

Meeting:	Healthwatch Barnsley Strategic Advisory Board	
Date:	10 August 2016	
Location:	The Core, County Way, Barnsley	
Chair:	Carrienne Stones on behalf on Adrian England for this meeting	
<u>In attendance:</u> Carrienne Stones	<u>Apologies:</u> Adrian England for the first part of this meeting.	
<u>Present:</u> Christine Key Margaret Dennison Margaret Baker Tony Alcock		
1 & 2 Welcome, Apologies and Declarations of Interest		Action by
<p>CS welcomed everyone and apologies were noted, from AE who is supporting Public Health and will be arriving later in the meeting.</p> <p>CK advised that she would have to leave before the meetings, close.</p> <p>CS welcomed board members and referred to the meeting's agenda.</p> <p>There were no declarations of interest.</p>		
3 & 4 Minutes of Meeting and Matters Arising Report		
<p>The minutes from the previous meeting were reviewed by the board and agreed as true reflection of discussions.</p> <p>Matters Arising CS introduced the new matters arising report prepared for board members and the following items were discussed as a result:</p> <p>CS has Sent a notification out to the Healthwatch Team, requesting that all am meetings follow the Partnership in Action Rules of behaviour and start no earlier than 10:00am.</p> <p>Mental Health Crisis Care Concordat Mark is not in attendance today, due to his being at the Mental Health Crisis Care Concordat meeting and therefore is unable to feed back to the Strategic Advisory Board and the Healthwatch Champions about his visit to Yorkshire</p>		

<p>Ambulance Service, in line with his activities on the Mental Health Crisis Care Concordat.</p> <p>Adrian England is not due to attend the SSDG until the 11th of August and therefore has not had the opportunity to raise at the SSDG the issue of the Mental Health Crisis Care Concordat and the Suicide Prevention Strategy being under two different directorates, when the work is closely related. However CS has contacted Julia Burrows of Public Health and is awaiting a response.</p> <p>Service User and Carer Board CS has met with Elaine Equal and discussed the Service User and Carer Board and feeding in and out of the Health and Wellbeing Board. The following has been agreed:</p> <p>Elaine will put on the agenda an item to ensure feedback is received on the Health and Wellbeing Board from Healthwatch, and ensure that bullet points are shared with Healthwatch Barnsley at the end of a meeting referring to what the Service User and Care Board might want escalating.</p> <p>Enter and View Policies and Procedures. CS advised that not all board members had agreed the new policies and procedures for Enter and View and agreed to send it out again.</p> <p>CS advised that the policies and procedures had gone to Barnsley hospital and will be shared at the Patient Experience Group in August 2016.</p> <p>Once the policies and procedures have been agreed by all board members CS will arrange a session with the champions on the Enter and View documentation.</p> <p>Barnsley Parents and Carer’s Forum - Speech and Language Therapy A meeting has been arranged and we will be meeting with a forum member on the 30th of September 2016.</p> <p>Strategic Transformation Plans CS and AE to continue working with the various STP Boards and meetings and bring an update to each board meeting.</p> <p>Annual Report Meeting</p> <p>TA asked about the Annual Report Meeting (AGM) as he had, had to leave early. CS advised that it was on the agenda for discussion.</p>	
<p>5. Frequency of Healthwatch Strategic Advisory Board Meetings</p>	
<p>CS discussed with the board the frequency of meetings and requested that the meetings go from monthly to Bi-Monthly.</p>	

