

**Present:** Paul Fleming (PF), Malcolm Alexander (MA); Paula Shaw (PW); Anthonia Onigbode (AO); Rosanna Le Voir (RV); Sarah Oyebanjo (SO) Ann Sanders (AS); Becky Seale (BS) and Nora Cooke O'Dowd (NCO)

**In attendance:** Jon Williams (JW); Emily Tullock (ET); & Kanariya Yuseinova (KY)

**Apologies for absence:** Heather Finlay (HF), Ali Aksoy (AA), Amanda Elliot (AE), Sulekha Hassan (SH); Kam Dhenjan (KD); Liya Takie(LT)

Item	Discussion	Action
1.	<b>Declaration of any conflicts of interest</b>	No conflict of interest reported
2.	<p><b>(a) Minutes and Matters Arising</b></p> <ul style="list-style-type: none"> <li>Themes from staff appraisals to be shared and discussed with the Board</li> <li>Board appraisal to be undertaken</li> <li>Other London Devolution Pilots (LDP) - ET met with other LDPs from England and reported none of them seem to be involved with their Healthwatches but were interested how they could</li> <li>Hackney Council Healthwatch funding allocation in Hackney</li> <li>HWE to publicise the Well Being of Hackney Sex Workers report</li> </ul>	<p>JW</p> <p>PF/MA to discuss</p> <p>JW to follow up with Imelda Redmond (HWE)</p>
3.	<p><b>Update on work done and Developments</b></p> <ul style="list-style-type: none"> <li>Board noted the NHS Community Voice meeting on complaints had produced a Complaints Charter for the borough. Cllr McShane indicated he was content this is taken to the next Health and Well Being Board (provisionally booked for 7 June). JW to confirm.</li> <li>CCG Patient and Public Involvement (PPI) workshop: Board noted the ongoing review of PPI and the proposal of an alliance contract of the existing participation</li> <li>The Board noted HWH planned a Co-Production conference (Post meeting update: planned for 6 July). It aims to have residents develop Hackney Standard Co-production principles.</li> </ul>	<p>JW</p> <p>JW</p> <p>MA (JW to note)</p>

	<ul style="list-style-type: none"> <li>• Once the new 111 service starts HWH should monitor it through comment collection to assess public view of it</li> <li>• Board requested an action log of recommendations at the regular meeting</li> <li>• Pathology: MA proposed to contact Chris Mullet regarding the staff view of the regionalisation of pathology services.</li> </ul>	
4	<p><b>(a) Signposting Report</b>  <b>(b) Comment Collection Report</b></p> <p>The Board asked for the following revisions in future reports:  <b>Ethnicity:</b></p> <ul style="list-style-type: none"> <li>• To better assess resident responses “No reply” should be added in Ethnicity question and noted in reports.</li> <li>• Comment collectors should be trained to explain people the positive reason for collecting this information.</li> <li>• If unsure of the ethnicity accuracy then it should be reported as such.</li> <li>• Noted mainly older people’s data captured so HWH needs to think how it can better reach other categories of peoples</li> <li>• The Board supported the idea to improve reach to young people; HWH should consider working with colleges and schools in Hackney and get young champions.</li> <li>• HWH to contact Chris Murray from Hackney Youth Parliament and take the idea/project for further discussion with him.</li> <li>• All HWH staff members and volunteers must have DBS checks. The Board noted HWH is in the process of having its own account with DBS company.</li> <li>• The Comment Collection report should explain it is a snapshot of views rather than a representative sample of views.</li> </ul>	<p>AE (JW to note)</p> <p>JW</p>



	<p>government grant of up to 17% per year over the next two years.</p> <p>In the context of HWH grant reduction the Board requested an extraordinary meeting in May to review HWH premise options. It was also noted staff and volunteer issues with the current office accommodation.</p> <p>PF asked if another Board member wanted to join the Finance Group to replace Michael Vidal, who stepped down from the board last year. Members to consider.</p>	<p>JW</p> <p>All board members</p>
	<b>PART THREE: STRATEGIC ISSUES</b>	
7	<p><b>Business Planning</b></p> <p>a) <i>North East London Sustainability and Transformation Plan (NEL STP) Community Group - Board position</i></p> <p>JW reported the 8 Healthwatches were seeking agreement for a letter to NEL STP lead Jane Milligan about their current approach to public engagement and working with Healthwatch. The Board endorsed the proposed approach and asked the letter is copied to the HWE National Director and NEL STP Chair.</p> <p>b) <i>HWH Income Generation Report</i></p> <ul style="list-style-type: none"> <li>• Potential Alliance contract to be added to the report</li> <li>• Investigate options for corporate support such as UBS</li> <li>• Board endorsed the current approach.</li> </ul> <p>c) <i>HWH Priority Setting</i></p> <p>The Board endorsed the proposed approach to updating HWH priorities. They asked recent comment collection be reviewed to draw out public interest and collated with a review of local strategy environment along with Michael Marmot's latest comments on health inequalities and Public Health England 'All about you' report. Out of this review a proposed priority list should be developed. The public should then be consulted on these themes for reporting to the HWH AGM. As part of this exercise the public should be asked what works well and what does not work well.</p> <p>d) <i>HWH Outcomes and Impacts Plan</i></p> <p>The Board asked for a further review of this plan to</p>	<p>JW</p> <p>JW</p> <p>JW (with staff team)</p>

	<p>better reflect key operational priorities for HWH and areas to develop. As such the document needs to be short and set realistic goals within the resources of HWH. Therefore the plan should be aligned to HWH strategies and priorities and be used to monitor our performance as an organisation.</p> <p><i>e) Self-Care - position of HWH- discussion</i> JW to draft paper for next meeting on self-care agenda for the Board to agree a position on this agenda.</p> <p><i>f) HWH Board representation at other meetings- Local Primary Care Committee and Homerton Hospital Board Meetings</i></p> <p>The Board noted requests to attend these meeting. However there was concern at the growth of these meetings and noted CCG request to attend the Local Primary Care Committee.</p> <p>JW to get in touch with HW City and suggest having joining approach for attending CCG because of the length of the meetings.</p> <p><i>g) Board Recruitment update</i> Two more HWH Board Members candidates to be interviewed. AS said she might be able to help out with interviews if this would help</p> <p><i>h) Risk Register</i> The Board noted the report.</p>	<p>JW</p> <p>JW</p> <p>JW</p> <p>JW (PF/RV)</p>
8	<p><b>Any Other Business</b></p> <p><i>a) Key Dates document</i> HWH Annual General Meeting - HWH to make sure the date and venue are announced widely to encourage better attendance.</p> <p><i>b) HWH Health and Safety Policy Update ( H&amp;S policy - Noted that the Board signed and approved the policy</i></p> <p><i>c) HWH Safeguarding Policy Update(to be follow)</i> Safeguarding policy approved. Noted board members SO, NCO and AS required safeguarding training</p>	<p>SH</p>