



MINUTES

North East Essex Health Forum Committee (HFC)

Wednesday 5th April 2017
1.30 pm to 3.30 pm

Ash Room, Aspen House, Stephenson Road, Colchester CO4 9QR

Present:

Ray Hardisty (Chair)	RH	Chair, Colchester Representative (Elected)
Myrna Liles	ML	Tendring (exc. Harwich) Representative (Elected), Transformation & Delivery Committee (TDC) Representative, North East Essex Clinical Commissioning Group (NEE CCG) Board Representative (Deputy)
Don Manhire	DM	Vice-Chair, Colchester Representative (Elected), Ambulance & System Resilience Operational Group (SROG) Representative
Maura Broad	MB	Colchester Rep. (Elected), Deputy TDC and F&P Rep.
Ann Watson	AW	Harwich Representative (Elected), North East Essex Clinical Commissioning Group (NEE CCG) Board Representative
Yaa Dankwa Ampadu-Sackey	YDA	North Colchester Patient Participation Group (PPG)

In Attendance:

Angie Roberts	AR	Corporate Business Manager, North East Essex Clinical Commissioning Group (NEE CCG) (Minutes)
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Item		Action
831.0	<p>Welcome & Apologies: The Chair welcomed everyone to the meeting and noted that it was quorate. He then introduced Yaa Dankwa Ampadu-Sackey who is a new committee member and, pending agreement at this meeting, likely to become a Health Forum Outreach Representative.</p> <p>Apologies were received from Robin Rennie (RCPB Rep. & CHUFT Governor), Jo Roosenbeek (Maternity Voices Joint Rep.), Mark Tatham (RCPB Rep.), Marjorie Appleyard (EoL Rep), Kim Simmons (CVST), Julie Hocken (Carers Rep.) and Emma Sarson (Tendring excluding Harwich (Elected) & Maternity Voices Joint Rep.)</p>	
832.0	<p>Declarations of Interest: No further declarations were received.</p>	
833.0	<p>Minutes of Meeting held on Wednesday 1st March 2017: The minutes were agreed as a true and accurate record of the meeting.</p>	
834.0	<p>Actions from Previous Meetings: All actions were deemed closed.</p>	
835.0	<p>Matters Arising: There were no matters raised.</p>	
836.0	<p>Issues Raised by Patients, Public, Carers & PPGs:</p>	
836.1	<p>Issues Raised with HFC Members:</p>	
836.1.1	<p>Multiple Sclerosis Appointments: The Chair advised that a conclusion to this matter was awaited and would likely be carried forward to next month's meeting.</p>	
836.2	<p>Issues Raised by PPGs:</p>	
836.2.1	<p>CQC Report – Great Clacton (Dr Spelt): The Committee noted the report and no questions were raised.</p>	
836.2.2	<p>CQC Report – North Hill Medical Group : The Committee note the report and no questions were raised.</p>	

836.2.3	Veterans First: The Committee noted the report and no questions were raised	PM
836.2.4	Operation Florence: The Chair noted a conflict of interest in this matter as he is involved with Age Concern. He asked the Committee to note the report in regard to cessation of funding. A response from the CCG is awaited and will be brought back when received.	
836.2.5	PPG Liaison Agendas – April 2017: The Chair drew attention to the agendas and added that these may be subject to change when PM returned from leave.	
836.2.6	Digital GP Services – Update The Chair drew attention to the CQC report on online GP services which were found to be ‘wanting’. The full reports are available for all members online.	
836.3	Word on the Street:	
836.3.1	New Issues: <u>Delays with Gynaecological biopsy results</u> - AW asked what was happening and why the results are taking longer. The Chair replied that this is due to a change in the service and once this becomes established the service will improve.	
837.0	Update from CCVS & CVST:	
837.1	CCVS: KS emailed in a report with her apologies which will be circulated to all members for information. The Chair outlined the main points within the report these being: <ul style="list-style-type: none"> • Update on Projects – CHUFT has seen 55 volunteers commissioned to assist with discharges and plans are in place to assist with Palliative Care. • ACE – Jackie Fairweather has taken on a secondment at Clacton Hospital as an Activities Co-ordinator and for My Social Care Prescription (MSP) • My Social Care Prescription (MSP) –promotion is continuing in Clacton Library and also extended to Clacton Coastal Academy. • A report also given on staff changes and the Dementia Action Alliance training. 	
837.2	CVST: The Chair drew attention to the submitted report in respect of the Lung Cancer Awareness Pilot. AW said she was aware that the prevalence of lung cancer in this area is higher than it is in London and wondered why this was. The Chair replied that once the pilot is underway the answers could become clearer.	
838.0	Local Health Matters Meetings:	
838.1	March 2017 Colchester Meetings: The Chair drew attention to the minutes of both Colchester and Tendring meetings which had been circulated and were noted.	
838.2	April 2017 Agendas: The Chair drew attention to the agendas for both meetings which were noted. The Chair added that both agendas included the first session on Care Closer to Home with Paul Kitson and Sophie Mattei from the CCG and ACE to answer comments. There was also a section on the agendas for Carer Liaison and Health in Mind and Diabetic Footcare for the Tendring agenda.	
839.0	Outreach and Engagement:	
839.1	Out and About: The Chair drew attention to his report previously circulated which was noted.	
839.3	Forum Focus: The Chair drew attention to his report which was noted.	
840.0	Health Forum Specific Issues:	
840.1	Liz Norton Resignation: The Chair updated all to report that LN has now left the Essex area and Essex Carers have been asked to supply a new representative for this Committee.	

