

**MINUTES**  
**of a meeting of the Governance Board**  
**11 June 2024**  
**(13:30-15:15)**  
**At Queen's Court**

**Present:**

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

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

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

**1 Welcome and apologies**

Apologies were received for the absence of Ron Wright.

**2 Declarations of interest**

There were no declarations.

**3 Minutes of meeting held 14 May 2024**

The minutes of the meeting held on 14 May 2024 were agreed as a correct record and the Chairman was authorised to sign them.

**4 Finance Report**

The Finance Report for May was submitted.

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

Expenditure for the month was £10,489, which was comparable to the usual monthly outgoings.

Bank balances at the end of the month were noted.

### Annual Accounts, 2023/24

The accountants had now produced the Annual Accounts for 2023/24. They had calculated that, at the year end, there had been a surplus of £6,504, on which (after various adjustments), £875.52 Corporation Tax would be payable in November.

### NHSNEL Support Funding for Healthwatch

NHSNEL had confirmed that they would be paying £5,000 to each Healthwatch in North East London again this year. It was not yet clear when that would be paid but it would, hopefully, be earlier in the financial year than it was in 2023/24.

## **5 Election of Members of the Governance Board**

The deadline for nominations was Friday, 7 June, by when there had been five nominations – Carol Dennis, Jenny Gregory, Dawn Ladbrook, Di Old and Val Perry. As there were no other nominations, an election would not be necessary.

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

The Board noted that, although there were no particular issues to be reported, a great deal of “behind the scenes” work was ongoing, in particular to manage the difficult financial position being experienced by the Council and in improving Children’s Services.

It was also noted that a growing area of concern was domestic abuse as a result of children’s greater awareness of sexual matters, leading to their becoming perpetrators of abuse.

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

No matters were reported.

## **8 Safeguarding and Quality - update**

Ms Old reported gave oral updates on several care homes of concern.

## 9 Engagement projects - update

- **BHRUT Patients' Survey**

- Publication had been authorised and was being coordinated with Healthwatch B&D and Redbridge.

- **Long COVID**

- The focus groups had been successfully held on 28, 29 and 30 June were, with a total of 21 participants over the four sessions. They generated a good range of comments to inform the project's development.

The project was now considering establishing a peer support group for Long COVID patients, as existing such groups are not specific to Long COVID and often inappropriate for Long COVID patients, and one possibility was that Healthwatch would co-ordinate the support group's arrangements.

- **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.

- **Patient Participation Groups (PPG)**

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

- **NSPCC Pants Campaign**

- Although the project had just been launched locally it had been agreed that Healthwatch Havering would undertake a survey of grandparents (of children aged 6 months to 11 years) in October, to coincide with a national publicity drive. The Board established a working group (comprised of the Chairman, the Community Support Assistant, Ms Gregory and Ms Old) to develop the project. A working group of Mr Rose, Ms Ladbrook and Ms Perry would also look at mental health issues (working with NELFT and MIND) arising from the issues covered by the campaign.

One possibility would be to explore the possibility of working with a specialist GP to identify where Healthwatch involvement could be most effective.

## **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.

A GP practice was to move into the Centre in September (with an interim arrangement to ensure continuity of service for patients between the closure of their existing premises and their opening at the Centre).

## **10 Enter & View visits – Queen's Hospital A&E and Harold Wood Polyclinic**

Ms Perry advised that she and Ms Ladbrook intended to re-visit both Queen's Hospital and the Polyclinic in the near future.

## **11 Paul Rose, Non-Executive Director – resignation**

Mr Rose announced that he had decided to resign as a Non-Executive Director with effect from 30 June, for personal reasons. He would, however, remain as a volunteer member of Healthwatch, to pursue in particular, issues of mental health.

The Board thanked Mr Rose for his services over the past two and a half years and welcomed his intention to remain as a volunteer. The Chairman proposed, and it was AGREED, that Mr Rose should feel free to attend Board meetings on a co-opted basis when he felt able to contribute to the business to be discussed.

## **12 Next meeting**

The next meeting was due on Tuesday, 16 July 2024 at the office.

\_\_\_\_\_ Chairman