<p>The board discussed the suggestion. TA advised that he felt that Bi-Monthly would be too infrequent and he felt that 6 weekly would be better. MD highlighted that the meetings were already running 6 weekly and requested that we continue to diarise meetings 6 weekly.</p> <p>The board agreed to continue with 6 weekly meetings and to review again in November 2016.</p>	
<p>6. Healthwatch Champion Minutes</p>	
<p>CS shared the minutes of the Healthwatch Champions with the board members, the minutes had already been discussed in a previous meeting so where provided for information only.</p> <p>CS advised that the next meeting would take place on the 30th of August and the next set of minutes would come to the meeting in September.</p>	
<p>7. Update on other areas of work.</p>	
<p>Mental Health Crisis Care Concordat CS advised the board that the Mental Health Concordat Focus Group met on Friday the 5th of August 2016 and went through the key findings and recommendations which led to the creation of a gap analysis.</p> <p>The gaps we have identified have been linked to our key findings and recommendations to be asked at the Mental Health Crisis Care Concordat group which is taking place today.</p> <p>Access to Assessment and Care Management Services Healthwatch have met with the equality officers at BMBC and provided the report with key findings and recommendations requesting a response in 20 days. This response is due to be received on the 30th of August 2016 and CS has sought confirmation from the equality officer at BMBC who has confirmed that they are working on it and the expected return date,</p> <p>Access to C.A.M.H.S Action Plan Action plan needs to be agreed at this meeting. The action plan had been received by all members and was agreed. CS advised that she would be meeting with the service manager on the 29th of July 2016.</p> <p>Enter and View to the wards 19 and 20 BHNFT JP had to cancel her meeting with me to visit the ward manager on wards 19 and 20 and look at the changes being made to service, due to added weekend pressures. Jill had to reschedule the meeting to the following week on the 8th and this is what happened as a result.</p> <p>Met with Jill Pell Head of Patient Experience, Diane Edwards Head of Nursing and the lead nurse from wards 19 and 20.</p> <p>The issues around the unannounced Enter and View were discussed at this meeting.</p>	

<p>The team outlined the changes they had been making to these wards for the past 12 months and the training that had been undertaken by the team members and the changes of personnel and working methods.</p> <p>I aim to write a full report to our members for our next meeting to succinctly outline discussions. Jill Pell is also preparing minutes from the meeting highlighting the key points.</p> <p>The hospital has also offered to come and talk to Board members and champions about the Hospital as a whole and their systems around nursing and clinical staff, by way of an introduction for future partnership working.</p> <p>CS asked the board if they would find this useful and the board asked that CS invite them to attend a meeting with The Board and Champions.</p>	
<p>8. New Issues</p>	
<p>Review of Speech and Language Therapies Review of Speech and Language Therapies, and Issues being reported - came up on Matters Arising</p> <p>CS recapped and advised of the meeting with the commissioner on the 9th of August with Carolyn Ellis who will be leading on this project, due to her starting a UE on SLT in September, for Adrian England who had joined the board at this stage.</p>	
<p>9. Annual Report</p>	
<p>CS advised that 34 people had attended the AGM and that 54 people had requested to attend. The board reflected on the AGM and discussed the date of the meeting and felt that August was probably not the best time due to people being off with their children or on holiday. It was therefore decided to hold our AGM next year in September 2016.</p> <p>CS advised that after the meeting she had received 15 evaluation forms out of 35 attendees and that all bar one of the evaluation forms received were positive, with one evaluation form providing low scores but no additional information to outline how they felt that we could improve upon their experience for next year.</p> <p>TA, CK, AE and MB all advised that they did not complete the evaluation forms, which CS found to be helpful as it meant that the evaluation forms that had been received were from individuals not currently officially engaged in Healthwatch.</p>	
<p>10. Additional Income Projects</p>	
<p>Embedding the FFT in General Practice - Completed with the CCG</p> <p>Embedding the FFT in Mental Health Services - Completed reports sent to</p>	

providers with 20 days	
Carers Identification Scheme - On Hold	
11. Any Other Business	
<p>New Appointments</p> <p>CS advised that the advertisement for the Communications, Signposting and Intelligence Assistant had gone out and the closing date was the 29th of September 2016.</p> <p>Board applications are now also being received and the closing date for this is the 19th of August 2016.</p>	
Date and Time of Next Meeting: 13th September 2016 10:30 - 12:30pm, The Core, County Way, Barnsley.	