**Board Meeting**

Monday 10th September 2018

Granfers Community Centre

2pm – 4pm

**MINUTES**

**Members of the Board present**;

Chair – David Williams (DW)

Vice Chair - Barbara McIntosh (BM)

Treasurer - Adrian Attard (AA)

Adrian Bonner (AB)

Annette Brown (ABr)

Lorraine Davis (LD)

**Staff Team present**

Pete Flavell (PF)

Ishmael Evans (IE)

**Apologies**

Alison Navarro (AN)

Pam Howe (PH)

Razia Sattar (RS)

Launa Watson (LW)

Derek Yeo (DY)

Shri Mehrotra (SM)

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| **1.** | **Welcome and Apologies**  **DW** opened the meeting.  Apologies were noted. |
| **2.** | **Minutes from the Board Meeting held on 9th July 2018**  The minutes from the Board Meeting held on 9th July 2018 were ***accepted***. |
| **3.** | **Matters Arising**  *(not covered elsewhere on the agenda)*  **BM** commented that she was pleased with the A&E feedback.  The Healthwatch national conference added to the AOB |
| **4.** | **Project/Organisational Updates**  **Education Events**  28th September 2018 was mentioned as the provisional date for a health event organised by Healthwatch Sutton and Community Action Sutton to discuss mental health and areas of interest to them.  **Children and Young people’s (CYP) Mental Health Project**  Data entry has been completed. 5100 survey responses on the system. Data is being used as part of a green paper to bid to become a trailblazer pilot borough. Public health analyst team are currently looking through the data, they have now finished analysing the data. Kings College have offered to analyse the data and produce a joint published paper looking into findings. Healthwatch England have provided a data sharing agreement. The board agree to invest in CORK to provide further analysis of the data.  The first meeting took place for the primary schools project and it was decided years 5 and 6 would be most appropriate for the project. A pilot will take place first with 3 schools.  **Dementia Hub**  **PF** updates the group on the Dementia hubs. The first hub was well attended and the two hubs after that have had smaller numbers.  **Crisis Care Plans – SMHF**  The project will be on hold whilst we look at how best to progress the project following the death of Alan Leader who was leading on the project at Sutton Mental Health Foundation. The board and staff reflected on the contribution of Alan Leader to Sutton.  **Care Homes Project**  The care home project will be launched on the 10th October 2018, 10:30am – 1:30pm. Steven Hardisty has agreed to attend to speak about commissioning of care homes. There will be a workshop to help define the highest priorities for residents when assessing care homes and what questions should be asked.  **Homelessness Project**  The project material is ready and will be given to the Patient Participation group once they have finished a current project.  **Sutton Health and Care (SH&C)**  **PF** is awaiting approval on questions from SH&C and then the work can begin. The two options are filling out a questionnaire online or Healthwatch volunteers contacting patients that have agreed.  **Improving Healthcare Together**  Healthwatch Sutton are working with Healthwatch Merton and Healthwatch Surrey to run workshops with groups. Healthwatch Sutton are engaging with older people, black and minority ethnic and carers. |
| **5.** | **Accounts Update**  **AA** provides an update on the accounts to the board.  **ACTION: PF to speak to Sutton CCG about payment of PPG management** |
| **6.** | **Advocacy for all Q3/Q4**  The board and staff reviewed Advocacy for All cases from quarter 3 and quarter 4.  **ACTION: PF to contact Advocacy for All to ask for better analysis** |
| **7.** | **Healthwatch A&E report**  **PF** presented the A&E report to the board and summarised the key findings. |
| **8.** | **LASEND (Special Educational Needs and Disabilities) report response**  **PF** provides update of the current progress and a discussion took place around the action plan from the local authority. **BM** highlights the key findings and issues that were mentioned in the report. Healthwatch can use the C&YP report to help highlight issues through schools used. 4 or 5 indicators that could be used to measure the performance of implementing changes based on the findings. |
| **9.** | **Healthwatch Sutton Membership**  **PF** updates the board on the terminology used that may exclude certain people volunteering as they are not based in Sutton. The board agree to amend the memorandum that those who do not meet volunteering criteria may be reviewed by the board for approval. |
| **10.** | **Any Other Business**  Spaces are still available to attend the conference. **AB** would like to attend the Healthwatch conference.  **AB** shares an idea of Healthwatch having a presence on the high street as part of reimaging high street space.  **PF** will be meeting with the group about LGBT work opportunities. |
| **11.** | **Date of the next meeting – Monday 12th November, Granfers Community Centre, 2pm to 4pm** |