

19th October 2015
Venue: Westfield Farm
Time: 2.00 pm - 4.00 pm
BOARD MEETING NOTES

Board Members attending: Ian Holtby (Chair) (IH), David Morris (DM), Ron Wood (RW), Irene Poynter (IP), Mike Milen (MM), Maureen O’Neill (MoN)

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

Guests in attendance: N/A

1.	<p>Welcome and Introductions</p> <p>IH introduced Jill Edemenson to the Board. Jill is the new Research & Policy Officer for Healthwatch working across Redcar & Cleveland, Middlesbrough and Stockton on Tees.</p>	
2.	<p>Apologies for absence</p> <p>Natasha Judge, Lawrence McAnelly, Barbara Smith and Andrew Leon submitted their apologies.</p>	
3.	<p>Minutes of meeting held 7th September 2015 and matters arising</p> <ul style="list-style-type: none"> • IH informed that still no progression on the Due North working group. • Board requested that NJ give an update on the production of next year’s annual report. • Board queried the questionnaire that is being compiled for Citizen Advice Bureau and requested that they view it before it is distributed. • LS informed the Board that meetings had been arranged with ICA, PALS and the MP’s Advocacy Service and will give feedback at the next meeting. • STAR Scheme - Board discussed that it would be useful to get an update on the scheme. Invite Ian Reeve to December Board meeting to give feedback. • Macmillan Coffee Morning - LS informed the Board the event was well attended by senior staff within the Local Authority and the Mayor, as well as members of the public. The event was acknowledged on the Council Business website page and on the intranet. • Gazette Article - Board queried the publication of the Gazette Column as no-one had actually seen it in the paper and questioned if it was in the health supplement. 	<p>NJ</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS/CM to research</p>
4.	<p>Chair Update</p> <p>IH attended Health & Wellbeing Executive which is held once a month and the Health and Wellbeing Board which is held once a quarter. At the meetings IH presented the Healthwatch Redcar & Cleveland Access to GP Services Report and the Sexual Health Services Report.</p>	

5.	<p>Woodside Surgery Feedback Board discussed the report and that current practice manager is leaving the Surgery which may have an impact on the recommendations made. It was agreed that Healthwatch would attend the next PPG meeting and carry out an evaluation in the New Year once the new Practice Manager has had a chance to settle in.</p>	LS/CM to arrange attendance at PPG
6.	<p>Staff Report and Work Plan Update</p> <ul style="list-style-type: none"> • LS showcased the community boxes that are to be placed in the Citizen’s Advice Bureau and within the community. A box is currently situated in Redcar & Cleveland College. • Social Care Summit - Board gave feedback from their attendance and LS to follow up outcomes with David Walsh. • LS updated Board on the 7 Day Service Event which was hosted by NHS South Tees Foundation Trust to give awareness and education on the provision of services over 7 days. • Early Supported Discharge/Stroke Ward Engagement - updated that staff and volunteers will be visiting the Ward and staff on 9th November to familiarise with the layout and meet staff. • Network Involvement - LS updated that we will be contacting the membership to update our records and determine the best ways of members to feed in information to Healthwatch. • Dual Diagnosis - Publication of NICE guidance and LS to meet with KL of Recovery College, Saltburn. LS attended Substance Misuse Strategy Board where provision of dual diagnosis discussed. Arrange meeting with Lifeline (still outstanding) • Marketing & Communication - IP requested breakdown of where leaflets, etc have been distributed. • LS & NJ to attend the Health Scrutiny Meeting on 20th October. • The Board raised concerns that they were not involved in the decision making of Healthwatch as much as they would like to be and requested that an additional meeting be arranged with NJ to discuss these issues. They Board also highlighted that they are still awaiting a response on a financial update. 	<p>LS</p> <p>LS/CM</p> <p>LS</p> <p>LS</p> <p>NJ</p>
7.	<p>Healthwatch Representation The Board discussed where Healthwatch Redcar & Cleveland has representation in order that any gaps can be identified. The Board agreed that they have the overall decision on who represents Healthwatch at meetings/boards. It was agreed that DM continue to attend the Pharmacy Steering and Working Groups. LS to identify any gaps in provision and submit to Board so that they can be allocated to appropriate individuals.</p>	
8.	<p>AOB</p>	
9.	<p>Date and time of next meeting</p> <p>The next Board meeting will be held on Monday 14th December 2015, 2pm - 4 pm at Redcar Leisure & Community Heart, Meeting Room 4, Second Floor. A buffet lunch will be available from 1 pm.</p>	

