

Project Management Board Meeting

12 July 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 (Chair)

Sue Warner - Just Advocacy

Mary Durman - Wokingham and Bracknell District Mencap

AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
1. Apologies	Jane Stanford-Beale - Autism Berkshire Paul McKillen - Rethink Mental Illness Dawn Crisp - Kids Ann Standen - SEAP Mike Butcher - Public member Karen Maskell - Bracknell and Ascot CCG		Louise Kirkham - Public Member Mark Sanders - Healthwatch Bracknell Forest Andrea McCombie - The Ark Trust Sue O'Sullivan - Public Member	



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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 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. We have received a complaint for a member of the public questioning the enter and view process and if it has any benefit.	Remaining reports to be written up Respond	Andrea Andrea	
Adult Social Care	Melanie O'Rourke joins Bracknell Forest Council as Head of Community Team for Older People and Long Term Conditions, she comes from Reading Borough 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	
Accessible information standard	These Project Management Board meeting minutes will be font size 14 and printed on yellow paper as necessary. Future questionnaires to be in larger print and include pictures, such as enter and view.		Chris	



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Sandhurst out of hours relocation	Results from the Sandhurst Patient Group survey show that 672 people responded. 79% want to stay at Frimley Park, 16% want to move to Bracknell Healthspace and 5% had no preference.	The Patient Group have informed the CCG.		
Care Quality Commission (CQC)	CQC have rated Easthampstead Surgery inadequate. See http://www.cqc.org.uk/location/1-569669710 It has been agreed to work more closely with the CQC i.e. greater sharing of intelligence and acknowledging sources. We will also be more informed of what they are doing.			
Primary Care Co-Commissioning	The member practices of the Bracknell and Ascot Clinical Commissioning Group have agreed not to become fully delegated this year and will continue to be co-commissioned with NHS England.			
Bracknell and Wokingham College	Bracknell and Wokingham college have given us a certificate and thanked us for hosting students on placement.			
Health and Wellbeing Board	The Health and Wellbeing Board has had a Local Government Association review.	Report to be discussed when received.		



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5. Member updates	See attached reports.			
Jane	<p>Eye machine is broken at Bracknell Healthspace, people are being directed to King Edward. GP wanted an eye test for a person but because they were under a consultant they couldn't go the normal route, eventually was seen by eye casualty. Wexham Park fracture clinic was really fast even though really busy. Bus signs do not all work as expected, Phil at BFC is looking into this. Phil is also talking to development team at the town centre about installing the REACT system.</p>			
Sue	<p>People with a learning disability from Bracknell Forest do not have access to the learning disability nurse at Frimley Park.</p>	Look into this	Chris	
6. Meetings attended in the period	<p>Thames Valley Quality Surveillance Group Enter and View Forest Health Prospect Park PLACE Primary Care Enter and View Magnolia House</p>	-	-	-



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	<p>GP Council Head of Adult Social Care Wokingham Community Hospital PLACE Enter and View Evergreen Enter and View Easthampstead Quality and Constitutional Standards Committee BAPA Communications Enter and View Forest Health (Skimped Hill) Community Partnership Forum St. Marks PLACE Enter and View Waterfield BAPA Better Futures for All Berkshire Healthcare Primary Care Quality Working Public Involvement Group Equalities Steering Group Primary Care Quality Improvement Meeting Berkshire Seasonal Flu 2016-17 Workshop LGA Peer Review Health and Wellbeing Board Primary Care KPI Primary Care Joint Co-commissioning</p>			



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7. Promotional Events - Current and Future	<p>July Crowthorne Carnival NRAS Bracknell Show</p>	<p>All to advise monthly of anything relevant they are attending or are aware of.</p>		
8. AOB	<p>Chair and Vice Chair Macular - Chair - May to July.</p>			
9. Future Meetings	<p>Meetings are every second Tuesday of each month:</p> <p>09 August 2016 13 September 2016 11 October 2016 08 November 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	12 July 2016
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	Bracknell Carers Lunch Carers Issues Meeting Bracknell Carers forum meeting Community Awareness event Bracknell Mencap Carers Meetings
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)	Learning Disability Partnership Board Autism Partnership Board Carers Forum
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?	5



Report from consortium partners for Project Management Board

Partner organisation	Wokingham, Bracknell & Districts Mencap
Date of Project Management Board meeting	14 June 2016
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	Carers Tender Meetings Bracknell Learning Disability Partnership Board Bracknell Mencap Carers Lunch
Details of activities undertaken to promote Healthwatch	'Next Steps' Event at Kennel Lane School Carers Week events at Binfield Library and Sandhurst Library
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 Issues Meeting
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



Report from consortium partners for Project Management Board

Partner organisation	Just Advocacy
Date of Project Management Board meeting	15/06/16
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	N/A
Details of activities undertaken to promote Healthwatch	Gave out leaflets and verbal information.
Any meetings/events planned for the month coming? (If so, it would be helpful to include relevant agenda items)	Inclusion Group – June
Are there any health and social care issues that are currently impacting (positively or negatively) on the members/clients of your organisation	<ul style="list-style-type: none"> • Receptionist very rude to a gentleman with LD and his Support Worker when they tried to get information about travelling abroad. • Inflexible ambulance travel for gentleman who has regular visits to RBH for ongoing treatment. After receiving treatment he has to travel home on a shared ambulance and is always dropped off last. His body is very sensitive following treatment and he experiences a great deal of pain during this journey. Transport say cannot provide individual transport. Complaint letter going in.
For signposting, how many clients/families have you directed to existing services? or to Healthwatch?	10+

