

Halton & St Helens VCA

MINUTES OF HEALTHWATCH ST HELENS DIRECTORS MEETING

Friday 31st July 2015

Held at Tontine House, 24 Church Street, St Helens

PRESENT: Tom Hughes (TH)
Tom Kelly (TK)

IN ATTENDANCE: Sally Yeoman (SY), Emma Rodriguez Dos Santos (Emma RDS), Debbie Morris (DM) minute taker

Meeting started at 1.40pm.

Chair: Tom Hughes

1. Apologies

Justin Hill

2. Declaration of conflict of interest

None

3. Minutes of previous meeting

Minutes of 24th April agreed and signed as a correct record.

4. Matters arising from previous minutes

None

5. Financial information

Presented Quarter 1 figures against budget all progressing as planned.

- Some income generated from commissioned work by part time staff delivering training outside of normal hours.
- Noted that IT costs have reduced as initial set up was in previous financial year.
- Activities are currently underspent but planning events – BME Awareness event in September and Joint event with Senior Voice in October.

6. Healthwatch St Helens Managers report

Updated Year 3 action plan tabled.

- Review taking place on a revised newsletter which would be condensed and contain more local healthwatch information with contributions from members about their experiences. Also looking at other ways to get information out such as utilising other newsletters eg School Governors newsletter. Will monitor ways to get information out to find out how effective they are.
- Work nearing completion on task groups will revisit end of life care task group to see if this can be progressed further. New potential task groups will look at Safe Staffing levels (currently under review) and Equality handbook (awaiting some examples).

7. Joint Sub-contractor in tender to CQC for provision of Experts by experience

CQC are put out a tender across the country for the provision of experts to carry out visits. Healthwatch Northumberland will be the Prime Contractor for Wirral, Bolton and St Helens and will be looking to sub contract to those who can supply experts. It would involve sourcing individuals and supporting them. Awaiting more information to see if this is an area we can participate in, noted that this additional work would have no impact on current CCG and St Helens MBC work.

8. Any other business

- SY passed on details of a potential committee member to Emma RDS who agreed to follow up.
- Continue to enquire if there are any future plans for Healthwatch funding as we are in a strong position to provide continuity for another year, Directors support this approach.

Meeting finished at 2.25pm.

Date of next meeting Friday 30th October 2015, 1.30pm at Tontine House, St Helens (Tom Kelly gave his apologies for this meeting)