

HEALTH TASK GROUP MEETING

Minutes of the meeting held on 2.4.09
Main Meeting Room, Eastfield Clinic @ 2.00pm

Present:	DS	- Deborah Slaney	Manager, Adult Nursing Team LDS (Chair)
	GM	- Dr George McIntyre	Carer Representative
	PB	- Dr Phil Bennett	Consultant Psychiatrist LDS
	LT	- Lynne Taylor	Health Facilitator, LDS
	SH	- Sue Haley	Speech and Language Therapist LDS
	SB	- Steve Brookes	Commissioning
	GP	- Gillian Payne	Carers Representative
	TW	- Tracey Wright	Modern Matron, Scarborough
	NO	- Nicola Owens	Co Health Assistant
	SN	Sarah Newsome	Business Manager, Acute

In Attendance: Di Burlingham Minute Taker LDS

1. Apologies

Apologies for absence were received

- CG – Caroline Graham, Senior Dental Officer, N Yorkshire Dental Service
- CP - Carla Pawson, Manager, Children’s Health Team LDS
- KM - Kay Mansfield, Manager, Stakesby Road, Whitby
- GR- Gill Rosser, Dental Hygienist, Northway Clinic
- SG – Sue Glew, Team Manager, Milestone House
- HW – Hilary Woodward, Modern Matron, Bridlington

Copy of minutes for information

Beverley Thorpe, Acting Service Manager for information
Stuart Lomas, Partnership Board Lead
Anna Nockles, Adult and Community Services
Rowena Smith, Clinical Standards Co-ordinator
Mel Bradbury, Assistant Director - Vulnerable People and Third Sector

2. Matters Arising

- **Minutes of last meeting** – Amendment to 5. Review SALT – Intensive Interaction Training lead by SALT and co-presented with OT.
- **Meeting with Commissioning** – GM still has’nt received feedback. BT following up a letter from a carer. **Action – DS to follow up with BT (no available facilities in local area) GM said that hydrotherapy facilities need to be consistent across the North Yorkshire area**
- **Working well together** – Discussed at Partnership Board



- **Essence of care** – Discussed at Partnership Board
- **Supporting Acute Sector** - Working Together document from Valuing People which was taken to Partnership Board for discussion. **Action – Letter to be actioned from Michael Pitts, Chair of Partnership Board to Commissioners/Chief Executive to ask how this document will be supported (<http://valuingpeople.gov.uk/dynamic/valuingpeople118.jsp>)**
- **SALT – SH feedback that AE had been successful with LD Post**

3. Health Facilitator Feedback

Big Health Day:

LT feedback – 147 attended. All information has been returned to Annette Enzor for collation. Steve Brooks confirmed that the package would be ready by Monday 6th April and sent to the Chief Executive Janet Brown and an action plan would be produced. SN said the acute sector had been unable to attend on the day as the Modern Matrons were not in post but would be picking up on the action plan. **Action - LT to pass the responses through to Hilary Woodward, Tracey Wright, Modern Matrons and Teresa Fenwick and Diane Swiers, Director and Deputy Director of Nursing.**

GM feedback comments from carers and service users who had expressed their view that this was not just another health day where nothing happened or seemed to happen. Annette Enzor is presenting feedback to the Carers Seminar in May.

DS said that this event should be Partnership Board driven in the future. **Action - DS to write to Chair of Partnership Board and Task Group Chairs regarding future planning.**

PB asked SN if links could be formed on the medical side. She recommended that contact is made with Mark Andrew, Medical Director. **Action - PB and LT to make contact. SN to advise him by email**

LT The Training Package (DES) is almost ready and is receiving final costings and then back to Mel Bradbury for agreement. LT feedback on her discussions with GP's and take up of the training. SB offered support with his background in facilitating education.

LT – A discussion took place around Information Sharing and the difficulties being experienced. **Action – LT and DS to discuss with BT with a view to writing through appropriate channels**

Ongoing discussions regarding sharing of information between Social Services and GP's – **Action - GM writing to Chief Executive – Jane Brown**

Co Health Assistant Feedback

NO – Read out a letter she had written to the Chief Executive of the Acute Trust following the Ombudsmen Report to ask what is being implemented to resolve the problems. SB also suggested that the letter was copied into Gary Hardman, Director of Nursing and Patient Care GM suggested the letter was copied to Jane Brown Chief Executive of PCT **Action – Group agreed letter to go out**

4. Commissioning LD Services – Steve Brookes

Steve Brookes, outlined his role within commissioning and explained that LD Services were high on the agenda. He also added that he was taking the lead on LD in his role as Head of Vulnerable People and Third Sector. LD would be the theme for the next year. A discussion took place around this. SB was available for support and Annette Enzor or he will be attending the Health Task Group on a regular basis.

5. Green Light Audit – DS

Deborah had completed the audit with tight timescales and had been unable to consult with carers/service users. A discussion took place. PB had presented the new simplified policy to the Partnership Board in February and had received no feedback. Agreed it should be an agenda item to feedback to the Partnership Board on a yearly basis. **Action – PB copy to SB**

6. Podiatry/Dietetics

Invites sent and hopefully representatives attending in the future.

7. Feedback from Partnership Board Meeting – GM

GM said there was a problem with service users attending the meeting from the Speak up Forum due to lack of support from advocacy. GM to write to lead of partnership board regarding advocacy issues. **Action - DS would raise this at Task Group Chairs/Helen Beavers.**

8. Feedback from Task Group Chairs – DS

Minutes are now being shared across all sub-groups.

9. Update on Dental Services – GR

Apologies received from dental.

10. Any other business

- The Hospital Booklet has now been funded and in circulation on wards. SN said that TW and HW would measure and audit the data and outcomes and ensure that the booklet was being used. Ideas were discussed to ensure the profile is raised
- Yorkshire Ambulance Service – DS explained about a letter from the Partnership Board

Summary of Actions:

- **Action – DS to follow up Hydrotherapy concerns with BT (no available facilities in local area) DM said that facilities need to be consistent across North Yorkshire area**
- **Action – Letter regarding Working Together to be actioned from Michael Pitts, Chair of Partnership Board to Commissioners/Chief Executive to ask how this document will be supported**
- **Action - LT to pass the responses from Big Health Day through to Hilary Woodward, Tracey Wright, Modern Matrons and Teresa Fenwick and Diane Swiers, Director and Deputy Director of Nursing**
- **Action - PB and LT to make contact with Mark Andrew Medical Director . SN to advise him by email.**
- **Action - DS to raise at Partnership Board and Task Group Chairs regarding future planning of Big Health Day.**
- **Action - GM writing to Chief Executive regarding Information Sharing**
- **Action – DS/LT to discuss info sharing with BT with a view to writing through appropriate channels**
- **Action – Group agreed letter to go out to Chief executive of Acute Trust.**
- **Action – PB to copy Mental Health/ Learning Disability Interface document to SB**
- **DS would raise issues regarding Service users not always attending Partnership Board or Speak up events at Task Group Chairs/Helen Beevers.**

FUTURE MEETINGS:

2.4.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
4.6.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
6.8.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
8.10.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
3.12.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
4.2.10 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC