Healthwatch North Tyneside - Minutes of Board Meeting

Date and time: Monday 9th March 2025, 18:00 – 20:00

Venue: Cullercoats Methodist Church, The Broadway

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Present: Chair - Carol Nevison (CN), Jackie Doughty (JD), Paula McCormack (PMC), Paul McKelvie (PMK), Paul Greenway (PG), David Slater (DS), Lindsay Yarde (LY)

In attendance: Paul Jones (PJ), Katy Parkinson (KP)

Apologies: Bea Groves-McDaniel (BGM), Peter Berrie (PB), Maxine Ulrich Houston (MH)

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Agenda item 1. Welcome, introductions and apologies

CN welcomed all in attendance at the meeting and announced that we would be using Plaud AI for note taking during the meeting.

Bea Groves-McDaniel (BGM), Peter Berrie (PB), and Maxine Ulrich Houston (MH) sent apologies.

For each item, the Board considered any equalities, Health and Safety and safeguarding issues arising and considered these as part of their decision-making.

Agenda item 2. Declarations of Interest

No declarations of interest.

Agenda item 3. Minutes from the previous meeting

The minutes from the previous meetings were reviewed and approved as an accurate record.

Agenda Item 4: Chair and Director updates – presented by CN & PJ

Healthwatch England Chairs meeting update (CN):

- Health reform bill overview.
- HWE are continuing to push for the patient voice, a role for the local Healthwatch.
- Kings fund report (18th March) – looking at how the different HW operate locally.
- HWE are looking at a package of support for Directors to close local Healthwatch if needed.
- Connect local Healthwatch to find ways to collaborate on how we move forward in the future.
- 'Managing Change' course to run in the future.

Network meeting updates (PJ):

- The Lead Officers and Chairs met on 29th January to review the operating protocol.
- There will be upcoming changes in the roles within the Network, including capacity, so that funds can be re-distributed into project work.
- The meeting highlighted opportunities that the Network could be missing, the continuing need to collaborate information and findings, and track themes.

Finance policy (PJ):

Board agreed to amend Paragraph 16 of the finance policy to increase the amount to £30.

Action 4.1 – PJ to amend this paragraph.

Discussed whether we should investigate other organisations and whether they cover childcare costs, and whether we include this within our finance policy/handbook.

Agenda item 5: Escalations and Considerations

No new escalations or issues were reported regarding safeguarding, GDPR, health and safety, or equalities.

Agenda item 6: Workplan/Project updates

Updates as per the board papers.

6.1 – PMC will link with PJ on this project.

6.3 - Carers Centre under tender currently. They have remodeled the young carers pathway following the work we did last year.

6.7 – Board in agreement.

Agenda item 7: Co-design & Co-production strategy statement

Discussion as follows:

In relation to the NHS plan focusing on tech and AI, DS identified the need to have a good understanding of how this would work, considering digital inclusion, what are the alternatives for people who are unable to use technology.

PM suggested a memorandum of understanding, for example, in principle this is what we are trying to achieve and that's what you're signing up for. This will mean that everyone starts on the same page and understands what we are aiming to achieve and defining the roles within that.

PJ is currently talking to the council regarding accessing/sharing information, including the current role of Living Well North Tyneside and digital inclusion. The issue is not knowing what services are available, which could highlight the need for a printed magazine/community newsletter. Need to think about how we would generate some income to bring this back.

Agenda item 8: Budget planning (closed session)

Agenda item 9: Finance update and delivery

No updates discussed.

Agenda item 10: Any other business

No other business was discussed.