

**Minutes of Healthwatch Hartlepool Board Meeting**  
**held on 20<sup>th</sup> May 2021 at ORCEL**

<p><b>Present:</b> Jane Tilly, Chairman (JT) Tony Raine (TR) Margaret Wrenn (MW) Jan Weedall (JW) Carol Sherwood (CSH)</p> <p><b>In Attendance:</b> Christopher Akers-Belcher CEX (CAB) Carol Slattery (minute taker)</p>	
<p><b>1. <u>Welcome &amp; Apologies</u></b> JT Welcomed everyone to the meeting. There were no apologies.</p>	
<p><b>2. <u>Declarations of Interest</u></b> CAB reported that he is no longer a Councillor for Hartlepool Borough Council. The declared interests in respect of this can now be removed and CAB to complete new annual return. There were no other amendments or updates from those previously declared.</p>	
<p><b>3. <u>Minutes of meeting held on 8<sup>th</sup> April 2020</u></b> The minutes were agreed as a true and accurate record. <b>Proposed MW, seconded JT</b></p>	
<p><b>4. <u>Matters Arising</u></b> A discussion regarding attendance at a regional meeting will be covered under Confidential Items.</p>	
<p><b>5. <u>Board of Directors Report – Update from CEX, C of I forms</u></b> CAB reported that he attended a meeting with a number of stakeholders which included HBC. HBC have identified over a 1,000 new people who have been isolating/shielding during the pandemic. HWH shall be entering into a data sharing agreement with the Council via Leigh Keeble, which will allow HWH to send any publicity to be disseminated via the local authority.</p> <p>As of 21<sup>st</sup> June, the community hubs in Hartlepool will be the first point of contact for Social Services rather than the civic centre. TL as Patient &amp; Public Engagement Officer for HWH will circulate an exit survey to the general public to find out their opinions.</p> <p>It was agreed to advertise in the next Newsletter</p> <p>CAB informed that HWH’s response to the Quality Account which was previously circulated to members has been sent back to the Trust.</p>	<p align="right"><b>Action TL</b></p>

<p><b>CAB</b> reported that he had a meeting with Julie Gillon Chief Executive of the Hospital Trust about How HWH and the Trust can work together going forward. The following topics were discussed:</p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Enter &amp; View to the Urgent Care unit</li> <li>• Dementia Pathway</li> <li>• Look at 111 Pathway at A &amp; E in future look enter &amp; view and get peoples experience of using 111 during the pandemic.</li> <li>• Discharge – pressure points in discharge Care Home, Sheltered Accommodation and Single people</li> </ul> <p><b>CAB</b> Circulated the latest guidance from HW England on How to run Healthwatch.</p> <p><b>CAB</b> has arranged a Preliminary VSG meeting to take place on 22<sup>nd</sup> June to discuss and agree the work programme.</p> <p>It was agreed Conflict of Interest forms to be completed and handed into the office before the next meeting.</p>	
<p><b>6. Annual Report – update and Publication details</b>  <b>CAB</b> informed that he is collating all the information to go into the report. He explained that the main focus is around COVID 19. Some of the articles included in the report will be:</p> <ul style="list-style-type: none"> <li>• An article explaining the role of HWH within the Covid Outbreak Committee, which is a sub-group of the Hartlepool Health &amp; Wellbeing Board.</li> <li>• An article on the lead up to HWH being designated as a Covid Champion.</li> <li>• An article about how HWH have engaged with the public during the pandemic, which will include the Friday morning coffee mornings.</li> <li>• Plus 2 impact stories</li> </ul>	
<p><b>7. Staff Update – Current arrangements Covid 19</b>  <b>CAB</b> reported that all staff are back working their normal hours in the office. ST/CAB occasionally working from home due to participating in online meetings.</p>	
<p><b>8. <u>IT Contract &amp; HWH Website</u></b>  <b>CAB</b> tabled an invoice which HWH received from Kris Middleton (Skippy) regarding a new IT contract. After discussion it was agreed the new figures were too high for the Board to accept. It was agreed <b>CAB</b> go back to Skippy and propose HWH go back to basic with the contract or seek tenders elsewhere.</p>	<b>All agreed</b>
<p><b>9. <u>Work Programme – Suggestions and Survey</u></b>  The Work Programme was tabled at the meeting.</p> <p>A lengthy discussion followed regarding GP’s and Dentists and the difference in the way they are expected to work. Concern was also raised by a Director regarding the podiatry service albeit HWH had</p>	

<p>already examined this service area commissioned by Tees Valley CCG.</p> <p><b>CAB</b> met with the Hospital Trust to discuss Life-long conditions Events which will be held online in the future.</p> <p>The Board agreed the work programme subject to any comments prior to the VSG meeting, which is due to be held on 22<sup>nd</sup> June 2021.</p>	<p><b>All agreed</b></p>
<p><b>10. <u>AGM</u></b></p> <p><b>CAB</b> informed that the AGM would coincide with Hartlepool Hospital who will be publicising their plans for the new entrance &amp; investments into the site. <b>CAB</b> explained it will be a face to face AGM but only people who have had both vaccines will be allowed to attend. The AGM will be streamed live for those unable to attend via You Tube. The Hospital Trust have asked if they could send a colleague to be Guest Speaker when it takes place in October.</p>	<p><b>All agreed</b></p>
<p><b>11. <u>Directors – Feedback</u></b></p> <p>None</p>	
<p><b>12. <u>Finance Update</u></b></p> <p>TR gave the following update in respect of our operating and reserve accounts:</p> <p><b>a) Balances</b></p> <p>Closing balance as end of April 2021 is £43.703.18</p> <p>Deposit account as end of April 2021 is £30.122.12</p> <p><b>CAB</b> explained that he has invoiced the NHS for £400 regarding a piece of work HWH have undertaken around Clinical Research. Payment to be made by HW Darlington who were the holder of the funds.</p>	
<p><b>13. <u>Confidential Items</u></b></p> <p><b>CAB</b> read out an email which was sent to JT regarding a meeting with David Thompson Chair of HW Northumberland and Professor Sir Liam Donaldson from the Integrated Care System.</p> <p><b>CAB</b> received a press release from HW England regarding Dentistry which was embargoed until Monday 24<sup>th</sup> May. It was agreed <b>CAB</b> would share the information after that date. He will also ask Tony Leighton to circulate information in the next bulletin.</p>	<p><b>Action CAB</b></p>
<p><b>14. <u>Any other Business</u></b></p> <p><b>CAB</b> informed that he wrote the latest CCG update, which included a patients story he received from Zoe Sherry. It was agreed CAB would circulate to members.</p>	<p><b>Action CAB</b></p>
<p><b>15. <u>Date and Time of next meeting</u></b></p> <p>Thursday 24<sup>th</sup> June held at ORCEL from 2pm.</p>	

