

**Healthwatch Sunderland (HWS) Executive Board**  
**Minutes of the virtual meeting held via Zoom Monday, 11 January 2021**

**Attendance - Executive Board Members**

John Dean	JD	Chair
Paul Weddle	PW	Vice Chair
Gavin Barr	GB	
Amanda Brown	AB	
Chris Colley	CC	
Liz Highmore	LH	

**Attendance - Healthwatch Staff**

Anna Gillingham	AG	Acting Project Lead
Wendy Hadlington	WH	Engagement Officer (not present for Item 2)
Clare Render	CR	Administrator (Minute Taker)

**Attendance - Other**

Delana Lawson	DL	Quality Assurance & Regional Manager (North East, Yorkshire & Humberside), Healthwatch England - present for Item 2.
Debbie Burnicle	DB	Attending as a member of the public (not present for Item 2)

		Action
1	Apologies & introductions  Apologies were received from Mick Butler and Andrew Carton.	
2	Healthwatch England Quality Framework  Delana Lawson, Quality Assurance & Regional Manager, Healthwatch England attended the meeting to discuss the Healthwatch Quality Framework, in particular section 1, leadership and decision making.  The Quality Framework encapsulates the shared understanding between Local Authorities, Healthwatch and Healthwatch England. It aims to provide a shared understanding of the key ingredients for running an effective Healthwatch.  Section 1, leadership and decision making was discussed by the group at length.	
3	Declarations of interest  Chris Colley reported that she was no longer chair of Grange Park Primary School. Papers to be amended.	CR

	Action
<p>4 Minutes of previous meeting</p> <p>The minutes of the meeting were agreed as a true record.</p> <p>4.1 Healthy Economy Working Group - Liz reported that due to technical difficulties she was unable to attend the last meeting, however feedback will be circulated as soon as she receives the minutes of the meeting.</p> <p>4.2 National Pen Pal Scheme - Andy has given us the details of the Keeping Connected Pen Pal Scheme and it has been passed onto the team.</p> <p>4.3 Young Carers - Wendy reported that she has spoken to Amanda and sessions will be arranged with Chris from Amanda's team to arrange how HWS could be involved in the Young Carers Action Day to take place in March 2021.</p> <p>4.4 Care Homes - John reported that one idea that care homes could use is the self-care apps. This could potentially be used to monitor residents' health in conjunction with the surgery nursing staff. This idea has been raised at the Digital Accelerator Board.</p> <p>Paul reported that generally it is a good idea, there is no reason why the care home staff cannot do it, however they might not be keen enough to use these apps.</p> <p>It was suggested that it might be an idea to share this with the Care Homes Group, through the All Together Better organisation.</p> <p>Amanda reported that this might be something for carers to be involved in also. It would help them in their caring role. John to feed this back to the Digital Accelerator Board.</p> <p>4.5 Time to change - Liz reported that her MP still has not received any response from Nadine Dorries, the Minister of State for Mental Health, Suicide Prevention and Patient Safety.</p>	<p>LH</p> <p>WH</p> <p>JD</p>
<p>5 Safeguarding</p> <p>Anna reported that no safeguarding issues were raised in the last two months.</p>	
<p>6 External board meetings attended</p> <p>There were no external meetings reports other than those on the agenda.</p>	

