**MEDWAY HEALTHWACTH**

**STEERING COMMITTEE MINTUES**

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| **Date of Meeting** | **02.03.2022** |
| **Attendees** | **Chair: Graham Trice (GT)** **Martyn Cheesman (MCH)****Katharine Bishop (KB)****Harrison Kidd (HK)****Emma-Sue Willows (EW)****Marion Shoard (MS)****Maggie Cane (MC)** |
| **Apologies** | **Eunice Lyons Backhouse (ELB)** |

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| **Item** |  | **Action** |
| **1** | **Welcome*** 1. GT welcomed Maggie Cane to the group as new volunteer. Maggie has been the Healthwatch manager in the past and the steering group are delighted to see her return as a volunteer.
 | **N/A** |
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| **2** | **Minutes Agreed from previous meeting** | **GT** |
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| **3** | **Action Log Reviewed** | **GT** |
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| **4** | **Matters Arising for Reviewed Actions****4.1** MCH to follow up Providers Forum invite for MCH with Medway Council as she has not received any contact yet.**4.2** Follow up meeting with Jackie Brown has been scheduled for 17.03.22 at 3pm. | **MCH****MCH** |
| **5** | **Chair Items****5.1 Vascular Service Consultation**GT has attended an online event on 22nd February. GT has reported back to the CCG that he feels that the easy read version of the document was too long at 32 pages and that there was some jargon included in that would be difficult to understand. GT reported that they did respond to the immediate concerns and corrected the issues, though the document remains to be too long.GT also raised issues around transport and the distance to the recommended site. JG stated that the issue of transport is always a hot topic, however, there is some variance in the inpatient criteria that will mean that in emergency situations patients may still go to their local hospital for treatment.**5.2 Lymphedema Support Services**GT is concerned that there has still not been any conclusion to the issues previously raised issues with regard to Lymphedema care. JG stated that he would look further into the issue with a look to invite the lead nurse to come and discuss available support with the steering group.**5.3 Promotional Material in Local Libraries**GT raised further to the discussion at the last Steering group meeting that there is a lack of Healthwatch promotional material in the local libraries around the Medway local area. Given that libraries are now the focus of so much diverse community work that it would be good to get new material to distribute.MCH stated that he would discuss with the Comms team as there has been some updated branding for Healthwatch and new material needs to be produced. | **MCH** |
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| **6** | **Strategic Team Updates***Projects & Engagement –* **6.1** HK reported that he has been attending the Vascular Online Events and will be working closely with Robbie Grantham from Healthwatch Kent to complete the final scrutiny piece upon the completion of the consultation in March.**6.2** HK has also been working with Highparks Surgery and their PPG Chair and treasurer to support an ongoing meeting process and to evaluate the outcome as part of a wider PPG project. **6.3** Attending events and promoting Healthwatch across the Medway area is a priority for this year HK reported that he is currently gathering information on all of the events that will be occurring throughout the year and that there will be the opportunity for volunteers to support where required.*Intelligence & Reporting-***6.4** EW introduced herself to the group as this was her first steering group since taking on the role in January. **6.5** EW is currently working on developing a monthly insight report as a priority in her role. EW is also working to develop a Stakeholders report for the Medway ICP Quality & Safety Board, which will highlight areas in service provision across Medway that may need to be addressed. |  |
| **7** | **Healthwatch Manager Update****7.1** MCH discussed with the group the intention to get the steering group meetings back to a face-to-face environment for the April Steering Group Meeting. Currently sourcing a potential venue and MCH will inform the group of potential dates once a venue has been agreed. | **MCH** |
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| **8** | **Healthwatch Kent Update** (Provided by Lyn & John Gallimore)**8.1 Dementia** **Care in Care Homes** Pre- Covid there was concern in Swale that the KMPT unit called The Frank Lloyd Unit and could be found in Sittingbourne Memorial Hospital was to close. This unit catered for those residents in Kent and Medway who suffered from dementia with the addition of challenging behaviour. The hospital was built and ‘bequeathed’ (I use this term advisedly) by Frank Lloyd owner of Sittingbourne Paper Mill to contribute to the care of people in Swale.We became involved at the invitation from the then manager of the unit to support the engagement with the relatives of the existing 9 patients. By the time we became involved the relatives had put 2 and 2 together and made 4 - staff were leaving and not being replaced, no more patients were being admitted so they were going to close, despite the CCG publicly refuting this at the Kent HOSC (HASC). There was much concern because the relatives were not being communicated with and would turn up for visiting to find their relatives had been moved with no consultation with anyone. The full story can be found on the HW Kent website. The result was a public apology from Caroline Selkirk one of the next HOSC meetings. The next step programme (2019) was to 1. Consider the future use of the unit after following up any covenants which may exist on the building.2. Set up a working group to develop the dementia strategy to which we were to be invited. This meeting is now to take place on March 17th, 2022, strangely following an email I wrote to Caroline asking where we were with progress