

**Minutes of Newham Co-Production Forum (A) held on
26th July 2021**

Summary of Action Points

Page No.	Action point	Assigned To	Deadline
<u>7</u>	Lydia will invite Jennifer Kumi and Nicola Hyde to give feedback on Carers Week 2021 at the September forum	LD	27/09/21

**Minutes of Newham Co-Production Forum (A) held on
26th July 2021**

Minutes of Forum on 24th May 2021

<u>Agenda Number and Item</u>	<u>Action By:</u>
<u>Item 1: Welcomes, Apologies and Introduction</u> Councillor Ali welcomed everyone to the meeting. All attendees introduced themselves and apologies given.	
<u>Item 2: Covid-19 Update</u> Councillor Ali gave an update on the current Covid-19 position in Newham. The vaccination take up in Newham is improving with more residents receiving the vaccine.	
<u>Item 3: Minutes of the last forum on Monday 24th May 2021</u> SA noted that the Co-Production team share minutes in advance of each Forum and paper copies posted to members who request them, so there are no excuses for anyone not to read them and check for accuracy. If forum members find an error or important information is missing, the process is that you contact one of the Co-Production team and let them have your comments or concerns. If necessary, amendments will be made and the minutes resent to members ahead of the next forum. As a result, we will no longer go through the minutes line by line, or page by page.	
<u>Item 4: Service Issues</u> AK presented the Service Issues Log. All the issues raised received adequate responses. There are no actions from this item.	
<u>Item 5: Newham Neighbourhood Live Presentation</u> Mark Wiles, Service Manager - Neighbourhood and Long Term Services, Operations (Adults) presented the new structure of the new Newham Neighbourhoods Team and the work they will cover.	

<p>A briefing document on the new team's areas of work was shared with forum members ahead of the meeting.</p> <p>There are no actions from this item.</p>	
<p><u>Item 6. SEND Carers Assessment and Safeguarding</u> Helen Cusick, Practice Lead for Education, Inclusion & Achievement delivered a presentation on the Children's and Young Peoples Services assessment for Parent/Carers and addressed concerns raised by Co-Production Reps on behalf of their members regarding Assessments and Safeguarding.</p> <p>There are no actions from this item.</p>	
<p><u>Item 7. Carers Strategy</u> Lydia Drummond, Assistant Director of Commissioning, Adults presented on the progress of the new Carers Strategy. Lydia touched on the process of Co-Producing the strategy with carers, working feedback into the strategy and forming the Carers Forum in response to the carers needs.</p> <p>Action: Lydia will invite Jennifer Kumi and Nicola Hyde to give feedback on Carers Week 2021 at the September forum</p>	<p>LD</p>
<p><u>Item 8. Any Other Business</u></p> <p>No other business raised.</p>	
<p><u>Item 9: Forward Plan and Date and time of next meeting.</u> The next Co-Production Rep's pre meeting will be confirmed via email The next Co-Production Forum will be held on Monday 27th September from 10:30am- 12:30pm and will be held via zoom.</p>	