

Project Management Board Meeting

10 May 2016, 14.30 to 16.30

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

ATTENDANCE

Chris Taylor - HWBF Coordinator

Jane Figg - Bracknell Macular Society

Sue O’Sullivan - Public Member

Mary Durman - Wokingham and Bracknell District Mencap (Chair)

Mike Butcher - Public member

Louise Kirkham - Public Member

Invited Guests

Karen Maskell - Bracknell and Ascot CCG

AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
1. Apologies	Marita Amoros - Just Advocacy Jane Stanford-Beale - Autism Berkshire Paul McKillen - Rethink Mental Illness Mark Sanders - Healthwatch Bracknell Forest Dawn Crisp - Kids Andrea McCombie - The Ark Trust Ann Standen - SEAP			



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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				
DBS Checks	Please provide date and certificate number. To date received Bracknell Mencap, Macular, Just Advocacy and Public members.	Provide details to CT for collation.	All remaining	-
Broadmoor	Discussions are ongoing with West London Mental Health about access to HW services for patients. The sirens being decommissioned were discussed and it was reported that local residents wanted to keep them as an early warning system.	Find out what public consultation took place and further information	Chris and Sue	-



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Enter and View	Enter and view visits have been ongoing to GP Surgeries. Completed reports can be viewed at http://www.healthwatchbracknellforest.co.uk/gp-practice-enter-and-view-reports This will also include the extended hour's service, run by Berkshire Primary Care. An overall report will be completed at the end to share best practice.			
Frimley Health	Frimley Health presented their plans publically at Ascot Racecourse. Chris attended, see attached photo with key information added. Frimley Health said that all existing services at Heatherwood would remain.			
Adult Social Care	Gill Vickers was appointed Director of Bracknell Forest Councils Adult Social Care, Health and Housing, she came from Lambeth Council.			
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.	Contact and discuss with partners.	Andrea	



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Enter and View Volunteers	Anyone can become an Authorised Representative for the purposes of Enter and View. See Link for details. http://www.healthwatchbracknellforest.co.uk/volunteer-now			
Accessible information standard	Email Karen details for information. Moving forward our Project Management Board meeting minutes will be font size 14.	-	Chris	
Sandhurst Out of Hours	The GP surgery and CCG in Sandhurst is proposing moving the out of hour's service to Bracknell Healthspace. There was concern that this would not be accessible by public transport. It was confirmed that a GP would come to you if you cannot get to them.	Local PPG is carrying out a survey of patients about this change - See results	Chris	
Berkshire Healthcare	We have carried out a number of PLACE assessments with Berkshire Healthcare this year. Sue visited Wokingham Hospital and was very complimentary of it, Chris visited Prospect Park and Nigel visited St. Marks. Berkshire Healthcare was rated Good by the CQC, the only trust of their type in the South of England to achieve this rating.			



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Louise	<p>Some bus signage around Bracknell Forest is interactive and will read the display out loud to a key fob (purchased separately).</p> <p>Recently visited Wexham Park - Did not see any improvements to the signage, which was too high up and too small to read.</p> <p>Students are on placement here with Healthwatch and also at the Urgent Care Centre.</p>	Investigate the system	Jane	-
6. Meetings attended in the period	<p>Forest Health Patient Group Event</p> <p>EBE Enter and View Training</p> <p>Equalities Steering Group</p> <p>TenTab</p> <p>CRM Training</p> <p>BAPA Comms</p> <p>GP Council</p> <p>Crowthorne Patient Group Event</p> <p>Thames Valley Healthwatch</p> <p>Berkshire Primary Care</p> <p>Quality indicators</p> <p>Berkshire Healthcare Equality Panel</p> <p>Frimley Health Plans for Heatherwood</p>	-	-	-



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	<p>PDA Training Better Futures for All Patient Carer experience group Frimley Patient Experience Group Frimley Health Thames Valley Quality Surveillance Group Forest Health Enter and View Prospect Park PLACE Primary Care Quality Improvement Enter and View Rep Enter and View Magnolia House Director Adult Social Care Health and Housing Wokingham Hospital PLACE Community Partnership Forum Enter and View Evergreen Enter and View Easthampstead Quality and Constitutional Standards Committee Enter and View Forest Health Community Partnership Forum Discharge Planning St. Marks PLACE Assessment Patient Assembly Sandhurst Group Practice Patient Event Primary Care Quality Working Frimley Public Involvement Group</p>			



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	Equalities Steering Group Safeguarding Partnership Board			
7. Promotional Events - Current and Future	<p>June Sandhurst Patient Group Health Event</p> <p>July Crowthorne Carnival NRAS Bracknell Show</p>	All to advise monthly of anything relevant they are attending or are aware of.		
8. AOB	Chair and Vice Chair Macular - Chair - May to July.			
9. Future Meetings	<p>Meetings are every second Tuesday of each month:</p> <p>14 June 2016 12 July 2016 09 August 2016 13 September 2016</p> <p>Time: 2.30pm to 4.30pm Venue: The Space, 20-21, Market Street, Bracknell, RG12 1JG</p>			



Report from consortium partners for Project Management Board

Partner organisation	Wokingham, Bracknell & Districts Mencap	
Date of Project Management Board meeting	10 May 2016	
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	Carers Tender Meetings Bracknell Learning Disability Partnership Board Healthwatch Public Meeting	Bracknell Carers Forum Carers Issues Group Bracknell Autism Partnership Board
Details of activities undertaken to promote Healthwatch	Carers coffee morning	
Any meetings/events planned for the month coming? (If so, it would be helpful to include relevant agenda items)	Learning Disability Partnership Board Autism Partnership Board Carers Forum Carers Lunch	
Are there any health and social care issues that are currently impacting (positively or negatively) on the members/clients of your organisation		
For signposting, how many clients/families have you directed to existing services? or to Healthwatch?	5	



Frimley Health - Plan for Heathwood Hospital

