## Healthwatch Sunderland (HWS) Executive Board Minutes of the meeting held Thursday, 10 March 2022 Hope Street Xchange, Sunderland

## Attendance - Executive Board Members

John Dean	JD	Chair
Paul Weddle	PW	Vice Chair

Gavin Barr GB Andrew Carton AC Chris Colley CC

## Attendance - Healthwatch Sunderland Staff

Tara Johnson TJ Project Lead

Anna Gillingham AG Engagement Co-ordinator

Gemma Wilkinson-Rush GWR Research & Information Officer (part of the meeting only)

Wendy Hadlington WH Engagement Officer

Clare Render CR Administrator (Minute Taker)

			Action
1	Apol	ogies & introductions	
	•	ogies have been received from Debbie Burnicle (member of the ic), Andy Fox (support for Gavin Barr).	
2	Decl	arations of interest	
	Ther	e were no declarations of interest.	
3	Minu	ites of the previous meeting	
	The	minutes of the meeting were agreed as a true record.	
	3.1	Board membership - we have received an application from Pauline Scott for Board membership. Pauline will be attending the next meeting as an observer before making a final commitment.	
		We have received a grant from Healthwatch England to help with Board recruitment/development.	
	3.2	Health & Wellbeing Scrutiny Committee - there is no formal place for HWS on this committee and we would only attend if there was something on the agenda which requires our feedback. The Board now needs to decide if they wish to take this up further. It was agreed not to take this up at this present time but to monitor it.	

		Action
4	Safeguarding	
	TJ reported that no safeguarding issues were raised in the last few months. A new safeguarding system has been introduced by Pioneering Care Partnership (PCP) and TJ attended PCPs training. This will be rolled out to all staff in the first instance and then all Board members.	TJ
5	External board meetings attended	
	We are in the process of revising the Board meeting attendance list and any attendance gaps will be circulated to the Board.	TJ
	<ul> <li>It is imperative that we continue to attend the Health &amp; Wellbeing Board, Integrated Care System (ICS), Path to Excellence and Safeguarding Adults Board meetings. Our attendance of two of the JSNA meetings (Healthy Weight/Alcohol Group) will be reviewed.</li> </ul>	
	<ul> <li>Andrew Carton has agreed to attend the Mental Health, Learning Disabilities and Autism Programme Board meetings.</li> </ul>	AC
	<ul> <li>Best Start in Life - CC attended the last meeting. This meeting discussed smoking in pregnancy. Feedback has been sent to the Board and staff.</li> </ul>	
	<ul> <li>Integrated Care System (ICS) - ICS is still ongoing. We are attending meetings with Traverse who are an independent body put in place by Healthwatch England to support the ICS process. A working agreement is being looked at and once this agreement has been approved it will be sent to Chairs to sign off.</li> </ul>	
	There is an operational proposal which is being split into parts by all Northeast Healthwatch.	
	Another meeting is being planned on $13^{\text{th}}$ April. TJ will be attending this meeting.	
6	Team update/stats update	
	The team update and trends papers were circulated to the Board prior to the meeting.	
	6.1 Stats update - GWR briefed the group on the latest trends	
	<ul> <li>NHS dental appointments - people are finding it difficult to obtain NHS dental appointments</li> <li>South Hylton Surgery - more negative feedback has been received. TJ has met with Kevin Doran from South Hylton Surgery to discuss the feedback we have received. We are looking at holding an information stand in this surgery to gather more patient feedback.</li> </ul>	

		Action
	6.2 Pharmaceutical Needs Assessment - AG attended the last meeting which went through the consultation document. AG will provide the response from HWS to this consultation.	AG
7	Work plan update	
	The three main priorities that have been highlighted to put out to public vote to form our next work plan items:	
	<ul><li>Domiciliary care</li><li>GP access</li><li>Hospital discharge</li></ul>	
	Our survey is going out mid to end of March 2022.	
8	Easy read breast cancer screening letters	
	We are still waiting sign off for the breast cancer screening easy read letters.	
	We have spoken to someone from NHS Improvements this morning and have been informed the letters are not diverse enough so there is still no date when the letters will be coming out.	
	A meeting has been arranged next week to discuss this further.	
	Other cancer easy read screening letters are also being looked at.	
9	SELF NE Ltd update	
	The Care Quality Commission (CQC) have sent a response to Sunderland People First (SPF). TJ has spoken to the commissioners, and SELF NE Ltd is not commissioned by the Council, however they are working closely with the CQC and have a formal action plan in place.	
	The Council would like to have a joint meeting with HWS and SPF to discuss the areas of the report they are able to and possibly undertake an enter and view visit.	
10	Primary Care Commissioning Committee	
	JD updated the group on the last meeting he attended. This meeting covered the development of pharmacy hubs for dispensing services. The idea is to improve services.	

		Action
11	Outbreak Control Board	
	The purpose of this Board was to co-ordinate the public health approach to COVID-19 by utilising outbreak control teams to ensure that any COVID related rules that had been issued by the government were being followed. The next meeting will be held in April. It is not clear if any meetings will be held after this date.	
	JD updated the group on the last meeting he attended and gave an outline of the current COVID-19 situation in key areas relevant to the city.	
	There has been a very good response rate to the COVID-19 booster however there is still a need to push the 12-15-year age group.	
12	Any other business	
	12.1 Chair, Healthwatch South Tyneside - JD reported that Peter Bower has resigned as Chair of the Healthwatch South Tyneside Board.	
13	Date and time of next meeting	
	The next meeting will be held Thursday, 12 <sup>th</sup> May, 1330-1530. Venue to be confirmed.	