



**Notes of Women's Health and Maternity Action Group Consultative Meeting**  
**Friday 28<sup>th</sup> October 2011**  
**Held at Balsall Heath Community Centre, Malvern Street, off Clifton Road, Birmingham B12 8NJ**  
**10.00 – 1.00 p.m.**

Item	Notes/Actions	By Whom	Date
	<p><b>PRESENT:</b></p> <p>Elsie Gayle (EG) Chair</p> <p><b>FACILITATORS PRESENT:</b></p> <p>Katy Bunn (KBunn) – Birmingham LINK Coordinator            Pam Dixon (PD) - Birmingham LINK Advisor            Claire Lockey (CL) – Birmingham LINK Administrator</p> <p><b>APOLOGIES:</b></p> <p>Helen Oxton (HO)            Julia Brown (JB)            Menaz Atkhar (MA)            Sarah Francis (SF)</p>		
1	<p><b><u>WELCOME &amp; INTRODUCTIONS</u></b></p> <p>EG welcomed everyone and introductions were made.</p>		

<p><b>2</b></p>	<p><b><u>INTRODUCING BVSC THE NEW HOST</u></b></p> <p>A copy of the presentation was circulated. PD said BVSC held an open event on 10<sup>th</sup> October to introduce the new host, which EG attended.</p>		
<p><b>3</b></p>	<p><b><u>HOW WE WORK TOGETHER &amp; YOUR VIEWS</u></b></p> <p>PD circulated a copy of the “The Way We Work Together” diagram which outlined how the consultation process would work and following discussion with all action groups where a number of issues and concerns have been raised, these will be logged and published at the same time as the proposal.</p> <p>PD said the LINK needs to have governance in place and to ensure members are part of this process she is setting up a small sounding group and welcomes all members input. A physical meeting will be taking place on 2<sup>nd</sup> November AM and an on-line meeting in the evening. EG confirmed that she would have liked to be on the group however due to other commitments she cannot attend but will input today.</p> <p>PD said that some of the issues could be discussed today</p> <p>PD advised an equality impact assessment will also be undertaken and published. She will meet with People First Learning Disabilities to do a summary and ensure it is easy to read as well as speaking to commissioners to get them on board, commit to sharing information and how they can work productively with the LINK.</p> <p>PD has been looking at good practice within the LINK as well as other LINKs and is impressed with some of the work of the action groups however there is a need to publish this so success stories can be shared.</p> <p>PD said the purpose of the sounding out group is to think through some of the detail around code of conduct e.g. how we treat each other within meetings; governance around LINK and some members have put themselves forward to be a part of the group.</p> <p>EG asked if this will be the Strategy Group. PD said this has not yet been decided however an election process is not viable due to the reduced membership. There needs to be accountability because of the public money and a clear decision-making process needs to be in place for this.</p> <p>EG said that often the women using maternity services experience long term trauma and there is cross-working needed with Mental Health Action Group. Previously the LINK had no leadership neither the Host or the LINK and attended CLOG, Admin and Finance, but MHAG and HOBAG had worked together. She felt that</p>		

	<p>the strategic oversight needs to understand frontline social care and health services, embedded in culture working and respect, empowerment and valuing people. There also needs to be self-reflection in what you should be doing and actually doing. We need to recognise the power basis within the environments we are working and eliminate some of that and work positively.</p> <p>EG's goal is to improve maternity services and make a difference in doing this she will require administration support and acknowledged CL is the longstanding admin support for the LINK. She wants to fulfil this role in the LINK moving into HealthWatch. We need to continue the work, require support and increase the membership and diversity including community engagement.</p> <p>EG proposed that this Action Group meeting every 6 weeks rather than monthly.</p> <p>EG would like to start to look at childless families where there is a breakdown including post-natal depression and domestic violence due a 'blame' culture.</p>		
4	<p><b><u>AGREE PREVIOUS MINUTES</u></b></p> <p>Defer until the next meeting.</p>		
5	<p><b><u>WORKPLAN – THE WAY FORWARD</u></b></p> <p>EG felt it was important to continue to focus on post-natal depression ensuring this is kept on the agenda and monitored. She would like to broaden the scope into social care issues for women's health and ensure there are links to social issues, migrants, post-natal depression etc.</p> <p>PD said there is a theme that appears to be highlighted regarding dignity in care which cuts across all groups.</p> <p>EG said there are 3 themes:</p> <ul style="list-style-type: none"> <li>- Domestic Violence Project</li> <li>- Fertility Project</li> <li>- Post-natal depression</li> </ul> <p>EG will send information regarding these to the host. <b>Action: EG.</b></p> <p>EG said training is required in order to equip members and can be provided in-house drawing on the skills and expertise of members. PD confirmed that is recurring theme</p>	EG	

	<p>EG said she requires support around the JSNA, which is new to maternity services. It is a difficult concept for public but very essential for them to understand. She had some issues in respect of engaging the workforce and speaking to them. Techniques for breaking down barriers are required.</p> <p>EG said because of the nature of her work she was allocated some resources e.g. laptop, camera, dongle and printer which she still has. The LINK needs to look at resources in regards to attendance at meetings and providing childcare arrangements and holding evening meetings. PD said it was not a matter she could comment on at the moment but she would ask Katy about it. <b>ACTION: PD</b></p> <p>She raised HSJ on-line subscription is required. CL confirmed Katy Bunn has ordered this and will be available shortly. PD wondered if this electronic subscription could be made available more widely.</p> <p>EG would like to adopt the same structure as MHAG in having Co-Chairs so she has more personal support for her group.</p> <p>EG said she would like fruit and nuts to be made available as well as tea, coffee and biscuits within the meeting as this reinforced the healthy eating messages</p> <p>EG said she has difficulties with the city council in regards to trust due to past experiences.</p> <p>PD said in response to a question about timescale she hopes that, if supported, to have a selection process for a strategy group by mid-December with the view of having a meeting in early January.</p> <p>EG raised previous problems with sharing of emails and initially did not sign the data transfer letter due to her details previously being lost by the host. EG confirmed she has now transferred her details to the new host.</p> <p>EG discussed having a celebration of successes of the Action as a focus for the next meeting and as a springboard for recruiting new members and identifying next steps.</p>		
6	<p><b><u>MEMBERSHIP FORMS</u></b></p> <p>CL advised the previous host had 1600 members however only 125 members confirmed their details to be transferred. We therefore have a reduced membership and there is a need to increase this. Furthermore, the membership form will be amended in accordance with city council data that needs to be collated.</p> <p>CL advised if there are any existing or new members that wish to join LINK to let the host know. EG advised</p>		

	<p>she has some members details that have passed their information and would like to be part of this group.  <b>Action: EG to send info and CL to action.</b></p>	EG / CL	
7	<p><b><u>NEXT STEPS</u></b></p> <p>Celebration of successes meeting to be arranged, suggested dates:</p> <p>30<sup>th</sup> November 2011 AM or PM  2<sup>nd</sup> December AM or PM  6<sup>th</sup> December AM or PM  7<sup>th</sup> December AM or PM</p> <p>EG to update workplan and send copy to the host. <b>Action: EG</b></p> <p>EG to send details of possible new members to CL to action</p>	<p>Host</p> <p>EG</p>	