

Healthwatch Kingston Upon Thames

Q1 2023-24 Board Meeting, Wednesday 12 July 2023, 5.00pm - 6.20pm

Item 2. DRAFT PART A Q4 BOARD MINUTES (from 22 March 2023) FOR BOARD APPROVAL at Q1 meeting

Meeting held in person/face to face

PART A (OPEN 'PUBLIC' MEETING)

Present:

Liz Meerabeau, HWK Chair/Trustee Board Member (Board Lead for Primary Care)	LM	Scotty McLeod, HWK Trustee Board Member (Board Lead for Business Continuity)	SMc
Eeva Crawley, HWK Treasurer/Trustee Board Member	EC	Richard Allen, HWK Trustee Board Member (Board Lead for Hospital Services)	RA
Stephen Bitti, HWK Chief Executive Officer	SB	Scott Bacon, HWK Engagement Officer	SBa
Kezia Coleman, HWK Projects and Outreach Officer (Disabilities and Mental Health)	KC	Jaimy Halliwell-Owen, Communications Officer (minutes)	JHO

Agenda No.	Item No.	Actions
1	<p>Welcome and apologies for absence/Declarations of interest (LM)</p> <p>1.1 LM welcomed all</p> <p>1.2 Apologies noted from: Justina Jang (JJ) HWK Trustee Board Member/Board Lead - Women's Health, Kathryn Yates (KY), HWK Trustee Board Member/Board Lead - Learning Disability & Autism, James Waugh (JW), HWK Trustee Board Member (Board Lead for Risk Management), Grahame Snelling (GS) - Independent Safeguarding Advisor to the Board, Candy Dunne (CD) - HWK Deputy Chief Officer and Helena Wright (HJW) - HWK Projects and Outreach Officer (Safeguarding).</p> <p>1.3 LM asked if there were any declarations of interest. None were raised.</p>	
2	<p>PART A Q3 MINUTES from 11 January 2023 Board for approval</p> <p>2.1 The Board agreed PART A MINUTES from 11 January 2023 were a true reflection of the Board meeting.</p> <p>Matters arising from: PART A Q3 MINUTES from 11 January 2023 Board</p> <p>2.2 Some minor amends via proofing - LM will send to SB to pick up.</p>	2.2 /SB

3	<p>Q4 Chair's Report - Jan to Mar 2023</p> <p>3.1 On 1st April 2023 the national-level commissioning of NHS dentistry will devolve to the Integrated Care Systems, although a single team will undertake commissioning on behalf of the five London ICS's. The issues with NHS dentistry, including 'dental deserts' in much of the east of England, have been widely reported in the media and Healthwatch England has raised concerns; the position in London is rather better than in England as a whole but is not satisfactory and the pricing schedule is such that some dentists are declining to undertake NHS work. It is hoped that the clawback of funds from dentists who discontinue NHS work can be retained locally to mitigate some of the effects of service shortages, and the six SWL Healthwatches will be working with the ICS lead on dentistry to see what can be done in the first instance within the current contract.</p> <p>Secondly, the long-awaited NHS Workforce Plan is still not available. The Kingston Place-Based Partnership Committee is undertaking some workforce planning locally, and a workshop took place on 21st March, focussing on integrated neighbourhood teams.</p> <p>3.2 SBa/CD/SB to include a reference to the Three surprising trends in adult social care The King's Fund (kingsfund.org.uk) report in the HWK Careworkforce Wellbeing Project Report</p>	3.2 SBa / CD / SB
4	<p>Q4 Finance Report - Jan to Mar 2023</p> <p>4.1 The Board reviewed and noted the finance report showing activity to 16 March 2023 (Quarter 4).</p> <p>4.2 SB will work with CD and EC to provide a revised Q4 report through to 31 March 2023 for the Board review.</p> <p>4.3 The Board formally endorsed that EC and SB now liaise with our Independent Examiner (Ark Accountancy Limited) to prepare the HWK end of year accounts for 2022/23.</p>	4.2 SB / CD / EC
5	<p>Q3 Activity Report - Jan - Mar 23 (20 min)</p> <p>5.1 SBa provided an update on the HWK Careworkforce Wellbeing Project and Making Safeguarding Personal reports coming up. Also noted HWK London Ambulance Service community engagement being referenced by the London Assembly Health Committee in their letter to LAS to inform the LAS new strategy. SBa noted we had a reasonable response to our 'Including Communities' community engagement to inform our reporting and recommendations.</p> <p>5.2 KC reported positive feedback via a complex case (which came through our info@healthwatchkingston.org.uk (advice and information) email address) from an asylum seeker who was unable to access healthcare. We supported the person with signing up to a local GP.</p> <p>5.3 KC updated about our secretariat duties for the Kingston All-Age Learning Disability Partnership Board (AALDPB), where Liz Trahorn (RBK Mental Health) spoke about the Kingston suicide prevention strategy - afterwards, AALDPB members were able to contribute to a discussion that</p>	

	<p>will help shape the development of the strategy. This was an insightful AALDPB workshop which flagged up the importance of suicide crisis lines having accessible information.</p> <p>5.4 On behalf of HJW, SB gave brief Youth Out Loud! (YOL!) update. LM noted - p10 in relation to YOL! - Added Korean and Tamil subtitles - wording needs tweaking - “wrong voice overs” and SB noted - p11 - in regard to exam stress topic, SB said YOL! have done films about this previously and perhaps a different topic would be more useful. (SB to discuss with HJW / SBa).</p> <p>5.5 JHO provided an overview of the Comms Reports.</p> <p>5.6 SB updated the Board about HWK engagement reports that are being produced and asked for individual Trustees to sign-off on these on behalf of the Board when these are available.</p> <p>5.6.1 LM agreed to review the Careworkforce Wellbeing report.</p> <p>5.6.2 SB to ask GS to review Making Safeguarding Personal Report.</p> <p>5.6.3 Including Communities report (SB to ask JJ to review).</p> <p>5.6.4 ME/CFS/Fibro report (SB to ask KY to review).</p>	<p>5.4 SB / HJW / SBa</p> <p>5.6.2 to 5.6.4 SB / GS / JJ / KY</p>
6	<p>AOB</p> <p>6.1 RA gave update on Diabetes meeting - looked at how diabetes management were going to improve over next few years including at looking at psychiatric support for people with diabetes.</p> <p>6.2 HWK thanked at meeting for Diabetes report which was useful in raising HWK profile</p>	
7	<p>Next meeting dates:</p> <p>7.1 SB requested the Board agree to re-set dates of quarterly Board meetings to help accommodate end of Quarter financial work.</p> <p>7.2 The Board discussed the benefit of this and agreed that LM would meet with SB to explore new dates for the Board meetings (e.g. Q1 meeting in mid-April, Q2 meeting in mid-July etc.)</p> <p>7.3 The Board agreed to continue alternating meetings between online and in-person/face to face.</p>	<p>7.2 SB / LM</p>
9	<p>Close of PART A</p>	

Signed:

Approval Date:

Liz Meerabeau, Chair HWK