

Minutes of the Board Meeting

Date / Time: 15 May 2014, 19:00-21:00

Venue: The Maple Centre, 6 Oak Drive, HUNTINGDON, PE29 7HN

Present: Chair Ruth Rogers; Non-Executive Directors Mike Andrews, Mike Hewins and David Neal, Guarantor Victor Lucas
CEO Sandie Smith

In attendance: Angela Grief, Kate Hales, Elizabeth Locke and Angie Ridley
Healthwatch Cambridgeshire

1 Introduction and Apologies

Chair Ruth Rogers opened the meeting and welcomed all present. Apologies were received from Prof Mike Thorne.

2 Declarations of Interest

David Neal declared his interest as a medical student currently jointly placed at CUHT and CPFT.

3 Minutes of Previous Meeting 19 March 2014

Approved as a true record.

4 Matters Arising

Action from previous CEO report:

- CEO to include a summary in the next report of the challenges and what has worked well and not so well.

5 Appointment of Non-Executive Directors

The Board agreed the appointment of Sue Westwood-Bate and Graham Jagger. They were invited to join the Board at the table.

6 Budget 2013/14

An audit of the accounts 2013/14 is currently in process. The full audited accounts will be presented to the AGM in July.

SS highlighted the under-spend of £75K being the result of part year staff payroll and accommodation rental which will be carried forward as

reserves.

Early indications are that the 2015/16 income could incur a reduction.

7 Draft Annual Report

SS gave a summary of the items included in the draft work programme and discussed the format of the Annual Report.

It was agreed that the Children & Young People Ambassador's story be included as a headline item. SS explained that the report will be designed in such a way that the year's achievements are clear and easy to read.

The Board requested that an executive summary in the format of a short leaflet be produced and that the full report is sent to all those who attended the launch in July 2013 together with a covering letter from the Chair.

It was further agreed that a strategic planning session be scheduled in the Autumn at which the strategic priorities for 2015/16 onwards will be reviewed.

Action

Final version of the Annual Report to be presented at the AGM.

8 Policy for Approval

Financial Controls and Reserves

Decision: The policy was agreed by the Board.

9 Maternity Service Liaison Committees in Cambridgeshire

Elizabeth Locke (EL) presented the report highlighting the inconsistency of engagement in maternity services across the county which reflects the lack of clarity of the responsible organisation.

The Board discussed the report and in particular the recommendation to include the requirement to press the CCG to establish its position and to develop standards to improve the effectiveness of MSLCs.

DN requested the inclusion of a communication plan, clarity regarding escalation, and investigation of specific CCG guidance.

Action

EL to amend the draft to include the points made by the Board.

10 Public Questions

No questions were received prior to the meeting.

EEAST

Victor Lucas (VL) raised his concern that he has not received a satisfactory response to his complaint to EEAST regarding the response times to his personal calls for an ambulance.

RR agreed to address this issue during a scheduled radio interview with EEAST CE Andrew Marsh and invited further issues for discussion from the Board.

CCG Procurement for Older People's Healthcare and Adult Community Services

VL asked whether Healthwatch will submit a formal response to the consultation.

RR informed the Board that a fact-finding meeting is scheduled to look at the implications and risks of the procurement exercise.

VL and MH both expressed disappointment that adult social care is not included in the procurement and that it appeared to be a lost opportunity given the high priority placed on the integration of health and social care.

SS explained that the Better Care Fund is the County Council led approach to integrating health and social care. It was agreed that it is a high risk strategy to have separate integration agendas.

Date of next Meeting:

16 July 2014, 19:00-21:00 at Over Conference & Community Centre, The Doles, Over, Cambridge, CB24 5NW.