

# Committee minutes

11 June 2018 - 10am

Commercial Union House, Newcastle

## Committee members present

Kate Israel (KI)	Independent (Chair)
Feyi Awotona (FA)	Independent
Victor Gallant (VG)	Independent
Terry Bearpark (TB)	Independent

## Apologies

Tim Care (TC)	Independent
Alisdair Cameron	Launchpad

## In attendance

Steph Edusei (SE)	Chief Executive, HWN
Beth Nichol (BN)	Finance and Administration Officer, HWN
Deborah Hall (DH)	Marketing and Project Coordinator

## 1. Welcome and introductions

1.1. The meeting began with a round of introductions

## 2. Apologies for absence

2.1. Apologies were noted from Tim Care and Alisdair Cameron.

## 3. Minutes of last meeting and matters arising

3.1. The minutes for meeting were agreed as a true record.

3.2. Matters arising, 3.2- SE still needs to analyse stakeholder survey. 9.6- No response from Core. Waiting for a move date from MEA House as board need to discuss the partition wall. 7.1- Trend analysis discussed issue of what do we want out of the information. Michael Peacock (HWG committee member) has been looking at alternatives. 9.1- 2 interests for committee will be interviewing soon. 9.2- Bid was unsuccessful for Healthwatch Northumberland. 9.3- Healthwatch North Tyneside has now appointed new Chief Executive and collaboration work is on hold.

### Actions:

WH to circulate paper including current suggestions and send to committee.  
BN to arrange meeting in July to discuss trend analysis.

## 4. Chair update

4.1. KI and Michael Brown (Chair of Healthwatch Gateshead) have written a complaint letter to Mark Adams regarding consultation around STP's. Response has been received and now arranging a meeting to discuss.

## 5. Annual report

- 5.1. SE stated the annual report seems to be getting easier every year for Newcastle.
- 5.2. Finance information has been trickier. Office costs cover rent, insurance, and Steph cost for organisational running. Operational costs are room hire, participant support, leaflets and marketing. Additional income is from the Cancer Alliance for the screening work, there has also been more from Tell Us North and Gateshead.
- 5.3. Report will be sent out this week

**Decision: Annual report approved.**

## 6. Project update

- 6.1. SE discussed the project update paper. Screening and vaccination and NHS CHC report have been published. They will be presented to Health Scrutiny on Thursday.
- 6.2. Flu report has been sent round. Discussion was made regarding further work needed.

**Decision: Soft launch of the flu report and see if CCG would fund further work.**

## 7. Outreach update

- 7.1. SE stated NHS England has given funding for us to complete GP online consultation work. Collection of knowledge through focus groups and surveys. Healthwatch Newcastle is managing this project which also covers other local Healthwatch' nationally. TB feels this should be reported as a project rather than outreach. The next 3 months will be different, focusing on stall work at festivals over the summer
- 7.2. Healthwatch Gateshead introduced prize draw for the feedback centre leaflets. SE asked Committee if this should be trialled in Newcastle from July to September.

**Decision: Trial prize draw for feedback centre from July to September**

## 8. Chief Executive update

- 8.1. SE reported on our core work including outreach and engagement and research projects. Presenting Screening and vaccinations, Continuing Health Care and Young homeless and care leavers work is being presented to Health Scrutiny. Expanding minds, improving lives have worked to get single point of access and online counselling.
- 8.2. SE discussed system involvement. Quality accounts have now been completed for Newcastle Hospitals, North East Ambulance Service, NTW, Queen Elizabeth Hospital and Novacare. Wellbeing for life board focusing on HR employment practice. Membership of Integration task force has changed. Interesting discussions in February meeting. Julie Ross sadly died 3 weeks ago. Primary Care Commissioning group have now recognised our importance of attendance through engagement support of GP changes.

- 8.3. SE stated STP is now known as integrated care systems and partnerships. SE met with Caroline Latta and there will be funded work to bid for. Partnerships are not accountable care organisations - pulling together organisations to make pool budgets. SE have emphasised in discussions about the context needed with the public.
- 8.4. SE discussed in year focused work. People's kitchen report has been sent to CCG. NHS has funded Healthwatch London to fund cards for homeless people with their rights. Would like to replicate this in Newcastle, few issues with NHS logo.
- 8.5. SE met with Chris Piercy to discuss Deciding Together, Delivering Together work. Would like Healthwatch to complete further work like previous fringe events that will be funded.
- 8.6. Conference was a good venue and well attended. Issue with 3 interpreters and only 1 deaf person attended. Kim is writing up report and engagement plan will be sent to CCG.
- 8.7. SE stated our top priorities are Mental Health (Also in HWG) e gaps of groups not heard in work already completed or high number of young people who are deaf using the services. Access to primary care for Housebound people - this includes opticians/dentists, not GP's. Home care review - can wait until later in the year if capacity issue. SE would like a project sponsor to work closely with project manager. New process of following up with stakeholders for an update of our recommendations. This will be sent 3 months later, then 6 months and continue.

**Action: SE to send round note to committee after NTW meeting**

**SE to send email asking if committee would like to be a project sponsor.**

## **9. Any other business**

- 9.1. AGM 3<sup>rd</sup> September. Audience is usually 90% health and social care providers. Discussion around patient focused speaker - Richard Thompson?

The meeting closed at 11.30 am.