

Forward Healthwatch Rutland Workplan & Budget for 2017/18**Agreed at HWR Board meeting 10.03.17****PROJECTS 2017-18**

- **STP**

This has to remain a high priority as the STP process progresses although timescales remain very vague. It is suggested that this group includes work on the CHC proposals, as it is hoped that this can be joined up by the CCG. Clarity will be required on any additional resources required (workshops, events etc). Timescale: Ongoing

- **Primary Care Survey**

Analysis of the results and the production of a comprehensive report. Steps will then need to be taken to feed this information back to the CCG, with follow up to understand what actions are taken considering the results. We will also use the data to help support patient voice input into the STP engagement and consultation process and in supporting the Oakham Neighbourhood Plan. Timescale: Until June 2017

- **Transfer of Care**

This project ends on 31st March. A comprehensive public report will be produced to share with health and social care providers and commissioners. Timescale: Ends April 2017

- **Adult Mental Health**

Currently issues being addressed by the new Rutland Mental Health Group are: The Keep Safe Scheme, Advocacy Services, Listening Services and the possibility of a county-wide survey to find out what people need regarding mental health services and support. Staff/volunteers represent HWR at the CCG led Dementia Delivery Group. Timescale: Ongoing

- **EMAS**

Quarterly meetings with EMAS will continue but there may need to be a new strategy for HWR to highlight access issues and attempt to influence positive change including trying to ensure UHL addresses the handover issues. Timescale: Ongoing

- **Military**

With a new regiment moving into Kendrew in May 2017, this will require further liaison with the new personnel. A small seminar will be held in June 2017, getting all military charities who are active in Rutland around the table. These could include Royal British Legion, Soldiers Sailors Airmen and Families Association, Royal Air Forces Association, RAF Benevolent Fund, Army Benevolent Fund etc. There appears to be a lack of understanding as to what these charities provide for veterans and it is believed that it would be useful to get all interested parties around the table. This will have cross-over with the Adult Mental Health task group. Ongoing

- **Dental**

HWR is active on the Local Dental Network, and on the sub group looking at issues for older people. Timescales: Ongoing

- **Other Listen and Watch Groups**

Primary Care (GPs), Community and Social Care Services, Pharmacy Services, Services for Older People, Services for People with Learning Disabilities, Services for People with Physical Disabilities, Maternity and Neonates, Planned and Elective Care, Urgent Care, Services for Carers, End of Life. Timescale: Ongoing

- **Young People's Mental Health**

Dr Williams remains heavily involved both in the LLR Future in Mind Group where she represents LLR and in developing the Rutland YPMH Charter Group to promote progress in Rutland. Timescales: Ongoing

- **Enter and View**

The Enter and View team are planning visits to the remaining care homes in Rutland (x6) and a joint visit to the A&E department at LRI in May. In addition, a team is undertaking a visit to the NSU (Neurological Support Unit, previously the YDU) at the end of March 2017, therefore the report from this visit will be published in FY 17/18.

It is planned that the Enter and View Steering Group consider a round of re-visits to the care homes approximately 6 months after the E&V to consider progress made on recommendations from the reports. There remains the flexibility for additional E&V visits, subject to volunteer availability. Timescales: Ongoing

- **Engagement**

Staff and Board Members will continue with the scheduled visits to speak to all town and parish councils in Rutland. Staff will continue to take opportunities for presenting to other community groups, volunteer organisations and events.

A monthly Newsletter will continue to be produced, with additional time-sensitive or important information being sent out. This information will also be on the website.

Staff will continue to deal with direct contact with members of the public in our information gathering and signposting role. Details of these contacts are now held on a database. We are getting increasing contact through the website, not just by telephone.

The new Find a Service and Feedback centres on the website need to be finalised, and publicity campaign raised to alert the public to these facilities. It will be linked to other information and signposting services as appropriate.

Our Social Media activity will be increased (Twitter and Facebook).

HWR will continue to recruit members. Our membership has grown by approximately 50 from 280 – 333 members in recent months.

- **Membership of Committees, Groups and Meetings**

HWR Board Members, Volunteers or Staff will continue to attend the following.

Health and Wellbeing Board	JF
Integration Executive Group	SI
Quality Surveillance Group	JF/SI
CQC Quarterly Meetings	SI
CQC Adult Social Care Info Sharing	SI
Young Peoples Mental Health (various)	AW
RCC Adult Scrutiny	JF
RCC Children and YP Scrutiny	JF
RCC HWR Contract Monitoring	SI
CCG Main Board	JF
ELRPPI Group/PPI MAG	JF/CS
PC Resilience Programme Board	JF
Personal Budgets Implementation	DM
Dementia Delivery Group	SI
UHL CEO Meetings	SI
PSFHT CEO Meetings	SI
LPT CEO Meetings	SI
Ad hoc at LPT /UHL Boards	SI
EMAS Quarterly Meetings	PH/JF/SI
EMidlands HW Network Group	JF/SI
HW England Annual Conference	SI
Local Dental Network	SI
Learning Disability Partnership	JD
PPG Network	JD/CS/SH-A
Keep Safe Group	SI
Rutland Mental Health Forum	ND
HWR Ops Group	SI
HWR Board Meetings	JF
HWR E&V Steering Group	BT-H
Oakham Neighbourhood Plan	SI
(Facilities Working Group)	

RESERVE PROJECTS IF CAPACITY PERMITS

The following are suggestions for future work streams when resources become available. They are not in any priority order.

- Specialist Mobility Equipment/Wheelchair Needs
- Investors in Volunteers
- Health Provision in Prisons
- End of Life Care
- Integration of Health and Social Care services
- Maternity and Children's Health
- Complaints Procedures
- Carers

HWR BUDGET 2017-18

Healthwatch Rutland 2017/18	(Accrued	Total
Budget	from 16/17)	Budget £
Income		
Rutland CC per quarter		66282.00
VAT repay		1200.00
Total Income (incl VAT repay)		67482.00
Expenditure		
<i>Staff costs</i>		
Total Staff costs		41321.49
Fixed Non Staff Costs		
<i>Telephone - Axis</i>		600.00
<i>Premises inc. VAR Rent & Waste</i>		4419.00
<i>Stationery</i>		540.00
<i>Office (stationery/print & post)</i>		1704.00
<i>Audit & Insurance</i>		1693.00
<i>IT (software, support & data analysis)</i>		5683.00
Total Fixed non-staff costs		14099.00
Variable Costs		
<i>Volunteer Expenses</i>		6000.00
<i>Training & Conferences</i>		
Volunteer		504.00
Staff		360.00
Room Hire		
<i>Events & meeting</i>		3010.00
Annual Report	500.00	
<i>Publicity & Signposting</i>	500.00	1560.00
<i>DBS checking</i>		100.00
<i>Primary Care Survey Prize Draw</i>	50.00	
Total Variable costs		11534.00
<i>Contingency</i>		504.00
TOTAL		67458.49