**Board Meeting**

Monday 12th November 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)

Derek Yeo (DY)

Shri Mehrotra (SM)

Launa Watson (LW)

**Staff Team present**

Pete Flavell (PF)

Pam Howe (PH)

**Apologies**

Alison Navarro (AN)

Razia Sattar (RS)

Ishmael Evans (IE)

Lorraine Davis (LD)

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| **1.** | **Welcome and Apologies**  **DW** opened the meeting.  Apologies were noted. |
| **2.** | **Minutes from the Board Meeting held on 10th September 2018**  The minutes from the Board Meeting held on 10th September 2018 were ***accepted***.  **ACTION: PF to contact Advocacy for All to ask for better analysis** |
| **3.** | **Matters Arising**  *(not covered elsewhere on the agenda)*  **AA** provides update to board about committees in common meeting. 8th Oct meeting did not involve two Healthwatch representatives.  **BM** inquires about the mental health Healthwatch meetings and what can be done to ensure that meetings continue and are consistent.  **ACTION: PF to speak to Healthwatch South west London leads about continuing mental health network meeting**  **ACTION: PF to speak to LD to check on previous Healthwatch Mental health network minutes have been distributed** |
| **4.** | **Healthwatch Sutton Social Media Policy**  **PF** briefs board on Healthwatch Sutton social media policy.  **BM** asks about having hints and tips for using social media to promote Healthwatch.  **ACTION: IE to send out helpful hints and tips for the board to use social media**  **ACTION: IE to support AB with social media alerts/use**  The board agree to action the policy. |
| **5.** | **Update from Pam**  **PM** provides an update to the group on CCG commissioned work.  The project to review GP websites is due to be completed by March.  Community health champions is a 2-year programme. An online health champion has been recruited.  There have been some challenges with PPG recruitment. 5 practices are being supported to strengthen their patient engagement. |
| **6.** | **Project/Organisational Updates**  **Children and Young people’s (CYP) Mental Health Project**  CORC (Child Outcomes Research Consortium)have completed their analysis for the project data. **PF** shared some of the findings with the board from the project.  **Dementia Hub**  The project is now completed. An evaluation report is going to be produced on how the events went.  **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.  **Care Homes Project**  The project launch event was held in October. An initial report has been written based qualitative feedback from the launch event. The care home visits will begin in 2019.  **A&E Project**  **PF** has been in contact with St Helier Hospital to create more strategic changes in response the feedback that was given from the A&E report.  **Homelessness Project**  Mystery shopping invitations have been sent out to volunteers. The project will start in the next few weeks.  **Sutton Health and Care (SH&C)**  **PF** is awaiting further service user responses before compiling findings. |
| **7.** | **Q2 Accounts Update**  **AA** provides an update on the accounts to the board.  **ACTION: PF to contact Sutton CCG to enquire about missing payment** |
| **8.** | **Healthwatch Sutton Contract**  A discussion took place around the Healthwatch Sutton contract. |
| **10.** | **Any Other Business**  No AOB was raised. |
| **11.** | **Date of the next meeting – Monday 14th January 2019, Granfers Community Centre, 2pm to 4pm** |