

EXECUTIVE COMMITTEE REPORT

**July 8th 2015**

**Attendance: Lynn, Angela, Kathy, Malcolm**

1. **Membership of the EC –**
2. Noted that Leslie Robertson has resigned from the EC. Agreed to send her card thanking her for her excellent contribution to the work of the Forum.
3. Agreed to ask Joseph step up to some EC tasks
4. Invite members to put their names forward to stand for EC and provide details of knowledge, experience and what they can bring to the work of the Forum.
5. **AGM** – Noted this would be held in October 2015
6. **Annual Report –** Draft will be ready by end of July 2015.
7. **Survey of members about improving the work of the Forum.**

Natalie is analysing responses.

1. **Safeguarding –**
2. Kathy and Angela will share responsibility in the short term.
3. Obtain dates of meetings
4. Confirm new duties under the Care Act 2014
5. Emphasize need for adequate resources in meeting with Zoe Packman
6. **FAST for Stroke**

 Agreed to take forward issues from recent ombudsman case re response to

 patient with stroke

1. **Forum Publicity**
2. LAS has agreed to distribute fliers to FT members who have attended recent LAS FT meetings.
3. Contact ambulance stations about the July meeting
4. Prepare leaflet and poster about work of the Forum
5. Prepare welcome pack
6. Contact university with departments focussing on publicity/arts/communications to see if student would be interested in developing campaign for publicising work of the Forum.
7. Consider name of Forum and Forum meetings.
8. **Funding**
9. Consider Awards for All
10. Sponsors
11. As about as student project
12. **Agenda for Meetings**
13. July – Briony Sloper – Nursing and Tim Edwards – Pharmacy

Reports from meetings with Fionna Moore, Richard Hunt and Zoe Packman, LAS Equality Committee

1. September – 111 service
2. **CQC Report - Not available yet. Date of Summit not known.**
3. **Mental Health Transport** – MA to attend meeting for pan London/NHS England group on July 13th.
4. **Defibrillators in Supermarkets**
5. Letters sent to Sainsburys – 20 stores
6. Check Dog Kennel Hill? already has defibrillators
7. **Recruitment Report –** Noted 47 front line staff started in May and 44 left.
8. **Commissioners Report**

Noted that Cat A 8 minute performance was 59.36% in June (target 75%) and that 90% of Cat A patients received a response within 90 minutes.

1. **Website Additions**
* What is Forum?
* What do we do?
* How do we operate?
* Why should I join? How do I join?
* Membership forms need to be updated
* Dates of meetings and issues
* Attending our meetings
* What is the Executive Committee? Terms of Reference
* Sitting on committees of the LAS
* Our reports
* Objects of Association and Memorandum of Association

**End**