

MINUTES
of a meeting of the Governance Board
13 June 2023
(13:30 -14:30)
At Queen's Court

Present:

Ron Wright, Non-Executive Director (Vice-Chairman, in the Chair)

Ian Buckmaster, Company Secretary

Paul Rose, Non-Executive Director

Bev Markham, Community Support Officer

Carol Dennis, Jenny Gregory, Dawn Ladbrook, Di Old and Val Perry, Members

1 Welcome and apologies

All members were welcomed to the meeting.

Apologies were received from Anne-Marie Dean and Carole Howard.

2 Declarations of interest

There were no declarations.

3 Minutes of meeting held 16 May 2023

The minutes of the meeting held on 16 May 2023 were agreed as a correct record and the Chairman was authorised to sign them.

4 Election of members of the Board

The Board was noted that, following the invitation of candidates for election as members of the Board, four nominations had been received:

Jenny Gregory

Dawn Ladbrook

Di Old

Val Perry

As there were fewer nominees than vacancies, all were now declared duly re-elected. One place remained to be filled by the Board co-opting a qualified member.

Carol Dennis, who had previously been a member of the Board had initially declined to stand again. She now indicated that, as no other member had come forward, she would be happy to be co-opted again. The Board accepted her offer and it was declared that Carol Dennis be co-opted as a member for the coming year.

5 Finance Report

The report for May was presented.

The month's spending had been £10,166 (which included some payments due from April, not paid until May). Average expenditure so far this year was £9,178.

There were no transactions to which it is necessary to draw attention.

The estimated current deficit was about £2,690, but that did not take account of expected estimated additional income of at least £5,600 due during the coming year or of the funding for projects carried forward from 2022/23. As before, the position would be monitored monthly.

It was noted that the deficit did not take account of the £8,582 held over from 2022/23 for project work that was yet to be undertaken, which would be drawn down into the accounts as expenditure on those projects was incurred.

The rent for the office had gone up by 5% - £72 per month – but this is the first increase since 2013 and still represents good value.

The outstanding £5k from NHSNEL for support during 2022/23 had now been received.

6 Havering Place-based Partnership (HPbP)

The Board noted that following the successful previous Showcase events, the next Showcase event had been arranged by the HPbP on 28 June. It would provide another opportunity to bring partners together and to shine a spotlight on some of the work that was underway in Havering, focusing on Havering Warm Spaces and the cost-of-living crisis.

An invitation would be sent to all members.

7 NHS North East London/North East London Health and Care Partnership

Owing to a conflict of commitments, this meeting had not been attended.

8 Safeguarding and Quality - update

Ms Old reported that regular inspections continued to be deferred while staff concentrated on dealing with urgent cases. Q&S staff were thus keen for Healthwatch to carry out more Enter & View visits.

It was noted that Ms Gregory and Ms Old had recently carried out an E&V visit at Moreland House, the report of which was currently with the home's manager for comment before publication.

9 Engagement projects – update

- **Domiciliary Care**
 - The next group of surveys was still awaited.
- **Supporting Equity and Equality in Maternity and Neonatal across NE London**
 - The report had just been published on the website following final approval by NHSNEL.

Although the original project had been completed, further work was now in prospect on coordination of Neonatal care for babies that are poorly. The aim would be to enable parents whose babies are inpatients (e.g. in ICU) to be able to look after them as nearly as possible to being at home. NHSNEL were also looking at ways of gathering the “parent voice” and wanting to follow up our work by getting Healthwatch involved London-wide in finding what parents think of the “neonatal journey”.

The Board noted that Dawn Hobson of HW Redbridge was now an Independent Advocate working for HW across NEL for maternity (and that something similar was being worked on in South London (HWs Lambeth and Greenwich)). Ms Hobson had invited Ms Markham to join a Maternity service users' forum: it was agreed that Ms Markham would attend the initial meeting of the forum before committing to long-term involvement, which would depend upon the possible workload for doing so.

- **Services for the deaf**
 - The next stage of this project was underway. The survey was now live.

- **Autism and Learning Disabilities**
 - The survey for this project was now closed (but any late submissions would still be considered). The response had been disappointing but valuable data had been received, nonetheless.
- **BHRUT Patients' Survey**
 - Details of the proposed survey were presented. It was noted that Havering had been allocated Sky B ward and the Medical Receiving Unit to visit. Concern was expressed that patients in Sky B (the cancer unit) might not be able to respond to the survey, given their medical condition; the Board was reminded that the ward had been selected by BHRUT for the survey but it was accepted that patients in it would need to be interviewed sensitively.
- **Long Covid**
 - Public Health Havering had asked for a follow-up survey about Long Covid, to build on last year's project. A bid for the work had been submitted – if accepted the income would be £1,500.

10 Proposed ULEZ scheme

It was noted that the workshop for car owners needing advice about the ULEZ was being arranged and Ms Ladbrook asked that members be told of it. It was agreed that details would be circulated accordingly.

11 Compliment: Queen's Hospital

Ms Dennis asked that her appreciation of the treatment she had recently received at Queen's Hospital be recorded.

12 Future Engagement Meetings

Several members enquired whether it would be possible to revert to face-to-face meetings of the Engagement Panel rather than rely on Zoom meetings.

It was noted that the previous arrangement for free use of the Council Chamber at the Town Hall was no longer possible, given the changes there since the Covid disruption, but if a suitably sized room could be identified there was no reason why in-person meetings could not resume.

It was agreed that options should be explored.

13 Enter & View programme - expansion

The Board noted that arrangements were in hand for the resumption of a full E&V programme.

14 Local pharmacies – stocks of insulin injection needles

It was noted that users of insulin injection needles were still having trouble in obtaining them from local pharmacies. In addition, other medications were often in short supply for no obvious reasons.

15 Next meeting

The next meeting was due on Tuesday, 11 July 2023 at the office.

_____ Chairman