

MINUTES

North East Essex Health Forum Committee (HFC)

Wednesday 5th July 2017

1.30 pm to 3.30 pm

Sams Hall, CVST, Rosemary Road, Clacton on Sea CO15 1NZ

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	Colchester Representative (Elected), Ambulance & System Resilience Operational Group (SROG) Representative
Su Rhys Jones	SRJ	Colchester Representative (Elected) & Quality Committee Representative
Kim Simmons	KS	Community 360 Representative
Ann Watson	AW	Harwich Representative (Elected), North East Essex Clinical Commissioning Group (NEE CCG) Board Representative
Brian McKeown	BM	
Ceri Hook	CH	
Bonnie Jarmain	BJ	CVST Representative
Marjorie Appleyard	MA	End of Life Representative

In Attendance:

Paul Kitson	PK	Complaints Manager, North East Essex Clinical Commissioning Group (NEE CCG)
Angie Roberts	AR	Corporate Services Manager, (Minutes), North East Essex Clinical Commissioning Group (NEE CCG)
Claire Tripp	CT	Communications & Engagement Officer, North East Essex Clinical Commissioning Group (NEE CCG)

Item		Action
882.0	<p>Welcome & Apologies: The Chair welcomed everyone to the meeting and noted that it was quorate.</p> <p>Apologies were received from: Robin Rennie (RCPB Rep.), Emma Sarson (Tendring (exc. Harwich) Rep. (Elected) & Maternity Voices Joint Rep.) & Mark Tatham (RCPB Rep.), Maura Broad (Colchester Elected Member), Patricia Paxon (End of Life)</p>	
883.0	<p>Declarations of Interest: No further declarations were received.</p>	
884.0	<p>Minutes of Meeting held on Wednesday 7th June 2017: The minutes were agreed as a true and accurate record of the meeting.</p>	
885.0	<p>Actions from Previous Meetings: The following actions were updated and are on-going:-</p>	
885.1	<p>Celia Crossley : (878.0) NEE CCG & CHUFT Press Release:</p> <p>Questions regarding the Cyber Attack were raised at the Finance and Performance Committee but as CC was not present at the meeting no update was given. The following action was updated and closed:-</p>	Ongoing
885.2	<p>Yaa Dankwa Ampadu-Sackey: (869.3) Patient Route between Walk in Centre and A & E: This item appeared on the agenda so the item is closed.</p>	Closed

<p>885.3</p>	<p>Ray Hardisty: (853.1.4) CHUFT Maternity The Chair confirmed he had spoken to Jenny Collins, Head of Midwifery at CHUFT and a special working group is being commissioned to look at staffing levels.</p>	<p>Closed</p>
<p>885.4</p>	<p>(857.4.1) Sustainability & Transformation Monitoring Group The Chair confirmed that he was meeting with Susannah Howard and had also received the Terms of Reference which showed membership would include a patient representative.</p>	<p>Closed</p>
<p>886.0</p>	<p>Matters Arising: There were no matters raised.</p>	
<p>887.0 887.1</p> <p>887.2</p> <p>887.3</p>	<p>Issues Raised by Patients, Public, Carers & PPGs: Closed GP Lists in Harwich: The Chair referred to the report submitted by PM which stated that a statement was to be uploaded to the NHS Choices website. He suggested that the members may wish to check this had been done.</p> <p>Patient Route between Walk in Centre and A & E: The Chair drew attention to the submitted report from YDAS. SRJ referred to the table for patients referred from the Walk in Centre (WiC) to the A & E and which was interesting and she was surprised at the high levels. DM said that this was still ongoing from a PPG perspective but realised that it only affected a small number of people. The Chair agreed that there still appeared to be some debate as to the safest route but it was work in progress.</p> <p>Hearing Aid Batteries PM had submitted a written report for the Committee. SRJ commented that this had been very helpful. The Chair felt this addressed all concerns and the information had also been issued in the local press.</p>	
<p>888.0</p>	<p>Word on the Street: No report this meeting.</p>	
<p>889.0 889.1</p> <p>889.2</p> <p>889.3</p>	<p>PPG Matters: Super Surgeries: The Chair referred to the table that had been included within the Committee's papers. He referred to the recent PPG Summit that had referred to the establishment of Super Surgeries at the end of the event. The Chair also mentioned the Clacton Alliance where PPG leads are also being encouraged to join up in order to discuss common issues. A discussion also took place regarding COLTE and the areas that this covered, along with concerns that not all of the Practice Managers are not fully briefed on what the new organisation covers. The conclusion of the discussions was that this will require further discussion.</p> <p>PPG Liaison Meetings – July 2017 The agendas were noted.</p> <p>PPG Summit Number 3 – Feedback: SRJ felt this had been a very good event and conveyed her thanks to PM for mailing out the presentations to be shared.</p> <p>The Chair reported feedback that there had been too much on the agenda which led to the event being slightly rushed. ML disagreed as if it had been spaced out people might have left or started chatting amongst themselves.</p> <p>CT asked if the members had found the information stands useful. RH confirmed that he had received good feedback about these and the mix of organisations involved.</p>	

<p>890.0 891.1</p>	<p>Update from Community 360 & CVST: Community 360: KS tabled her report and highlighted the large number of events attended. The Chair also highlighted a further Spice for Life event taking place on Sunday 9th July from midday until 17.00 at First Site if anyone wished to attend. KS also reported on the funding news and gave updates on projects that are being run particularly the volunteers working in A & E.</p> <p>CH asked if it was obvious these people are volunteers. KS assured CH and the other HFC members that the volunteers all wore lanyards and would shortly be issued with polo shirts that also had volunteers on their logo. CHUFT are also displaying posters and banners in the area to promote the service.</p> <p>KS said that she was pleased to say that all of the actions she had when coming into post are now in process of being completed.</p> <p>AW referred to the Home from Hospital scheme and asked if GPs are aware of this. KS replied that unless the patient divulges this information to their GP then they would not. A discussion then took place regarding the pitfalls of this and what more the Discharge Hub could do to improve this service. The outcome of the discussion was that KS would take back the comments to the members of the Discharge Hub.</p>	
<p>891.2</p>	<p>CVST: BJ tabled her paper and highlighted the recent events attended, projects and training and upcoming events.</p> <p>The Committee noted the reports from Community 360 and CVST.</p>	
<p>892.0 892.1</p>	<p>Local Health Matters Meetings: June 2017 Meetings: The Chair drew attention to both sets of minutes (Tendring and Colchester) that had been previously circulated. He referred to the poor attendance at Harwich which had been the poorest for some time. CT confirmed that in addition to the promotion in parish magazines and local press it was planned to have a social media promotion again.</p> <p>The Chair referred to the Colchester meeting which had the same agenda items but with much better attendance.</p>	
<p>892.2</p>	<p>July 2017 Meetings: The Chair drew attention to the agenda. SRJ asked if the speakers had been finalised. RH confirmed he was awaiting PM to return from leave to finalise this.</p>	
<p>893.0 893.1</p>	<p>Outreach and Engagement: Out and About: The Chair reminded all that the Tendring Show was taking place on Saturday 8th July and HFC members would be in attendance.</p> <p>He referred to the Clacton Airshow and confirmed that the HFC no longer has a stall as previous experience had seen contact with more people from outside our area rather than local people.</p>	
<p>893.2</p>	<p>Forum Focus: The Chair confirmed that now purdah was over the publication would resume.</p>	
<p>894.0 894.1</p>	<p>Health Forum Specific Issues: Election of Vice-Chair: The Chair confirmed that one application had been received from AW for the post of Vice-Chair. This was unanimously approved by the HFC members.</p>	
<p>894.2</p>	<p>Frequently Asked Questions: The Chair referred to the updated Frequently Asked Questions Leaflet which had been circulated to members. All agreed that these could now be printed for members to give out when they are out and about.</p>	

