

**Present:** Paul Fleming (PF), Malcolm Alexander (MA); Paula Shaw (PW); Anthonia Onigbode (AO); Heather Finlay (HF); Rosanna Le Voir (RV);  
**New HWH Board members:** Sarah Oyebanjo (SO)

**In attendance:** Jon Williams (JW); Ali Aksoy (AA); Amanda Elliot (AE); Sulekha Hassan (SH); Emily Tullock (ET); & Liya Takie (LT)

**Apologies for absence:** Ann Sanders (AS); Becky Seale (BS); Kam Dhenjan (KD); & Kanariya Yuseinova (KY)

**New HWH Board members** Nora O'Dowd (NOD)

**Members of the Public:** Shirley Murgraff (SM); Michael Vidal (MV); Ayse Ahmet (AA);  
**Healthwatch England National Director -** Imelda Redmond (IR)

Item	Discussion	Action
1.	<b>Declaration of any conflicts of interest</b> <i>No conflict of interest reported</i>	
2.	<p><b>(a) Minutes and Matters Arising</b></p> <p><b>1) HWH Minutes 16<sup>th</sup> November 2016</b> Subject to the following correction; Number4b, New sentence: 'MA noted had been six pressure ulcers at Homerton maternity ward reported as wrong diagnosis'. These minutes were agreed as the correct record.</p> <p><b>2) Board &amp; Staff appraisals:</b> JW: key themes from staff appraisals to be presented to the next board. PF: to carry out Board appraisals; MA to pass board member appraisal template to PF</p> <p><b>3) HWH Customer Relationship Management Database</b> Staff trained aiming for full implementation from April 2017</p>	JW PF MA
3.	<p><b>Update on work done and Development</b></p> <p><b>1) JW:</b> speak to Local Pharmacy Committee lead re defibrillators on premises and impact of government cuts on services. Report back to next board.</p> <p><b>2) Pathology lab</b> Await decision of Homerton Board. HWH board to reflect on joint meeting with Homerton on decision once decision announced. MV raised the issue of the Homerton legal advice. This set out there was no obligation for a public consultation, as part of decision-making process about changes to the path lab. MA to ask Homerton for copy of their legal advice. He suggested that HWH might consider seeking its own legal advice on this matter.</p> <p><b>3) Sex workers -</b> HWH is taking the report to Community Safety and Social Inclusion Scrutiny Commission in April. HWH is seeking comments on this report from the Director of Public Health, the Borough</p>	JW  All to note  MA  JW/AE

	<p>Commander &amp; Head of Community Safety.</p> <p><b>4) North East London Sustainability and Transformation Plan (NEL STP): Engagement activity</b> - HWH to hold public meeting on 16<sup>th</sup> February 2017. MV raised a query about Healthwatch representation on the NEL STP Board; specifically what was the process of selection for this seat. JW explained he understood these were currently shadow bodies; so processes for selection had not yet taken place.</p> <p><b>5) HWH board away day 18<sup>th</sup> February 2017</b> PF will circulate agenda by email to HWH Board directors.</p> <p><b>6) Estates Public Meeting</b> HWH will have a public meeting on the devolution pilot estates ask on 9<sup>th</sup> March 2017</p> <p><b>7) Median Road residential care unit</b> SM asked the board to note she was in correspondence with local Councillors regarding the closure of this unit in 2015.</p>	PF
4 (a)	<p><b>Chair's Report &amp; Reports from other Directors</b> PF reported his prime focus had been on board recruitment. MA reported on the Patient Safety Committee, he would recirculate report, as the version circulated was incomplete.</p>	MA
4 (b)	<p><b>Comment Collection and Signposting Reports</b> Board noted the reports and thanked the team for their work in these areas. Board to reflect on current presentation of this data at its Awayday.</p>	Board Members
5.	<p><b>Finance Sub-committee Quarterly Budget update</b> Board thanked the AO and LT for an accurate and clear report of HWH accounts. Board agreed for HWH to get a debit card to aid prompt payments and on-line purchases</p>	LT (AO)
6 (a)	<p><b>HWH Reputation.</b> - Board to discuss Devolution Pilot Position at its Awayday.</p> <p><b>NEL STP- Position of HWH</b> - Important public sees HWH as representing its voice. It will not promote the plan whilst there are public concerns about the plans viability and impact on services. It welcomes NEL STP statements on transparency. It looks forward to this being demonstrated by clear and comprehensive answers to the questions and public raises. It welcomes further public discussion on the plans of the NEL STP.</p> <p>The board agreed to the devolution pilot having a separate website to HWH.</p> <p>The board agreed an updated position statement once it set out clear</p>	<p>Board Members</p> <p>ET</p> <p>JW</p>

	<p>the commitments within it were all NHS leaders across the NEL area.</p> <p>ET to contact other Healthwatches in London pilot areas to see what their position statements are on their pilots.</p>	ET
6 (b)	<p><b>Self-Care</b> Discussion deferred next HWH board meeting</p>	JW
6 (c)	<p><b>HWH Board away day 18<sup>th</sup> February 2017</b> PF explained it was an opportunity for the board to take time to reflect on HWH's position and strategic direction. He would send papers out next week.</p>	PF
6 (d)	<p><b>Recruitment of New Board members</b> HWH Board ratified and welcomed the HWH Board Recruitment Panel recommendation of two new HWH Board members; Sarah Oyebanjo and Nora O'Dowd. Panel reported it had to interview one further candidate.</p>	JW
6 (e)	<p><b>HWH Board member's attendance at other meetings representing HWH</b> HF and PS to continue to alternate the role of attending the Health in Hackney Scrutiny Commission. HF to attend next one.</p>	HF/PS
6 (f)	<p><b>Risk Register</b> Report noted.</p>	
	<b>Any Other Business</b>	
7 (a)	<p><b>HWH Funding</b> IR offered to find out the borough Healthwatch funding allocation for Hackney. The board thanked her for this offer.</p>	IR
7 (b)	<p><b>HWH Decision making policy</b> MA asked for the Public Bodies (Admission to Meetings) Act 1960 and Freedom of Information Act 2000 is added to the list of the legislation governing HWH. PF asked that if board members had any further comments they should sent these to JW by 5pm Friday 10 February 2017.</p>	KY Board members
7 (c)	<p><b>HWH website</b> Needs to be updated. KY to look for some volunteers who could do this.</p>	KY
8.	<p><b>HWH Board and staff safeguard training</b> HWH Board members and HWH Staff members had training on safeguarding procedures. Meeting finished at 7.30pm.</p>	