

<p>Present: Paul Fleming [Chair] (PF), Ann Sanders (AS), Becky Seale (BS), Paula Shaw (PS), Anthoina Onigbode [Treasurer](AO) Malcolm Alexander (MA), Heather Finlay (HF), Rosie Le Voir (RLV) and Kully Kaul-Ballagan (KB)</p> <p>In attendance: Jon Williams (JW), Sulekha Hassan (SH), Kanariya Yuseinova (KY), Kam Dhenjan (KD) and Amanda Elliot (AE)</p> <p>Apologies for absence: Ali Aksoy and Liya Takie</p>
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Item	Discussion	Action
1.	Declaration of any conflicts of interest No conflict of interest reported.	
2.	<p>(a) Minutes and Matters Arising & (b) AGM Minute</p> <p>Adult Safeguarding: Training delivered to HWH volunteers.</p> <p>ELFT Serious Incidents Panel: JW reported the CCG PPI committee had shared preventable deaths data and he would pass this to MA. JW to write to ELFT CEO to clarify their position on the lack of patient representatives on this panel.</p> <p>Staff appraisals: complete and key themes to be presented to the Board. PF to carry out Board appraisals.</p> <p>Board noted appointment of Emily Tullock who will be the Communications and Engagement manager for the Hackney Devolution Pilot based in HWH.</p> <p>Enter & View: Draft plan on future E&V visits prepared. Two Visits will be made before the end of 2016. Once the plan is agreed within the team to be shared with the board</p> <p>Board Meeting Minute 14 September 2016 approved</p> <p>AGM Board minutes meeting reviewed. Subject to corrections of RLV, AS, BS names minutes approved.</p>	<p>JW</p> <p>JW</p> <p>JW PF</p> <p>AE</p>
3.	<p>Update on work done and Developments</p> <p>Governance and Core Activities: JW to prepare a draft Business Case to Hackney Council and sign off with PF and AO. To be submitted in December. Copy to be sent to Board and staff.</p>	JW

	<p>Communications: Board reflected HWH should review the way it communicates with the public. Ideas suggested include creating a Whats App group and developing a young people’s group. HWH staff would receive Custom Relationship training in January 2017 to improve data management and analysis.</p> <p>Engagement with local community pharmacies: Central Govt’ proposing further cuts to pharmacies and HWH in discussion with Local Pharmacy Committee regarding possible public meeting to gauge local concerns.</p> <p>Sex Workers Report - Board welcomed and supported the report. Open Doors service funding confirmed following HWH report. HWH to keep an eye on possible service changes</p> <p>The Patient User Experience Group will take on a wider remit as it moves into to Hackney Devolution structure to include early years and prevention.</p> <p>NEL STP - Public Engagement - HWH hold a public meeting early next year on this matter. JW to send Board PPI note of meeting with NEL STP lead Janet Milligan</p>	JW/AE
4 (a)	<p>Chair’s Report</p> <p>Noted</p>	
4 (b)	<p>Reports from other Directors <i>Patient Safety Committee</i></p> <p>MA asked the Board to note there had been six cases reported on wrong diagnosis at HUH</p>	
5.	<p>Finance Sub-committee <i>Quarterly Budget update</i></p> <p>Quarterly budget welcomed By Board as a clear and accurate financial picture.</p>	
6 (a)	<p>Devolution Pilot- position of HWH</p> <p>Board noted the developments under the pilot in particular the creation of the Integrated Commissioning Board, which would bring together the CCG and Council t make joint funding decision.</p> <p>The Board agreed to support HF proposal for the public meeting on the Estates asks within the pilot.</p>	HF/JW

6 (b)	<p><i>Next Board Awayday - proposed date 18th February 2017</i></p> <p>The Board confirmed it would hold its Awayday on 18 Feb 2017. The Board reflected on a number of issues it could cover including theory of change, measuring impact, aims and objectives and the prevention agenda. The Board also asked what the staff wanted out of the awayday.</p>	<p>PF/JW</p> <p>All to note</p>
6 (c)	<p><i>Recruitment of new Board Members</i></p> <p>Board noted that KB had decided to step down from the Board due to increased work commitments. PF thanked KB for all her support. In response KB explained she wanted to remain associated with HWH and was happy to continue the dialogue with staff on how to improve data analysis.</p> <p>Board agreed to undertake a new round of Board recruitment in the new year. One of the aims of this recruitment would be to increase representation in groups not currently reflected in the Board make up.</p>	<p>JW to note</p> <p>PF/JW</p>
6 (d)	<p><i>Board Members Attendance at other meetings representing HWH</i></p> <p>HF agreed to cover the next two Health in Hackney Scrutiny Commission meetings and PS the one after these. Board noted that current HWH do not attend Homerton or East London Foundation Trust and asked JW to investigate if it could be invited to future meetings.</p>	<p>HF/PS</p> <p>JW</p>
6 (e)	<p><i>Risk Register</i></p> <p>Board noted the report including continued staff concerns regarding the quality of the current office environment.</p>	
	Any Other Business	
7 (a)	<i>Key Dates document - noted</i>	
7 (b)	<i>Escalation Strategy - Agreed</i>	
7 (c)	<i>HWH Festive Lunch - MA, AO and PS agreed to join staff for this.</i>	
7 (d)	PS asked that it was noted that there had been further evidence that natural light aids recovery and its absence should be noted when HWH carry out Enter View site visits.	All to note
7 (e)	Board asked for self-care to be discussed at the next	JW

	meeting so it could reflect on HWH position on this agenda.	
8.	Safeguarding training for Board and staff SH and LT to deliver safeguarding training to Board members, staff on the next Board meeting in February	SH/LT All to note