

Committee minutes

13 March 2017 - 3pm

Broadacre House, Newcastle upon Tyne

Committee members present

Kate Israel (KI)	Chair and independent
Neil Cameron (NC)	Independent
Tim Care (TC)	Independent
Lisa Charlton (LC)	Newcastle Society for Blind People
Alison Walton (AW)	Independent
Simon Elliot (SE)	Independent
Feyi Awotona (FA)	Independent
Victor Gallant (VG)	Independent

Apologies

Alisdair Cameron (AC)	Launchpad
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In attendance

Luke Arend (LA)	Project Manager, HWN
Steph Edusei (SE)	Chief Executive, HWN
Deborah Hall (DH)	Marketing and Project Coordinator, HWN
Lyndsay Yarde (LY)	Project Manager, HWN
Melanie Bramley (MB)	Volunteer and Outreach Coordinator, HWN
Beth Nichol (BN)	Finance and Administration Officer, HWN
Sharon Saint Lamont (SL)	NHS England

1. Welcome and introductions

1.1. The meeting began at 3pm with a round of introductions.

2. Apologies for absence

2.1. Apologies were noted from Alisdair Cameron.

3. Minutes of last meeting and matters arising

3.1. Young Healthwatch - 2 existing members have left but have 6 new recruits are will be promoting the group in Gateshead.

3.2. CQC information and advice meeting- letter sent to CQC and meetings for the year have been planned

3.3. The minutes for private meeting were agreed as a true record.

4. Conflicts of interest

4.1. No conflicts of interest

5. Care home research report

5.1. LY gave a presentation on “My home, my say” research discussing why we chose involvement and its benefits, how we did it, results and recommendations. The recent report launch was also mentioned that took place on 1 March.

5.2. NC discussed theme of non-profit and profit organisations difference. **CQC?**

6. SEND research report

6.1. LA gave a presentation on “Spotlight on SEND” research discussing the background information, results, issues raised and recommendations

7. Outreach plan (paper 1)

7.1. SE gave overview of the outreach plan proposed by Mel. All approved

8. Trend analysis (paper 2)

8.1. The reviews over the last quarter have become predominantly negative comments. It was stated there may be high comments in certain areas due to the work being completed in areas such as maternity.

9. Decision making procedure (paper 3)

9.1. SE discussed this is a public document which has been updated to include a more detailed procedure.

10. Chief Executive update

10.1. SE gave an update on the work we have recently completed; SEND, Care homes, NEAS, NHS choices, Urgent care with Gateshead, Home safe. SE discussed the upcoming conference, priority setting and Healthwatch Gateshead. It was also stated what we have influenced and shaping.

11. Any other business

11.1. None

The meeting closed at 4.30pm.