






**Healthwatch South Tees Partnership Board Meeting**

**Minutes of the meeting held on Wednesday 11<sup>th</sup> September 2024  
Acklam Green Centre, Middlesbrough, 14:00-16:00**

<p><b>Present: Partnership Board Members.</b></p> <p>In attendance: HWST staff</p>	<p>Lesley Spaven – Chair (LES) – via Teams Dr Ian Holtby – Vice Chair (IH) Kelly Hodgson (KH) Mandy Capaldi (MC) Jade Lavan (JL) Carole Marshall (CM) Andrew Jones (AJ) Ian Bennett (IB)</p> <p>Lisa Bosomworth (LB) Linda Sergeant (LS) Gaynor Tucker (GT) Rebecca Morgan (RM)</p>	
		Action
<p><b>1</b></p>	<p><b>Introductions &amp; welcome.</b></p> <p>LES welcomed everyone to the meeting and introductions were made as new Board members were in attendance.</p>	
<p><b>2.</b></p>	<p><b>Apologies for absence and Declarations of interest.</b></p> <p>Jen Little (IB attended in her absence) Laura Bush Femi Abolade</p>	
<p><b>3.</b></p>	<p><b>Declarations of interest.</b></p> <p>There were no objections to any of the declarations of interests and members are responsible for removing themselves during relevant discussion as and when this arises.</p>	

<p><b>4.</b></p> <p><b>4.1</b></p>	<p><b>Minutes from last development meeting &amp; actions.</b></p> <p>Minutes of the last meeting were agreed. LB and LS are meeting to finalise the care home work this week. LB explained the process to date and following this meeting both local authority care homes will be confirmed.</p> <p>Current Board membership. LES confirmed that KH is representing MVDA. LB has met with Claire Andrews, Difference North East who is interested in becoming a member to highlight the needs of local people with a disability but new to the area and needs time to settle in to her new role. Claire is attending a HWST team meeting on 24 September to introduce herself to the team.</p> <p><b>Response to questions raised by IH</b></p>  <p>4.1 Rspnse to question raised.docx</p> <p>LB shared the response from Rebecca Scott and Jackie Booth to IH question regarding sexual health provision raised at the previous meeting. LB thought the response was thorough, but IH wanted more clarification and further information of where sexual health clinics can be accessed in Redcar and Cleveland.</p> <p>IH advised that GP's are being tasked with this role on top of funding reductions. IB asked if information can be more specific and requested if they can provide a table identifying where sexual health clinics are based in the both geographical areas, their opening times and what they offer is.</p>	<p>LB to contact Rebecca Scott and Jackie Booth for further information.</p>
<p><b>5</b></p>	<p><b>Picasso &amp; quiz – ice breakers</b></p> <p>LB facilitated an ice-breaker activity to encourage existing and new Board members to share key information about themselves as an introduction to each other.</p>	

	<p>LB provided a fun acronym quiz to highlight the many acronyms we come across with the health sector.</p>	
<p><b>6.</b></p>	<p><b>Chairs update – future plans</b></p> <p>LES advised that she no longer is employed by MVDA and has now relocated so will no longer be the Chair. LB then introduced Rebecca Morgan, Project Development Manager PCP) via Teams and thanked LES for all her support and commitment in her role as Chair and wished her well for the future. LES has enjoyed her time working alongside members and advised that she may still be providing consultation work for MVDA in the future.</p>	
<p><b>7.</b></p>	<p><b>Structures</b></p> <p>LB shared a PowerPoint presentation (see below attachment)</p>  <p>Board development 11.09.24.pptx</p> <p>IH asked if the NENC geographical area was the largest by population or area. IH was informed that is was the largest geographical area due to the many rural areas within North East and North Cumbria.</p> <p>IH requested if the slides will be circulated.</p> <p>MC advised that the HWST quarterly intelligence reporting gets disseminated within their management meetings and is used to inform discussion. IB reiterated a similar process is used within South Tees Trust and agreed the reporting information is extremely useful.</p> <p>AJ informed us that he attends commissioned services meetings within R&amp;CBC and has never received any information that HWST has provided to the LA. LB asked AJ</p>	<p>LB to send slides out with minutes.</p> <p>AJ to update us on whether adding HWST</p>

