

**Engagement Committee  
DRAFT MINUTES**

**Date:** Tuesday 4<sup>th</sup> December 2018

**Time:** 10.00am – 1.00pm

**Location:** Meeting Room 3, The Courtenay Centre, Kingsteignton Road, Newton Abbot TQ12 2QA

<b>Item</b>	Discussion	<b>Action**</b>	<b>Decision taken by (ie SDTCCG o/and NEW D)</b>
<b>1.</b>	<p><b>Welcome and Apologies</b> CP welcomed all to the meeting and introductions were made and apologies were noted below.</p> <p><b>Members Attendance:-</b> Chris Peach (CP), Chair, Andrew Millward (AM), John Amosford (JA), Dr Rob Bromige (RB), Tony Gravett (TG), Pat Harris (PH), Mac Hood (MH), Carol McCormack-Hole (CMcC-H), David Rogers (DR), June Wildman (JPW), Barry Wheeler (BW) and Roger Trapani</p> <p><b>Attendees:-</b> Nick Pearson (NP), Michelle Green (MG), Councillor Kevin Ball (KB), Councillor Barry Parsons (BP), Derek O'Toole, and Lindsey Shaw (LS) – minute taker</p> <p><b>Apologies:-</b> Simon Tapley, Nicola Bonas, Jennie Willmott, Becky Armstrong, Gilly Champion, Simon Polak, Sally Parker, Ray Chalmers and Nick Pennell</p>		
<b>2.</b>	<p><b>Declaration of Interests</b> No members present had additional conflicts of interests to declare. Please let LS know of any Declarations of Interest as soon as possible.</p>		
<b>3.</b>	<p><b>Draft Minutes Action Log from the meeting held on 2<sup>nd</sup> October 2018</b> Draft minutes were approved as an accurate record Committee ToR Review are still outstanding (CP) Action log updated EC36 - 180410 Community Urgent Care Services Strategy – AM is meeting with Jo Turl and will update at the next committee meeting in February 19 Mental Health Strategy – Andrea emailed the dates to the group (CP)</p>		
<b>4.</b>	<p><b>Positively engaging with communities across Devon</b> AM introduced Kevin Ball and Barry Parsons and thanked them both for making the time to come to the Engagement Committee. AM explained that Devon had been recognized as an exemplar and had been invited to attend a National Conference last month with communicators from NHS England. Both Barry along with Kevin (who was featured) attended the conference. Kevin shared his experiences about developing strong partnerships with the local communities. KB gave his presentation to the committee. KB explained the background of</p>		

<p>Okehampton and how the residences felt unheard and frustrated and there was a need to rebuild trust again. He gave an overview of the challenges and problems Okehampton faced and KB went on to discuss the positive outcomes with working together as a community and how KB was able to support and challenge. There were 9 Key messages that KB explained, these can be found in the presentation slides.</p> <p><b>Action LS to circulate slides to the Committee members</b></p> <p>BP thanked KB and introduced himself. He reiterated what KB had said and went on to talk about Holsworthy. BP said there was a need for trust and confidence, effective communication, collaboration and key partnerships to ensure that communities engage with one another. BP explained that as Councillor's the communities need to use them more as they can be beneficial, he mentioned the refreshing approach from the CCG who started to listen which opened up the dialogue and eventually the programme was implemented in April 2018. However, this is still work in progress but going in the right direction.</p> <p>AM felt that by KB and BP sharing their experiences in person this was a helpful exercise and to summarise we need to listen, build trust, be flexible and see the bigger picture.</p> <p>KB and BP were happy to answers any questions or take any comments. KB said that we need to be brave and face up to the changes and that local councilors do know their communities. NP backed him up by saying that both councillors understand their own areas well, that it was about timing and that both KB and BP stepped up in helping to make these changes. Ultimately they believe it what they are trying to do.</p> <p>JW mentioned the Western Locality hadn't had the support even though they still have the hospital; there is a feeling that Tavistock is not included in the health and wellbeing alliance. CCG is not represented.</p> <p>AM mentioned how we continue doing this within other areas, where do we do it, when and with whom?</p> <p>CMcC-H said that we need to show people what we DO have in our communities and that this is a good starting point.</p> <p>CP said that getting GP's on the same platform would be good.</p> <p><b>MAPPING WORK ACROSS DEVON</b></p> <p>RT mentioned about mapping, AM explained that the mapping exercise has already started and need to test where we are doing it well (e.g. Axminster, Budleigh and Cranbrook) and places not so well. For example on the 23<sup>rd</sup> November – led by Adel Jones from the RD&amp;E. We need to know what engagement activities are happening across Devon e.g.provider, CCG and mental health, the picture is still incomplete. DCC are currently mapping all their activities and this is a big piece of work which Phil Norrey is involved in and this is work in progress.</p> <p>RT mentioned the experts and academics and a discussion took place with AM RT suggested the potential of having a conference but currently still planning the next steps.</p> <p>AM said that they will be recruiting someone which will be a joint post between NHS &amp; DCC.</p> <p>MH asked if we were spending the money wisely and looking at the money needs to be a priority. AM explained that of course money is important but it's not just that, we have to support the communities and AM mentioned about the DCC campaign in fighting loneliness and the joined up work with each other.</p> <p>PH asked that Torbay is on the map and that other health watches meet more.</p>	<p>LS</p>	
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 South Devon and Torbay Clinical Commissioning Group

