

Healthwatch South Tyneside

**Business Board Meeting
Friday 26 October 2018
Jarrow Community Centre**

Present:

Sue Taylor	Co-Chair	Ged Dixon	Director
Peter Bower	Co-Chair	Shobha Srivastava	Director
Joy Curry	Director	Marilyn Stidolph	Director
Margaret Adams	Director	Alison Chalmers	Director
Paula Lowson	Director		
Sheila Scott (minute taker)	HW Team	Linda Gibson	HW Team

Apologies:

Steven Burton Director

Agenda Item		Action
1	<p>Welcome and Introductions ST welcomed everyone to the meeting. Apologies were received from Steven Burton.</p>	
2	<p>Minutes of the last meeting The minutes were agreed as a correct record.</p> <p>The minutes of the Special Board meeting held 31 August 2018 were agreed as a correct record.</p> <p>Matters Arising from the minutes Pg 2) Tara’s contract has been updated and signed.</p> <p>Pg 4) PB, on behalf of the Board, had contacted the CCG on 4 occasions about the details of the Rapid Progress Improvement Workshop but no information had been provided. PB will keep attendees in the loop about the Workshop.</p> <p>Pg 5) PB tried to contact Melanie Johnson on 2 occasions, PB will continue to attend the meetings.</p>	PB
3	<p>Joint Chair’s Update ST ST had previously taken part in the Health and Wellbeing Board Peer Challenge, she has now attended the feedback workshop. Feedback recommended that:</p>	

	<p>1) 'Safe Places' should be developed for senior political leaders and others to allow for a discussion on future joint working arrangements and the development of the overarching vision and narrative.</p> <p>2) In moving forward to address system challenges we need to develop a shared vision and long-term ambition for South Tyneside, develop commissioning architecture and investment ambitions to reflect both the hospital footprint and then place based ambitions, develop a coherent and consistent model of integrated delivery in neighbourhoods. Consider what capacity and infrastructure is needed to support the system wide transformation, enable collective leadership and accountability.</p> <p>3) Take forward the learning for Phase 1 into Phase 2 in the consultation and engagement of Path to Excellence and have more joint involvement from politicians and clinicians.</p> <p>The South Tyneside Pound - at the moment almost half of all money is spent on acute hospital care - this will gradually change to a more equal split between acute and community (primary care, public health, social care, mental health).</p> <p>This could lead to shared branding, single budgets, one patient record, better navigation, a priority for a community model of care, co-location of staff, joint appointments at senior levels, more co-production. They need to harness the voice of local people.</p> <p>ST attended the Joint Scrutiny (health) committee, where they updated on the legal position re phase 1 and progress of phase 2.</p> <p>ST attended the Peoples Select Committee meeting. SS said HW should push for a place on the Select Committee, ST and SScott to write a letter requesting this.</p> <p>ST thanked Board and staff who worked on and produced a draft Work Plan which will be presented to the HWBB for their consideration, it will then come back to the Board. It will be an ever-changing document reflecting the considerable change going on in both health and social care.</p> <p>ST attended the Alliance Leadership Group and took part in informal discussion around integrated working/partnerships etc (very much along the lines of the Peer Challenge).</p>	<p>ST SScott</p>
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	<p>ST should have attended the Alliance Business Group meeting but it clashed with HW Board meeting, she will check future dates.</p> <p>PB PB attended two Local A&E Delivery Board (LADB) meetings, one on 19 September and one on 17 October. The agenda sections were separated into current issues, winter pressures (the preparation for, associated campaigns (flu) and funding) and operational performance. The main issue at the meetings was Urgent Care which had been brought into focus by the Check the Pulse report by Healthwatch. This had led to the establishment of a Rapid Improvement Workshop.</p> <p>There was also input from a senior member of South Tyneside’s Department of Public Health who discussed working with the third sector. Email addresses were exchanged with colleagues so that further networking could be initiated.</p> <p>PB attended the Rapid Improvement Workshop with Joy and Marilyn on the 4 October (separately minuted).</p> <p>PB and ST attended a meeting on the 20 September with the Chair, Alan Patchett and Chief Officer, Margaret Curtis of Healthwatch Sunderland. It was a first meeting and there was an exchange of views about the possibility of working together. It was at this meeting that the meeting of the Healthwatch Boards, in the Partnership, with Mary Bewley, Head of Communications and Engagement for North of England Commissioning Support, was first mentioned. This has resulted in a meeting between the Boards, Mary Bewley and CEOs of the CCGs and CEO of the Trusts to consider Integrated Care Services.</p> <p>Healthwatch, under its role of providing advice and information to the public, was asked by the CCG to help handle concerns raised by the registered patients of the Park Surgery following notice of its closure from 31 March 2019. From the day the information became public the staff team handled calls from concerned patients and, facilitated by our volunteers, took part in a drop in at Hebburn Central Hub on the 15 October. Feedback from the CCG was very positive. Well done and thanks to the Team and volunteers.</p> <p>PB met with David Hambleton, CEO of the CCG on 16 October and discussed: Park Surgery, St Clares Hospice, Child and Adolescent Mental Health (formerly CAMHS, now called Lifecycle Service), the Health and Well-Being Board and regular meeting with David and Ken Bremner CEO of both local Trusts.</p>	
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	<p>David was advised that Palliative Care and CAMHS would be in our forthcoming work programme. David was enthusiastic about the news and gave contacts for both services. David expected that we would revisit the Urgent Care Hub so that progress could be assessed. When we considered Path to Excellence and Integrated Care Services his advice was to give more time to Path to Excellence as this would be an earlier and more noticeable change than Integrated Care Services.</p> <p>David agreed to approach Ken Bremner about restarting regular meetings between the two CEOs and the Healthwatch Co-chair(s).</p> <p>4 Finance Report</p> <p>GD handed out copies of the management accounts. The figures highlighted in light grey showed the underspend, the figures highlighted in dark grey showed actual spend, showing a surplus of £12,000.</p> <p>There will be no more spend against Publicity & Marketing.</p> <p>GD also handed out an adjusted budget showing a surplus of £18,000. The brought forward figure will be shown as constant in future accounts. He asked the Board to adopt the adjusted budget - the Board agreed.</p> <p>We receive £103,000 contract income and we need to ensure that we do not exceed that amount so we can avoid a deficit situation.</p> <p>PL asked if the accounts could be presented as a Pie Chart? GD said he would attempt to do this.</p>	
<p>5</p>	<p>Items for Discussion</p> <p><u>Christmas Break</u> - ST and PB meet with the staff every two weeks. The Team had asked that the Board consider giving an extra 2 days leave over the Christmas break, the Board agreed as a one off.</p> <p><u>Development and Work Plan Progress</u> - PB thanked everyone for their input. ST will present the Work Plan to the Health and Wellbeing Board. As this is a working document it will change, it is also a draft document which does need more work. The following suggestions were made:</p>	<p>GD</p>

