**HEALTHWATCH SALFORD BOARD MEETING MINUTES**

11th April 2023

Part 1 – Meeting held via Zoom

3pm – 4pm

Zoom Video Link

Attendees

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| Name | Designation |
| Phil Morgan (PM) – Chair | Board Member (Chair) |
| J Ahmed (JA) | Board Member |
| Rimpy Batta (RB) | Board Member (Vice-Chair) |
| Sam Cook (SC) | Chief Officer |
| Holly Mansoor (HM) | Engagement Officer |
| Nisa Khan (NK) | Board Member |
| Scarlett Ash (SA) | Volunteer and Involvement Officer |
| Elyse Peacock (EP) - Minutes | Knowledge & Support Officer |
| Ali Macleod (AM) | Engagement Officer |
| Mark Lupton (ML) | Engagement Officer |
| Yen Siang-Tan (YS) | Board Member |

Apologies

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| Name | Designation |
| Geoff Yates (GY) | Member of the public |

Part 1 (Meeting via Zoom)

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| **Item 1 - Welcome and Introductions** |
| PM welcomed everyone to the public Board Meeting and allowed each person to introduce themselves. |
| **Item 2 – Minutes and Action Log** |
| PM asked if the minutes from 14th February Board Meeting were accurate. All Board Members agreed.  All actions completed. |
| **Item 3 – Declaration of Interest** |
| PM noted that his previous declaration of work with Healthwatch England has now ended.  RB noted that she has a new job within the Prison & Probation service within Greater Manchester. |
| **Item 4 – Questions from the public** |
| No questions from the public had been submitted in advance.  GY shared his experience of recently visiting Salford Royal A&E. ML said he will anonymously feed this feedback to the Northern Care Alliance. |
| **Item 5 – Chairs Report** |
| PM outlined some of the main points of his Chairs Report for Part 1 of the Board Meeting.  PM noted how the money for Greater Manchester Healthwatch has been granted over the next three years. It will be subject to some form of an annual review.  There is going to be an exercise to cast for a Chair for the Greater Manchester Healthwatch network. That will be put out through networks shortly. PM noted that he is not intending to apply for the role.  The Healthwatch England work that PM has been working on has created checklists for Chairs and Boards, which PM will look through with SC at some point in the year. |
| **Item 6 – Chief Officer Report** |
| The staff team first gave their updates on the work they have been carrying out since the last board meeting.  ML updated the board on his work with the Silent Voice project is continuing to flourish, working with the NCA on improving the patient experience for d/Deaf BSL users at their sites. Mind over Matter report is continuing to gain traction across different sectors. Dentistry report update should be published in a few week’s time. And the Libraries Listening Tour has now ended, so ML is looking at getting 5 static stands at the libraries instead which will have all Healthwatch Salford’s information and reports available to read. ML is coordinating the current engagement project with the team and making connections within Salford with both the public and health and social care colleagues.  AM updated the board on the Enter and View project and how the summary report is now published and shared with the CQC and care home managers. AM has been working on the Unmet Need HWE project and has had a follow-up meeting with HWE the previous week and they’re very happy with the work that had been carried out. AL is involved in reviewing the Home Care project, looking at the recommendations that were made and if they have been implemented. Also working on the Young Peoples Mental Health project with SA.  SA updated the board on the Young Peoples Mental Health project and how she has been to local events, chatting to parent carers and asking what they think some of the issues are. SA has also been working on Youthwatch and looking at how we communicate with a younger audience. SA also shared feedback from volunteers about the work they have done and their positive comments.  HM updated the board on her work with Living Well in Salford and how she has done so far 83 stories of people’s journey with Living Well. HM is planning to do a more in-depth report of these stories, showing some of the themes and recommendations that have been made. HM agreed to come back to the board to present her report on Living Well at the next board meeting in June.  EP updated the board on the changes with CiviCRM and the move to an Excel spreadsheet which is working well so far. EP has been working on new marketing materials to go alongside the engagement project and also updated the board on the Intelligence Subgroup which has its first meeting on the 25th April 2023. PM noted that the draft Terms of Reference will need to come to the board in June.  SC then went into more detail on some of the points in her Chief Officers report. Young Trustee recruitment is now being advertised. SC shared a document that shows the structure of how all the meetings and board link together which Public Health have created and that this would be useful to have on the website. |
| **Item 7 – Speak Up Salford Fund presentation** |
| SA presented to the board her Speak Up Salford Fund presentation, which is available to view in full on Youtube [Link to be added].  SA thanked the volunteers and staff team, Sareli and Europia for their work on this project.  PM thanked SA for her presentation and work on this project.  RB asked is there a way of asking the public what people are doing to empower themselves and look after themselves to gather that learning in future projects. SA explained how there isn’t a set template of questions when asking for feedback, so this could easily be asked.  PM asked about the recommendations that came out of the project and whether there were plans to take forward the recommendations and show that an impact has been made. SA confirmed that she is looking into this with SC. |
| **Item 8 – Representative’s Feedback** |
| Margaret Morris, Chair of the Scrutiny Panel has now stood down, PM and JA wished her all the best in the future. |
| **Item 9 - AOB** |
| None. |

**The next meeting will be held Tuesday 13th June 2023 3pm – 4pm, via Zoom.**