

HEALTHWATCH MILTON KEYNES HEALTH AND SOCIAL CARE COMMITTEE

Minutes of the meeting held on Tuesday, 9th May at 6.30pm, Boardroom at MKCCG, Sherwood Drive, Bletchley.

Minute No.	AGENDA ITEM	ACTION
2017		
40	<p>Present: Members:- Alan Hancock (AH) - Deputy Chair Jeff Maslen (JM) Gail Hawks (GH) (Co-opted) Mike Newton (MN) Carolyn Peirson (CP) Jean Mattinsley (JMY) (Co-opted) Nadia Shaw (NS)</p> <p>Support Team:- Maxine Taffetani (MT) - Healthwatch CEO Tracy Keech (TK) - Healthwatch Deputy CEO Tracy Fenton (TF) - Healthwatch Office (Minute Taker)</p> <p>Apologies:- Hilda Kirkwood (HK) Denise Latner-McLaughlin (DLM)</p> <p>Authorised Representatives:- Alan Hastings (AHS) Marion Wale (MW) Bea Nixon (BN) Hazel Reynolds (HR)</p> <p>Member of the Public:- Janet Dawe (JD) Lesley Bell (LB)</p> <p>AH welcomed and introduced Maxine Taffetani to the members of the HSCC. Maxine provided everyone a brief introduction on her background followed by around the table introductions.</p> <p>AH informed the members that this was an unusual meeting as all Authorised Representatives (ARs) were invited to discuss</p>	

	<ul style="list-style-type: none"> • How ARs have more of a say in Healthwatch • To discuss the strategy update and begin the process of prioritising the five areas of work. 	
41	<p>Declarations of Interest None</p>	
42	<p>Approval of the Minutes from the last meeting of the Health and Social Care Committee - 11th April 2017. The minutes were agreed and signed.</p>	
43	<p>Matters arising from the Minutes not elsewhere on the Agenda. Item 30. LB officially co-opted on the HSCC Board with expertise in Integrated Health and Social Care.</p> <p>Item 30 (17.4) Engagement with Arden Gem HW have discussed the report and results from the Low Clinical Value consultation. CCG have made the recommendations public via their website but no further engagement has taken place due to Purdah. All engagement is on hold until the General Election on 8th June is over.</p> <p>MW confirmed Healthwatch has been invited to attend the CCG Quarterly Staff Workshop to work with staff on creating a common view regarding engagement as the Arden/GEM support unit see engagement differently to Healthwatch and there is a big gap in understanding. MW, AH, MT & TK to work together to plan this.</p> <p>Item 31 (a) - Memorandum of Understanding with MK Council The document has been approved and signed by the Trustees.</p> <p>Item 31 (c) - Election of Trustees We have received 11 expressions of interest so far and they have all received an application pack. Applications need to be returned by 31st May. An election by members may need to be held if we receive a number of applicants with expertise in one of the specified areas.</p> <p>Item 32 - Hospital Council of Governors MT confirmed she will replace HK at these meetings.</p> <p>Item 33 (c) - Annual Meeting. The original date of 19th July is now problematic as the CCG is holding a large Primary Care meeting on this date. Alternative dates are being looked at and AH has contacted Richard Alsop and awaiting his response.</p> <p>Item 33 (e) - Charging on the community Care Consultation</p>	<p>MW, AH, MT & TK</p> <p>AH</p>

