

**Child Health Commissioning Group (CHCG)
(Be Healthy Lead Partnership)**

**Notes of meeting held on
Thursday 8th January 2009 2pm-5pm, Benfield Road**

Present

Susan Nelson

Jane Johnston

Tony McKenna

Aileen Fitzgerald

Jan Brown

Andy Roberts

Ruth Rogan

In Attendance

Helen Richardson

Part 1: Business

1. Apologies

Karen Simmons

Danny Ruta

2. Notes of the previous meeting

The notes were agreed as a true record.

3. Matters Arising:

3.1 NRF Funding for obesity projects

Tony advised the group that the proposed reduction in funding was manageable and agreed to keep the group informed as if further challenges arise.

3.2 Aiming High Needs Assessment

This had been presented at the Children and Young People Strategic Partnership Executive and will be included for further discussion at the February meeting of this group.

Action: Agenda for February (AF/MA)

3.3 Health Care Commission (HCC) inspection

Outstanding Action: Send key names of people involved in this process within provider trusts to Andy (All)

4. Any other business

5. Date and time of next meeting

Thursday 12th January 2009, 3.00pm-5.00pm, Benfield Road

Part 2: Partnership Governance Workshop

The workshop was facilitated by Helen Richardson from Newcastle Local Authority Corporate Services Department. The purpose of the workshop was to support the CHCG/Be healthy Lead partnership to reflect on how it operates and identify areas for development. This was the first in a series of workshops offered to each outcome stream lead partnerships.

During a series of activities and directed discussion, partnership members discussed how the partnership currently functions in an open and honest manner. The following actions were identified for action:

- Review membership of the partnership (e.g. clarify Childrens Services Agency input to ensure appropriate representation while making effective use of officers time, monitor attendance)
- Review roles (chair, vice chair, administrative support, and consider the requirement of project officer support to ensure business objectives are achieved and integrated across all outcome streams)
- Agree annual work-plan
- Assess partnership function against Newcastle Partnership Framework