Minutes of the Meeting of the Healthwatch Tameside Board

15 May 2018

Venue: Volunteer Centre, Ashton-under-Lyne

Present:	Members: In attendance: Ben Gilchrist (BG) (CEO), Kailash Chand (KC) (Chair), Murtaza Husaini (MH), Frank Downs (FD), Gideon Smith (GS), Julie Beech (JB) (minute taker)	Actions
1.	Welcome: Chair welcomed everyone, and everyone introduced themselves.	
	Apologies for absence: Hanif Malik (HM)	
2.	Declarations of interest: None MH asked for it to be noted he is an elected member of the Board of Governors at Tameside Hospital.	
3.	Minutes of the previous meeting: Accuracy - the only amendment is to clarify under item 6, final paragraph - in addition to BG sending letter, there was to be the option of the chair writing also. Matters arising: Items all covered on the agenda.	JB
4.	Update on Healthwatch tender: Action Together have been successful in their bid to manage the Healthwatch Tameside contract for the next 6 years.	
5.	 Chair's update: Met with Karen James recently for an update. Discussed the 5 neighbourhoods, and how they are looking at local problems and solutions. Aim is to try and keep people out of hospital. Chair commented that communities need to be resourced adequately for this to be a success. Question - for people attending A & E about mental health, when will Tameside Hospital and Pennine Care work together? Answer - Organisational strategy is agreed between the organisations themselves. Healthwatch work is based on patient experience, not commissioning services. Healthwatch will continue to feed anonymous patient experiences into services and commissioners to influence the way services are set up. Acute services are to be reconfigured in Greater Manchester. How will this affect Tameside Hospital? Money is a huge issue and there are still questions about logistics. 	
6.	 Update on workplan: refer to paper Follow-up work for mental health is included on page 2. MH asked what happens after work has been completed. Answer - Healthwatch will continue to collect patient experiences and monitor for improvements and new trends. Further work may be planned in the future. 	

	 GS happy with the areas of work suggested, particularly young people. Healthwatch are already involved with the new Maternity Voices Partnership. The work planned could link with public health issues such as Early Years, Drug & Alcohol, Women's Centre (Cavendish Mill). Feedback can provide a warning to commissioning processes. Be Well (within Pennine Contract) include NHS health checks in the community. FD - How is staff capacity? Need to have the infrastructure in place before starting big projects. Answer - can now recruit to fill the gaps. Board acknowledges the extra work being carried out by existing staff. The challenge is the contract value is the same each year since the start of Healthwatch, with no allowance for inflation. The priority is management capacity. Board members - recruitment needed. Work is becoming more and more specialised and there are gaps in the knowledge of board members. Answer - role description to be checked, then advertise. Need to consider skills gaps. There will be an interview process and an election if the number of nominees is more than the number of vacancies. Need to review the length of terms served by existing board members, who may need to re-apply. The board structure will remain the same. 	BG
7.	Governance planning: refer to paper There is a board assurance tool. This will be sent to board members in the form of a survey. It is used for self-assessment. The findings will form the basis for work by the board over the next 12 - 18 months.	BG
	The annual report is due to be submitted by the end of June. A draft copy will be forwarded for comment. After submission, an event will be planned for the autumn, which will incorporate the AGM.	BG
11.	 GM Update: JB feeds information into the GM Healthwatch Quality Group, which is taken to the GM Quality Board. GM Healthwatch mental health group is attended by BG. Messages/concerns are shared. Summary will be forwarded to board members when available. Discussion about research and data analysis. There is different capacity around different HW. Will bring opportunities when available. 	BG
12.	Any Other Business: Board meetings - currently 4 times per year. Can additional meetings be called in between if necessary? Answer - yes, for a specific agenda.	
	Dates of future meetings: To be confirmed	