

NOTES

Engagement and Involvement Group (E&I)

Runcorn Town Hall, Runcorn

Monday 12th August 2019

13:30-15:30

In attendance: Dianne McCormick (PPG+ and Halton Peoples Health Forum), Alec Schofield (Halton CCG), Richard Ashworth (Halton OPEN), Sophie Bartsch (One Halton), Ruth Austin-Vincent (GB member Halton CCG), Lisa Taylor (HBC), Angela Green (Bridgewater), John Abbott (Halton Disability Partnership), Maria Austin (Warrington and Halton CCG), Nicky Ambrose-Miney (NHS Halton CCG, Dennis Dewar (NWBH) Nicola Goodwin (HBC) Kathryn Jenkins (NCNW)

Apologies: Matt Roberts (HSVCA), Carl Harris (Halton Carers Centre) Lorna Plumpton (Patient Rep), David Derefaka (SHAP ltd),

No	Agenda Item	Notes
1	Welcome and Introductions	Maria Austin welcomed members to the meeting and introductions took place.
2	Minutes of the last meeting and actions	<p>Minutes of the last meeting were agreed with no amendments.</p> <p>Update on actions:</p> <p>Maria to email Pat McLaren to follow up the action regarding translation services. It was noted that the number that is put on current publications from NHS Halton CCG, goes through to PALS at Warrington CCG. Dennis Dewar to send translation details to Maria,</p> <p>Long Term Plan (LTP) – One engagement plan is being developed for implementation across Warrington and Halton, this is being led by Katie Horan, NHS Warrington CCG Engagement Manager. Whilst there will be some joint work, there will be individual place based elements. The plan will be completed and implementation will commence by the end of September.</p> <p>Appleton Village Practice relocation - Clarification from Lisa Taylor that there is an offer for Primary Care to attend the Boroughs transport group in regard to Appleton Village. Lisa Taylor to be included onto the distribution list.</p> <p>Meeting venues - A piece of work around community and public</p>

		venues in the Borough is to be undertaken, Nicola Goodwin to liaise with the CCG as to what community venues are available.
3	Learning Disability Annual Health Checks	<p>The communications and Engagement plan was sent out prior to the meeting for comments. It was commented that the plan was very comprehensive.</p> <p>There needs to be an increase in persons with a Learning Disability (LD) to take up health checks. And any person having the health check or anyone accompanying them needs to know what is involved in the health check (it's a thorough health check that would usually take around 50-60 minutes).</p> <p>The communications and engagement plan will progress with the added scope of including information on what is involved in a full health check, in an easy ready format.</p> <p>Members discussed the quality of the Health Checks that were undertaken and it was agreed that a more robust process to audit the quality of health checks was needed. Members agreed that this should be escalated back to the Quality Committee for further discussion and action</p>
4	Falls and Frailty	<p>Nicky Ambrose Miney provided an update on the work being undertaken on Falls and Frailty. It was noted that 16% of the population in Halton are over 65 and Halton is one of the worst performing boroughs in terms of falls.</p> <p>Falls and Frailty is a key feature of the LTP and is a priority for Halton CCG. It was noted that there are a number of very good services available; however these are not currently joined together. Over the course of the next couple of weeks Nicky will be developing the plan to make further improvements to the pathways.</p>
5	Halton Peoples Health Forum, PPG + and feedback for the Diabetes Overview Group	<p>The next PPG+ will take place on the 11th September 2019 at the Brindley, 13:00-15:30. Item on the agenda include Care Navigation.</p> <p>The next Halton Peoples Health Forums will take place in October 2019.</p> <p>Members discussed the work being undertaken by Healthwatch Halton in relation to the patient experience of Care Navigators. Members agreed that it would be beneficial for Healthwatch to provide the E&I Group with an overview of the work they are undertaking.</p> <p>Diane McCormick provided an update following the last meeting of the Diabetes Overview Group. Diane raised concern that the TOR</p>

		<p>does not include any responsibility around engagement. Members discussed the work being undertaken and agreed that the programme requires a full engagement plan in order to ensure that the insight from patients and the public is taken into consideration. It was also noted that should the programme of work result in a change to service which impact on people (access to the service) or place (where services are delivered from) then this would require formal public consultation.</p> <p>Dianne McCormick to send details to Maria Austin for Maria Austin to discuss with the commissioner.</p>
6	One Halton	<p>Sophie Bartsch provided an update in relation to One Halton. The communications & engagement strategy is being drafted and once complete the draft will be distributed to members before September meeting.</p> <p>Members discussed the need to ensure that all materials are suitable for the population and is easily understandable.</p>
7	Engagement Annual Report	<p>Maria Austin advised that this item has been deferred as the draft was provided on Friday afternoon which would not give members sufficient time to read and consider before the meeting. The draft will be shared in advance of the next meeting.</p> <p>.</p>
8	Updates from partners	<p>John Abbott, Halton Disability Partnership put forward an agenda item for a future meeting - subject 'Including the excluded' – this will be scheduled for October 2019 meeting.</p> <p>Denis Dewar advised that the work being undertaken at North West Boroughs NHS Foundation Trust regarding 'Always Events' will be presented at the meeting in October 2019.</p> <p>Halton Open advised of work being undertaken across the borough in response to recent issues of loan sharks and the impact this has had on older people.</p> <p>Nightstop have received good feedback regarding the services they provide.</p> <p>Nicola Goodwin, HBC advised that a new community shop was due to open in Runcorn (attached to email with notes).</p>
9	AOB	<p>Lisa Taylor to be included on the distribution list and Dianne McGregor to be taken off the list.</p> <p>Healthwatch and Primary Care Networks (PCN) to be approached to</p>

		attend, as there has been no attendance from Healthwatch and the group would like an update on a 6 month overview form the PCN's.
10	Close	

Action log		
①	Maria Austin to contact Pat McClaren in regards to translation services and the work being undertaken at the STP	Maria Austin
②	Katie Horan to provide an update on the development of the LTP Engagement Plan.	Katie Horan
③	Alec Schofield to take forward the work regarding community venues and to liaise with Nicola Goodwin.	Alec Schofield
④	Maria to include a recommendation in the E&I Report to the Quality Committee in relation to the LD Health Checks.	Mara Austin
⑤	Dianne McCormick to provide Maria Austin with further information regarding the Diabetes Overview Group TOR. Maria Austin to discuss this with the commissioner	Dianne McCormick, Maria Austin
⑥	Include Lisa Taylor on the distribution list and take off Dianne McGregor	Alec Schofield.

Attachments: Community Shop Information