

# HAB Meeting Minutes – 20<sup>th</sup> June 2023

Date:

## 1. Welcome and Apologies

Apologies were received and accepted from Alex

## Present

Harsha Kotecha (Chair)

Kash Bhayani

Mark Farmer

Linda Jones (VAL) (observer)

Gemma Barrow

Joe Johal

Kevin Allen-Khimani (VAL)

## 2 Declaration of Interests

None

## 3 Minutes & Action log from Public Board Meeting

As we moved contract, we no longer have access to documents and therefore there are no minutes available. There were no outstanding items on the previous action log.

## 4 Work Programme Project

There are no special projects allocated to the new contract. Previously commissioned work has been completed and reports went directly to the commissioners. HAB will have sight before they go into the public domain.

### **Dementia project report**

The report was released into the public domain in May during Dementia Week. Healthwatch England recognised this work and circulated it around during that week.

The report has been Dementia Programme Board, which covers LLR. Tracy from Healthwatch Rutland is now taking the lead on this project as she has a seat on the Dementia board. They have reviewed our recommendations, which will be incorporated into their strategy refresh.

### **Young people's mental health report**

This report is not in the public domain yet. The report was presented to the health and wellbeing board last week. We made several recommendations in this report, including mental health access for young people.

**Access and Communication Project** this priority has been continued from last year (extended until end September), as it was felt that it will still be needed to speak to some groups.

## **Supported Living Priority**

At the last meeting the HAB agreed that our other area for focus area would be supported living. Harsha met with the Chair of the County Health and Wellbeing board who has agreed to support us on this project. A proposal will come to the HAB in September for approval

### **5. Intelligence and feedback**

#### **Harsha:**

The ICB presented their 5 years forward plan to Healthwatch in July. Currently, the plan is in the public engagement phase, and they aim to consolidate feedback and make necessary amendments by the July board meeting. The key things we talked about was the engagement plan, and we continue to work with the system engagement team to see how we can continue to input.

At the County Health and Wellbeing board, we presented the Young People's Mental Health report and there was an update on the five-year plan. They also mentioned a refresh of the health and well-being strategy for the County.

UHL have now had funding approved by national government. The reconfiguration plan remains unchanged, and so there is no need for further consultation. There are criteria for how new hospitals are built under the new hospitals programme an.

#### **Gemma:**

Shirin and Dulna have been conducting outreach across the city and county, gathering insights from the public on the current health and care issues key concerns are dentists and GP access - which is high on Healthwatch England's radar and ours.

Gemma's met with HWE, regarding database to keep all our insights. We are going to be transitioning to a new database, Charity Log, to enable us to record insights.

As part of the Access and Communication, for Pride Month, Shirin has been looking into attending LGBTQ Events.

Gemma's also been looking into a project related to refugee's health and care needs. She met with Circo at Kegworth to talk through some options about what we can do. We have now been greenlit to visit 5 different places in Leicestershire: 2 Loughborough, 1 Kegworth, 1 Melton and 1 Northwest. Beginning on the 19<sup>th</sup> July, with a small team of Adult Neighbourhood mental health leads from LPT, providing information, advice and talking to the refugees.

Gemma is the planning of a mental health symposium in partnership with VAL in October. The aim of the event is to provide information and support to individuals regarding local mental health services.

Planning for the Summer Tour has begun; the goal is to promote the services while actively gathering feedback from the public.

We will also be organising a chai, coffee and chat event focused on NHS complaints, aiming to facilitate discussions and provide guidance on handling complaints, in partnership with some of the relevant partners.

Progress is being made with the website, the annual report is being finalised with ECS and the signposting service (phone line) is up and running. The only change is the telephone number.

## **Business Plan**

The HAB approved the draft business plan, which had circulated at the development session in volunteer's week, where it was refined.

Kevin raised the point that while the plan was being approved and reviewed by commissioners and the board, it will also be shared with the VAL Trustee Board for their oversight.

### **6 Decisions to be made by the Advisory Board**

It was noted that there were no pending decisions to be made by the advisory board as priorities had already been approved in the previous meeting.

#### **6a Escalation to HW England/ CQC**

None

#### **6b Publish a report/ agree a recommendation made in a report**

None

The agreed process is for Gemma to forward with Harsha who will share with HAB. The HAB will have 7-10 days to provide feedback and comments

Mark proposed extending the review period to 14 days whenever possible, the board approved (as long as we're not working on someone else's timeline).

#### **6c Request information from commissioners/ providers**

Gemma said that we had a request about the admiral nurses; as part of the dementia project. Harsha sent several questions to the ICB leaders about whether there would be funding available for additional roles like admiral nurses. The ICB advised that currently there was no money available.

#### **6d Which premises to Enter and View and when**

The list of Enter and View has already been approved. Dulna is working through a list of premises to visit, with a minimum of two visits per month, with additional revisits where possible.

The plan is to go back to the Emergency Department in September (12 months after the initial visit) to do a refresh on where they are and how those recommendations we made are being implemented.

Two care home visits have been booked in: 28<sup>th</sup> June to Harvey House and 6<sup>th</sup> July to Willows Nursing Home.

The GPs we plan to visit are ones we have collected intelligence on during outreach: Heron GP, Prince Phillip House, Central Surgery, Hazelmere Medical Centre, Maples Family Medical Practice and Downing Drive Surgery.

Additionally, we want to visit mental health services such as CAHMS.

**6e Decision about subcontracting/ commissioned work**

Gemma states she had a request from Medi quip an organisation that provides assistance equipment for people that need it. Last time they contacted us, they had a small pot of money available (£5k) if we wanted to work with them. However, as we were transitioning that affected whether we could take part or not. Whether we work with them or not is largely dependent on capacity. Gemma said she would discuss this with Kevin to see what he thinks, and then will bring it back to the board to discuss.

**6f Whether to report a matter concerning your activities to another person- e.g. CCG, Voluntary Sector, another Healthwatch, Advocacy services**

None

**6g Which health and social care services HW is looking at for priority project**

(Completion of the Healthwatch Priority Project Decision Making Checklist is required)

**6h Refer a matter to Overview and Scrutiny committee**

None

**7 Breach/s of the decision-making process**

None

**8 Health and Social Care Issues from the public – 15 minutes duration**

None

**9 Any other business – previously advised to Chair**

None

**10 Date and Time of Next Meeting**

26<sup>th</sup> September 2023