

Health and Wellbeing Project Meeting

Thursday 9 March 2017

Whitestone Surgery

Notes of the meeting

Present:

Hay Sharma
Dr Sacha Simon
Mike Slemensek
Ian Cumming
Rachel Robinson

Apologies:

Di Kent
Jeff Morgan
Andrea Randall

1. Notes from the previous meeting

1.1 The meeting notes were agreed.

2. Survey form and methodology

2.1 Rachel reported that the survey form web version is almost finished and the board agreed that the development of the survey form has been an excellent job. Sacha suggested that the survey includes a question that covers consent issues – this will be included. Work needs to be done to involve the Communications Team in the planning of the survey launch.

3. Communication Strategy

3.1 Mike referred to the previously circulated strategy document which has been updated with comments from the last meeting. The draft was signed off by the board.

4. Project Funding

4.1 Mike informed the board that the following funding had been approved in principle to be transferred to the PPG for use on the project:

- £2,000 from WCC Public Health and Community Safety and Locality Working
- £2,000 from WCC Community Safety and Locality Working to Guideposts for HERE subscriptions fees

4.2 Mike discussed that an application from the PPG to Cllr Morgan for Councillor Grant funding should be submitted by the PPG before the end of the month.

5. Free subscription to HERE for survey participants

5.1 Mike and Ian spoke of the intention to include a free subscription to HERE during the door knock survey. This was welcomed and Rachel offered to check to make sure this was not in duplication of services already offered by WCC dementia navigator service. Ian described how the HERE service was a wide-ranging support facility for older people generally.

6. Directory of Services booklet

6.1 Mike and Ian spoke about the development of the booklet and both will work with Anne Deas to produce the finalised version.

7. Sub group meeting – 23 March

7.1 Mike reported that the inaugural meeting has been set up at the Volunteer centre in Bulkington from 12-2pm. Hay will not be able to attend but Di will be back from holiday and may be able to attend. Hay will confirm.

8. Key Performance Indicators

8.1 Sacha spoke of the importance of selecting good KPIs for the project to stand the pilot in good stead when it comes to evaluation. This was agreed and further work will be done to establish these – drawing upon the KPIs that are already mentioned in the Hub model.

9. Next meeting

9.1 Thursday 13 April 2017