

Minutes

Operational Committee Meeting

Date: 9 June 2014

Time: 10.30am to 12.30pm

Venue:

Quaker Meeting House,
Union Walk, Chester, CW1 3LF

Item	Topic	Action
1	<p>Present: Brendan Doyle - Chair, Gus Cairns - Deputy Chair, Rhiannon Wilson, Lynda Hesketh, Margaret Yorke, Allan Batcock, Anthony Groom, Pat Clare, Elizabeth Bott, Jonathan Taylor - Service Manager, Emma McKenzie, Matthew Hyndman.</p> <p>Apologies: Anita Borbély Robinson</p>	
2	<p>Presentation by Stephen Woods (CWaC) - Integrated Wellness Service</p> <p>SW outlined the draft Health and Wellbeing Strategy for 2014-19 and gave details of current consultation. SW also talked about the Integrated Wellness Service consultation which closes on 16 June 2014.</p> <p>JT confirmed that Healthwatch Cheshire West would be responding to the Health and Wellbeing Strategy Consultation as an organisation.</p> <p>BD thanked SW for his presentation and suggested that any comments or questions would be forwarded to SW via EM.</p>	All
3	<p>Declaration of Relevant Interest</p> <p>None made.</p>	
4	<p>Minutes of last meeting/matters arising</p> <p>Podiatry meeting had not arranged before today as a formal consultation is planned by CWP. JT is attending meeting with colleagues from CWP and West Cheshire CCG on 10th June and will feedback to T&F group. MY passed a copy of LINK podiatry reports to JT for information.</p> <p>JT requested that the Committee support the Team in promoting Healthwatch by circulating marketing items wherever possible and inform Team where these items have been left. This is an ongoing process to raise the profile of HWCW.</p>	<p>Agreed</p> <p>JT</p> <p>All</p>

Signed by Chair:

Date:

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5	<p>Forward Actions</p> <p>4.6 - Consultations to respond to as a priority Health and Wellbeing Strategy - JT will lead a focus group and respond by 20 July closing date.</p> <p>Another consultation deemed important is ‘Seamless Care Closer to Home’ - JT recommended HWCW gives an organisational response and also sets up a focus group to collect the opinions of local people. Closing date for this consultation is 31 August.</p> <p>JT emphasised the need for a strategic approach to consultations; there is a need to respond fully to the major consultations rather than trying to respond to all.</p> <p>As consumer champion HWCW will promote these consultations to the public and support them to access.</p>	<p>JT</p> <p>JT</p>
6	<p>Questions from public</p> <p>One member of the public was present. They commented that they didn’t believe that CWaC Council’s consultations were effective in reaching individual citizens, instead focusing on groups. They also challenged Healthwatch to be more effective in reaching the general population of West Cheshire via engagement and outreach work. JT responded that this was a fair challenge. HWCW’s community engagement endeavours to reach the general public and those that are not members of groups, hence the use of focus groups. HWCW will continually look regionally and nationally for best practice regarding engagement.</p>	
7	<p>Reports and Updates</p>	
7.1	<p>Draft Annual Report</p> <p>The draft report has been compiled in accordance with the decisions made by the Annual Report T&F group and following the HWE template which is quite prescriptive. Pictures in the template will be substituted for photographs of local people and places.</p> <p>The Draft has been shared with Directors of HWCW.</p> <p>The Committee noted the draft report. Final comments and specific changes are to be emailed to info@healthwatchcwac.org.uk by Friday 27 June.</p>	<p>Noted</p> <p>All</p>

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	LH raised the issue of 113 people who will cease to receive independent living funds. JT suggested linking with CIC partners and asked LH to email him with her concerns to enable him to look into this.	LH
7.4	<p>Project Updates</p> <p>Committee members were asked to note amendments to the three project briefs and set initial meeting dates to agree the way forward.</p> <p>Young People Project - first meeting already held. Mental Health - Monday 23 June from 10am to 12 noon at Quaker Meeting House GP survey - Monday 23 June from 1pm to 3pm at Quaker Meeting House.</p> <p>Minutes will be taken and circulated. MH is happy to talk to those unable to attend to give a verbal update.</p>	Noted
8	Any Other Business	
8.1	<p>The meeting to be held on 11th August will take the form of a workshop.</p> <p>Dementia training will be given by Alan Murphy, one of our Authorised Representatives, at a future meeting.</p>	
8.2	<p>HWCW is taking part in a HWE Special Inquiry into unsafe discharge. A number of focus groups are being held on Monday 30 June in Chester and Tuesday 1 July in Northwich to look at discharge issues amongst Mental Health service users and the elderly. EM to circulate information to committee</p> <p>Committee members are asked to email info@healthwatchcwac.org.uk with details of focus groups they would like to attend.</p>	EM All

**Next meeting at 10.30am - 1pm on 14 July 2014
Venue - Ellesmere Port Civic Hall (TBC)**