

**Minutes of the of Healthwatch West Berkshire Board Meeting on December 10<sup>th</sup>, 2019,**

**5.30pm – 7.30pm**

**Broadway House, Newbury, RG14 1BA Meeting held in Public**

Present	Andrew Sharp Mike Fereday Lesley Wyman Karen Swaffield Dr Adrian Barker Judy McCulloch Alice Kunjappy-Clifton Nathan Pope	Chief Officer, Healthwatch West Berkshire (HWWB) Interim Chair Board Member Board Member Board Member Board Member Development Officer, Healthwatch West Berkshire Digital & Social Media Officer	AS MF LW AP AB JM AKC NP
	Michelle Paice	Admin & Information Officer, HWWB	MP

**Abbreviations:**

HWWB - Healthwatch West Berkshire

CCG - Clinical Commissioning Groups

ICS - Integrated Care System

H&WBB - Health & Well Being Board

MHAG - Mental Health Action Group

PCN - Primary Care Network

CQC - Care Quality Commission

BAMER - Black, Asian, Minority Ethnic and Refugee

CAMHS - Children, Adolescent Mental Health Service

VOD - Voice of Disability

STP - Sustainability Transformation Plan

Item No.	Agenda Item	Action
1.	<b>Welcome and Introductions by MF</b>	
2.	<b>Apologies for Absence &amp; Declarations of Interest</b>  None  <b>Declarations of Interest</b> AS –Chair of West Berks Rapid Response Cars. AB – Patient Lead at Royal Berkshire Hospital MV – West Berkshire Councillor	
3.	<b>Minutes of the meeting held 12<sup>th</sup> September 2019</b> signed accurate & factual  <b>Matters arising / Action Log</b>  Minutes: page 5 - amendment should change to could	

	<p>Actions:</p> <p>Item 1 – AS has had a preliminary meeting with MV. MV spoke to head of children services a useful session to look into the needs of parents of looked after children. Follow up with Rosemary from Newbury Family Resources.</p> <p>Item 3 – thanks to AP for her work – MP &amp; AS to pick up the action.</p> <p>Item 5 – meeting with radio station is on hold until the New Year.</p> <p>Item 7 – HWWB to take over the action.</p> <p>Item 4 – AB has comments and will email them.</p>	
4.	<p><b>Ratification of new board members</b></p> <p>Ratification of new chair  MV proposed MF as Chair KS seconded – everyone agreed  AC – new board member ratified</p> <p><b>Declarations of Interest:</b>  AC – works for BAYER pharmaceuticals</p>	
5.	<p><b>Chief Officer Report</b></p> <p>AS informed the board that due to the general election HWWB are officially in purdah.</p> <p>HWWB have effectively been continuing work on the Homeless Strategy group and formulating the winter plan which has now ben published, the most exciting thing coming up is the provision of day centre activities in a recently acquired council building.</p> <p>VOD was launched but we are waiting to follow up responses and non-responses after purdah has finished.</p> <p>**EOL was postponed to due to a general election taking place this has now been rescheduled for the 12<sup>th</sup> March 2020.</p> <p>AS informed the board that since the last meeting HWWB won the award at the HW England Conference. HWWB were the smallest HW in the category.</p> <p>MF expressed thanks to HWWB and the team.</p> <p>AS informed the board that HWWB had a lot of involvement in the Integrated Care System (ICS) NHS submission, meetings were twice a month, thanks to MF for travelling to Aylesbury to be involved.</p>	

6.	<p><b>Enter &amp; View</b></p> <p>AKC informed the board that HWWB are planning on two visits during 2020. There are 8 new volunteers, and training will take place on the 22<sup>nd</sup> January 2020. HWWB will also be at the volunteer recruitment event 11<sup>th</sup> January 2020. The training will be coming from HW England.</p> <p>AS informed the board that the reason behind not doing any visits last year was due to resources &amp; no specific intelligence that HWWB needed to do any specific visits.</p>	
7.	<p><b>VOD (Voice of Disability) Update</b></p> <p>AS informed the board that the report was launched and HWWB were hoping to follow up responses and non-responses, but due to elections it's been postponed. HWWB are hoping to hold a follow up event. The H&amp;WBB are expecting an update on the March 26<sup>th</sup> meeting.</p>	
8.	<p><b>HW England Awards</b></p> <p>Covered in the Chief Officers Report</p>	
9.	<p><b>Community Engagement</b></p> <p>AKC informed the board that the BAMER engagement is ongoing, looking at joining other partners to organise a sporting event in May. HWWB are also in discussion with Macmillan cancer support who are keen to engage with West Berkshire.</p> <p>EOL – 12<sup>TH</sup> March 2020 at the Corn Exchange. The event is around increasing awareness around planning, awareness around DNR process. The Clinical Care group are keen to tell the public about their process. AKC informed the board it will be an interactive conference. AS told the board that there will be speakers talking about death in different ways, there will be different faith groups.</p> <p>AKC told the board that the Maternity survey was launched last week and has already had 66 responses, HWWB have already had feedback from the community. AS told the board that this survey has been opened to all hospitals – Basingstoke, Great Western e.t.c which is a first for maternity surveys.</p> <p>Volunteering - ongoing</p> <p>Social media - followers are increasing</p>	
10.	<p><b>STP (Sustainability Transformation Plan)/ICS (Integrated Care Plan)/PCN (Primary Care Network) Update</b></p> <p>AS informed the board that he was pleased that we sent in a response, but HWWB also sent in a joint response from the three Healthwatch's (Reading, Wokingham &amp; West Berkshire) and also the H&amp;WBB.</p>	

	LW – commented how good the response was individually and jointly – thanks to AB for all his work on it.	
<b>11.</b>	<p><b>Workplan 2020</b></p> <p>AS encouraged the board to look at the workplan and let HWWB if they have any questions or suggestions.</p> <p>Work Stream: Maternity, Enter &amp; View, Thinking Together 5, EOL, VOD update Rough Sleepers &amp; homeless update, Cancer Survey, CAMHS, Young Carers which goes on into to 2021.</p> <p>AS told the board that feedback that HWWB have received there seems to be challenges in the holistic elements during treatment for cancer but also after treatment for cancer.</p> <p>KS suggested that in the future cross boarder issues should be addressed and also loneliness, KS also suggested that the board is to be mindful of the health and wellbeing of the staff of HWWB due to the amount for work that they doing.</p> <p>AS informed the board that himself and MF have already raised cross boarder issues to ICS.</p> <p>MV asked about CAMHS and what the plan is, AS explained that its ongoing and maybe breaking it down and concentrating on certain aspects of CAMHS.</p> <p>AS thanked the board for all their work in the last year and wished everyone a Merry Christmas.</p>	
<b>12.</b>	<p><b>Questions from the public</b></p> <p>No questions from the public.</p>	
<b>13.</b>	<p><b>Meeting close, date for next meeting</b></p> <p>Meeting closed at 6.30pm</p> <p>Next meeting: 10<sup>th</sup> March 2020</p>	

**\*\* Update - the event has now been postponed.**