	Action
<p>7 Team Update</p> <p>Anna briefed the group on the new items in the team update. A copy of the team update paper was sent to the group.</p> <p>6.1 Clinical Commissioning Group (CCG) Mental Health Strategy - we are continuing with the CCG mental health strategy. The CCG have informed us that they have received around 550 response to the surveys so far.</p> <p>We have held two workshops one with Sunderland People First which was well received and the other was with our volunteers.</p> <p>The survey is open until 21<sup>st</sup> January. Could all Board members please share as widely as possible.</p> <p>6.2 Care Homes - we have undertaken two pieces of work. One was around how care homes are connecting with family and friends using social media and the other was looking at virtual engagement activities for care home residents. The documents we have produced are on our website. Wendy &amp; Audrey will be undertaking a review of this work.</p> <p>We were due to undertake a piece of work looking at connecting care homes with schools and voluntary groups. Eleven care homes did say they were interested. However due to the current lockdown situation we have had to put this on hold, but we are looking to see if we can scale it down and do a smaller version of what we were going to do.</p> <p>6.3 BAME work - this is going well, and we have received positive feedback. We have been able to link up quite a few of the representatives of the BAME community to various resources.</p> <p>We have also been approached by the CCG to support them to do focussed work around flu vaccinations in the BAME community.</p> <p>6.4 Learn &amp; share meetings - our learn and share meetings with Sunderland People First are going well. We have had some good outcomes from these meetings. If anyone runs any meetings or knows of anyone who would like to pilot this way of working to let us know.</p> <p>6.5 Video - Paul Weddle has kindly done a video for us answering some of the questions, around how practices have been operating during the pandemic. This has been a positive piece of work. If anyone can think of anyone we can approach who they think would like to do a similar focussed piece to let us know. The link to our video channel to be sent out.</p>	<p>ALL</p> <p>ALL</p> <p>HWS staff</p>

	Action
<p>7    Outbreak Control Board</p> <p>John briefed the group on the last meeting he attended. Discussed at this meeting was the situation report, actions including increased testing, vaccine roll-out and the CCG vaccination call centres. Sunderland are currently vaccinating people in the over 75 age group and it uses every unit of vaccination that is delivered straight away. It is thought that Sunderland will complete its vaccinations on schedule depending on the supplies of the vaccines being available.</p> <p>From what is understood from the Police the lockdown rules are being followed and they are not finding any major breaches of the regulations from the public.</p>	
<p>8    Primary Care Commissioning Committee</p> <p>John briefed the group on the last meeting he attended. Feedback will be sent to HWS staff for circulation to the Board.</p> <p>Discussed at this meeting was finance, general practice strategy implementation, carers update, vaccination programme update, primary care commissioning side of business.</p>	JD
<p>9    Any other business</p> <p>9.1    Coronavirus - John briefed on his experience of the coronavirus vaccination centre at Houghton le Spring.</p> <p>The organisation of the whole process was excellent, and it was a good experience. The CCG arranged for a wheelchair taxi to take him and his wife to the vaccination centre which arrived on time. They spent around 20 minutes in the centre, five minutes in triage and having the vaccination and 15 minutes waiting time after having had the vaccination. The taxi then took them home afterwards, all organised by the CCG.</p> <p>However, they did not receive any leaflet about the vaccine and what happens next which he thought they should have done. Paul commented that he should have been given a leaflet.</p> <p>Paul reported that there are six vaccination sites, Riverview, Bunny Hill, Houghton Primary Care Centre, Grindon, Washington and Millfield.</p>	

	Action
<p>Paul asked the group if there were any questions around the coronavirus vaccination that he could answer.</p> <p>Anna reported that any questions we get we will pass them on to him or our source in the CCG if he is unable to answer them. We will then share the answers as soon as we get them on our social media platforms as a way of keeping the public up to date.</p> <p>Paul reported that there is an opportunity to pass on our information to people who will be attending the vaccination centres. This could be a massive communication opportunity.</p> <p>Anna replied that she will follow this up and would be very keen to make this happen and John said he will raise this at the Outbreak Control Board.</p> <p>9.2 NHS England - Integrating Care - Liz reported that NHS England, until last Friday, was consulting on their latest plans for integrating care including changes to legislation. Proposals include a top-down reorganisation of the NHS in England, abolishing CCGs and replacing them with 42 integrated care systems.</p> <p>She thought that if they abolish the CCGs any local engagement will be reduced. There was also no mention on a consumer body for patients. Liz thought that it was morally wrong to consult on this given the current climate and she thought it has been kept very quiet.</p> <p>A member of the group reported that this was not consultation, but an opportunity for people to comment on four questions. Regarding Liz' concern re local people's voices, there will be, in what has been put forward, a clear view that Healthwatch representation should have a place on the local place-based arrangements.</p> <p>John reported that we will keep an eye on this situation.</p>	
<p>10 Date of next meeting</p> <p>The next meeting will be held:</p> <p><b>Date:</b> 8<sup>th</sup> March 2021</p> <p><b>Time:</b> 2.00:4.00pm</p> <p><b>Venue:</b> to be confirmed</p>	