EXECUTIVE COMMITTEE MEETING OF THE PATIENTS’ FORUM – MAY 4th 2018

**Attendance: Sister Josephine Udine, Audrey Lucas, Adrian Dodd, Beulah East, Lynn Strother, Joseph Healy, Malcolm Alexander**

1. **LAS STRATEGY**
2. **The Chair Heather Lawrence has written to the Patient’ Forum following our criticism of the LAS engagement exercise on the new LAS strategy. A meeting has been arranged with Heather and CE – Garrett Emmerson on May 29th to discuss this issue. Heather would also like to discuss the relationship between the Forum and the LAS**
3. **Agreed that Joseph Healy, Sister Josephine and Malcolm Alexander will be the Chair and CE of the LAS on May 29th at 12noon.**
4. **Members welcomed the opportunity to further development the relationship between the Forum and the LAS and agreed to provide a draft Memorandum of Understanding between the Forum and LAS to the Chair and CE to consider.**
5. **Statutory guidance: Agreed to prepare a note of statutory guidance regarding the duties of the LAS to involve and consult with the public in order to assist the Chair and CE of the LAS to better understand the role of PPI in the NHS.**
6. **Agreed to copy all correspondence to the CQC.**
7. **Agreed to collect details of Members skills and experience in order to increase the number of members who are experts by experience’ who can become involved in specific areas of service development.**
8. **QUALITY ACCOUNT – 2018 - FORUM RESPONSE**
9. **Noted that the Forum’s response must be in by May 14th 2018.**
10. **EC discussed the Forum’s response and recommendations.**
11. **Noted that the LAS response to the previous QA had been poor. The outcome will be written up and published on the website.**
12. **PUBLICISING THE WORK OF THE FORUM**
13. **Agreed to film future meetings of the Forum if possible by live streaming and place on website and Utube.**
14. **Agreed to recommend to the LAS that in view of the access problems to Board papers that their meetings are live streamed and placed on Utube.**
15. **Agreed to raise again the issue of access to Board papers and to seek advice from NHS Improvement. Agreed also to check process in other Boards and Transport for London.**
16. **MISSION STATEMENT AND OBJECTS**
17. **Agreed to submit the Mission Statement to the AGM for confirmation of content.**
18. **Objects of the Forum. Noted that these are not subject to the opinions or views of the LAS as they are the founding principles of the Forum. They can only be changed through a decision of Members of the Forum. The Forum is an independent body.**
19. **Forum Website: Noted that the number of hits to the website in relation to the governance of the Forum had increased substantially.**
20. **BUILDING RELATIONSHIPS WITH THE MAYOR OF LONDON AND THE ASSEMBLY**
21. **Noted that the Assembly has requested a meeting with the Forum prior to their review of the LAS. Agreed to meet Lucy Brent to discuss the review. Malcolm, Joseph, Lynn and Beulah to attend (hold meeting in a Thursday or Friday).**
22. **Agreed to arrange meeting with Amanda Coyle, Assistant Director, Health and Communities and colleagues to discuss the Forum’s report on ambulance queuing following the April 9th meeting.**
23. **LAS SERVICES TO HOMELESS PEOPLE**

**Agreed to hold a meeting in September or October on this issue and invite:**

* **Samad Billoo – LAS and Palmers Green Mosque – leads work with providing health advice and care to users of food banks.**
* **LAS lead on homelessness**
* **GLA lead on homelessness**

1. **SPEAKERS ON SPECIAL CONDITIONS**

**Health conditions will include:**

1. **Epilepsy – Sept or Oct – Forum member to lead. Also invite Briony Sloper and national epilepsy organisations.**
2. **Mental health care – especially regarding patients detained under s135 & s136 of the Mental Health Act and those who have been transported by the NET service. Speak to mental health hospital to discuss methodologies to gather qualitative feedback from patients who have been detained under the MHA.**
3. **EC agreed that the problem of access to data would be easily resolved by LAS requesting consent from people who have used services and that this approach mirrors the statutory Enter and View function of Healthwatch.**
4. **Contact Cllr Jackie Meldrum, Lambeth councillor who has statutory responsibility for adult social care of older people, people with disabilities and those with mental health issues, including safeguarding and monitoring performance of all aspects of social care services for adults across the Lambeth Council and its partners.**
5. **PATIENT EXPERIENCE IN STAFF TRAINING**

**Stroke – Noted that Courtney Grant – Expert by Experience and Forum member will assist LAS in the development of a training video on stroke diagnosis.**

1. **CONSENT TO ACCESS DATA FROM COMPLAINTS**

**The Forum has been unable to access data from complaints despite support from the Patient Experiences Department and Chief Quality Officer, Trisha Bain.**

**EC agreed that the problem would be easily resolved by LAS requesting consent from people who have made complaints and that this approach mirrors the statutory Enter and View function of Healthwatch.**

1. **EQUALITY AND DIVERSITY COMMITTEE**

**Noted that previous meeting was cancelled and that the next will be on May 8th given only 2 working days’ notice. Audrey and Beulah unable to attend. Malcolm agreed to do so. MA wrote minutes following the last meeting of the E&D Committee.**

1. **OUTSTANDING REPORTS**

**Adrian to provide two outstanding reports.**

1. **DEFIBRILLATOR CAMPAIGN**
2. **Noted that MA and Chris Hartley-Sharpe (LAS defibrillator lead) met with “We are 336” - a Lambeth voluntary sector hub on 4th May to discuss the fitting of a defibrillator.**
3. **Catholic Church – noted that Southwark and Westminster Cathedrals have currently got no defibrillators. Agreed to write to Monsignor Dickens, the Vicar General for Southwark Diocese to seek advice on the extension of the campaign.**
4. **Noted the Boots poster has been modified and the Boots logo removed following threats from the Boots Vice President. Agreed to write to Vice President asking for an update on progress.**

**End**

**Beulah – 25/5 Lourdes**

**Sister Josephine – Jerusalem – 8/5-15/5**