

MINUTES

Meeting:	HWCB Board Meeting in Public
Date:	Tuesday 12 th December 2017
Time:	18.00 to 19.30
Venue:	The Rufus Centre, Steppingley Road, Flitwick, MK45 1AH

ATTENDEES:

First Name	Surname	Initials	Role
Diana	Blackmun	DB	CEO
Catherine	Davies	CD	Director
Linda	Grant	LG	Director

APOLOGIES: Dave Simpson

		ACTION
1.	Welcome and apologies noted from Dave Simpson.	
2.	<p>Guest speaker – Michelle Bradley, Director of Bedfordshire Mental Health and Wellbeing Service, ELFT</p> <p>CD introduced the guest speaker, Michelle Bradley from East London Foundation Trust (ELFT). Michelle began by explaining the Community Mental Health Service (CMHT) vision statement and the key underpinning principles which includes improved access, a skilled workforce and ‘breaking the stigma’. Michelle recognised that the majority of service users, if not critical (in crisis), have to wait 28 days before being seen. This needs to improve and the revised principles will address this. For example, ELFT will be looking at core competencies of staff within the CMHT’s and the need for enhanced skills to offer a greater range of services and to ‘break the stigma’ amongst their own staff to ensure they are also able to talk openly about mental health issues.</p> <p>The progress so far includes the implementation of the Operational Management Restructure at ELFT and Michelle explained how the service will look long term. This will include Primary Care Mental Health Teams (PCMHT) in Mid Beds, Bedford and South Beds. The first PCMHT will be set up in Bedford in January 2018. This will provide a prompt response to GP’s as Teams will triage all the referrals and support</p>	

	<p>people with severe and enduring mental health problems, with a quick way back into the service should they need it. Recovery College courses have been expanded and more provision allocated across Central Bedfordshire which includes Art Therapists. The expected outcomes from these improvements include improved responsiveness and more people being supported in primary care settings. Michelle explained that ELFT has been targeted with reducing A & E admissions by 10% which is a big challenge. To address this ELFT are looking at staff working later and at weekends and also at Planned Admissions. Michelle gave details of Adult CMHT's across Bedfordshire including the Older People's CMHT's. Next steps include recruitment of a Dementia Nurse Specialist (Feb 2018) and to implement Support Worker roles in adult CMHT's (June 2018).</p> <p>Questions included type of care and support currently provided for young people which needs to be improved as mental issues are rising exponentially amongst the younger age group, particularly those who are leaving full time education. Michelle explained that if a young person goes to A & E they will see a qualified mental health professional within 2 hours but ELFT are hoping to reduce this to 1 hour. In addition, nationally there is a drive to provide better support for young people and ELFT are looking at more investment in CAMHS and in schools. Michelle recognised that there is not currently a 24 hour crisis line for young people so they are put through to the adult's team which is not best placed to help them. ELFT are addressing this through their new management team structure.</p> <p>LG wanted to know why there is a need for an Older Peoples Team as all older people should be referred to as 'Adults'. Rather than having to move from one team to another when they are deemed an 'older person' (age 65) this can be avoided if all adults were dealt with by the Adult Mental Health Teams. Michelle explained that national guidance and the Royal College of Psychiatrists recommendations detail that people are identified in this way.</p> <p>DB stated that the recognised trend from comments received by HWCB pointed towards the rudeness and unhelpful attitude of staff to service users based at various CMHT's in Central Beds. Michelle asked for a summary of comments to be sent direct to her for action. Action for DB.</p> <p>A full copy of Michelle's presentation is available on request.</p>	DB
3.	Minutes of previous meeting agreed.	
4.	<p>CEO Update</p> <p>DB reminded all that HWCB AGM took place on 8th Dec where a wealth of HWCB information was shared. Brief update given on current activities; summary given below:</p>	

	<ul style="list-style-type: none"> ▪ BLMK STP - Attended Public Voice Partnership meeting on 16th November – shared local HW BLMK STP report from our recent survey to ensure the STP leads were aware of the extent of public awareness of the STP and to encourage the use of plain English in all their communications. Over 340 local residents responded to the questionnaire (64 in C Beds). ▪ Bedford / L & D Hospital Merger - The BCCG, held information evenings in Luton, Bedford and Central Beds for the public to hear about the proposal with the opportunity to ask questions/ share views. ▪ HW Luton / HWCB: Currently preparing a draft document; 'Formal Joint Working Arrangement' between HWCB and HW Luton to work more closely together following STP developments and Hospital Merger. ▪ Mental Health 'Drop In' Sessions: Met with LG to help support the independent setting up of 'drop in' sessions for MH service users as funding was withdrawn. Sessions originally facilitated by Mind. LG has successfully helped to empower service users to facilitate and manage their own sessions. Group called 'Minds2gether'. LG has since received support from ELFT with some funding and insurance for the group. DB to ask LG if we can write an article in HWCB Winter Newsletter to help promote the group. ▪ Circle, MSK Services: Independent Survey on our website and widely circulated. Planned visits to MSK treatment Centres has started (6 visits planned) with support from volunteers. Also letter in draft to be sent direct from MSK to their patients. Over 25 surveys completed so far plus an additional involved complaint that has been raised with Circle. ▪ Young HW – Completed interviews with young people exploring mental health issues in partnership with Adam Payne at Youth Action. Will develop draft report based on conversations; to be shared with key Stakeholders. This will also link in with HW Eng latest consultation reporting experiences of MH Users and the recent MH Green Paper about YP's mental health. ▪ GDPR: Updated guidance from HW England. Will have implications for all local HW. HW Eng running webinars. Listed 3 options for appointment of GDPR expert in organisation: 1. Part of wider org; 2. LA act as data controller; 3. Pay external organisation to be your data controller (this could be at regional level). ▪ Mentor for DB: Sourced and appointed – nil cost to HWCB. Will assist with DB development and support. ▪ Christmas Office Leave: HWCB office closed between Xmas and New Year due to leave requests and part-time staff. Not a front line service. Information will be on our website and message on phone. <p>The full CEO report is available on request.</p>	
5.	<p>Financial Update:</p> <p>DB advised the following:</p>	

	<ul style="list-style-type: none"> ▪ Appointed new Accountants: GKP Chartered Accountants based in Ampthill. They have prepared our annual accounts for the Charities Commission and for Companies House which will now be submitted following approval at the AGM. ▪ HWCB received a letter from HMRC with regard to VAT Registration. Following a meeting with HMRC/HW Eng, this has now been resolved. ▪ Recently appointed HWCB volunteer, Nicola Kidby, who records our financial activity on SAGE software, to be part of HWCB's Finance & GP Committee. Next meeting will be in January 2018 where we will be putting an Action Plan in place to ensure our financial records continue to be robust and the organisation can work efficiently and economically. ▪ HWCB are in a very healthy financial position moving forward in terms of the activities and engagement work we have planned and, thanks to a 3 year grant from the Local Authority, we are now in a position to make some long term plans for our future development. 	
6.	<p>AOB</p> <ul style="list-style-type: none"> ▪ Additional questions posed with regard to MB's presentation from audience members. DB agreed to forward to MB for a response. Action for DB. ▪ DB reminded members that HWCB Winter Newsletter will be published in January 2018 and we are looking for articles and any volunteer willing to share their profile. ▪ CD thanked everyone for joining us and reminded members to put forward ideas for guest speakers for future Board meetings in public. 	DB
7.	<p>Date of next Board Meeting in public:</p> <ul style="list-style-type: none"> - Tuesday 13th March, The Incuba Centre, Dunstable, starting at 6pm. 	