

Project Management Board Meeting

09 August 2016, 14.30 to 16.30

Held at the Space, 20-21 Market Street, Bracknell

ATTENDANCE

Chris Taylor - HWBF Coordinator

Sue Warner - Just Advocacy

Mary Durman - Wokingham and Bracknell District Mencap

Sue O’Sullivan - Public Member

Mark Sanders - Healthwatch Bracknell Forest

Andrea McCombie (Part) - The Ark Trust

Ann Standen - SEAP

Mike Butcher - Public member

AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
1. Apologies	Jane Stanford-Beale - Autism Berkshire Paul McKillen - Rethink Mental Illness Jane Figg - Bracknell Macular Society Louise Kirkham - Public Member Dawn Crisp - Kids Karen Maskell - Bracknell and Ascot CCG			



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2. Declarations of Interest	None recorded.	-	-	-
3. Previous Minutes: Issues arising (not listed on agenda)	Agreed.	Update and publish on website as final	Chris	-
4. Progress on actions from last meeting and review of last month's Healthwatch activities	<p>DBS Checks Please provide date and certificate number. To date received Bracknell Mencap, Macular, Just Advocacy and Public members.</p> <p>Broadmoor Sandhurst Residence Group was told that there had been a public consultation regarding the decommissioning of the sirens, there was but it was limited to the Crowthorne area. The new build includes sufficient security to stop an escape and therefore the sirens around Bracknell Forest are no longer required.</p>	<p>Provide details to Chris for collation</p> <p>West London Mental Health should had communicated this better to all residence</p>	<p>All remaining</p> <p>Mark to raise with West London Mental Health</p>	<p>-</p> <p>-</p>



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Enter and View	Enter and view visits have been completed to GP Surgeries. Completed reports can be viewed at http://www.healthwatchbracknellforest.co.uk/gp-practice-enter-and-view-reports Extended hours service to be visit. An overall report will be completed at the end to share best practice.	Remaining reports to be written up	Andrea	
Project Management Board Charter and MoUs	A review of all MoUs and the Charter with partner organisations is to be carried out for the next year. It was agreed to also review all current memberships.	Contact and discuss with partners.	Andrea	
Accessible information standard	Our bulletin will be changed to make it easier to read, removing the imagery and sent out with links and a brief summary of the information. We also intend to provide information in an audio/visual format.		Chris	
Care Quality Commission (CQC)	CQC have rated Great Hollands Practice as requires improvement. The summary was reviewed, see http://www.cqc.org.uk/location/1-532501914 for the full report. Haldane House CQC have also rated Haldane House Nursing Home as requires improvement http://www.cqc.org.uk/location/1-826671172 .	Meeting next week with the Patient Group at Easthampstead.	Mark	



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Bracknell and Wokingham College	New students from the college are joining us again on placement in September. They will be year 2 students and will be with us for half of the year.			
Frimley Health	Access to learning disability nurse for people in Bracknell Forest. This was a role that Frimley Health were trying to recruit for.	Get update	Mark	-
Sustainability and Transformation Plan (STP)	<p>This is health and social care working together with one plan, our main STP is based around Frimley Health and is called the Frimley footprint. There is also an STP which includes Royal Berkshire Hospital. To find out more about the Frimley footprint visit http://www.windsorascotmaidenheadccg.nhs.uk/wp-content/uploads/2016/05/4.2-Frimley-STP-Progress-update-2-June.pdf</p> <p>We are working towards leading on this with the other local Healthwatch organisations support.</p>			
Patient Assembly	The contract to work with the Patient Assembly ran out at the end of July. We are in discussions for this to be extended.			



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<p>5. Member updates</p> <p>SEAP</p> <p>Wokingham PLACE</p>	<p>See attached report.</p> <p>Mike gave an update about the work being done around communications with the Bracknell and Ascot Patient Assembly.</p> <p>SEAP were successful in winning the advocacy contract across Bracknell Forest, this begins on the 1st September.</p> <p>Sue visited Wokingham Hospital, it was very clean a great environment, the parking was free and there was lots of useful services being run from there.</p>			
<p>6. Meetings attended in the period</p>	<p>Better Care Fund Board NRAS Three Counties NHS England - LD Engage GP Council Bracknell Show 2016 Frimley STP Patient Assembly Quality and Constitutional Standards Committee</p>	-	-	-



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	Healthwatch WAM The Way Forward Community Partnership Forum Monitoring Meeting Better Futures for All - Steering Group CQC Meeting Frimley Health Plans for Heatherwood Dementia Action Alliance			
7. Promotional Events - Current and Future		All to advise monthly of anything relevant they are attending or are aware of.		
8. AOB	Included above.			
9. Future Meetings	Meetings are every second Tuesday of each month: 13 September 2016 11 October 2016 08 November 2016 13 December 2016 Time: 2.30pm to 4.30pm Venue: The Space, 20-21, Market Street, Bracknell, RG12 1JG			



Report from consortium partners for Project Management Board

Partner organisation	Wokingham, Bracknell & Districts Mencap
Date of Project Management Board meeting	9 August 2016
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	Bracknell Learning Disability Partnership Board Bracknell Autism Partnership Board Bracknell Mencap Carers Lunch
Details of activities undertaken to promote Healthwatch	
Any meetings/events planned for the month coming? (If so, it would be helpful to include relevant agenda items)	Bracknell Carers Forum Inclusion sub-group of Learning Disability Partnership Board
Are there any health and social care issues that are currently impacting (positively or negatively) on the members/clients of your organisation	Wait for Carers Assessments
For signposting, how many clients/families have you directed to existing services? or to Healthwatch?	4

