

Healthwatch Sunderland (HWS) Executive Board
Minutes of the meeting held Thursday, 8 September 2022
St Luke's Terrace, Sunderland

Attendance - Executive Board Members

Paul Weddle	PW	Chair
Gavin Barr	GB	
Debbie Burnicle	DB	
Andrew Carton	AC	
Chris Colley	CC	
John Dean	JD	
Pauline Scott	PS	

Attendance - Healthwatch Sunderland Staff

Tara Johnson	TJ	Project Lead
Wendy Hadlington	WH	Engagement Officer
Gemma Wilkinson-Rush	GWR	Research & Information Advisor
Jemma Wilkinson-Rush	JWR	Social Media Officer
Clare Render	CR	Administrator (Minute Taker)

Attendance - Other

Andy Fox	AF	Supporting Gavin Barr
Carol Gaskarth	CG	Chief Executive, Pioneering Care Partnership (PCP)
Rebecca Morgan	RM	Project Development Manager (PCP)

		Action
1	<p>Apologies & introductions</p> <p>Introductions were made for the benefit of Carol Gaskarth and Rebecca Morgan.</p> <p>This is the last meeting that John and Andrew will be attending as Board members. Andrew's second term of office comes to an end in October and will be leaving the Board. John, for personal circumstances, is stepping down as the HWS chair however he will be attending future Board meetings as a member of the public. PW & TJ wished to place on record both the Board and staff's thanks for all their work and contribution to HWS.</p> <p>PW welcomed new Board member Debbie Burnicle to the meeting. Debbie is taking over the role of Chair from John.</p>	
2	<p>Declarations of interest</p> <p>CC informed the group she is no longer a local authority school governor at Grange Park Primary School. There were no other declarations of interest.</p>	

	Action
<p>3 Healthwatch Sunderland contract renewal</p> <p>Carol Gaskarth, Chief Executive Officer, Pioneering Care Partnership (PCP) attended the meeting to discuss with the Board the Healthwatch Sunderland (HWS) contract renewal. Periodically local authority contracts are put out to competitive tender and, after 7 years of delivery, the HWS contract is to be recommissioned. The new specification has not yet been published by the local authority. The new contract will commence April 2023.</p> <p>The Board now needs to decide which contract option they would prefer.</p> <p>After a discussion it was agreed by the Board that a separate meeting should be arranged to discuss the options further. Carol agreed to send the Board further information around the different models to enable them to consider how they wish to proceed.</p>	<p>HWS / PCP</p>
<p>4 Minutes of the previous meeting</p> <p>The minutes of the meeting were agreed as a true record.</p> <p>4.1 Changing Place facility, Sunderland Royal Hospital - this facility still has not opened as it still needs to be signed off nationally. Sunderland People First have asked for timescales of when this facility will be opened.</p> <p>4.2 Exec Board application - Debbie Burnicle's role with the CCG came to an end in June 2022 and not at the end of the year. Previous Board minutes to be amended.</p> <p>4.3 Board development - we will be organising another Board development day. TJ to send out dates of one meeting to be held before Christmas. Further development days will be planned in the new year.</p>	<p>CR</p> <p>TJ</p>
<p>5 Safeguarding</p> <p>TJ reported that no safeguarding issues were raised in the last few months.</p>	
<p>6 External board meetings attended</p> <p>There were no external meeting reports.</p>	

	Action
<p>7 Team update/stats update</p> <p>The team update and trends papers were circulated to the Board prior to the meeting.</p> <p>7.1 Stats update - GWR briefed the group on the latest trend figures and how this would impact on our work plan. Some things to come out were mental health, A&E, GPs, community-based services, and social care services.</p> <p>7.2 Youthwatch - recruitment for Youthwatch volunteers will start again in October.</p> <p>Self-care - we will be doing a piece of work around self-care. This hopefully will pick up mental health and healthy living/lifestyle. We will be creating videos by young people talking about what self-care means to them and what tips they would give to other young people. These will be launched in November which is self-care week.</p> <p>Sexual health services - the mini report has gone back to Public Health who will be implementing some of the changes. Once these changes have been made the report will be shared publicly.</p> <p>Online directory - this has now been published on our website.</p> <p>7.3 ICS/ICB - this ongoing work is still in progress. We are still going through the process with all regional Healthwatch to identify a shared approach.</p> <p>7.4 Easy read breast screening letter - the updated press release has now been produced. When this has been finalised, it will be rolled out nationally.</p> <p>7.5 Engagement team: out and about - care home visits - we have begun to link up with the care homes following the pandemic. We have arranged to visit 2 care homes in each locality to look at outside activities.</p>	
<p>8 Work plan update</p> <p>A copy of the work plan update paper was circulated to the Board prior to the meeting. The Board were given the opportunity to ask questions relating to the update.</p> <p>8.1 GP access - this is a three-stage process. We are currently in the stage of circulating our survey. Our survey is open until the end of September 2022. A report will be completed of the results, and we will also send a copy of the data sets we receive to each GP practice.</p>	

		Action
8.2	Domiciliary care - this piece of work will be in partnership with our commissioners. They are pulling together a sample list of people, approximately 120 people, who are using domiciliary care commissioned services. Two surveys have been produced to collect feedback from these service users. One for the service users and one for family members/carers.	ALL
8.3	Hospital discharge - this has been moved into the next quarter due to the GP access/domiciliary care work. Any Board member interested in helping us with this piece of work to contact the HWS office.	
9	Board governance/approvals	
9.1	End of first term of office - Chris Colley's first term of office on the Board has come to an end and the Board needs to decide if Chris should be re-elected for another three years. This was agreed by the Board.	
10	Any other business	
10.1	GP practice websites - PW informed the group that all local GP practices are changing their websites to ensure that everyone has the same website.	
11	Date and time of next meeting	
	The next meeting - Thursday, 8 th December 2022, 1.30-3.30pm, 53 St Luke's Terrace, Pallion, Sunderland, SR4 6NF.	