

Minutes of Board meeting in public
Held at 2pm in Health & Well-Being Centre, Church Stretton
Wednesday 6th September 2017

Present: Daphne Lewis DL Chair
 Terry Harte TH
 Vanessa Barrett VB
 David Voysey DV
 David Beechey DB
 Jane Randall-Smith JR-S

In attendance: Steph Dunbar Minute Taker

1. Welcome, introductions and apologies

Apologies were received in advance from Anne Wignall, Angie Saganowska, Steve Price, Rosie Wood.

2. Declarations of interest

There were no declarations.

3. Board meeting in public held on 23rd May 2017

a) Approval of minutes

The minutes were agreed for accuracy and signed by the Chair.

b) Action plan

It was noted that a policy review meeting would take place in October to review the Safeguarding policy and other key policies in advance of the recommissioning.

c) Matters arising not on the agenda

There were no matters arising

4. Governance

a) Risk Management

The updated matrix was provided and discussed.

It was agreed that risk E3a (Risk that HWS is unable to respond to NHS FutureFit and the STP pressures) should be increased back to a high likelihood following on-going concerns regarding the STP and HWS capacity.

It was agreed to hold a review of the risk matrix in November, following the submission of the HWS recommissioning tender.

Action: JR-S/SD to arrange risk review meeting for November

b) Policy Review

A report of changes made to five policies at a recent review was provided and discussed. The Board accepted the changes and approved the following policies; Confidentiality; Complaints; Enter & View; Records, Retentions and Disposal and Lone Working.

It was agreed to arrange a policy review meeting for early October to update the Safeguarding policy and other key policies in advance of the recommissioning.

Action: JR-S/SD to arrange October policy review meeting

5. Finance and H.R.

a) Management accounts to end of June 2017

A report was provided and approved by the Board.

6. Reporting

a) Chairs report

A report was provided for information.

JR-S gave an update on the services provided by ShropDoc locally following the announcement that they would no longer be providing the GP contract for Whitchurch Medical Practice.

b) Board member reports

A report was provided for information.

c) Chief Officer's report

A report was provided for information.

7. Current activities

a) Reports from Committee meetings

i. Enter & View

An update was provided as part of VB Board report.

ii. Intelligence

JR-S thanked the Intelligence Officer, Brian Rapson, for his hard work in updating HWS intelligence systems and website since he started in May. The new approach to the Committee itself was well received by the membership.

iii. Marketing

A report was provided for information by Anne Wignall.

JR-S advised that the HWS Annual Event would be taking place on 23rd November 2017 at the Guildhall in Shrewsbury. The morning session will be called 'Who's talking' and would feature the HWS research grant holders. The afternoon session will be called 'Who's listening' and will be facilitated by Jim Hawkins, with the Chair of HWE opening.

8. A.O.B., if notified in advance

TH discussed a recent news article about mens heart health being impacted due to lifestyle. It was suggested that 'mens health' could be covered as a future hot topic or discussed at the Health and Well-Being Board.

TH raised the prospect of a new genetic test for dementia (from America) that could be beneficial for Shropshire as there is a huge impact on services with ageing population. It was agreed that JR-S would follow up.

Action: JR-S to follow up

9. Questions from the public

There were no questions.

10. Dates of future Board meetings

29th November 2017, 2pm, *venue TBC*

w/b 26th February 2018 (*date and venue TBC*)

Annual event: 23rd November 2017, Guildhall, Shrewsbury.

11. Resolution to manage confidential business in a closed meeting

The resolution was agreed.