<p>840.2</p> <p>840.3</p> <p>840.4 840.4.1</p> <p>840.4.2</p>	<p>Deputy Representative Applications for F & P, Quality, Ambulance & SROG, End of Life and TDC: The Chair's report was noted. The appointment of Yaa Dankwa Ampadu-Sackey was agreed as the deputy for Transformation and Development Committee and the Quality Committee. Patricia Paxon was appointed as deputy for the End of Life.</p> <p>Celia Crossley has submitted her CV in respect of the representative role for Finance and Performance Committee and will have to be interviewed in respect of this.</p> <p>Robert Harrington had submitted an application to be the deputy for Ambulance and the System Resilience Operation Group but has recently withdrawn this. The Chair reported that he would be discussing this with Robert before a final decision is made.</p> <p>The Chair added that draft role descriptions have been drafted for these roles.</p> <p>AW added that she would like to join the Community Pharmacy PPG Monitoring Group – this was also agreed.</p> <p>Action Plan: The Chair's report was noted.</p> <p>Task & Finish Groups: Sustainability & Transformation Plan (STP): The Chair drew attention to his report previously circulated. The suggestion that this is renamed as the STP Monitoring Group and meets on a monthly basis in order to monitor progress was agreed.</p> <p>Operational Plan: The Chair informed the Committee the first meeting is taking place on 7th April 2017 at 09.30 am.</p>	
<p>841.0</p>	<p>Patient Engagement – Eastern Region Seminar: The Chair referred to his report and informed all that he has spoken to Claire Tripp and Paul Kitson from the NEE CCG on how to take this forward in the future. He said that the Seminar had mainly concentrated on the Acute Hospital setting, but there were potential ways to engage differently to ensure the correct patient representatives are involved in NEE CCG meetings.</p>	
<p>842.0</p>	<p>Healthwatch: The Chair referred to the report which was noted.</p>	
<p>843.0 843.1</p> <p>843.2</p> <p>843.3</p> <p>843.4</p>	<p>NEE CCG Committees with Health Forum Representatives: Ambulance Service: DM reported that he had received nothing from the NEE CCG for this month.</p> <p>NEE CCG Board: AW said that she had written a report and sent to PM which would be circulated when PM returns from leave.</p> <p>AW outlined the main points of her report which covered:</p> <ul style="list-style-type: none"> • STP • Urgent Care Update • End of Life • Disposal of premises • Finance • Performance • Public questions regarding Audiology issues <p>The report was noted</p> <p>Maternity Voices: There was no report.</p> <p>End of Life:</p>	

	The report was noted.	
843.5	Finance & Performance (F&P): MB presented her report a copy of which will be circulated to all members. The report was noted.	
843.6	Quality: No report this meeting.	
843.7	Transformation & Delivery Committee (TDC): ML presented her report which had previously been circulated. The report was noted.	
843.8	System Resilience Operational Group (SROG) (formerly Urgent Care): No report this meeting.	
843.9	Resilient Communities Programme Board (RCPB): No report this meeting.	
843.10	Patient Advice & Liaison Service (PALS): No report this meeting.	
843.11	Primary Care – Co-commissioning Update and House of Commons Discussion: The Chair presented his circulated report. He added that the House of Commons discussion had not raised any additional issues not already identified locally. The report was noted.	
844.0	NEE CCG & CHUFT Press Releases: All press releases were noted.	
845.0	Reports from Outside Organisations:	
845.1	St Helena Hospice: The report was noted.	
845.2	Sensory Garden at Frinton Care Home: The report was noted.	
845.3	Local National Award Winner: The report was noted.	
846.0	Any Other Business: The Chair referred to a conversation he had recently had with Graham Facey from the Prosthetic Users concerning Colchester Hospital. Mr Facey had informed him that the Prosthetic Users had paid for a small garden at the hospital to aid users to exercise especially those with new limbs. Mr Facey has been advised that there is development taking place at the hospital which may affect this garden and there has been no consultation with the group. The HFC have been asked to provide support in this matter if required to do so. As there was no other matters to be discussed, the Chair thanked everyone for attending and closed the meeting at 2.50 pm.	PM
847.0	Date of Next Meeting: Wednesday 3 rd May 2017 1.30 pm to 3.30 pm, CVST, Rosemary Road, Clacton on Sea CO15 1NZ	