

Local Leadership board Notes**6th August 2019**

Rob Jefferson (Chair)	RJ	Present
Irene Kohler	IK	Present
Hazel Dunnett	HD	Apologies
Andy Mintram	AM	Present
Emma Leatherbarrow	EL	Present
Joanna Wittels	JW	Present
Stacey Plumb	SP	Present

Item
<p>The board welcomed a new member, Joanna Wittels and everyone introduced themselves. Apologies were noted as above. A new minute taker will be joining us from September.</p>
<p>1. Minutes from previous meeting</p> <p>Minutes from July meeting agreed. Actions that were followed up:</p> <ul style="list-style-type: none"> • SP has contacted HW Banes and Swindon re the boards getting together. The managers saw the benefits of this and were taking to their boards and would get back to me. EL said that several HW work together in Hampshire across the STP area and will share what happens there. • Importance of linking in with PPGs and having a consistent message. SP said that we had been approached by a surgery to support their PPG. • AM will follow up on comments raised about Salisbury GP at the PPG he attends. • Discussion around Quality framework to be carried forward to next meeting.
<p>2. Healthwatch update</p> <p>SP updated the board on current work.</p> <ul style="list-style-type: none"> • Dementia friendly report published and presented at the health and wellbeing board which was well received and WhatWouldYouDo? Report published in collaboration with HW Banes and Swindon. Have had some media coverage for both including radio interviews. • GP access work now finalised and in process of booking the visits to the GP surgeries. AM suggested we ask to see the Specification from the work GP Alliance. • Specialist Dentistry recommissioning has been given the go ahead. Paid for piece of work running online survey for 6 weeks, analysis and report. • Young Healthwatch due to relaunch in September at the Freshers fairs. Also booked in to visit all students on health and care related courses at Chippenham and Trowbridge college through September/ October
<p>3. Military covenant</p> <p>This was set up to ensure that current military personnel and families and veterans are not discriminated against. EL explained that Help and Care signing and is waiting on guidance to see if Healthwatch Wiltshire can also sign. The points under demonstrating our commitment can be edited to for our organisation. It was noted that everything included in the military covenant is already our way of working but signing this would bring it to the forefront of all our minds. It was also noted that the Covenant could grant fund projects in the future.</p>
<p>4. Board recruitment</p> <p>There is one more vacancy on the board and the recruitment paperwork was discussed. It was thought that the paperwork was too complex, to may essential criteria which could be off putting for potential applicants. RJ and SP worked on a simplified version one a page which needs some tweaking and discussed the need for a role description. It was felt that a person spec wasn't needed and the other</p>

documents would follow on later. The importance of plain simple English was emphasised. SP and RJ will look at the documents again and send round for comment. EL will liaise with HR department

5. Feedback from recent meetings

Board members gave updates of the recent external meetings that they have attended.

6. AOB

Alison Ryan visit is scheduled for 17th October. Suggested moving the board meeting to this date and this was agreed.

It was also suggested should make links with the boards at GWH and SFT.

Dates for next meetings:

Tuesday 10th September 2pm -4pm Independent Living Centre

Thursday 17th October Meeting with Alison Ryan 10-12 Board meeting 1pm-3pm (lunch will be provided) Independent Living Centre

Agreed & signed:Chairman

Date: