested as another establishment to approach.</p> <p>Enter and View training complete -it was agreed that the Board felt enough people were now trained to carry out necessary E&V visits. WC, JD and SP to meet with TMc and CW to discuss the complaint received via HW England as potential first E&V. CW will coordinate the meeting.</p> <p>PC to discuss the possibility of carrying out a joined up E&V with R&C and Stockton as the joint chair meeting next week.</p> <p>Additional Information Volunteers training has taken place. CW is contacting all volunteers on a regular basis to ensure ongoing support and two way information sharing. Mind have approached HW with a view of training their members. This is scheduled for October 14.</p> <p>TMc reported the HWB evaluation of HW Middlesbrough was good with only a few slight negatives. TMc pointed out that both of these issues have been addressed and the commissioners have been informed.</p>	<p>CW</p> <p>PC</p> <p>JSD</p>
6.	<p>Health and Wellbeing Board update</p> <p>PC updated the board. Call out to commission NE University to work with HWB. HW have been approached to provide a presentation at the next HWB - 3 November. Action - PC & TMc to meet to discuss.</p> <p>PC pointed out that Mike - CEO of MBC recognises work of HW.</p> <p>HWB - A special meeting to discuss Monitor is planned for 15 Sept with T Hart in attendance.</p>	<p>TMc/PC</p>
8.	<p>Feedback from meetings attended as HW rep</p> <p>Public Health have approached HW regarding engagement work as a direct result of them reading recent engagement reports. Toni has met with Rauf who is interested in the way HW works with volunteers. Partnership work is planned to mutually benefit PH and HW.</p> <p>MW questioned use of feedback report sheets - the board decided not to continue with these and agreed on verbal feedback. However, any members receiving minutes from meetings they attend as a HW representative to pass to TMc to circulate to the group.</p>	<p>TMc</p>
9.	<p>Future work plan</p> <p>TMc gave overview of the priorities identified from events held along with the priorities highlighted by the local authority, public health and CCG. The rationale report to be shared with the Board.</p> <p>It was highlighted that there was a low take up of preventative screening in the Middlesbrough area. The decision was taken to look at why screening is not been taken up. In keeping with previous decisions the Board advised TMc to begin the intelligence gathering in Middlehaven/Thorntree areas. Once the initial intelligence is gathered TMc advised that to ensure a meaningful</p>	<p>TMc</p>

	<p>piece of work resulting in tangible outcomes the HW team will need tight guidelines from the Board re progression. The HW team will also look at having a presence in Thorntree Pharmacy.</p> <p>Dementia Friendly Communities - discussion took place. WC stated this was a wide subject and an environment to help people with dementia, their families etc. needed to be developed to help people be more independent. Stockton have worked with Alzheimer's Society. Dementia Friendly training had been delivered to community police. Suggested contacting Corrine Walsh NE coordinator for Dementia, Debbie Smith.</p> <p>TMc commented that HW would need very clear guidance/outcomes over this piece of work. MW commented that all services need to be involved. Action- HW to being gathering information about dementia from contacts/sources mentioned.</p> <p>MW mentioned closure of GP Surgery in Hemlington and a new Health Clinic was being built at Acklam Hall. Action: check with LS about any calls received.</p> <p>Hospital Discharge - JCUH and possible review of this. Reflective discussion took place on work done at NHTT. Action: unplanned EV in discharge lounge. HW to have a presence in JCUH</p> <p>CW & CM looking at presence at JCUH - trialling in different departments.</p>	<p>TMc</p> <p>TMc</p> <p>CW</p>
10.	<p>Guest Speaker - Emma Carter, Clinical Governance Manager, South Tees Hospital Trust - how quality and safety is measured and maintained in the hospital. Information circulated. CQC inspection imminent.</p> <p>HW input to Quality Accounts - yearly - paper tabled. EC to send invite to HW to attending meeting.</p> <p>HW working with Trust - what are the priorities around quality? TMc asked about timescales for work to be done. EM responded: HW invited to meeting (event) initial November, accounts must be written by March 2015. EC to liaise with TMc & CW.</p>	Verbal
11.	<p>AOB CQC - Tele Conferencing - MW asked who was available. TMc info was circulated. MW volunteered.</p> <p>EV at JCUH - TMc to bring EV trained board members (SP,JD, MW,WC) together to discuss at initial meeting. CW to arranged for end w/com 23 Sept or beginning w/com 29 Sept.</p>	
	<p>Future meeting dates:p 16 October 2014 - 4pm-6pm Room CL 101 Clarendon Building Teesside University TS1 3BA</p>	