

MINUTES
of a meeting of the Governance Board
11 July 2023
(14.00-14:50)
At Queen's Court

Present:

Anne-Marie Dean, Chairman
Ian Buckmaster, Company Secretary
Paul Rose, Non-Executive Director
Ron Wright, Non-Executive Director

Bev Markham, Community Support Officer
Carole Howard, Office Administrator

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

1 Welcome and apologies

All members were welcomed to the meeting.

Apologies were received from Dawn Ladbrook.

2 Declarations of interest

There were no declarations.

3 Minutes of meeting held 13 June 2023

The minutes of the meeting held on 13 June 2023 were agreed as a correct record and the Chairman was authorised to sign them.

4 Finance Report

The report for June was presented.

The month's spending was £10,025, bringing the average spend this year to £9,459/month.

Income comprised the July-September contract payment from Havering Council, paid early, and expenditure included the pension scheme payments for July inadvertently paid early.

The current forecast deficit was now £2,437.17, the difference between the amount paid or to be paid by the Council and the amounts which are currently forecast to be spent up to 31 March next year. It did not take account of:

- (a) income that might be received for project that may be carried out during the year,
- (b) the £8,582 carried forward from 2022/23 for project work begun during that year but not yet completed, or
- (c) currently unforeseeable expenditure yet to be incurred, for example expenses or small purchases such as stationery and postage.

It was noted that the £600 due for the Phase 3 of the Care Homes DES project had now been received, and that funds would be drawn down from the £8,582 carry forward as expenditure on those projects was incurred and any surplus for each project would be applied as income when all costs had been met.

The Board noted the balances at bank at the end of June.

5 Havering Place-based Partnership (HPbP)

The HPbP had concentrated on services for children and young people in Havering. There were two issues in particular:

Baby, Children and Young People Sub Group

This included the establishment of a Baby, Children and Young People sub group to launch a one-year BCYP with deliverables e.g., identifying gaps and current activity, agree a timetable for a 5-year plan. The sub group would set priorities, agree system membership and how to address the multiple operational issues currently being identified across NEL

The HBPB had agreed to focus areas for Havering as SEND, a Child Health hub within Primary Care and a CAMS worker pilot. Other areas would include Childhood obesity, sexual health, education support and prioritisation, Child dental health, immunisations and annual health checks.

Child Death Overview Panel (CDOP) themes

In 2022/23, the CDOP had been notified of the deaths of 15 children resident in Havering, which was comparable with previous years' experience. The highest number of new notifications had been received for the age range 0-27 days, with 5 notifications, while the second largest category was the 28-364 days age group, with 4 notifications.

It was also noted that, in 2022/23 there had been no deaths as the result of knife crime in Havering, Barking and Dagenham or Redbridge, whereas in the previous year 3 Havering children had died as the result of knife crime

Across the three boroughs, themes were collated and the key themes were fire safety, following a sad death in Barking and Dagenham, and safe sleeping awareness in relation to Sudden Unexpected Death in Infancy (SUDI). In 2022/23 there had been 3 SUDI deaths across the three boroughs, one of which was in Havering.

The Board noted that fire safety was a key theme for children and adults and that arrangements had been made for a presentation at the imminent Awayday by the Fire Brigade's Havering Hoarding Team about their work in Havering.

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

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

7 Safeguarding and Quality - update

Ms Old reported that the imminent closure of Chase View in Dagenham was a concern as several Havering residents were accommodated there, and that, following CQC concerns, another home's use by local authorities had been suspended.

8 Engagement projects – update

- **Services for the Deaf**
 - The report was currently being drafted.
- **Autism and Learning Disabilities**
 - The report was currently being drafted.

- **BHRUT Patients' Survey**

- The first visit, to the MRU at Queen's Hospital, had not gone as well as it should have owing to an apparent lack of communication between BHRUT staff. It had, nonetheless, been possible for a number of patients to be surveyed and to consent to participate in the follow up. Arrangements were being made to ensure that the next visit would be better organised.

- **Long Covid**

- Public Health Havering had accepted the proposal for this project but had asked for the cost to be reduced.

9 NHSNEL – “The Big Conversation”

NHSNEL had organised a series of events across North East London called “The Big Conversation”. Although they had wanted Healthwatch support for the events, it was noted that the request to be involved had been received too late for any support to be offered beyond publicity for the Havering event.

10 Catering arrangements at Queen's Hospital

The Board noted that the provider of catering supplies for Queen's Hospital had recently and unexpectedly ceased trading and that a temporary arrangement for supplies was now in place pending procurement of a new contract. It appeared that patients had not noticed any change in service.

The Board agreed that, once there had been time for the new contract to bed-in, a repeat Enter & View visit should be arranged to view the meal time arrangements at the hospital (following visits undertaken in the period 2016-18).

11 Safeguarding incident at Queen's Hospital

The Board were advised of an incident during the recent visit there (see minute 8 above) at which a possible safeguarding incident was disclosed. It was noted that the appropriate staff at BHRUT had been advised of the circumstances and were understood to be investigating. A formal record of Healthwatch involvement had been made.

The Board thanked Ms Markham for her prompt response to the disclosure.

12 Next meeting

The next meeting was due on Tuesday, 19 September 2023 at the office.

_____ Chairman