

PART A Q1 2024-25 Minutes

(approved at Q2 2024-25 Board)

Meeting was held via MS Teams on Wednesday 31 July 2024

PART A (OPEN 'PUBLIC' MEETING)

Present:

Kathryn Yates, HWK Chair/Trustee Board Member/Board Lead - Learning Disability and Autism	KY	Stephen Bitti, HWK Chief Executive Officer	SB
Liz Meerabeau, HWK Former Chair/Trustee Board Member (Board Lead for Primary Care)	LM	Jill Prawer - HWK Projects Officer (Enter and Vlew)	JP
Eeva Crawley, HWK Treasurer/Trustee Board Member	EC	Candy Dunne, HWK Deputy Chief Officer	CD
Jaimy Halliwell-Owen (JHO) Communications Officer (minutes)	JHO	Scott Bacon, HWK Engagement Officer	SBa
Kezia Coleman (KC) - HWK Projects and Outreach Officer (Disabilities and Mental Health)	KC		

Agenda No.	Item No.	Actions
1	<p>Welcome and apologies for absence/Declarations of interest (KY)</p> <p>1.1.KY welcomed everyone</p> <p>1.2 Apologies were noted from: Vickie Priest (VP), HWK Trustee Board Member, Richard Allen, HWK Trustee Board Member/Board Lead - Hospital Services and Helena Wright - HWK Projects and Outreach Officer (Safeguarding), Scotty McLeod - HWK Trustee Board Member/Board Lead for Business Continuity, Justina Jang, HWK Trustee Board Member/Board Lead - Women's Health, Louise and Laura (RBK)</p> <p>1.3 KY asked if there were any declarations of interest. None were raised.</p>	
2	<p>DRAFT PART A Q4 2023-24 Minutes (for approval at Q1 2024-25 Board)</p> <p>2.1 Draft minutes for PART A Q4 were approved as an accurate representation of the meeting.</p> <p>2.2 LM - Matter arising regarding Chair's report - dentistry did get a response - LM will circulate response. Still don't know local needs. SB will raise at next place committee, after SWL Dentistry Day in October.</p>	

3	<p>Q1 2024-25 Finance Report</p> <p>3.1 The board noted the Q1 finance report outlining financial activity to the end of Q1 2024/25.</p> <p>3.1 The board agreed that EC and SB engage our Independent Examiner to prepare our Annual Accounts 2023/24.</p>	
4	<p>Q1 2024-25 Activity and Communications Reports</p> <p>4.1 GS talked to the Making Safeguarding Personal Report 2023-24, highlighting the findings and recommendations. The report will now be shared with RBK Adult Social Care leads to review and feedback, before it is then sent to the KSAB in October for review/discussion and approval.</p> <p>4.2 KY asked if there was an Equality, Diversity, Equity and Inclusion (EDEI) element to this report. GS said in fairness it probably didn't come across as a key focus.</p> <p>4.3 The staff team then talked to their items noted in the Q1 Activity report.</p> <p>4.4 LM asked about KC section - RBK proposal to introduce a charging framework for the 'appointee service' currently provided to adult social care service users - who lack capacity to manage their finances. LM felt uncomfortable with the council's proposals. KC going to find out more about this and circulate to board.</p> <p>4.5 KY asked about quality of annual health checks for people with learning disabilities. Is there any way we can feed some enquiry into this activity? SB said he could ask Dr Annette Pautz and NHS partners about this, but that we do get updates at the All Age Learning Disability Partnership Board from SWL ICB, and that KC would be placed well to ask Peter Warbuton for a short briefing on this.</p> <p>4.6 JHO talked to her Communications reports.</p>	
5	<p>AOB</p> <p>5.1 No AOB</p>	
6	<p>Next meeting dates:</p> <ul style="list-style-type: none"> • Q2 2024-25 Wed 16 October 2024, 5-8pm (F2F) • Q3 2024-25 Wed 15 January 2025, 5-8pm (MS Teams) • Q4 2024-25 Wed 16 April 2025, 5-8pm (F2F) 	
7	<p>Close of PART A</p>	

Signed:

Approval Date:

Kathryn Yates, Chair, Healthwatch Kingston
(Electronically)

Wed 16 October 2024