

**Healthwatch Board Meeting**  
**Thursday 26th January 2017, 10am – 12pm (Central Hall, Keighley)**

**Healthwatch Board members present:** Javed Khan (Chair), Heather Ogden, Pam James, Peter Horner, John Samuel, Trevor Ramsay

**Healthwatch staff:** Victoria Simmons, Craig Watson, Catherine Wallis

**KIVCA Staff:** Paul Stephens (CEO)

**Apologies:** Paul Anderson, Emmerson Walgrove, Julie Bruce, Sue Crowe, Gerry Armitage, Isobel Scarborough

Item No.		Action	Who
1.	<p><b>Welcome and apologies</b> (as above).</p> <p>JK welcomed people to the meeting and VS listed apologies received.</p> <p>Two new members of the Healthwatch team, Catherine Wallis and Craig Watson, joined the meeting to introduce themselves and meet Board members.</p>		
2.	<p><b>Minutes of the Board meeting held on 27<sup>th</sup> October 2016 &amp; matters arising</b></p> <p>Minutes of the previous meeting were checked for accuracy by Board members and approved.</p> <p>Matters arising:</p> <p>Pam James picked up on an item in the previous minutes suggesting that Board members could help support with the induction of new staff by offering shadowing opportunities with their own organisations, Age UK may be able to help.</p>	<p>Make an introduction to manager at Age UK</p>	<p>PJ</p>
3.	<p><b>Sustainability and Transformation Plans</b></p> <p>Victoria gave a presentation on the West Yorkshire and Harrogate Sustainability and Transformation Plan.</p> <p>Healthwatch across West Yorkshire have been working together to take part in STP Leadership team meetings and to carry out engagement with the public on specific STP work streams - including Hear See &amp; Treat and Stroke.</p>	<p>Share copy of presentation</p> <p>Share videos from other HW Essex explaining STP</p>	<p>VS</p>

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	<p>Board members were given copies of the document written by the local Healthwatch organisations which sets out principles of our involvement on STP and working together.</p> <p>Board members expressed a view that Healthwatch had a particularly important role in challenging the STP to maintain the focus on reducing health inequalities and improving care, rather than merely closing the finance gap.</p> <p>Board members felt the presentation was a good overview to help them understand the implications of STPs and changes in the health and social care system.</p>		
4.	<p><b>Accountable Care System</b></p> <p>Javed talked about the Accountable Care System (ACS) for Bradford. He provided only a brief overview saying that more information would be given at the Bradford District Assembly Conference in March which board members were invited to.</p> <p>He explained that a provider alliance was being set up for the Voluntary and Community Sector, to enable them to be commissioned through the ACS.</p> <p>Parallel ACS are being set up in Bradford District &amp; City, and in Airedale Wharfedale Craven.</p> <p>The aim of the ACS is to develop single contracts that deliver a holistic approach to services – for example the unified diabetes service where a single contract has been designed to deliver all the services that a patient needs in a way that is more effective.</p> <p>Board members asked why the public had not been informed or involved so far – Javed responded that there is not enough clarity to be able to communicate clearly yet about what this might mean for patients, more communication and involvement is expected from March onwards.</p>	Provide further updates after the assembly conference.	JK
5.	<p><b>Finance report to end of quarter</b></p> <p>Victoria presented the finance report to the end of December 2016. This showed an underspend of £14,855. This underspend is largely due to staff vacancies while we have been recruiting the new team. The budget will be managed to reduce this underspend by the end of the first year of the contract (July 2017). This has been discussed and agreed with the contract manager at the council.</p> <p>Board members had no other questions on finance.</p> <p>Relating to Board costs, there was a suggestion that once vacant Board posts are filled there should be some Board development sessions, potentially an away day.</p>	Plan Board Development	VS

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6.	<p><b>Progress report on current workplan</b></p> <p>Victoria presented the updated report against workplan: which indicated where activities had fallen behind, were on track or had been completed, and provided commentary against each outcome.</p> <p>Board members felt that this report format was useful and gave enough detail in an easy to understand format.</p> <p>Highlights from the report included:</p> <p>Publication of reports on A&amp;E services at Bradford Royal Infirmary and at Airedale Hospital. These reports are published online and have been sent to commissioners and providers for their response.</p> <p>Volunteering programme has been refreshed including inviting all existing volunteers to a refresher induction session and involving E&amp;V volunteers more in other areas of work.</p> <p>Healthwatch have been worked on issues around services and diagnosis for people with autism for several months. They have raised this issue at strategic level with commissioners, including at the Health and Wellbeing Board. As a result of continued pressure from Healthwatch and other partners, we secured commitment to development of a new strategy for autism across the district and investment of additional resource into diagnosis services for adults with autism.</p>		
7.	<p><b>KIVCA merger with BCVS and SBVS</b></p> <p>Paul Stephens advised the Healthwatch Board that members of all three CVS organisations had voted to merge into a new organisation. From 1<sup>st</sup> April 2017 the new organisation will be Community Action Bradford and District.</p> <p>We have informed the contract manager in relation to the Healthwatch contract. There will be little impact on the Healthwatch team or contract from this change.</p> <p>In due course a new Memorandum of Understanding between the Healthwatch Board and Community Action will need to be developed.</p> <p>A new CEO will be appointed for Community Action Bradford and District.</p> <p>A question was asked about what this meant for Bradford District Infrastructure Partnership – this will continue but there may be some changes to governance in due course.</p>		
6.	<p><b>Any Other Business</b></p> <p>No additional matters were raised.</p>		

<b>Item No.</b>		<b>Action</b>	<b>Who</b>
<b>9.</b>	<b>Date of Next Meeting:</b> April 27 <sup>th</sup> 2017 10am – 12pm at CNet		