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Designation: For approval

Healthwatch Hackney Board Meeting

Place and the time: Hackney Co -Operative Development, 62 Beechwood Rd, London E8 3DY from 5:30-7:30pm

Chair: Paul Fleming

Present: Paul Fleming (Chair); Malcolm Alexander (MA); Michael Vidal (MV); Becky Seale (BS); Ann Sanders (AS); Kully Kaul-Ballagan (KB);

In attendance: Jon Williams (JW); Ali Aksoy (AA); Kanariya Yuseinova (KY)
minutes

AGENDA

ACTIONS

PART ONE - IN-HOUSE BUSINESS

1	<p>Welcome and introductions Apologies for absence Declaration of any conflicts of interest</p>	<p>Apologies received from AO No conflict of interest reported</p>	
2	<p>Minutes and Matters Arising</p>	<p>Minutes of the meeting agreed as corrected record, subject to the following amendment to 4. Signposting and Comments report</p> <p>a) London Ambulance Services</p>	<p>Comments report - “BS suggested HWH should engage with different communities not yet reached. HWH should prepare a list with potential priorities and homecare should be one of them” - CORRECTION: “HWH should prepare a long list of priorities and home care should be on that list for the consideration of the Board”</p> <p>JW to write Raj Radia to approach to promote the opportunities pharmacies to have defibrillators</p> <p>JW to write to CCG Urgent Care Board, to provide defibrillators to local pharmacies</p>

		<ul style="list-style-type: none"> b) Adult Safeguarding c) One Hackney Evaluation d) iCare e) Income Generation f) Feedback from Directors Identification of service problems related to accessing interpreting services g) HWH vision h) HWH National TB Report i) ELFT Serious Incidents Panel 	<p>SH and LT to implement safeguarding training to Board members, staff and volunteers to be completed by the end of 2016</p> <p>JW to chase when the report is to be issued</p> <p>HWH will be involved in future partnership to develop iCare</p> <p>PF and JW to continue the draft application for Big Lottery</p> <p>MA and AA to meet with Sally Shaw (SS) - Head of Hackney Ark, Advocacy and Children's therapies at the Homerton reinterpretation issues</p> <p>PF to circulate paper on HWH vision for review</p> <p>MA to draft Executive Summary</p> <p>MA to write ELFT regarding the membership of Serious Incidents Panel</p>
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PART TWO: OUTCOMES AND ACHIEVEMENTS

3	Update on work done <i>Update on Work Done and Developments</i>	<ul style="list-style-type: none"> a) Main core activities b) Communication 	<p>JW to update the priority column of the document with HWH current priorities</p> <p>JW to review Information Governance obligations in line of the requirements of the Information Commissioner</p> <p>JW and Amanda Elliot (AE) to ensure board receive the Annual Report to be signed before HWH deadline in July</p>
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		<p>c) Progress on the final Fund for Health - Alevi Cultural Centre report: The aim is to get more information about Turkish and Alevi communities over 50s health issues. JW met Yasar Ismailoglu and agreed to take it forward and work on the report together with KY</p> <p>d) Proposed engagement with local community pharmacies - proposed changes to the way pharmacies are working with NHS</p> <p>e) Comment collecting</p> <p>f) Enter and View Programme</p> <p>g) Ambulance Service MA reported Pan London CQUIN for Sickle Cell</p>	<p>PF and AE to meet and discuss media</p> <p>JW and KY to note</p> <p>MV to circulate pharmacies report again</p> <p>PF to email Kim Wright and Councillor Jonathan Mc Shane regarding comment collecting at Hackney Service Centre</p> <p>JW and AE to meet about E&V programme for coming 2017 year</p> <p>KY to connect MA with KG (HWH Volunteer) to link into local Sickle Cell group in Hackney</p>
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		<p>h) NHS community Voice - Patient Voice contract with CCG</p> <p>i) Ophthalmology Consultation</p> <p>j) Support for Better Care Fund</p>	<p>JW to add dates for End of Contract in future reports</p> <p>JW to send MV date for CQC inspection of Moorfields</p> <p>HWH to prepare impact report on patient users experience group by January 2017 for CCG and London Borough of Hackney</p>
	Chairs report	Noted	
5	Feedback from Directors on other HWH activities	<p>Discussion about reps attending meetings: the aim is one of the new board members will take the role of MV on Health in Hackney Scrutiny Commission. The Chair, on behalf of the Board, thanked MV for his work on Scrutiny</p> <p>MA - Noted that Homerton A&E have been missing waiting time for the last three months</p> <p>MA - Maternity - discussion about public awareness of the safety of maternity unit following CQC inspection</p>	<p>MA to forward JW message from Homerton CEO regarding waiting time delays to JW</p> <p>JW to write to Chair of Maternity Review Summit and Homerton CEO regarding a public statement on Maternity Unit Safety.</p>
6	Finance Sub-committee	<p>Board signed off 2016-2017 budget</p> <p>Board authorised payment of pension to staff from July 2016</p>	AO to action
PART THREE: STRATEGIC ISSUES			
7 a)	Business Planning <i>Devolution Pilot- update</i>	JW reported on the progress of devolution pilot; the progress is slow and new programme	JW to send Kings Fund devolution Scrutiny papers to all Board members

		<p>office staff has yet to be appointed. JW in discussion with the interim programme lead regarding management of communications and engagement post by HWH. Noted - Board support JW for the post to be managed by HWH</p> <p>Board noted that public meeting was planned for June and it expressed concerns that had been not public meeting to date</p>	JW to note
7 b)	<i>HWH Vision - Discussion</i>	See note 2 g) above	
7 c)	<i>Risk Register</i>	Risk register noted	
7 d)	<i>Recruitment of new Board Members</i>	On track	PF, MV, JW meeting board member candidates on 19 th April
7 e)	a) <i>Premises Update</i>	Board noted HWH team is now located at The Adiaha Antigha Centre - HCVS	
8 a)	Any Other Business <i>Key Dates document</i>	<p>AGM finance meeting on 1st June to be moved to 30th June</p> <p>Next Board meeting on 6th July to be moved to 13th July</p> <p>Finance Budget meeting to be arranged before end of the year - October</p> <p>July meeting is last for MV.</p> <p>The Board noted that the director JW was planning</p>	JW to add in planning dates for priorities in 2016

		staff away day in the next 2 months	
		Appraisals: HWH team is undertaking staff appraisals and the main themes to be reported to the Board by JW	