

**MINUTES**  
**of a meeting of the Governance Board**  
**14 May 2024**  
**(13:30-14:35)**  
**At Queen's Court**

**Present:**

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

**Carole Howard, Office Administrator**  
**Jenny Douglass, Community Support Assistant**

**Carol Dennis, Jenny Gregory and Di Old, Members**

**1 Welcome and apologies**

Apologies were received for the absences of Dawn Ladbrook and Val Perry.

The Board welcomed Jenny Douglass on her first attendance at a Board meeting, following her recent appointment as Community Support Assistant.

**2 Declarations of interest**

There were no declarations.

**3 Minutes of meeting held 16 April 2024**

The minutes of the meeting held on 16 April 2024 were agreed as a correct record and the Chairman was authorised to sign them.

**4 Finance Report**

The Finance Report for April was submitted.

There was nothing in the Report to which attention needed to be drawn.

Expenditure for the month had been £8,182, which was lower than usual because the tax liabilities for the month would not be paid until mid-May.

Payments included £872 due for services and goods received in March but not paid before 1 April. There were no outstanding amounts due for 2023/24, other than any Corporation Tax due to be paid later in the year.

Bank balances at the end of the month were noted.

## **5 Havering Place-based Partnership (HPbP)**

The Chairman introduced a paper from the HPbP showing the new staffing structure for the joint work of NHSNEL and Havering Council.

The staffing structure was progressing: the Director and all senior staff were now in post, and most of the less senior staff had also been recruited.

The structure at Director and Assistant Director level is set out in the Appendix to these minutes.

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

No matters were reported.

## **7 Safeguarding and Quality - update**

Ms Old reported on several care homes where there were concern. It was noted that the Council were concerned about the lack of accommodation in the borough for people with severe mental health needs, particularly those who were spending too long in hospital A&E services or accommodated out of the borough.

## **8 Engagement projects - update**

- **BHRUT Patients' Survey**
  - Publication had been authorised and was being coordinated with Healthwatch B&D and Redbridge.
- **Long COVID**
  - Focus groups had been arranged for 28, 29 and 30 May with both online and in person sessions. It was expected that the event would attract a small income.
- **NHS Dentistry in NEL**
  - This project was on hold pending a response from NHSNEL.

- **Allied Health Professionals in GP practices (AHPs)**
  - The project had been completed. The written report from NHSNEL, and an indication of the next steps, were awaited.
- **Creative Health Havering**
  - There had been no developments in this project.
- **North East London Research Engagement Network (REN)**
  - The REN survey had been completed and the results were awaited.
- **Enter & View visits**
  - The Engagement Panel would shortly be considering an updated E&V programme
- **Patient Participation Groups (PPG)**

The appointment of the new postholder who would be working on PPGs for NHSNEL was waited. Once the appointment had been made, arrangements would be made to work with the HPbP/NHSNEL, PCNs and individual GP practices to restart PPGs across the borough.

It was noted that updated priorities for 2024/25 included participation in the NSPCC's Pants project and the Carers Programme.

## **9 St George's Centre - progress**

Preparations for the opening of the Centre were continuing. A provider for the café was currently being sought and the arrangements for GP, NELFT and BHRUT services to move there were in hand.

A working group from the local voluntary sector was now meeting weekly to develop the delivery of background support.

## **10 BHRUT – updates**

### (a) possible ward closures

Mr Wright mentioned that rumours that there were due to be ward closures at both Queen's Hospital and King George Hospital were unfounded. The CEO of BHRUT had given assurance that it was very unlikely that any ward would be closed in the foreseeable future.

(b) Electronic Patient Information System (EPIS)

The new EPIS was expected to be in place by the end of 2025 at both Queen's and King George Hospitals. BHRUT was behind most other hospital trust in implementing the new system.

**11 JOY app**

Mr Rose drew attention to the JOY app, an new website that would be hosing the directory of health and social care services for Havering.

It was noted that there was an entry for Healthwatch Havering within it.

**12 Next meeting**

The next meeting was due on Tuesday, 11 June 2024 at the office.

\_\_\_\_\_ Chairman

Management Structure Reporting into Director

