

Public Board Meeting

Thursday 27 March 2025

10:00 – 12:00 in person meeting at Wildgoose Rural Training

Approved Minutes v1.0

Item	Title	Enc	Who
1.	Attendance HWW Directors: Jo Ringshall (JR) – Chair, John Taylor (JT), Chris Byrne (CB), Don Beckett (DB), Debbie Lamont (DL) Simon Adams (SA) – Managing Director Co-opted board members: Parent Carer's Forum represented by Hazel Shaw (HS), Sandycroft represented by Lee McKenzie (LM) Young Solutions represented by Pete Sugg (PS) [NB the Co-opted Members attend the Board Meeting as non-voting participants] Also present - HWW employees: Margaret Reilly (MR), Suzy James (SJ), Vicky Walsh (VW), Paul Hopkins (PH) Apologies: David Saunders		JR
2.	Declaration of Interests None		JR
3.	Minutes of Public Board Meeting on 30 January 2025 the board considered and the directors approved the draft minutes of the PBM held on 30 January 2025 and Matters Arising: • NHS Accessible Information Standard MR advised that her presentation on the issue to the ICB Inequality Ambassadors received a positive response and confirmed that she has scheduled a meeting with the ICS Director of Strategy and Integration. LM also noted progress on the issue from recent meeting with NHS England.	Enc 1	JR JR MR
4.	Pharmacy Survey – ICB Response DB provided an outline of the ICB response to the Survey confirming that they had found the report to be helpful and would be sharing it throughout the ICS. Partner organisations had reviewed the recommendations and the detailed response to each indicated significant commitment to implementation.		DB

5.	HWW's Financial report year to date and Budget 2025-26 DB presented the HWW budget for 2025-26, providing an outline of the changes and challenges. The budget was approved.	Enc 4	DB
6.	HWW Restructure and recruitment SA confirmed Jo's departure as at 31.3.2025 and that she will be missed. He reported that the Directors had appointed him as the Chair of HWW, that the role of Managing Director had been deleted and that the Directors had created the new post of Chief Officer with responsibilities akin to those of the original Chief Operating Officer's post; the new Chief Officer's post was a job share with a division of external and internal responsibilities which would best meet the organisational needs for the diverse skills and expertise required of the new post. It was noted that following due process the following appointments had been made: PH – Chief Officer Internal Business Affairs VW – Chief Officer External Business Affairs The board congratulated PH and VW on their appointments. JT raised the issue of EO capacity and it was confirmed that recruitment will commence for an additional EO working 4 days, ideally with CYP and digital skills. Recruitment will recommence for 2 x directors posts. It was confirmed that these changes were costed in the budget.		SA
7.	HWW's Business Plan 2023-2025 Progress Report CB outlined the HWW Vision as an introduction and gave a verbal update on each area of the Plan. CB added a note of thanks to the significant contribution made by the Volunteers and members of the REG in the delivery of the Business Plan. SA provided an update on the Quality issues elements of the Plan. Discussion was held with comments from the HWW team, members and from the floor regarding: • Mental Health Services - SA confirmed that we are seeking clarity on eligibility and treatment thresholds for both Adult MHS and CAMHS but to date neither this information or service specifications have been provided. • Adult ADHD – SA stated that we were advised by Richard Keble, Programme Director for Mental Health, LD & Autism, NHS Herefordshire & Worcestershire ICB, at the PBM held 10.10.24 that the new service was being put in place, it was reported in the national press that there was a 10 year waiting list in H & W (the best in the country reported as Dorset with a 12 week list). • Cancer screening – discussion held regarding screening for various cancers and SA confirmed that he is engaging with Simon Trickett to re-allocate under-used resources to this		CB

	area. SJ raised the issue of wheelchair access to screening services, SA confirmed that this has been raised and he has been advised that it is under consideration. SA proposed writing to Simon Trickett suggesting that lung cancer screening should be introduced – agreed. • Patient Safety Project – SA advised that HWE have funding from Cambridge University for a Patient Safety Project – it was agreed that we would pursue participation. • Impact Project – it was confirmed that volunteer Mary Brewin would be conducting the project recording our impact.		
8.	HWW's Performance Monitoring Reports Q3 [October-December] 2024-25 The Directors considered and approved the Performance Monitoring Reports Q3 [October-December] 2024-25	Enc 2	SA
9.	Director's Registers of Interest It was noted that the Annual Review had been completed and updated lists will be published on the company website.		SA
10.	Draft EHCP Report DL reported that the draft Executive Summary has been distributed to partner organisations and is now embargoed due to purdah. It will be published once fact-checking and the period of purdah are complete.		DL
11.	REG Applications for consideration and approval – • Abbottswood Pershore PPG - approved • Barbourne Health Centre PPG - approved • Pershore Medical Practice PPG - approved • Salters Medical Practice PPG- approved • Stanmore House Surgery – DB to revert back on this application as it appears to be on behalf of the surgery (not the PPG)		JR
12.	Membership Expression of Interest for consideration and approval • Mary Brewin – approved.		
13.	AI Policy / general update CB advised that: The new WCC Contract specifies that we cannot use AI without specific approval but that during a recent meeting Matt Fung had provided agreement for us to explore and keep engagement open. A HWW AI Policy has been prepared and distributed to the team who have an understanding of the restrictions. One of the volunteers who has expertise in this area is assisting us in the selection of appropriate tools. LM advised caution of considering using it for translation purposes.	Enc 3	CB

14.	Action Log Review Nothing to note	Enc 5	JR
15.	Public Participation None		JR
16.	<i>AoB with leave of the Chair</i> JT raised the possibility of collaborating with Healthwatch Herefordshire (HWH) regarding elements of the business plan. This led to a wider discussion about recent developments with HWH. PS advised that Community Power had been created and is now an umbrella organisation with HWH operating within and that Community Power are now taking on the management of the VCSE in both Herefordshire and Worcestershire. SA advised that he is arranging a meeting with Christine Price of HWH.		JR
17.	Chair's Announcements None		JR
	Date of Healthwatch Worcestershire's next Public Board Meeting / Quality Summit – Thursday 22 May 2025, Worcester Rugby Club		JR