

Project Management Board Meeting

14 July 2015, 14.30 to 16.30

Held at The Space, Market Street

ATTENDANCE

James O'keeffe (JK) - Kids

Alison Summersbey (AS) - Rethink Mental Illness

Jeanette Tomlinson- (JT) - Rethink Mental Illness

Mark Sanders (MS) - Healthwatch Bracknell Forest

Karen Maskell (KM) - Bracknell and Ascot CCG

Chris Taylor (CT) - HWBF Coordinator

Mary Durman (MD) - Wokingham and Bracknell District Mencap

Jane Figg (JF) - Bracknell Macular Society

Alison Dowd (AD) - Just Advocacy

AGENDA ITEM	NOTED	AGREED ACTIONS	RESPONSIBLE	DEADLINE
1. Apologies	<p>Sally Grant (SG) - SEAP</p> <p>Andrea McCombie (AM) - The Ark</p> <p>Sue O'Sullivan (SO) - Public Member</p> <p>Peter Tobin (PT) - Public Member</p> <p>Louise Kirkham - (LK) - Public Member</p> <p>Joanna Thomas (JT) - Berkshire Autistic Society</p>			



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2. Declarations of Interest	None	-	-	-
3. Previous Minutes:	Agreed	Update and publish on website as final	CT	24/07/15
4. Issues arising (not listed on agenda)				
5. Progress on actions from last meeting and review of last month's Healthwatch activities				
DBS Checks	Please provide date and certificate number.	Provide details to CT for collation.		
Broadmoor	Draft engagement terms being discussed. These have not moved forward due to West London relationships with other Healthwatch's in London.	Meeting arranged to discuss way forward.	AM/MS	
Annual Report	See here for a copy of our annual report.			
Healthwatch Voices	The next event is being planned for September which will be jointly run with Involve. This will focus on Safeguarding and the Mental Capacity Act.	Jointly prepare with Involve.	AM	
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Frimley Health	<p>Invited enter and view has been arranged with Frimley Health to return to ward G3.</p> <p>The Thames Valley Healthwatch organisations are interested to know why the stroke figures are worsening at Frimley. What's changed and why? We are the direct lead with Frimley Health and will be asking them .</p>	Report to be completed following visit and published.	AM/MS	
Project Management Board Charter	Update where necessary.	Attached for discussion at next meeting.	CT	
Board Members	Due to SEAP winning the West Berkshire Healthwatch tender they will no longer be full members of the Healthwatch Bracknell Forest Board. They have agreed that they will continue to attend meetings but will not be involved in decision making. The relationship will be similar to the relationship with the Clinical Commissioning Group.			
Feedback forms	All members were reminded to complete the monthly feedback form for their organisation to aid monitoring, sharing and reporting.	Everyone to complete and submit the form by the Friday before each meeting.		
Self-Care Week	Matt Clift, Bracknell Forest Council Prevention and Support Self-Care Project Manager to be asked to come to a future meeting to talk to the Board about Self-Care.	Arrange	CT	



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Monitoring and Reporting	Adult Social Care no longer monitor us and we have now moved to corporate.			-
GP	<p>There are a number of things being discussed with GP's;</p> <ul style="list-style-type: none"> • Extended Hours - How are they choosing what to do in the pilot? Federation, why are all the GP's in Bracknell and Ascot CCG providing this service without tendering? • Asking GP's what time they are open versus appointment times. • DBS checks 87 yes, no 21 and 53 assumed that everyone at a surgery had a DBS check. • Consultation Time Survey. See here for a copy of the report. 			
South Central Ambulance Service	<p>A reporter went undercover to investigate the 111 service. A number of concerns were uncovered including HR Issues and Safety.</p> <p>Currently waiting to hear if the 111 retender will be put on hold.</p>	Write to SCAS to ascertain the issues.		
Enter and View	Sue O'Sullivan will be taking a lead role in this area of our work.			



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<p>6. Member updates</p>	<p>Bracknell Macular Support Group The support group met last week, they are getting involved with the tender for sensory needs services and involved with the long term conditions group at Bracknell Forest Council. They have been signposting people to services. Transport was raised as an issue of concern.</p> <p>B&ACCG Healthmakers evaluation report will be released shortly. The next course begins in July and then in October. Healthcare professionals have been difficult to recruit. Feedback from people attending the course has been highly positive and constructive. Leadership course was run as a proof of concept and has been well received. To keep people energised more needs to be planned for them to do following the course. The B&ACCG has offered it's Accountable Officer role. KM to arrange for introductions at a suitable time.</p> <p>Just Advocacy Support charter has been produced. See here. See attached report.</p>	<p>HWBF will digitally promote this and include it in the next bulletin.</p>	<p>CT</p>	



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	<p>Mencap Learning disability week was a success. It included a number of activities, from a Flash Mob in Princess Square to classes, Healthy Eating and Healthy Lives event which was well attended. The main issue that continues to be of concern relate to support staff.</p> <p>Re-think The new service is payment by results. New staff have been appointed and the team is coming together. Will be out promoting the service. Coming up - October is World Mental Health Day.</p>			
<p>7. Meetings attended in the period</p>	<p>CCG Governing Body Crowthorne AGM BA Transformation Comms and engagement G3 Visit Chairs meeting with CCG BAPA discussion GP Council Collaborative care for older people Involve Community Partnership Forum Innovation Funding Panel Better Futures for All Overview and Scrutiny Pinewood Festival Healthwatch Thames Valley Healthwatch Reading CAB</p>	-	-	-



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8. Promotional Events - Current and Future	<p>July Pinewood Festival</p> <p>August Sandhurst Health Event - 16 August 2015 - KM to arrange a 'Health Tent' to include us, CCG and Self-Care and others.</p> <p>September 16 Sept Involve recruitment event? Healthwatch Voices</p>	All to advise monthly of anything relevant they are attending or are aware of.		
9. AOB	<p>Chair of the Project Management Board Chair - Just Advocacy (August to October) Vice Chair - Mencap</p>	-	-	-
10. Future Meetings	<p>Meetings are every second Tuesday of each month:</p> <p>11 August 2015 08 September 2015 13 October 2015 10 November 2015</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	Just Advocacy
Date of Project Management Board meeting	14 th July 2015
Details of meetings attended where representing Healthwatch (Partnership Boards, Forums etc.)	None this month
Details of activities undertaken to promote Healthwatch	None this month
Any meetings/events planned for the month coming? (If so, it would be helpful to include relevant agenda items)	None planned at present
Are there any health and social care issues that are currently impacting (positively or negatively) on the members/clients of your organisation	Just Advocacy and Be heard have just completed a project to put together a support charter. The purpose of the charter is to tell commissioners and support providers in Bracknell what people with Learning Disabilities want from their support staff. Copies of the charter are available to anyone from the Just Advocacy website and the Councils website. The hope is that Support Providers will voluntarily sign up to it and that it will improve services. It is going to be monitored by The Bracknell Forest LDPB. So far it has been received positively by members of the LD community and several providers have signed up as follows: Bracknell Forest Council, Day services/Waymead, Choices/Excel, Dimensions, Mencap, Breakthrough.