	<p>TK has received a response from Victoria Collins MKC who advises that an anticipated decision will be made in June and this will be via a delegated decision by Cllr Long.</p> <p>Item 33 (f) - A&E Survey Project A presentation was given at the recent A&E Delivery Board regarding the results but no formal report has been received. AH has put together a short summary of the presentation slides and sent these to Samantha Gale (University of Buckingham) for comment before we publish on our website.</p> <p>Item 33 (g) - GP Access HK has responded to Ernie Boddington's letter of concern with a number of options and we are awaiting a response.</p> <p>Item 33 (i) - Annual Report Currently being drafted by Ellie and will be reviewed in the Comms Sub Group meeting on 12th May.</p> <p>Item 34 (c) - C&YP TK confirmed she had a good first meeting. The first Aid project will be continued and led by the YP members. Rooms for the meetings are problematic as John Lewis Community Room is unavailable for the next meeting. TK to source a new venue.</p> <p>Item 34 (d) - Governance & Standing Procedures MT to be fully operational before this is driven forward. A working group will be established to review the existing draft and make recommendations to the full Committee.</p> <p>Item 34 (e) - Enter & View JM confirmed the project can only move forward once MT and TK take ownership of it. JM & MT to meet on 10th May to discuss the project.</p> <p>Item 34 (f) - Mental Health MT and TK to meet with Simon Warren, Community Mental health CNWL in HK absence and MT will continue monthly meetings thereafter. GH has concerns about the lack of funding in this area.</p> <p>Item 36 - STP Update A Paper written by the 4 local Healthwatch on their experience of the STP process has been agreed and sent for information to Healthwatch England. However, the STP is on hold due to Purdah and will resume after the General Election on 8th June, after which the report can be submitted to the newly constituted parliamentary select committee for health.</p> <p>Item 37 - MKCCG Translation/Language Service Pathway</p>	<p>TK</p> <p>TK</p> <p>MT & TK</p> <p>MT & TK</p> <p>TK</p>
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	TK confirmed Healthwatch has missed the opportunity to participate in the pathway. MW asked if we can see the Pathway when it is complete and can Healthwatch help to review it.	
44	Chair's Update Covered in the above	
45	<p>HWMK Representation: Board of Trustees, HSCC & Authorised Representatives</p> <p>The communications between ARs and Healthwatch have become very disjointed. The changes within the commissioning and provider services have also led to changes in the Board and committee structure for health and social care services and the office team has lost track of which meetings ARs attend. TK has contacted all ARs asking them to confirm where and when they represent Healthwatch. The current feedback from ARs on meetings they attend is either missing or not sufficient for purpose.</p> <p>TK informed the group about her proposed plans for ARs. They included:</p> <ul style="list-style-type: none"> • Regular monthly meetings, with a requirement to attend a minimum of 7 per year. • AR's to be trained in all aspects of the volunteer role, including outreach and engagement, to stop departmentalisation. • The meeting will be a forum to share knowledge, ideas and develop training needs. • Improve feedback from external meeting for contract monitoring purposes. <p>AHS asked if there is a system in place for anyone who requires an AR? TK confirmed that there is, but we lose control when a Board or committee structure is revised and representation arrangements are changed, but the office is not kept aware of the changes.</p> <p>Clear lines of reporting are needed within the new structure with the emphasis on how ARs maintain confidentiality whilst keeping Healthwatch informed.</p> <p>MN raised the role of Portfolio Leads, is there a need for such a role. TK & MT to put forward a representative structure.</p>	MT & TK
46	<p>Strategy, Work Priorities and Annual Update</p> <p>Healthwatch currently has a 3 year strategy dated 2015-2018 which will need to be rewritten next year.</p> <p>An annual update is required for this year and needs to be produced by June in preparation for our AGM in July.</p>	

	<p>The group was asked to consider if we need to change any of our five priority areas and suggest specific area of work within each of the five areas.</p> <ol style="list-style-type: none"> 1. Primary care 2. Mental Health 3. Young People 4. STP 5. Integration of Health & Social care <p>It was agreed that the five priority areas should remain the same, but be updated to reflect the current health and social care situation. It was also decided that Healthwatch could not afford to undertake more than one specific project in each priority area and that we could not take on any further extra external projects due to lack of resources.</p> <p>It was suggested that everyone email MT with any thoughts or ideas on areas of work by Friday 12th May.</p>	All
47	<p>Any Other Business None</p>	
48	<p>Date and Time of Future Meetings</p> <p>Monday 12th June, 9.30am - 1pm - MKBC, Linford Wood Tuesday 11th July, 1.30pm - 5pm - MKBC, Linford Wood</p>	

Signed:



Hilda Kirkwood, Chairperson

Date: 12th June 2017.