5.	<p><b>NHS Long Term Plan</b></p> <p>AM discussed the publication of the long term plan which is due to be published in December, the strategic direction for the service AM believes is written in a really good way. The plan is about starting well in life, living well and aging well. Government has committed extra funding. Key points 1) to invest more in mental health 2) invest more in prevention and less in acute services. Devon has to have its own version of the long term plan by Summer 2019. As it stands NHS England have engaged with staff/services and they have committed monies to healthwatch around the long term plan. By having good local engagement, makes it easier to talk to people.</p> <p>TG commented that they were aware of the additional funds but that no actual details from NHS England had been announced yet. PH commented about the relationships with the CCG is not a given but that there is some consistency at a national level which will do Devon some good. AM said that we need to refresh our STP plan which should be ready for Summer 19 but no dates yet. Dame Suzi Leather intends to have a version ready for March 19.</p>		
6.	<p><b>Mental Health Strategy</b></p> <p>MG joined the meeting with DOT to give an update on the mental health strategy. MG said that the initial engagement had been extended for an additional two weeks. DOT said the extra two weeks were to keep the momentum going and to give a true and more up to date picture. Between the 7<sup>th</sup> Sept to 19<sup>th</sup> October 503 people accessed the survey and there were 3300 pieces of qualitative analysis from the survey, 80 people attended the event, 35 people and organisations shared feedback in other forms. 59 people have asked to stay in touch and be involved in the future engagement.</p> <p>There are a number of key themes:- the level of aspiration, style and definitions, awareness and stigma, prevention, promotion, wider determinants. The engagement report being developed will explore the engagement listening and learning in more depth and with the feedback this has evolved into a final vision statement. MG said that as a result of the engagement work they have revised the vision for mental health, changed the strategic approach, shared good experiences, reflected, adjusted the language, developed relationships with people carer's etc. The next steps: - we are currently completing the analysis of the events, interviews etc. The STP M/H and wellbeing strategy engagement report will be developed and finalised with the STP Mental Health Engagement Panel through January and February. The revised strategy is being considered by Executives in the Mental Health Care Partnership board along with the key themes summary.</p> <p>MH asked how big the mental health problem was in Devon. DOT replied by saying that a quarter of the population experience mental health problems and that two and a half million people access services nationally. DOT went on to say that there is an increasing impact on specialist mental health services and that a strategy for early intervention is required. DOT went on to say that the numbers are increasing; early intervention is required to redress the balance. CP said that this is well documented.</p> <p>The engagement report will be produced in March. Dementia to be included in the mental health engagement report – mental health team has taken note.</p>		
7.	<p><b>Teignmouth Update – Draft Consultation Document and Plan</b></p> <p>NP referred to the document which sets out a proposal to further investigate services within Teignmouth and the surrounding area. NP explained that there were 10 key points arising from the engagement that took place in 2016. The clear vision being for GP services to come together under one roof, to further</p>		

