

DONCASTER LINK – HEALTHWATCH DEVELOPMENT GROUP MEETING SUMMARY

Date:

22 September 2011

Time:

11am

Venue:

Doncaster Trades, Harrison Suite - Room 10

Attendees:

Sheila Barnes, Rita Holdsworth, Paul Morton, Debbie Osborne, John Burke, John Leask (DMBC), Theo Jarrett (DMBC), Jayne Bell (Carers Federation), Jan Higgins (Host) and Dave Dutton (Host)

Apologies:

Dot Head, Kay Kirk, and Dunlop Griffith

The HealthWatch Development group has been formed to enable Doncaster LINK to be kept up-to-date with any changes to the NHS that have a direct impact on the residents of Doncaster and be actively involved in the development of HealthWatch, working in partnership with Doncaster Metropolitan Borough Council.

The following is purely to give the essence of the meeting.

Opening:

Vice Chair – Rita Holdsworth opened the meeting by welcoming all and introductions were made. Rita stated the code of conduct and asked if there were any conflicts of interest – none were given. Apologies were given for members who were unable to attend.

Notes of previous meeting held on 30th August 2011 (not on the agenda). All agreed the notes were correct with no amendments.

- **Item 4 – Purpose of meeting outlined.** Jayne Bell (Carers Federation) asked the group to be aware that as an employee of the Carers Federation some items for discussion could raise issues of confidentiality and/or conflict of interest. In such circumstances Jayne would, if requested, leave the meeting for the duration of the item(s).

The Host informed the group the purpose of the meeting was twofold:

- 1 To discuss possible structures and a way forward.

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2 Agree the draft Terms of Reference.

- **Item 5 – Proposed Doncaster Local HealthWatch Structure: Discussion.**

John Leask stated that Doncaster LINK along with DMBC was one of the few applicants for Pathfinder Status whose plans were submitted as a joint LINK/Local Authority proposal.

John informed the group that the DMBC's remit is to co-ordinate and establish a Doncaster Local HealthWatch Steering Group with Joan Beck (Director of Adult and Community Services, DMBC) tasked with developing the group. John said the Council would not necessarily be running Doncaster Local HealthWatch, it would be independent and fully representative in line with the Government's proposals. John stated he was currently lobbying Parliament for Local HealthWatch Organisations to be given a 3 year contract.

John stated that Doncaster LINK had taken a pro-active approach in forming the HealthWatch Development Sub Group.

John went on to inform the group of a proposal for Doncaster LINK to contribute to the work of a Strategic Doncaster Local HealthWatch Steering Group which has a meeting scheduled to take place on 3rd October 2011 to look at proposed structures and a way forward during the transitional phase to Local HealthWatch. John suggested a representative of the LINK be elected to attend the HealthWatch Steering Group meeting. It was agreed Sheila Barnes would become the LINK representative and Rita Holdsworth would attend in the absence of Sheila. John stated the Host could attend the meeting and any subsequent meetings in a supportive/administrative role to the attending LINK representative.

Theo Jarrett (DMBC) discussed various strategies that the Doncaster Local HealthWatch Steering Group may adopt and the group discussed various scenarios but all agreed the group would be in a better position to make informed decisions after the Steering Group's meeting had taken place on 3rd October 2011.

Both John Leask and Theo Jarrett agreed that all help and advice given by Doncaster LINK will be invaluable to the Doncaster Local HealthWatch Steering Group adding that it was important that previous experience gained is not lost and that the proposed model will give the residents of Doncaster a voice.

Theo Jarrett assured the group he would be available to attend meetings to give clarification on all changes as and when required.

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Action: Sheila Barnes to attend the Doncaster Local HealthWatch Steering Group meeting scheduled for the 3rd October 2011 and submit a report to the Host for issue to LINK Executive Board, LINK HealthWatch Development and ICE sub group members.

Action: Include 'Doncaster Local HealthWatch Update' as an item on future LINK Executive Board agenda's and feed back to all members of the Doncaster LINK.

- **Item 6 – Agree Terms of Reference.** The group agreed to discuss at the next meeting.
- **Item 7 – Schedule Date of Next Meeting.** Tuesday 11th October 2011 from 2pm to 3pm at the Doncaster Business Innovation Centre.
- **Item 8 – Any Other Business.** None.
- **Item 9 – Close.** The meeting ended at 12:55pm.

Minutes prepared and submitted by:

Jan Higgins (Senior Administrator – Doncaster LINK Host)

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