894.3	<p>Action Plan: The Chair's report was noted.</p>	
894.4	<p>Patient Representatives – Urgent Care: The Chair referred to the circulated report and said that he found it interesting that this has not been raised before particularly with the high profile interest in Urgent Care at this time. He said that he was surprised by DMs lack of attendance as he would have thought there would be much to discuss from a patient perspective especially from those raised within the Urgent Care Task and Finish Group.</p> <p>DM said that it was often difficult to spot where issues are required when the meetings are quite technically focussed.</p> <p>There was a discussion around the suitability of DM to continue as the Urgent Care representative and it was decided and agreed DM would act as the deputy for Urgent Care for the next month. The Chair would contact members of the Urgent Care Task & Finish Group to see if a replacement representative could be found. DM agreed to remain as the Ambulance representative.</p>	
895.0	<p>Healthwatch: The Chair's report was noted.</p>	
896.0 896.1 896.2 896.3 896.4 896.5 896.6 896.7 896.8	<p>NEE CCG Committees with Health Forum Representatives:</p> <p>Ambulance Service: DM referred to the report previously circulated and explained that increased demand and delayed handovers still remained the main concerns around performance reaching trajectory. There had been some improvements noted but these are not sustained. DM felt that the report gave a lot of facts and figures but did not get under the surface to really know what is going on.</p> <p>SRJ asked if the HALO was still operating in A & E. DM confirmed that they were and were proving very useful. DM added that there is intensive monitoring taking place but it was difficult to meet targets both locally and nationally. The Chair felt it was important for DM to attend these meetings in order to raise questions and concerns from a patient perspective.</p> <p>It was also raised that the Ambulance staff should have a list of Community services that could assist when called out to frail and elderly people who do not need to be taken to hospital. It was agreed that this should be raised at the PPG meetings in Colchester and Tendring areas.</p> <p>NEE CCG Board: The Chair reported that due to the June Extraordinary Board concentrating on Urgent Care the previous report was now out of date. He would be submitting an up to date report to go to the July Board meeting.</p> <p>Maternity Voices: There was no report.</p> <p>End of Life: The Chair drew the Committees attention to the circulated report which concentrated on the new Essex County Council Namaste Care programme. The Committee noted the report.</p> <p>Finance & Performance (F&P): No report received as meeting only took place on 30th June and CC not available to give a verbal update.</p> <p>Quality: SRJ reported that the next meeting takes place on 6th July 2017.</p> <p>Transformation & Delivery Committee (TDC): ML had no report as the meeting had only taken place on 4th July 2017.</p> <p>System Resilience Operational Group (SROG): No report</p>	

896.9	Resilient Communities Programme Board (RCPB): There was no report.	
896.10	Patient Advice & Liaison Service (PALS): PK reported that the service had been very busy, this was mainly due to the changes within the Dermatology service. The changes in the service due to procurement had been left quite late in the day to be communicated which had led to confusion and calls to PALS. PK said he had found this quite rewarding as he had got to explain to patients what the Dermatology service entailed.	
896.11	Primary Care: The Chair reported that the monitoring group had yet to meet.	
897.0	NEE CCG & CHUFT Press Releases: The following press reports that had been previously circulated were noted: <ul style="list-style-type: none"> • National Diabetes Transformation Fund • Clinicians urge people to stay safe and well during heatwave • Visiting hours at Colchester Hospital during heatwave • CCG appoints Dr Hasan Chowhan • Patients and Public welcome at CCG Board Meeting 	
898.0 898.1	Reports from Outside Organisations: CHUFT Partnership Patient Advisory Group: The Chair reported that a 2 nd joint meeting had taken place between the Ipswich and Colchester groups which he had chaired. The STP Task and Finish Group was discussed along with transport issues etc. He said that currently there were no concrete details in respect of a merger or takeover between Colchester and Ipswich Hospital Trusts.	
899.0	Any Other Business: There were no items of any other business.	
900.0	Date of Next Meeting: Wednesday 2 nd August 2017 1.30 pm to 3.30 pm Ash Meeting Room, Aspen House, Stephenson Road, Colchester CO4 9QR	

Meeting Closed at 15.40