

4<sup>th</sup> November 2013  
Venue: Redcar & Cleveland Mind  
Time: 3 - 4 pm

**BOARD MEETING NOTES**

Chair: Julia Bracknall

Board Members attending: Veronica Hartnett, Lawrence McAnally, Mike Millen, Jason Lowe, Bob Norton, Paul Davies, David Morris

Healthwatch Staff in attendance: Liz Greer, Joanne Ormston, Lindsay Rutherford , Linda Sergeant (notes)

Guests in attendance: n/a

		Action
1.	<b>Apologies received from:</b> None	
2.	<p><b>Project Highlight Report</b> LG talked through HW R &amp; C Qtr 2 Report which is shared with Local Authority as part of its contract monitoring. These will also be shared with the Board. Public Awareness campaign has been delayed due to staff vacancies but should be on track by January 2014.</p> <p>LG asked the Board if anyone would be interested in supporting HW staff in mapping exercise for this campaign and BN volunteered.</p> <p>JB indentified several personnel changes to contact info-HW team to update.</p>	<p>HW team/BN</p> <p>LS</p>
3.	<p><b>Network Feedback - themed analysis, prioritising 2013-14 work programme and communication with Network</b> Paper circulated to Board which summarises all feedback received from HW membership and other contacts since 1 April 2013. These have been cross-referenced where possible to the HWBB strategy, CCG priorities and others where possible, to aid Board in agreeing priorities.</p> <p>JB suggested that issues broadly seem to fall into the following categories:</p> <ul style="list-style-type: none"> <li>• whole population issues</li> <li>• specific client groups</li> <li>• quick wins</li> </ul> <p>Board agreed that it was important to be able to demonstrate success and have some positive outcomes quickly. VH emphasised importance of ensuring solid evidence to back up member feedback on issues before Board embarks on specific pieces of work.</p>	

	<p>The Board asked if it's possible to carry out cross boundary work and join forces with neighbouring Healthwatches where appropriate. Some work on a joining Stockton &amp; Hartlepool HW protocol has been done- LG to circulate for consideration</p> <p>Board determined that possible criteria for prioritising the workplan could be:</p> <ul style="list-style-type: none"> <li>• match with existing plans</li> <li>• if there is a gap in service</li> <li>• quick win</li> <li>• timing</li> <li>• impact</li> </ul> <p>Board would like a re-draft of the themed analysis based on the above criteria.</p> <p>BN raised the issue of developing a tool for measuring impact/outcomes. LG to circulate LGA/HWE toolkit</p>	<p>LG</p> <p>LG</p> <p>LG</p>
<p>4.</p>	<p><b>HW representation on Health &amp; Well Being Board (HWBB) and other boards/events.</b></p> <p>Board recognised that they must prioritise which Boards HW should attend by asking</p> <ul style="list-style-type: none"> <li>• does Healthwatch need to be there?</li> <li>• Is there an opportunity to influence/make a difference?</li> <li>• Is scrutiny and accountability taken seriously?</li> </ul> <p>Board decided that at present the key Boards to attend were Health &amp; Wellbeing, Health Scrutiny, CCG and QSG. Discussion at next meeting</p>	<p>Carry forward</p>
<p>5.</p>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Public Health England event 23<sup>rd</sup> November - any Board members interested in attending to let HW know and place can be booked</li> <li>• VH announced new round of mental health first aid training for partner organisations aimed at frontline staff dealing with vulnerable people. Also Veterans mental health first aid.VH to circulate info about dates,cost etc to Board</li> </ul>	<p>VH</p>
<p>6.</p>	<p><b>Dates of future meetings; expenses; support and communications from HW team</b></p> <p><b>Expenses:</b> Board members who are not in receipt of expenses from their employer to attend HW Board meetings are eligible to claim reasonable out of pocket expenses. HM agreed to send out expense forms to Board members.</p> <p>Board to consider support required from Healthwatch team at future meeting</p> <p>Date of next meeting : agreed needs to be <b>December 13 with main item work plan</b></p> <p>JB suggested next meeting be scheduled for 2.5 hours.Agreed.</p>	<p>LG</p>