Committee minutes

20th July 2023 – 11 am

Hybrid at in person at MEA House and via Zoom

Committee members present.

Michael Brown (MB) Chair (in-person)

Semande Ayihongbe (SA) (via zoom)

Lyn Boyle (LB) (in-person)

Shamshad Shah (SS) (in-person)

In attendance

Yvonne Probert (YP) CEO (in-person)

Michelle Brannigan (MAB) Business Services Manager (in-person)

1. Welcome and introductions.

MB welcomed everyone to the meeting and there was a round of introductions.

1. Apologies for absence
	1. Mairi Cox gave apologies.
2. Minutes of previous meeting/matters arising
	1. The minutes of the meeting were agreed as a true record.
	2. MB asked about the Refugee and Asylum seeker (RAS) work and YP gave an update. RAS is still in the scoping stage.

Action: YP to monitor the progress, and feedback any opportunities.

1. CEO Update
	1. YP informed the members that the task and finish group is reviewing the decision-making process, committee roles, work programme, and responsibilities. This work is ongoing.
	2. Tell Us North CIC had undergone some staffing changes and a few posts were being recruited. Namely the Research and Engagement Manager, Business Support Officer, and Business Service Manager roles.
	3. YP stated that the Tell Us North CIC strategy session which was held on 13th July had gone well and a report would be sent to the Tell Us North Directors for further review.
2. Healthwatch Gateshead projects update
	1. The report which was previously circulated by email was discussed. Committee Members shared personal experiences of dentistry. MB noted that we needed to monitor the progress of dentistry and pharmacy to see if these would be added to the work programme on either the long list or short list of priorities.
	2. YP updated the group on the emerging issue around public access to pharmacy services in evenings and weekends in Gateshead. The group discussed the topic and shared personal experiences. It was agreed to closely monitor this topic going forward.
	3. SS and SA shared personal stories on dentistry and waiting times for hospital dentistry procedures. It was agreed to monitor the situation on dentistry.
3. ICS update
	1. YP gave an update on the Integrated Care Strategy (ICS) and the Integrated Care Board (ICB) which meet monthly. Each local Healthwatch is named as a statutory partner. The newly formed Gateshead place based ICB is currently writing a Gateshead strategy. The resulting work plans will follow and YP will share relevant updates with the committee when they are agreed.
4. Finance Update
	1. MAB gave a finance update for quarter 1.
5. Standing Items
	1. There have been no Safeguarding incidents reported.
	2. There have been no Health and Safety incidents reported.
	3. There have been no Equality, Diversity, and Inclusion incidents reported.
6. Any other business
	1. MB noted that the visit from the Healthwatch England new incoming chair David Crozier-Appleby had gone well, he has a wealth of experience and is passionate about recording the impacts of local Healthwatch as a collective.
7. Date and time of next meeting
	1. It was agreed to postpone the date of the next meeting so that it coincides with the publication of the quarterly monitoring report. The date of the next meeting will be 31st October, Time: 11 am This will be a Hybrid model, Venue TBC.