

Project Management Board Meeting

10 March 2015, 14.30 to 16.30

Held at The Space, Market Street

ATTENDANCE

Joanna Thomas (JT) - (Chair) - Berkshire Autistic Society	Mark Hooper (MH) - Deaf Positives
Alison Dowd (AD) - Just Advocacy	Sally Grant (SG) - SEAP
Mark Sanders (MS) - Healthwatch Bracknell Forest	Alison Summersbey (AS) - Rethink Mental Illness
Sue O’Sullivan (SO) - Public Member	Jane Figg (JF) - Macular Society
Jeremy Harding (JH) - Triple A	Mary Durman (MD) - Wokingham and Bracknell District Mencap

AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
1. Apologies	Clare Turner (CT) - (Vice-Chair) - Kids Peter Tobin (PT) - Public Member Karen Maskell (KM) - Bracknell and Ascot Clinical Commissioning Group Chris Taylor (CT) - HWBF Coordinator			
2. Previous Minutes:	Agreed.	Update and publish on website as final	CT	12/03/15
3. Issues arising (not listed on agenda)	None.	-	-	-
4. Progress on actions from last meeting and				



AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
review of last month's Healthwatch activities				
Public members for the board	The April Project Management Board Meeting which was to be a public meeting will now be May.	Public member process to be finished	AM	End March
Enhanced Criminal Record Background Checks	SO and PT criminal record background check	Begin the process	SO/PT (MS to check)	End March
Frimley Health	Meeting will be held with Frimley Health 27 th March to discuss engagement moving forward with all local Healthwatch. Claire Marshall got the patient participation role and a new deputy director of nursing is starting.	Discussion	MS	27 th March
	Andrew Morris is not retiring as stated. He stated he will in the future retire however it isn't yet as reported.	-	-	-
Broadmoor	Draft engagement terms are completed and have been sent to WLMHT to look at.	Await feedback	-	-
GP's	Healthwatch will be presenting an update at next GP council 19 th March 2015	Presentation	MS	
	Chris to complete survey on web about DBS checks for GP's	Survey	CT	End March



AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
Self Care Week	Analysis completed and report produced and circulated			
Brants Bridge	MS has chased what OP appointments are held at Brants Bridge.	MS will chase if no response	MS	End March
Thames Valley Healthwatch	Meeting held of all Thames Valley Healthwatch and an agreed way of communicating and attending meetings has been agreed			
5. Member updates	<p>Just Advocacy Alison went to Be Heard and updated on HW. Received some positive feedback about a GP surgery survey which was in easy read and good.</p> <p>Deaf Positives Action National news has been talking about how 40% of deaf people have a mental health issue. Looking at ways to help provide support for this.</p> <p>Frimley Park service for the deaf was very good. At the Heatherwood Site aware of a concern that they refused to book interpreters.</p>	<p>Chase Public Health and BHFT to see whether there are any local figures</p> <p>MH still to send us details about this for investigation.</p>	<p>MS</p> <p>MH</p>	<p>End March</p> <p>End March</p>



AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
	<p>A secret shopper survey had been carried out in Wokingham</p> <p>A report had been produced by Slough about GP's and deaf people</p> <p>In Vision has now been taken by 6 Healthwatch and MH feels Bracknell ought to take this up</p> <p>BAS Feedback about Gainsborough Surgery where a lady was not able to change her wet son as their appointment was due. Does this happen all the time for young, elderly and disabled.</p> <p>Rethink Crisis response service are not good at moment with notes not being on RIO and communication bad with care co-ordinators</p> <p>Triple A JH stated he was at a crossroads as he was a governor of BHFT and they had stated he could not be if he continued with Healthwatch. MS stated that this had always been the case and he would need to discuss with AM.</p>	<p>Note</p> <p>Note</p> <p>MS to discuss with AM and CT</p> <p>MS will check with surgery</p> <p>MS will highlight</p> <p>JH to discuss with AM</p>	<p>MS</p> <p>MS</p> <p>AM</p>	<p>End March</p> <p>End March</p> <p>End MArch</p>



AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
	<p>Macular Society JF stated that Frimley park had won an award for eye care unit.</p>			
<p>6. Meetings attended in the period</p>	<p>GP funding Frimley Health GP Council Community Partnership Forum Innovation Funding Assessment Panel Berkshire East Quality Committee Involve Heath Hill Surgery Prevention and Supported Self Care Board Primary Care Transformation Steering Group BACCG Strategy Meeting</p>	-	-	-
<p>7. Promotional Events - Current and Future</p>	<p>March Mental Health Forum Age Concern Health Event Bracknell Dialogue Parent Carer Forum</p>	<p>All to advise monthly of anything relevant they are attending or are aware of.</p>		
<p>8. AOB</p>				-



AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
<p>9. Future Meetings</p>	<p>Meetings are every second Tuesday of each month:</p> <p>14 April 2015 12 May 2015 (Venue Change) 09 June 2015</p> <p>Time : 2.30pm to 4.30pm Venue: The Space, 20-21, Market Street, Bracknell, RG12 1JG</p>	<p>Please note: Everyone should have received electronic calendar invites for the whole of 2015. If this was not received let Chris know.</p>		

