

# NOTES

## Engagement and Involvement Group (E&I)

Committee Room 1, Runcorn Town Hall

Monday 11 November 2019

13:30-15:30

**In attendance:** Stacy Evans (Halton CCG), Diane McCormick (PPG+ and Halton Peoples Health Forum), , Michelle Osborne (HBC), Lorna Plumpton (PPG), Des Chow (Halton CCG-acting chair), Ruth Austin-Vincent (GB member Halton CCG), Helen Monaghan (Halton CCG), Nicola Goodwin (HBC)

**Apologies:** Maria Austin (Warrington and Halton CCG), Tracy Tilston (Nightstop communities), Matt Roberts (VSCA), Alec Schofield (Halton CCG), Richard Ashworth (Halton OPEN), Lisa Taylor (HBC), Angela Green (Bridgewater), David Derefaka (SHAP Ltd), Sophie Bartsch (One Halton project manager), Phil McClure (Young Addaction Halton).

No	Agenda Item	Notes
1	Welcome and Introductions	Welcomed members to the meeting and introductions took place.
2	Minutes of the last meeting and actions	<p>Stacey Evans gave her apologies for last month and will be added under apologies. Minutes have been approved by the group.</p> <p>Please send any specific issues and actions to <a href="mailto:des.chow@nhs.net">des.chow@nhs.net</a> before the next meeting takes place.</p> <p>Actions completed:-</p> <ol style="list-style-type: none"> <li>1) Samantha Whelan has gone on the distribution list.</li> <li>2) More communication is needed to highlight the importance of the flu jab for pregnant women. Lisa Taylor was absent to be discussed next month.</li> <li>3) Richard Ashworth linked in with finance team about costs per bed per night, cost of an ambulance and other NHS services.</li> </ol> <p><b>Action:</b> Send round to all participants encouraging them to attend and/or send deputies as group is focused on engagement with CCG and One Halton work with a couple of actions discussed in this meeting that all members need to support.</p>
3	One Halton	<p><b>One Halton Update:</b> The final version of the One Halton Plan had been circulated with the meeting agenda. In addition to this 'technical' detailed document, a more public-facing version is being produced – it will be the latter that will be used as part of engagement activity, with the more detailed version available to those who drill down.</p> <p><b>Action:</b> Given the looming General Election, engagement activity will wait until after 13</p>

		<p>December. This is in line with the plans Cheshire &amp; Merseyside Health Care Partnership have for the launch of their long-term plan.</p> <p><b>Action:</b> For all members to begin planning for engagement activity, the group were asked to provide details of upcoming events and opportunities for the period post-12 December through to the end of March (see form attached). PPG Plus offered to put the item on the agenda in either January or February.</p> <p><b>Flu</b></p> <p>Following a discussion at an earlier meeting, a number of short animations for use over social media have been produced by the Council to promote take up of the flu vaccine. The videos are available <a href="#">here</a> for partners to use, alternatively they can be shared from the Council's social accounts on Facebook and Twitter: @HaltonBC.</p> <p><b>Translation/Interpretation</b></p> <p>The group was reminded that a survey has been circulated to capture requirements/current arrangements, to consider if a more joined up approach can be taken. The link to the survey can be found <a href="#">here</a>.</p> <p><b>Action:</b> for all members - currently only three responses, these responses will be used to take this work forward in Halton and beyond. It was recommended by members present that MO speaks with Samantha Whelan re language provider also with Greater Manchester Council and the Cheshire Police Force for advice.</p>
4	A&E Outcome report and action plan	<p>It was agreed after discussion of the report that there should be a Service User Group established with 3 or 4 patients re operational use of the UCC. People of Halton need to be part of this process. Signage when walking in to the UCC needs to be much clearer Nicky Goodwin said until the new model is completed then the CCG should promote.</p>
5	HPHF review	<p>It needs to be brought back to the E&amp;I with all the stakeholders present.</p> <p>Key Points made:</p> <ul style="list-style-type: none"> <li>•Importance of taking forward information giving and build on this work</li> <li>•What is the purpose of HPHF- Is it conversations? Or information giving? What is important?</li> <li>•Important to include and bring back "You said we did" to be brought back.</li> </ul> <p>This led to a discussion about the best attended HPHF which is the one in Riverside was agreed to run this again in 14 February and only in the morning this time. It would be good to include the mental health champions and need to contact youth service and Addaction to support this. The conclusion was this worked well because it was targeted to a particular group and took place in their space.</p> <p>It was suggested to work with specific groups and develop HPHF with them so Halton Open, Halton Disability Partnership, Housing associations linking to tenants' groups</p> <p><b>Action</b> – Need to approach groups and need to develop this</p> <p>Health and Social Care Event, Riverside College, Centre Stage, 14 February 2020 10-12.00 presenters and 12-13.00 (market stall). Ensure this is developed around conversations and minimal or no powerpoint slides. The offer should be made to presenters for support if they are not used to supporting this way of working could include</p> <p>HIT, UCC, Mental Health charities, CAMHS, Police, sexual health, 0-19 services.</p>

		Presenters to discuss about the career choice.
6	IAF	One Halton plan and work can be shared to say people got involved. Include you said, we did info. Any feedback can be shared in Inside Halton and on sides of Bin Lorries and community transport. Put back on next agenda for the Third/Voluntary sector It was agreed at this meeting that Ann Fitzgibbon of Halton Haven should be part of this group. Des to ask MA for her to be invited to next meeting.
7	Head and Neck Cancer Equality Impact Assessment	Head and Neck SALT transferred safely on 1st August. All good feedback thus far for Halton. Improvement in patient experience/journey noted. The Quality Committee was happy to sign off the EIA and QIA, with some minor caveats which are being addressed but don't materially affect transfer. The Quality Committee have requested a copy of patient experience report in January 2020 which Natalie will share with the Engagement & Involvement Group. Should be noted that the service remains local.
8	Updates from partners	Community shop opening a branch early Dec 2019 in Runcorn Shopping City. Supported by the large food retailers e.g. Asda, Tesco, café included and a training hub. New chair in Bridgewater NHS
9	AOB	Ruth A-V commented that we must declare the importance of these meetings, numbers are low at this meeting and it is important for future meetings that everyone attends, after all it is about Engagement & Involvement by all in the borough for the good of the people. If a person cannot attend then they should send a deputy in their absence.
10	Close	

Action log		
	One Halton web link to be made available from CCG website	Alex
①	More communication is needed to highlight the importance of the flu jab for pregnant women	LT to feedback to PH
②	Flu Video to be shared; (PPG plus will share on FB when ready)	Michelle Osborne
③	One Halton Plan –summary document to be shared once completed	Michelle Osborne
④	One Halton- Translation survey/One Halton/CCG link and 2020 dates to be shared	Michelle Osborne
⑤	“You said we did” to be brought back to the HPHF events	Des Chow
⑥	To add to future agenda to inform all who attend the E& I meetings that, if they are unable to attend future meetings themselves on the day can they please send a deputy in their absence.	Des Chow
	DC to speak with MA re invitation to Ann Fitzgibbon	Des Chow

Next meeting: Monday 9 December 2019, Committee room 1, Runcorn Town Hall, 13.30 – 15.30