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	<p>integrate primary care. NP mentioned that there was a split in opinion with the local community regarding having a new health and wellbeing centre and not keeping the old hospital site. The hospital is up a very steep hill and this presents access issues for anyone with physical impairments. NP referred to the draft operational plan for any future consultation, which all members received a copy of. This suggests five public events (3 in Teignmouth and 2 in Dawlish) which would take place in the daytime, evening and weekends, to widen access for as many people as possible. These events may be run using a ticket system, so that everyone has an opportunity to attend. The plan also suggests pop-in sessions, which are useful for members of the public who might not be able to access the consultation document through other routes. Health watch are identified in the plan to help with events, collating feedback through the consultation, analysing this and producing a final report spoke about postcards that would be distributed to every household in Teignmouth and Dawlish to signpost people to the online questionnaire, recognising the importance of reaching all households. NP mentioned the use of social media to have honest and transparent conversations.</p> <p>Brunswick Street was mentioned as an option but there were still hurdles to overcome in terms of planning. RT endorsed the draft and felt that it was a very positive, straightforward and readable document. He congratulated NP and the comms team on how well it was presented. He raised a point about page 84 have you read this vision? Should be reworded to say 'do you understand our proposals or do you think our proposal will....' RT mentioned equality and quality assessments/secondary care/medical specialists and changing the wording to say 'usually in a hospital setting'. NP will discuss with RT about looking at different wording within the document.</p> <p>Discussion took place with the members along with questions.</p>		
	<p><b>Comfort Break</b></p>		
<p>8.</p>	<p><b>Update on CCG Merger</b></p> <p>AM the two CCG's have been working closely together over the last year with plans to merge. This process is implemented through NHS England and the CCG's needed to demonstrate support of the merger. Paul Johnson and Simon Tapley visited and listened to GP's, Practice Managers, all of whom had different views. On the 28<sup>th</sup> November Torbay and South Devon execs invited GPs to an event, where they held a Q&amp;A on the merger. 16 GP surgeries attended. The poll took place from the 29 to 30 November (this was the 2<sup>nd</sup> poll) and 21 practices voted in, 6 against and 1 had no view. Application went in on the 3<sup>rd</sup> to confirm and consider the merger; the final decision will take place on the 12<sup>th</sup> December. Once confirmed it will take full effect from the 1/4/2019</p> <p>CP spoke about a merged CCG and how do we develop the engagement structures and partnerships to support it. CP commented that people want to know more about what is happening in their town rather than at STP level</p> <p>AM In terms of savings across the CCG's it would be around 20% on overhead costs. Within the next 4 years the forecast would be a 10 million saving this is based on 17/18.</p>		
<p>9.</p>	<p><b>Support for PPG's across Devon</b></p> <p>A discussion took place with the members about the network of PPG's. There needs to be consistency across the county, CP recommends a letter is sent out to all the PPG's. MH questioned how many practices don't have PPG's, AM explained about building a database to try and support them.</p> <p><b>Action:- AM/NP to send out a letter to all the PPG's</b></p>		

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10.	<b>Involvement and engagement report (Attached)</b> Outstanding item		
11.	<b>Committee Business Forward Planner (Attached)</b> Survey monkey		
12.	<b>Any other Business</b> AM Planning for winter AM Staff vaccinations for staff at risk AM congratulated the STP Comms team for winning a Gold and Silver Award at the CIPR pride Awards – MH also gave a personal congratulation. <b>Action:- LS To send all members of the committee the new structure chart</b>	LS	
13.	<b>Date of next meeting:</b> Tuesday, 5 <sup>th</sup> February in the Committee Suite, Newcourt House, Exeter All meetings will commence at 10.00am – 1.00pm		

<b>Attendees</b> (attended* / apologies <sup>A</sup> )	
<b>Name and initials</b>	<b>Title and organisation</b>
*Chris Peach (CP) (Chair)	Meeting Chair - South Devon & Torbay CCG
*Andrew Millward (AM)	Devon STP
*John Amosford (JA)	Devon County Council
*Rob Bromige (RB)	Joint Clinical Representative (SD&T CCG)
*Tony Gravett (TG)	Healthwatch Plymouth
*Pat Harris (PH)	Healthwatch Torbay
*Mac Hood (MH)	Public Representative
*Carol McCormack-Hole (CMcC-H)	Public Representative
*David Rogers (DR)	Healthwatch Devon
*June Wildman (JPW)	Public Representative
*Barry Wheeler (BW)	Public Representative
*Roger Trapani (RT)	Public Representative
<sup>A</sup> Simon Tapley (ST)	South Devon & Torbay CCG
<sup>A</sup> Simon Polak (SPo)	NEW Devon CCG
<sup>A</sup> Jennie Willmott (JW)	Meeting Chair - NEW Devon CCG
<sup>A</sup> Nicola Bonas (NB)	NEW DEVON CCG
<sup>A</sup> Becky Armstrong	South Devon & Torbay CCG
<b>Attendees</b>	
*Lindsey Shaw (LS)	NEW Devon CCG
*Michelle Green (MG)	NEW Devon CCG
*Derek O'Toole (DOT)	NEW Devon CCG
*Nick Pearson (NP)	NEW Devon CCG
*Councillor Kevin Ball	Devon County Council
*Councillor Barry Parsons	Devon County Council

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Minutes approved	Date:	Signed by chair:
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