

7th September
Venue: Westfield Farm
Time: 2.00 pm - 4.00 pm
BOARD MEETING NOTES

Board Members attending: Ian Holtby (Chair) (IH), David Morris (DM), Barbara Smith (BS), Ron Wood (RW), Irene Poynter (IP), Mike Milen (MM)

Healthwatch Staff in attendance: Linda Sergeant (LS), Carole Marshall (CM)

Guests in attendance: N/A

1.	Welcome and Introductions IH welcomed everyone to the meeting.	
2.	Apologies for absence Andrew Leon, Maureen O'Neill and Natasha Judge submitted their apologies.	
3.	Minutes of meeting held 13th July 2015 and matters arising <ul style="list-style-type: none"> • Due North - IH informed that he had not received any updates on the formation of the working group. • Home Care - IH attended a meeting on 11th August whereby it was determined that home care was an important part of social care and be continued to be funded. • Annual Report - The Board expressed concern over the problems with the production of the Annual Report. They requested that they be informed of plans for next year's report and be involved in the decision making on who compiles it. 	LS to inform NJ of Board's concerns
4.	Citizens Advice Bureau LS informed the Board that Natasha Judge had agreed that all CAB offices will support the delivery of Healthwatch. New 'Have your say' comment cards have been ordered to include names and addresses and will be posted into secure drop boxes in the CAB office. Healthwatch staff will collect these on a regular basis. A generic questionnaire is currently being compiled and the CAB have a target of completing 80 questionnaires monthly and are responsible for compiling the results and sending a report monthly. They also have a target of 30 new members yearly.	
5.	Staff Report and Work Plan Update LS highlighted to the Board that we have increased our drop in sessions in the area which now includes Grangetown and Loftus as well as Redcar. We will also be situating community boxes at these locations to enable local	

	residents to give comments on health and social care issues in their area.	
6.	<p>Complaints/Patient Feedback</p> <p>LS outlined to the Board that greater intelligence and feedback could be received by building relationships with organisations which deal with patient complaints, etc. LS suggested and the Board agreed that Healthwatch contact PALS, ICA, the Trusts, and Advocacy Services to develop a mechanism for sharing information.</p>	LS to action
7.	<p>Healthwatch/CCG Meeting</p> <p>LS updated the Board on the Healthwatch/CCG meeting held on 2nd September 2015. Notes and actions of the meeting were circulated to the Board.</p>	
8.	<p>Chair Update - Health and Wellbeing Executive</p> <p>IH informed the Board that there was concern over the cut back to Public Health which amounts to £200 million nationally and what impact this will have locally. It is thought that this will not initially impact Redcar & Cleveland, as it had previously received more funding due to it being a hardship area and has reserves to cover this year. If however the cuts to public health continue it will have a significant impact.</p> <p>IH also informed that school nurses and health visitors are to be employed by the Local Authority. For school nurses this will be from end September 2015 and for health visitors April 2016.</p>	
9.	<p>Board Member updates and feedback from external events and partnerships</p> <ul style="list-style-type: none"> • DM - Patient Experience Group, JCUH Group discussed patient survey which are held once a year in JCUH and highlights trends. Also discussed PALS and need for increased presence in hospital. No money available to improve position and issue is going back to Governors to discuss. • DM - Medicines Group Informed that over prescribing of pain killers has led to increase admissions to hospitals. • DM - Tees Medicines Group North Tees & South Tees to cut back on cancer drugs. 19 different kinds of drugs will no longer be available. • MM - Attended NEAS meeting and discussed ways in which to improve data collection from patients. 	DM to forward details to Board via LS
10.	<p>STAR Scheme</p> <p>DM requested an update on how the project was progressing. RW & BS offered to find out more and Board agreed to invite Ian Reeve to a later meeting to give an update.</p>	

11.	Upcoming Meetings LS informed the Board of upcoming meetings that they may wish to attend.	
12.	Enter and View Training LS reminded the Board that Enter and View Training was taking place in October. All those who wish to attend must confirm their attendance with either LS or Sue Cawley.	Board
13.	Macmillan Coffee Morning LS informed the Board that Healthwatch were co-hosting a Macmillan Coffee Morning in the Community Heart on 25 th September and any donations would be welcome.	
14.	Gazette Article & Newsletter Discussions took place on what to include in the Gazette Article. It was agreed to highlight Healthwatch drop in sessions, community boxes, ask for information on home care and promote our work with young people.	LS to draft
15.	AOB <ul style="list-style-type: none"> • Future Board meeting venue - it was agreed for future meetings that they would be held at Redcar Leisure & Community Heart. • LS asked the Board if they would like to invite any guest speakers for future Board meetings. The Board suggested Ian Reeve and the Redcar & Borough Council Contract Manager for Healthwatch. 	
16.	Date and time of next meeting The next Board meeting will be held on Monday 19th October 2015 , 2pm - 4 pm at Westfield Farm, Dormanstown.	