



**Healthwatch North Somerset Board Meeting
Held in Public**

11th July 2017

**At Clevedon Town Council Offices, Room 2,
44 Old Street, Clevedon, North Somerset BS21 6BU
2pm – 3pm**

MINUTES

Present: Georgie Bigg [Chair]
Celia Henshall [CH] Trustee and Director
Dick Whittington [DW] [Treasurer]

In attendance: Eileen Jacques [EJ] [Chief Officer HWNS]
Vicky Marriott [Operations Coordinator HWNS] [Minutes]
Gill Auden [Volunteer Coordinator HWNS]
Helena Ashton Information Governance Lead, Connecting Care,
CCG Commissioning Support Unit
Member of public: Tricia Godfrey, HWNS Volunteer

02 Apologies for Absence

Apologies were received from:
Lance Allen [LA] Trustee and Director
Time Evans [TE] Trustee and Director

03 Declarations of Interest

None stated.

04 Public Participation

Tricia Godfrey fed back on her involvement as a HWNS volunteer with Citizen's Senate, and participation in PLACE assessments at the BRI.

GB thanked Tricia for her work on behalf of HWNS

05 Minutes of Meeting 11th April 2017 GB

The minutes of the meeting were checked:

i. For accuracy

The minutes were agreed as a correct record of proceedings.

ii. Matters arising not on the agenda

There were no matters arising that were not on the agenda

iii. For matters arising

There were no actions outstanding.

CH liked the presentation notes attached to the minutes

DW is going to follow up with speaker from E-Zec for images of patient transport vehicles

Action Log

GB asked Action 2 to be removed as this action has been taken

DW said Action 6 could not be actioned until North Somerset Council confirms grant for 17/18 is confirmed in writing. DW to update figure accordingly when confirmed.

Actions 11 and 12 carried forward.

06 Finance Report

DW provided a financial overview. First quarter is underspent but does not account for annual payments due through year. DW will circulate 2016/17 accounts by email when they have been independently assessed. DW stated a very small underspend is expected.

07 Healthwatch North Somerset Annual Report 2016/17

EJ advised the Annual Report has be sent to stakeholders by email and a printed version will be ready by the end of the week and would be sent to North Somerset Councillors and MPs. EJ thanked the HWNS team and volunteers for their hard work through the year.

GB thanked the staff members for the work reported on in the report and EJ in bringing the report together.

08

Weston General Hospital - Public and Staff Engagement Report

EJ introduced the Weston Hospital Sustainability Engagement Report which was commissioned by North Somerset CCG. The report has been presented twice (draft and final versions) to the Weston Sustainability Board and it was accepted with no changes. GB presented it at the CCG Governing Body meeting on 4th July. It was made available to the public on 4th July and the Weston Mercury ran a story on 10th July. Sue Stone, as a freelance worker, had analysed the data for the report. GB thanked Sue and the team on behalf of the Board for the enormous amount of work delivered to such a tight deadline.

09

Chief Officers Report

The Chief Officers report was provided to attendees.

HWNS attended Weston Engagement Stakeholder Reference Group. Colin Bradbury tabled the Engagement Report (as above) in the agenda and attendees were provided with a copy and the group agreed that the report should be made available to the public.

EJ and VM attended the Healthwatch England conference in July. EJ advised that a number of workshops were attended which provided insight in how other Local Healthwatch function.

HW has not yet been formally invited in on other work streams apart from PEISC (Prevention and Early Intervention and Self Care) and the Engagement and Communications stakeholder groups. EJ suggested a Memorandum with other HWs in the BNSSG patch to make sure HW are represented at BNSSG board meetings. EJ to meet Morgan Daly next week to review how we develop HW presence at STP leadership level.

EJ mentioned HWNS has been invited to submit a proposal for the Weston Primary Care Transformation Project to engage on service provision at proposed primary care hubs in both Weston Central and The Villages, Worle.

EJ advised that Healthwatch North Somerset was compliant with the Pensions Regulator Automatic Enrolment processes.

EJ mentioned that the Carers Report is due to be made public around 17th July.

EJ was interviewed by BBC Points West following the decision to close Weston General Hospital A&E from 10pm-8am and the clip was used in their 11pm bulletin on the 14th June.

EJ mentioned that the Diversity Trust has undertaken the pilot stage of the commissioned work and the survey has been circulated by the Trust and via Healthwatch North Somerset.

Gill Auden has been recruited to the Volunteer Coordinator post and started in June. Maisy Griffiths was recruited to the Information and Communications role in April 2017.

EJ stated that the North Somerset Council contract meeting has been changed from monthly to quarterly.

EJ advised the Board that the temperature in the office during the hot weather reached 35 degrees. Two large new fans were bought to improve working conditions on hot days. EJ to contact the manager of the premises to see if anything can be done to help with the extremes of temperatures in the office.
Action.

EJ asked the Board for their opinions on the format of this year's AGM due to take place on October 10th. CH said make it as short as possible. DW suggested there was too much in last years although the format worked very well. EJ suggested inviting Imelda Redmond National Director of HW England and board agreed.
Action.

GB thanked EJ and the HWNS team for their hard work that is evident from the CO report.

10

AOB

GB mentioned she has been getting back into circulation since April. She has attended the meeting about the NSCP CQC inspection and NS Clinical Commissioning Leadership Group. This will move into BSNNG but North Somerset will continue to have one for the moment. GB attended the Quality Surveillance Group which discusses high level issues across the BNSSG area and Somerset. This includes the CQC. GB met with the new engagement person and asked how we stood regarding Intelligence Reports and how they feed into the SW and BNSSG engagement meetings.

GB is on the Weston Primary Care Programme Transformation Group which discussed the issues at a higher level and involves a number of work streams involving practice managers.

GB said a pharmaceutical Needs Assessment update for the JSNA is being conducted and will go to the People and Communities Board. It is currently pre-consultation.

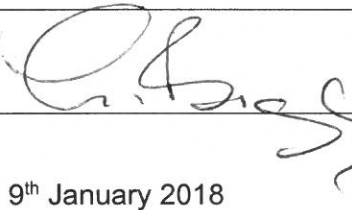
GB said the North Somerset Joint Commissioning Committee group which consists of providers, GP practice managers, NHS England, GPs and NHS officers will become a wider BNSSG group later in the year. Minutes from this go to the governing body of the CCG meeting.

GB said the Health Overview and Scrutiny Panel will be meeting again soon after the purdah of the election period

GB asked for Directors feedback from meetings to be incorporated into future Board meetings.

CH asked if the UK Vision Strategy delivery meetings in North Somerset are no longer taking place. The key link in North Somerset is Debbie Campbell and CH will make to contact to check whether it can be reinstated.

DW attended Multi-Disciplinary Team meeting about joining up services and Self-Care as the answer to increasing demand in the future on NHS services. DH would like to be involved in some way. GB said this links into signposting and information function of HWNS.

Approved	
Date	9 th January 2018