	<p>PB had obtained the contact details of four people which he will pass onto SScott.</p> <p><u>Park Surgery Announced Closure</u> - LG said she has reservations about volunteers attending events without a staff member being present, this needs to be discussed at an appropriate time. It was noted that Tara had attended, with the volunteers, during the drop-in session. PB thanked Tara for her attendance.</p> <p><u>Planned Meeting with Healthwatch Sunderland Board</u> - LG to email the details to everyone who wants to attend the meeting with Mary Bewley at Sunderland.</p> <p><u>Healthwatch England Conference</u> - Papers had been sent out to the Board for information. ST said it was a good conference, useful to see what other Healthwatch's do and share good pieces of work</p> <p><u>Co-production</u> - MA said it was now a key word, MA had made notes which she will pass on to SScott to type up and send out to the Board.</p> <p>LG said Paul Cuskin and Mathew Warmsley have offered to attend a Public Meeting to talk about Co-production.</p>	<p>PB</p> <p>LG</p> <p>SScott</p>
6	<p>Items for Receipt</p> <p><u>Board Meeting Dates</u> - ST attends the Alliance Business Group on a Friday morning.</p> <p><u>Conference Notes</u> - the Board had received the notes and thanked ST, TJ and TR for providing the feedback.</p> <p><u>Statutory Activities</u> - for information so all Board members know what they are as they are in all of the Reports HW produces.</p>	
7	<p>Any Other Business None.</p>	
8	<p>Date and Time of Next Meeting</p> <p>22 February 2019 at 10.00 am</p>	