

**Healthwatch Sunderland (HWS) Executive Board
Minutes of Meeting held Monday, 13 January 2020
Hope Street Xchange, Sunderland**

Attendance - Executive Board Members

John Dean	JD	Chair
Amanda Brown	AB	
Andrew Carton	AC	
Chris Colley	CC	
Susan Pinder	SP	

Attendance - Healthwatch Staff

Margaret Curtis	MC	Programme Manager
Anna Gillingham	AG	Engagement Co-ordinator
Wendy Hadlington	WH	Engagement Officer
Clare Render	CR	Administrator (Minute Taker)

	Action
<p>1 Apologies & introductions</p> <p>Apologies were received from Paul Weddle, Mick Butler, Gavin Barr & Liz Highmore.</p>	
<p>2 Declarations of interest</p> <p>Chris reported that she has a change of declaration of interest. She is now Chair of Grange Park Primary School, Sunderland.</p>	
<p>3 Minutes of previous meeting</p> <p>The minutes of the last meeting were agreed as a true record.</p> <p>3.1 All Together Better Social Prescribing - we are looking for a Board member to represent HWS at future meetings. Papers have been forwarded to Susan Pinder for her consideration.</p> <p>The meeting scheduled for the 21st January has now been cancelled. The meeting has not be re-arranged yet.</p> <p>3.2 All Together Better Involvement - we need to establish how we can spend against our drawdown pot. John will discuss this at a meeting he has scheduled with Graeme King.</p> <p>3.3 Care Home Life - promotion of our reports have been taken up with the Commissioners at the Local Authority and they are going to discuss this with other areas of the Council.</p>	<p>SP</p> <p>JD</p>

	Action
<p>3.4 Easy read graphics package - we are in the process of subscribing to an easy read graphics package.</p> <p>3.5 Patient Transport System - we are continuing to receive feedback regarding patients finding it difficult travelling from Sunderland to South Tyneside hospital. Patients are also finding it difficult getting patient transport to the hospital.</p> <p>After a discussion it was agreed to raise these issues with Cllr Geoff Walker.</p>	<p>JD</p>
<p>4 Safeguarding</p> <p>Margaret reported that no safeguarding issues were raised in the last two months.</p>	
<p>5 External board meetings attended</p> <p>A copy of the list of HWS representation at key meetings/groups was handed to the group.</p> <p>5.1 Health & Wellbeing Board (H&WBB) - John briefed the group on the last H&WBB meeting he attended. Discussed at this meeting were:</p> <ul style="list-style-type: none"> • Tobacco priority update. Sunderland is one of the worst areas for adults smoking although smoking prevalence is dropping • Membership of the H&WBB - the Chairman of the Sunderland Healthy Workplace Alliance has been asked to join the H&WBB Board • Alcohol Harms Priority update • Sunderland Winter Plan • Director of Public Health’s Annual report • The process to refresh children and young people’s mental health and wellbeing transformational plan <p>5.2 New Consultation Types Meeting - John briefed the group on the latest position. Things are progressing well and there are around 19 GP surgeries offering on-line and video consultations. The older generation is using this service more than the younger generation.</p> <p>5.3 Best Start in Life - Chris raised the issue of HWS input at these meetings and the feedback to be reported back to the Board.</p> <p>Margaret reported that the meeting feedback forms have been changed slightly to include useful questions to ask at meetings if appropriate. These are a prompt only. A copy was handed to the group.</p>	

	Action
<p>6 Team update</p> <p>Margaret briefed the group on the new items in the team update; a copy of the team update paper was handed to the group for discussion. If anyone has any questions on any of the other items contact the HWS office.</p> <p>6.1 All Together Better (ATB) Transformation Projects - the ATB plan incorporates 20 different projects and out of these we are involved in 12 of them already.</p> <ul style="list-style-type: none"> • Social Prescribing - Susan Pinder has the details of these meetings and is considering whether she is able to be our representative at this group. <p>We haven't done too much with this yet because it is still quite strategically focussed but could be involved in the next couple of months.</p> <p>Anna reported that a member of the Job Centre has asked us for a meeting to discuss social prescribing because they are going to be involved in this area in some way.</p> <ul style="list-style-type: none"> • Primary Care Networks - North of England Commissioning Support (NECS) are starting to engage with the public on what this is about, how it is going to impact people and what it means. We are waiting for NECS to contact us to understand our involvement. <p>6.2 Health & Wellbeing Board (HWBB) - the following Board members have agreed to be the HWS representative on the following sub-groups:</p> <ul style="list-style-type: none"> • Alcohol group - Amanda • Best start in life - Chris • Healthy economy - Liz • Healthy weight • Mental health and wellbeing • Tobacco alliance - Paul • Young people 11 to 19 years - Andrew <p>We still have no representative on the Healthy weight or the Mental health and wellbeing sub-group.</p> <p>6.3 Regional Healthwatch: Integrated Care System (ICS) - we haven't received any feedback from the Autumn road show that took place in October/November 2019.</p>	

	Action
<p>6.4 Path to Excellence (PtE) Phase 2 - we haven't received any further information on progress. The consultation period is Summer 2020 so we hopefully will be receiving some information shortly.</p> <p>6.5 Young people's mental health services - the CCG is interested in working with us on the following:</p> <ul style="list-style-type: none"> • An evaluation of the Kooth service. This is out-sourced to a third party who provides a telephone/online mental health support service. <p>The CCG is going to get back to us with specific details if they think this is something we can help with.</p> <ul style="list-style-type: none"> • Single point of access service. They would like some help with what young people think of this service, if they do not use the service, why, and also what they would want out the service. <p>6.6 Text messages for hospital appointments - we have met with the appointments manager who has informed us that she will be doing more promotion of what this service is about. She will also be changing the text message wording to let people know that if they do not click on the link in the text message they will receive a letter through the post.</p>	
<p>7 All Together Better (ATB) Operational Plan</p> <p>A copy of the ATB Operational Plan was handed to the group for their perusal.</p> <p>Can Board members read through this document and if there is anything they would like to raise contact either John or the HWS office.</p>	ALL
<p>8 Any other business</p> <p>8.1 Accessible information talk from Gavin Barr in March Board - we have asked Gavin, our Board member from the Sunderland People First team, to do a presentation at the next Board meeting to help us understand the importance of easy read and accessible information.</p>	

	Action
<p>8.2 Regional ICS Meeting - John asked if anyone could attend this meeting on his behalf as he was unable to attend. The meeting is to be held on Monday, 20 January, 1330, Civic Centre, Gateshead. Susan Pinder said she might be able to attend but would need to look at her other responsibilities before making a firm commitment. HWS staff to send Susan the papers for the meeting.</p>	<p>CR</p>
<p>9 Date of next meeting</p> <p>The next meeting will be held:</p> <p>Date: 9th March 2020</p> <p>Time: 2.00:4.00pm</p> <p>Venue: Hope Street Xchange</p>	