**Healthwatch Worcestershire**

**Public Board Meeting, Friday 13 January 2017**

**Civic Centre, Queen Elizabeth Drive, Pershore**

**Minutes**

1. **Attendance**
* **Directors:**

Peter Pinfield [Chair]

Martin Gallagher

Jo Ringshall

Jane Stanley

John Taylor

**Also in Attendance**

* **Co-opted Members:**

Anne Duddington

Barbara Pugh

Ray Eades

**[NB The Co-opted members attend the Public Board Meeting as non-voting participants]**

* Simon Adams [Chief Operating Officer and Company Secretary]
1. **Declarations of Interest**

No additional declarations of interest

1. **Public Participation in Healthwatch Worcestershire meetings**

PP introduced the ‘Rules for the good governance of public participation in Healthwatch Worcestershire’s meetings’ which had been revised on the basis of experience since Healthwatch was set up.

SA briefed the Board on the details of the changes as set out in the report **[Enc 1].**

The revised rules were endorsed by the Co-opted Members and then agreed unanimously by the Directors to take immediate effect.

1. **The Future of Acute Hospital Services in Worcestershire – Formal consultation**

**[This agenda item was webcast, with the support of Wychavon District Council, as a recording and can be viewed via Healthwatch Worcestershire’s website –** [**www.healthwatchworcestershire.co.uk**](http://www.healthwatchworcestershire.co.uk) **]**

Ms J Newton [Independent Chair of the programme Board, Future of Acute Hospital Services in Worcestershire] introduced the consultation.

Dr C Ellson [Accountable Officer, South Worcestershire CCG] and

Dr A Short [Interim Chief Medical Officer, Worcestershire Acute Hospitals NHS Trust] presented the Future of Acute Hospital Services in Worcestershire.

[See PowerPoint presentation and the consultation document]

Ms J Newton then chaired the public participation, the content of which was recorded and webcast.

1. **Minutes of the Public Board Meeting on 2 December 2016 and matters arising.**

The minutes of the Public Board Meeting of 2 December 2016 were agreed by the Directors.

**Matters Arising:**

**Worcestershire Acute Hospitals NHS Trust – Radiology Service Enquiry**

SA reported that the response provided in March 2016 to Healthwatch Worcestershire’s enquiry about an allegation of a backlog in the reporting of Xrays/scans by the then Interim CEO had still not been satisfactorily resolved.

The Directors agreed that as the Interim CEO had left the Trust and in view of the passage of time no useful purpose would be gained by pursuing the issue further. The matter was therefore discharged.

1. **Autism Spectrum Conditions**

The Board received an update on progress with the business priority **[Enc 2]** noting the engagement with a task & finish group involving people with Autism Spectrum Conditions and their carers. Following discussion with the Co-opted members the Directors approved the survey of providers of health services about their awareness of Autism Spectrum Conditions

1. **CQC consultation on the ‘Next Phase of Regulation’**

The Board noted the Care Quality Commission’s consultation on the ‘Next Phase of Regulation’ and the requirement for a response by 14 February 2017. The Board agreed to submit a response. SA reported that he was participating in a CQC webinar with local Healthwatch representatives.

**Action: SA to prepare response for consideration by the Board at the Public Board Meeting on 10 February 2017**

1. **Governance:**
* **Reference & Engagement Group**

The Directors approved the revised Terms of Reference for the Reference & Engagement Group **[Enc 3]** which had been circulated to the Group for comment.

* **Co-opted Board Membership**

The Directors approved the revised Terms of Reference for the Co-opted Board Membership **[Enc 4]** which had been circulated to the company membership for comment.

* **‘Relevant Decisions’**

The Directors reviewed the existing policy for making relevant decisions and after discussion with the Co-opted Board Members approved the policy **[Enc 5]**. The Board noted the log of Relevant Decisions for 2016 **[Enc 6]**

* **Hospitality/Gifts Register**

The Board noted the 2016 Hospitality/Gifts register [**Enc 7]**

* **Directors Roles & Responsibilities** The Board noted the revised Directors Roles & Responsibilities **[Enc 8]**
1. **AOB**
* **Worcestershire County Council 2017/18 Budget Consultation**

PP reported that Worcestershire County Council was currently consulting on its budget proposals for 2017/18.

* **Worcestershire Acute Hospitals NHS Trust**

PP confirmed that Healthwatch Worcestershire had received assurance from the Care Quality Commission that it was exercising independent oversight of the recently reported deaths in the Emergency Department at Worcestershire Royal Hospital.

* **CQC response to the Report of Healthwatch Worcestershire’s Enter & View visits to nursing homes focused on Meaningful Activity**

SA reported that the report had been shared with the Care Quality Commission and a response was received from Lucy Bland, Inspection Manager, Care Quality Commission, acknowledging receipt of the report, and commenting that it had been read with interest and that inspectors in Worcestershire will be using the information contained within the report and any individual enter and view visits when planning their inspections.

* **Daily Telegraph Article - Helping Hands**

SA reported that acting on an adverse report in the Daily Telegraph about Worcestershire Council’s business with Helping hands a domiciliary care provider, he had caused enquiries to be made with Worcestershire County Council. The Council’s Quality and Assurance Compliance Manager had responded promptly confirming the Council has a contract with Helping Hands and providing reassurance about the quality of the service provided by the company.