

Healthwatch Isles of Scilly Board Meeting Minutes

WEDNESDAY 19TH DECEMBER 2018

Present: Paul Charnock, Chris Douglas, Jane Hurd,
Staff: Julie Love, Ian McCarthy-Lunn

Paul Charnock welcomed everyone to the meeting.

1. Julia Day, Penny Pen-Howard

2. Approve minutes of 24/10/2018

The minutes were approved.

3. Matters arising from minutes

- JL met with Sam Wilson, NHS Kernow, re: medical travel and discussed, escort and different scenarios. Will arrange a meeting with RM NHS Kernow in the future.
- Speak with Amanda Stratford, Healthwatch Cornwall about SoF work and discuss with Healthwatch Cornwall end of life care work.
- JH contact BD re: winter pressure Better Care fund ideas.
- JL had contact RCHT re: rheumatology appointments for Scilly and consultation. Reported that clinician that held IOS outpatient appointments has retired and will be reinstated in the future.
- PC gave update on Citizens' Assembly meetings; a limited number of spaces but may consider in the future.
- JL has expressed an interest in funding for NHS 10 year plan work. This would be joint work with HWC and for promotion and public participation of the plan.
- PC & JL Had meeting with Mike Coates CIOS Public Health/environmental health.
- CD & IML Had liaison meeting with CP, lead GP.
- Commissioning of local provision for dementia care. – Since the last meeting the council announce the appointment of a CPN. This position means that there will be a first point of contact for all psychological issues, including dementia. Meeting scheduled with new post holder, AK, and PC at the Healthwatch Office for the 20th Dec.
- Increase System Transformation area on work plan, this has been included on the HIOS work plan. JD had hoped to attend mainland meeting on the 17th Jan, but was unable to commit to this. PC will attend and will have meeting with HW Cornwall prior, to discuss any specific issues concerns for IoS. JL/IML have dialled in to join Citizens Advisory Panel meetings which are held monthly.
- Due to the low number of attendees at the AGM, the items raised during the meeting (such as the Standing down, and subsequent re-election of Board members) need to be ratified. It was suggested that an e-mail/mail outreach to the members be made for this. They would also be encouraged to attend a meeting towards the end of January. This meeting would re-engage the membership, and give them a say in the future work priorities for the coming months as well as potentially ratify the AGM discussions.

4. Review Work Plan and priorities

4.1 Medical travel

JH gave update on November MTTG meeting and discussed that still issues with patients being able to travel via NQY. There will be a medical travel page on IOS Travel website in the future and we will check content.

4.2 Virtual Care options

It was agreed at MTTG meeting to take out of MTTG Action Plan and put in Shaping our future area of HIOS work plan.

4.3 Adult Health and Social Care provision

PC gave update on meeting that CPN recruited and will meet shortly.

4.6 System transformation: health and social care integration and Sustainability & Transformation Plan

PC to discuss System Transformation panel meeting with Healthwatch Cornwall, will aim to attend but will be sitting in the public gallery.

4.7 Children and Young people's Services

JL reported that she had not been able to carry out work in this area and actions to be brought forward.

4.8 Other issues based tasks

Brought forward

5.0 Other tasks

Discussed off island engagement in the New Year.

5. Budget report

The budget report and budget underspend was discussed. JL also raised that there have been some errors with inputting spend under headings due to interpretation by JL and RK; this to be discussed with JD and rectified.

Discussion of underspend in staffing discussed. A third work station was discussed for the office and possible temporary member of staff in the New Year or staff overtime. The additional post holder or overtime would be able to relieve the pressure being experienced due to the backlog of work which has amounted over the past 8 months, especially around outreach and communications; therefore would be able to facilitate the off-island outreach work, and help with the redesign of the website (requisite to Healthwatch England's update). This would require the post holder to have experience in web-design and have Adobe Indesign experience as a minimum. To facilitate this as well as future staff/visitor needs; new office furniture to increase desk space to 3 would be useful and this would increase our ability in the future to host a member of staff to work on a project if we wish and for visiting organisations to hot desk if required. This was discussed by the board and agreed that costs be vired from staff costs.

Action: JL & IML would produce a Job description/person specification to be advertised in the new year & source new office furniture and computers.

6. Any Other Business

None

Next meeting date:

Board meeting: 28th February 2019 09.30

Actions:

Brought forward: Organise meeting with JM, RCHT and RM NHS Kernow; re medical travel	JL
Brought forward: Speak with Amanda Stratford, Healthwatch Cornwall about SoF work	JL
Brought forward: Discuss with Healthwatch Cornwall end of life care work	JL
Brought forward: Send employment documents to PC	JL
Brought forward: discuss info about Medical Launch Trust; request info	PPH, JL
Brought forward: Organise Children's Commissioner Takeover Challenge	JL
Brought forward: Talk to school nurse team	JL
Ongoing: Circulate HWC board meeting dates to directors	JL
Brought forward: An update from Pharmacy about services provided for inclusion in next HIOS newsletter	JL
Produce job description/person specification for outreach support role	JL/ILM
Source new office furniture and computers	JL/IML