

Healthwatch Sheffield Strategic Advisory Group business meeting

Date: 12th April 2023, 2-4 pm

Location: in-person Conference Room 1, The Circle, 33 Rockingham Lane, Sheffield, S1 4FW

Present: Judy Robinson (Chair), Verni Tannam, Tim Furness, Trish Edney, Janet Harris

In attendance: Frances Arrowsmith (placement student), Natasha Munoz, Holly Robson,

Mina Clarke, Laura Cook, Lucy Davies

Apologies: Lucy Fox

Meeting notes: Mina Clarke

Item	
1	<p>Welcome and apologies Apologies were received from Lucy Fox, Anna Harman, and Sarah Fowler</p>
2	<p>Declarations of interest</p>
	<p>None declared</p>
3	<p>Matters arising from the previous meeting</p>
	<p>The previous minutes were agreed as a correct record.</p> <p>Matters arising:</p> <p>Pharmacy Lucy still waiting for a response from Jo Tsoneva – Trish to follow up at the Area Prescribing Group meeting next week.</p> <p>Publication of the place-based partnership minutes The place-based partnership minutes are intended to be public and they are published on the website for the ICB. The link to the place-based partnership minutes is as follows: <a data-bbox="325 1496 1433 1570" href="https://www.sheffieldhcp.org.uk/events/?filter_category=sheffield-health-and-care-partnership-board&filter_start_date=">https://www.sheffieldhcp.org.uk/events/?filter_category=sheffield-health-and-care-partnership-board&filter_start_date=</p> <p>GP website health check The Strategic Advisory Group (SAG) heard an update that the GP website health check report has been discussed at the Sheffield Primary Care Commissioning Committee, which is planning an independent audit of GP websites to identify improvements. The GP website health check was also raised at the Health and Wellbeing Board, with particular regard to new patients having to submit proof of ID and/or address at some GPs despite NHS England guidance that this should not be required.</p> <p>Quarterly report Lucy has distributed the January-March 2023 quarterly report to SAG members.</p>

Setting our priorities for 2023-25 – workshop discussion

The group heard an update from Lucy about the progress of the Healthwatch Team in choosing Healthwatch Sheffield's priorities for 2023-25.

- Lucy presented a summary of the analysis of existing intelligence collected by Healthwatch Sheffield over the past 12 months – including specific work to find out what people thought Healthwatch should focus on in the coming years. The Healthwatch staff team had met the previous day to whittle down the long list of potential focuses.
- The findings showed six key areas: mental health, adult social care, pharmacy, specific conditions, specific groups, and children and young people. These key areas are then broken down further into more specific examples. The strongest themes were mental health, referrals, GP access, social care, and hospital discharge.
- Much of intelligence Healthwatch Sheffield gathered related to Primary Care and Dentistry, however, Healthwatch Sheffield feels this is something they focus on in an ongoing capacity and therefore does not need to be a specific priority area.

The group was divided into two tables to discuss the short-list and then fed back about their discussions. Discussions were informed by the Healthwatch Sheffield [decision-making policy](#), as well as a context document presented by Lucy which identified key considerations in the national, regional and local health and social care landscape. The general comments from the priorities workshop were as follows:

- The board considered the value of a short project to demonstrate the purpose of Healthwatch Sheffield.
- The priorities present a unique opportunity to use specific lenses to shine a light on systemic issues where Healthwatch Sheffield can have a strategic impact.
- Healthwatch Sheffield must assess where its expertise is needed and develop a rationale for any lens it chooses for its priorities. As part of this, there is a need to consider the unique perspective Healthwatch Sheffield brings to a project and its partners.
- There is an expectation that Healthwatch Sheffield prioritises the public voice when selecting priorities.
- If choosing to focus on a niche area of health and social care, Healthwatch Sheffield must recognise the risk of this not feeling relevant to certain other groups. This could be mitigated by linking any priorities work to the wider landscape of health and social care.
- Healthwatch Sheffield could choose to work in partnership with community groups and use its capacity and experience to help build on pre-existing work.
- SAG identified a need to outline what sits around the chosen priorities, and how themes such as primary care will continue to remain a focus - Healthwatch Sheffield should actively recognise the importance of these topics to people.

Please see the document 'Summary of Priorities Workshop Findings' for a detailed description of the potential areas of focus:



Summary of
Priorities Workshop

	Action: Further understanding of what the space looks like for each priority area identified is needed (considering work being carried out by other organisations). Decisions need to be made about what's practical to be made a priority, what a piece of work in each area would look like, and how this might then affect change (its potential for impact).
5	Other agenda items
	The discussion about priority areas was very productive and took up the rest of the allotted meeting time. SAG agreed to move the remaining items to next month's agenda: <ul style="list-style-type: none"> • Report from meeting representatives • Mapping meeting representation • SAG membership
8	Any other business
	N/A
9	Date of next meeting and forward plan
	The next meeting will be held on 2 nd May on Zoom. The next meeting will be held in public as the final sign off of the 2023-35 Healthwatch Sheffield priorities will be scheduled for then.