	<p>to see if this could be added as a standing agenda item in future meetings.</p>	<p>intelligence onto their agendas is possible.</p> <p>LB to raise in HWST Q2 contract meeting.</p>
<p><b>8</b></p>	<p><b>HWST 2024–2025 priorities</b></p> <p>LB shared the current priorities sheet and updated developments to date.</p>  <p>HWST Priorities table 2024-2025 - final.doc</p> <p><b>GP Roadshows</b></p> <p>These are currently going well. Seven have been completed, 11 have an agreed date set and nine are in planning stage. Feedback is positive and a report will be produced to highlight this work connected to this priority.</p> <p><b>Care Homes Roadshows</b></p> <p>Both local authorities have taken a different approach to deciding which care homes we will engage. We will be talking to families, residents and staff about their experiences in relation to wellbeing and social activities provided. A meeting is planned next week to finalise these arrangements and approach to this work.</p> <p><b>Women’s Health</b></p> <p>We have now closed our questionnaire asking local people for feedback about their experiences of getting menopause support from Primary Care. Analysis and reporting will be produced soon.</p> <p>To achieve our agreed outcome for this priority Jackie McBurnie (ICB Menopause Lead) is delivering an online Train the Trainers workshop on 22 October. To date there are 91 registered to attend.</p>	<p>HWST to produce draft report and share with the Board.</p>

	<p>The key speaker films from last year’s menopause event are now uploaded onto the Tees Valley Primary Care Training Hub and can be accessed by all staff for training and awareness purposes.</p> <p><b>Community Mental Health</b>          We have engaged people from lived experience groups to produce the engagement questions that will be asked. These are being discussed next week at the TEWV Managers meeting to agree our next steps towards this priority.</p>	
<p><b>9</b></p>	<p><b>Additional work</b></p> <ul style="list-style-type: none"> <li>• North East Ambulance Service (NEAS) – this piece of additional externally funded engagement will commence on October 1, 2024. All the regions Healthwatch’s that NEAS provides a service to is supporting this work. An update will be given at the next meeting.</li> <li>• Home Care – Middlesbrough Council have approached us to carry out engagement to understand people’s needs currently and in the future for a home care service to inform a new service specification. However, their ask of us keeps changing. As soon as we have the finalised details we will share with the Board.</li> <li>• Redcar &amp; Cleveland Borough Council – Adult Social Care. Vicky Jackson, who is leading on this will attend the next Board meeting to update about work we’ve completed to date and what is planned.</li> </ul>	<p>Update to be provided at the next Board meeting.</p> <p>Details of home care engagement to be shared with the Board.</p> <p>VJ to be invited to the next meeting</p>
<p><b>10</b></p>	<p><b>Board members</b>          As LES is leaving a new Chair will be appointed. CM expressed an interest to become the next Chair. As per our Terms of Reference, a vote was taken, and this was agreed.</p>	

	<p>LB advised that a bio and a photo from our new members to go on our websites as soon as possible is required. These are to be sent to GT.</p> <p>LB to share the link to the online HWE Board induction for existing members to complete.</p> <p>Conflict of interest. This needs to be refreshed for existing members.</p> <p>All members are required to provide an up to date safeguarding certificate as these will be used as evidence for our next TSAB Quality Assurance Framework.</p> <p>IH expressed an interest in attending this year's Healthwatch England Conference. LB to send information to IH regarding this for a final decision to be made.</p>	<p>All new members to send photo and bio to GT</p> <p>LB to send link.</p> <p>All members to provide this.</p> <p>All members to provide this.</p> <p>LB to send info to IH.</p>
<p><b>11</b></p>	<p><b>Close</b></p> <p>LES closed the meeting and thanked everyone. LB again expressed a huge thank you to LES for all her hard work supporting our work and the team.</p>	<p>LB to send formal letter to LES in response to her resignation.</p>
<p><b>12</b></p>	<p><b>Date and time of next meeting</b></p> <p>11 December 15.00 – 16.30 – Meeting room 4, Redcar and Cleveland Civic Centre, Redcar.</p>	