

Halton & St Helens VCA

**MINUTES OF HEALTHWATCH ST HELENS DIRECTORS MEETING
Friday 27th January 2023
Online meeting**

PRESENT: Pam Meredith (PM)
Dilys Quinlan (DQ)
Tom Hughes (TH)
Justin Hill (JH)

IN ATTENDANCE: Jayne Parkinson Loftus (JPL), Debbie Morris (DM) minute taker

Meeting started at 9.32am.

Chair: Tom Hughes

1. Apologies

Sally Yeoman (SY)

2. Declaration of conflict of interest

None

3. Minutes of previous meeting

Minutes of 27th October 2022 agreed as a correct record.

4. Matters arising – not on the agenda

- SY met with Rob Huntington, Assistant Chief Exec at St Helens Council who confirmed verbally that the Council will use the plus one year of the contract and we are now waiting to hear from Legal to agree that extension.
- One off payment to staff was approved at VCA Board and paid in staff salaries.

5. Manager's update

Written report emailed, report presented by JPL

- Continuing to provide performance monitoring and no issues have been raised still no post holder in place.
- Cheshire & Merseyside ICP engagement strategy to include a designated Healthwatch section to be signed off in February.
- Provided update on cost of living survey received 70 responses to date.
- Recruited Emily Abbott to the Engagement and Communications Officer post proving to be an asset to the team.
- Received excellent feedback from St Helens Place Quality & Performance Group and Cheshire and Merseyside System Quality Group about the reports that Healthwatch are providing which gives a clear picture of how some people are perceiving the care they are being offered.
- SY provided a written report for the Directors in her absence.

6. Monitoring report Quarter 2

Monitoring report presented by JPL reviewed by Directors, noted that it is the draft copy due to delay in accessing data from system will resend updated version.

- Updated on developments with Fairfield Hospital, they requested a meeting as they would like Healthwatch to have a regular presence but this needs to be by agreement. Directors would like it to be made clear that they are a purchase provision from the NHS.
- JPL agreed to send over the Collier Croft Enter and View report.
- No report for Whiston Hospital as it was to be an observer and be a part of the team to assess the service.
- Discussion took place on buying new promotional materials after discussion it was agreed to a spend of up to £1,000 with agreement of SY. DQ offered to help support the staff when they are on the Healthwatch stands JPL to pass on to Gail and Emily.

7. Finance report

Written statement provided by SY to accompany the finance report year to date. We have a full complement of staff expenditure has started to return more closely to the budgeted figures. The expenditure on activities is slightly overspent but this relates to previous years underspend being spent here.

8. AOB

- Agreed to hold the next meeting on 21st April as a face to face meeting
- Renewed Saints Sponsorship with Louie Maccarthy Scarsbrook.
- DQ agreed to send round some training information by email that is being provided by David Gilbert potential for staff and Directors to attend.

Date of next meeting

Friday 21st April 9.30am

Meeting finished 10.21am