on the use of the unit. **8.2 Long covid and support from employers**A neighbour asked for help after developing Covid which she caught at work. She was off work for many months and has since been diagnosed with long Covid. At the time she worked for Virgin who said if she couldn’t work, she would get the sack. They gave her work to do at home which, if she was well would have taken her a couple of hours. As it is, it took her several days to complete what they asked. She felt let down by Virgin and unsupported, so we asked the CCG what support they gave. She would not be on the same terms of employment under Virgin and since they have given over their health care in North Kent to HCRG (Health Care Resource Group) we don’t know the terms of her severance. The CCG have sent a full report on what would have happened if she had been employed by them. We are still trying to get to the bottom of her position, but she is too ill to concentrate properly.**8.3 Young People with Long Covid and related Mental Health problems**We became involved with this neighbour when her daughter developed Covid the first time it reared its head. After its second resurgence the young person (14) as no better and had had a lot of time off school. The mother approached HW through us and we took up her case. The GP didn’t know how to approach it and the youngster has been batted from GP to mental health for 2 years now. A paediatrician has become involved because of the time she has had off school which the school is not at all happy about and has made Mum’s life a pain trying to get daughter into school. Intervention from one clinician who has become involved means the school has now agreed for her to attend two lessons each day until she can cope with more. I brought it up at the last CCG Governing Body meeting and after much discussion it was agreed that the pathway for those suffering from Long Covid be extended to cover children through the transition into adulthood and also to encourage a young persons’ support group. **8.4 Meeting with CIDI (Chair designate of the ICB).**Following the public engagement meeting with the HaCP at which Cedi spoke, John wrote a response to him to highlight that much of what he said omitted any reference to Social Care, and the ICS won’t work until health and social care agree to come together in true partnership. He replied accepting John’s comments in good grace, but had no answer to the problem which is a going to be a long term one.**8.5 Uniting Patient Groups across Kent and Medway**Given the number of patient groups across Kent and Medway it was suggested that they could all be merged under one heading ie all PPGs, all PCN groups et al. The powers that be would look into this but there would still be the divide between Kent/ Swale and Medway to take into consideration. |  |
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| **9** | **AOB**Nothing raised at this time. |  |
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| **10** | **Date and Time of Next Meeting** To be confirmed, pending the securing of a venue | **MCH** |
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| **MEDWAY HEALTHWACTH****STEERING COMMITTEE ACTION LOG** |
| **ITEM** | **DATE** | **REF** | **ACTION** | **WHO** | **DUE DATE** | **UPDATE** | **STATUS** |
| 1 | 09/12/2021 |  | Invite KB to strategic meetings around mental health | MCH | 31/12/2021 | MC invited KB to Well-being Board. Will invite to mental health board when Mental Health User Voice Team are ready | Complete |
| 2 | 09/12/2021 |  | Ensure that agenda document is sent out in good time before meetings | MCH | 20/01/2022 |  | Closed |
| 3 | 09/12/2021 |  | Read through the documents sent by MC before next meeting and make notes and comments ready to discuss | ALL | 20/01/2022 |  | Closed |
| 4 | 09/12/2021 |  | Share contact details of potential new Steering Group member with MC | GT | 20/01/2022 | GT shared, MC has been in touch. | Closed |
| 5 | 09/12/2021 |  | Contact Jackie Brown’s secretary to establish her availability for a meeting | MCH | 20/01/2022 | Date arranged for 31/01/22 | Closed |
| 6 | 09/12/2021 |  | Follow up with Marion re Jackie Brown board | MCH | 20/01/2022 | Carry forward | Overdue |
| 7 | 09/12/2021 |  | Resend the link to Sarah Hayden’s training sessions to Steering Group so new members have access | MCH | 20/01/2022 | MC to circulate link to new members | Overdue |
| 8 | 09/12/2021 |  | Contact Comms re. link to the Oral Health training sessions on HWM website | MCH | 20/01/2022 | MC to send details to the SG | Overdue |
| 9 | 09/12/2021 |  | Re-establish links with Youth Parliament | MCH | 20/01/2022 | HK working on re-establishing these links | On going |
| 10 | 09/12/2021 |  | Send out a list of the current consultations that HWM is involved with | MCH | 20/01/2022 | MC advised no current consultations to circulate. Vascular consultation to be circulated in February | On-going |
| 11 | 09/12/2021 |  | MC to create a formal plan for 2022 projects that can be discussed and agreed upon at the next meeting by end of December | MCH | 20/01/2022 | Included in January agenda | Complete |
| 12 | 09/12/2021 |  | Ensure that SG receives a timely agenda and action log before next meeting | HZ | 20/01/2022 |  | Complete |
| 13 | 09/12/2021 |  | Ask that people send apologies to the SG when the agenda goes out so that we know who will be attending | ALL | 20/01/2022 | Ongoing reminder | Closed |
| 14 | 20/01/2022 | 3.3 | Number paragraphs of minutes for future reference | HG | NEXT MEETING |  | Complete |
| 15 | 20/01/2022 | 3.4 | Review minutes with GT prior to distribution to wider committee | HG | NEXT MEETING |  | Complete |
| 16 | 02/03/2022 |   | Follow up Providers Forum invite for MS with Medway Council Adult Social Care Team. |  MCH | NEXT MEETING |   |   |
| 17 | 02/03/2022 | 5.3 | Discuss with Comms the production of new promotional material for Healthwatch Medway | MCH | NEXT MEETING |  |  |
| 18 | 02/03/2022 | 7.1 | Source venue for next Steering Group Meeting | MCH | NEXT MEETING |  |  |