

**Healthwatch Stoke-on-Trent Advisory Board (HAB) Meeting**

**held on Wednesday 12 June 2019 10.00 a.m. – 12.30 p.m.**

**The Dudson Centre, Hope Street, Hanley ST1 5DD**

**Present:** Lloyd Cooke (LC) HW SoT Advisory Board Chair

 Mike Dixon (MD) HW SoT Advisory Board Member

 Hilda Johnson (HJ) HW SoT Advisory Board Member

 Philip Leese (PL) HW SoT Advisory Board Member

 Daniel Flynn (DF) HW SoT Advisory Board Member

 George Wallace (GW) HW SoT Advisory Board Member

 Simmy Akhtar (SA) HW SoT Chief Officer

 Simon Fogell (SF) ECS Executive Director

 Aileen Farrer (AF) ECS Corporate Services Manager

**Apologies:** Sharon Sutton (SS) HW SoT Advisory Board Member

| **Item No**  |  | **Action** |
| --- | --- | --- |
| **1.** | **Welcome and Introductions** |  |
|  | The Chair welcomed members to the meeting and introductions were made. |  |
| **2.** | **Declarations of Interest**  |  |
|  | No declarations of interest to note.  |  |
| **3.** | **Minutes and Action Log from the Meeting held on 20 February 2019** |  |
|  | The Chief Officer requested the following additions be made:P1 E&V to read “……. It was noted that previously there was no numerical target and this is something that is of concern to HW as we are intelligence driven rather than target driven.” …..P1 Volunteer Expenses to read “……… There is a small amount of flexibility between budget lines in the locally controlled budget ………”P1/2 Volunteer Expenses – Additional last sentence This is a corporately set budget which includes a locally controlled budget and a corporately controlled budget. With the foregoing additional comments noted the Minutes of the Meeting held on 20 February 2019 were agreed as an accurate record.Action LogThe action log is updated. |  |
| **5.** | **Chairs Update/Actions** |  |
| 5.1 | LC tabled copies of the standard agenda for future meetings. There will be 4 public Board meetings held per annum and the agenda allows for a public and confidential meeting. HAB noted the format of the agenda. |  |
| 5.2 | LC thanked SA for the letter about the single strategic commissioning organisation for Staffordshire and SoT that was sent to the CCG Accountable Officer. A response has now been received which although it addresses the points raised, HAB are not assured that the public concerns would be fully addressed. It was agreed that the HW letter to the CCG would be made public via the website and SA would contact the CCG to ensure they are happy for their response also to be included. Discussion followed on the corporate governance structure of organisations and the strengthening of the HWBB at which the voluntary sector now has 2 representatives. SA attends the HWBB agenda setting meetings as HW has been influencing this for a while and given the push made in the past by HW, there is now appropriate attendance at the meetings. HW continues to monitor this on an ongoing basis.  | SA |
| 5.3 | LC appraised members of recent discussions with the commissioners. HAB were asked to note that the SoT commissioner is keen to attend HAB as often as possible. HW will work collaboratively with the Local Authority to ensure the continued good relationships, but HW will not be challenged on its independence.  |  |
| **7.** | **Intelligence Update** |  |
|  | Following the completed survey about the 2019/20 HW priorities a full report and summary document has been compiled and SA outlined the key themes and related work that has been completed locally. The key themes were outlined as documented and Board agreed to the top three themes as follows:GP Surgeries – Patient experience of prescriptions.Social Care – Patient experience of NHS and social care at home. Mental Health – Patient experience of community mental health services. HAB were asked to provide the Chief Officer with any experiences or suggestions of what should be included in the scoping by 21 June 2019. Project outlines will then be agreed by the end of June 2019. SA highlighted that HW commissioners have identified priority areas for HW to support them with and it was noted that the work being undertaken would also cover and link in with these priorities, again with the caveat that HW independence will be maintained.  | HAB |
| **8.** | **AGM / Next Public Event Planning**  |  |
|  | The HW SoT AGM will be held on 11 September 2019, the annual report will be presented to the public, there will be a guest speaker and a Q&A session time. Refreshments and food will be provided. The AGM will take place late morning with the next public HAB meeting thereafter. The venue for the two events is to be confirmed. SA to contact David Pearson, Together We’re Better Vice-Chair regarding the possibility of him being the AGM guest speaker. | SASA |
| **9.** | **Any Other Business** |  |
| 9.4 | Congratulations were extended to Dr Daniel Flynn on being awarded an honorary degree from Staffordshire University.  |  |
| 9.5 | SA distributed a poster that will be going out to GP practices to remind staff about registering homeless people, which is a growing national issue. HAB were invited to comment on the poster prior to its circulation. Poster approved. | HAB |
| **10.** | **Date and Time of Next Meeting** |  |
|  | The dates of future meetings are to be agreed and communicated to members.  11 September 2019 following the AGM – time to be confirmed.26 November 2019 10.00 a.m. – 12.30 p.m.25 February 2020 10.00 a.m. – 12.30 p.m. |  |
|  | The Chair closed the meeting and thanked the board members for their attendance. |  |