

Minutes Board Meeting

Date:	29 January 2019	Venue: Wokingham Firestation
Present:	Jim Stockley Tony Allen Nick Campbell-White Mark Sharman Roger Kemp	Non-Executive Director (Chair) Non-Executive Director (Finance) Executive Director (CAB) Executive Director (Help & Care) Healthwatch volunteer
In attendance:	Sam Dolton* Nicola Strudley Heather Wyper	Healthwatch ICS Officer Locality Manager Minute taker
Guests:	Martin Sloan (MSI)*	Deputy Director - Adult Social Care, WBC
Apologies:	Nick Durman Angela Morris	Assistant Manager Director, Adult Social Care, WBC

*for part of meeting

		Action by
1.	<u>Apologies, welcome and introductions</u> - apologies as above. ND was on sick leave due to pneumonia. SD was to join the meeting later due to a clashing commitment.	
2.	<u>Minutes of last meeting held on 26 November 2018</u> - agreed & signed.	
3.	<u>Guest speaker: Martin Sloan, Deputy Director - Adult Social Care, WBC</u>	
	<p>MSI outlined a number of current projects exploring ways WBC might maintain quality but reduce costs:</p> <ul style="list-style-type: none"> • better use of technology - to increase efficiency • care technology (BCF¹-funded project) • asset-based social care • strategic redesign • develop learning disability strategy - especially transition • health and social care integration <p>Other pieces of information provided in discussion:</p> <ul style="list-style-type: none"> ~ BCF-funded Community Navigator based at the front of Shute End for 3 months (winter pressures) ~ one private residential care home in the borough with 55 beds is potentially closing down in next few weeks ~ co-locating staff teams (e.g. at Old Forge) was helping get round lack of connected IT systems ~ MSI described BCF as 'being reviewed' (not necessarily stopped) in 2020. Recent UK findings had been more positive than initial reports. WBC regards itself as having taken forward BCF quickly 	

¹ Better Care Fund (BCF)

	<p>and well; other areas had been slower to start.</p> <ul style="list-style-type: none"> ~ WBC was looking at whether to move all its Adult Social Care into Optalis as in Royal Borough of Windsor & Maidenhead. ~ MSI's understanding of the number of care homes in Borough was different than HW Wokingham's. ~ WBC is not keen to encourage more care homes within their area because of the cost to them - having to fund self-funders' future costs when their own funds deplete. ~ Children with additional needs transition to adult service) - WBC was seeking to increase integration and address consumer dissatisfaction. WBC-employed adult social workers would soon be based with the childrens team to ensure better involvement at an earlier age. 	
4.	<p><u>Workplan priorities</u></p> <p>a) <u>Adult Mental Health</u> NS asked MSI about plans for recommissioning and potentially adopting a Recovery College model. MSI said he would seek an update from Chris Dale, Assistant Director for Mental Health, who had been preparing a paper. Either MSI or CD would update NS. MSI left the meeting.</p> <p>b) <u>Rest of workplan</u> NS agreed to review the workplan activities as originally agreed and circulate a draft summary of what would NOT be feasible under the reduced contract amount. JS would use the information to respond to a HOSC request for information about the impact of the 10% cut.</p>	<p>MSI MSI/CD</p> <p>NS JS</p>
5.	<p><u>Finance</u></p> <p>a) <u>Reporting issues</u> TA agreed to liaise with Nihar (Finance Director, Help & Care) to resolve queries/corrections relating to the Q3 management accounts. If TA was not satisfied with the outcome, he would contact MS. The group suggested budget heading names were changed to better distinguish staff team project work (currently 'community initiatives') and the Community Research Fund (held by CIC).</p> <p>b) With ND on sick leave (return date unknown), the Board agreed that:</p> <ul style="list-style-type: none"> • monies would be found for NS to secure temporary help to continue day to day operational activity. Details would be subject to discussion between Board and Help & Care but would be confirmed as soon as possible. • MS would also explore ways in which Pokesdown personnel might be able to provide additional support and expertise e.g. communications. • Board members would provide extra help at local level e.g. attending events and assisting fellow-volunteers. <p>The Board and Emma Leatherbarrow (Help & Care) would review and agree the outcome of discussions:</p> <ul style="list-style-type: none"> • via conference call (provisional date 4 Feb, 9am - tbc) • at informal Board meeting (MS to join by phone) on 1 March <p>c) <u>2019-20 budget</u> - NS agreed to send the Board a proposed budget</p>	<p>TA TS/MS</p> <p>NS/TA/MS</p> <p>MS, EL, JS</p> <p>MS,EL</p> <p>Directors (N.B. check website for events diary)</p> <p>All + EL All</p> <p>NS</p>

	for 2018-19 based on the new contract amount. d) <u>Additional income opportunities</u> - in response to a query, NS confirmed that the 'Business Opportunities' section of the website made clear that HW Wokingham was open to project funding in addition to its core commissioned work. Project funding would need to cover staff recruitment/hours to deliver the project.	
6.	<u>Healthwatch England funding</u> - NS reported that NHS England had announced its intention to fund all LHWs across England to seek patient and public views on STPs. More details in due course.	
7.	<u>Board recruitment</u> - An approach had been received from a potential candidate to join the Board. NS and JS to meet with her - date tbc.	NS
8.	<u>Staff recruitment</u> - discussed under Finance (see 5 above).	
9.	<u>Community Investment Fund awards</u> a) <u>Project updates</u> - NS gave a verbal update on the existing 2018/19 projects (see paper circulated). NCW and RK agreed to represent HW Wokingham at Young Carers' event on 31 January.	
	b) <u>Outstanding bid</u> : The Board considered the outstanding bid for £1,000 by CLASP. It was agreed that an award of £500 should be offered to CLASP specifically for recording the experiences of three service users with learning disabilities through the transition between childrens and adult services. This late award would be conditional on attendance at the 25 March showcase event (see below)	NS
	c) All award recipients would attend 25 March <u>celebration event showcasing the projects</u> . NS to distribute invitations to wide audience which would include WBC Councillors and Wellbeing Board.	
10.	<u>Migration to new website</u> - new website from HW England ready, but on hold due to ND's absence. MS to look into giving help from Pokesdown.	MS
11.	<u>Integrated Care Worker update</u> - SD was welcomed to the meeting and gave a presentation on the ICS. He discussed his role with the Board who thanked him for his efforts in championing the voice of patients and the public on behalf of Healthwatch in this new environment.	
12.	<u>External forums update</u> - Next meeting of Wokingham Wellbeing Board (WWB) 14 February. NCW will attend Voluntary Sector Networking Event. RK had met with SCAS.	
13.	<u>Dates of future Board meetings (formal)</u> Tues 26 March Tue 28 May Tue 30 Jul Tue 24 Sep Tue 26 Nov	

Agreed & signed:Chairman

Date: