

**MINUTES** of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.30 pm on 4 April 2013 at Committee Room C, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 13 June 2013.

**Elected Members:**

- \* Mr Michael Gosling
- \* Dr Joe McGilligan
- Dr Akeem Ali
- \* Mrs Mary Angell
- \* Dr Andy Brooks
- \* Dr David Eyre-Brook
- \* Dr Claire Fuller
- \* Dr Liz Lawn
- \* Sarah Mitchell
- \* Dr Andy Whitfield
- Dr Jane Dempster (A)
- \* Nick Wilson
- \* Healthwatch Member TBC

**1 APPOINTMENT OF CHAIRMAN [Item 1]**

Mr Michael Gosling and Dr Joe McGilligan were appointed as co-chairmen of the Health and Wellbeing Board.

**2 APOLOGIES FOR ABSENCE [Item 2]**

Apologies were received from Cllr Joan Spiers and Dr Jane Dempster.

Dr Claire Fuller was substituted by Miles Freeman.

**3 MINUTES OF THE LAST MEETING [Item ]**

The minutes of the last Shadow Board Meeting, 6 February 2013 were agreed as a true and correct record by the Board.

**4 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**5 QUESTIONS AND PETITIONS [Item 4]**

There were none

**(a) MEMBERS' QUESTIONS [Item 4a]**

There were none.

**6 PUBLIC QUESTIONS**

There were none.

**7 PETITIONS**

There were none.

**8 ESTABLISHMENT OF THE BOARD AND TERMS OF REFERENCE [Item 5]**

**Key points raised during the discussion:**

1. The Cabinet Member for Adult Social Care and Health introduced the terms of reference to Members of the Board. He explained that papers attached in the Agenda contained a report with constitutional amendments formally establishing the Health and Wellbeing Board which had been agreed by Council on 19 March 2013. The Councils

constitution sets out the role, membership and governance arrangements for the Health and Wellbeing Board. The Health and Wellbeing Board has the power to decide its own ways of working within this framework.

2. The Cabinet Member for Adult Social Care and Health commented that the Health and Social Care Act 2012 had changed working practices and required the Board to accurately reflect current legislation.
3. Details around the Membership of the Board were discussed. The various opportunities for additional persons with specific expertise to attend meetings were detailed and noted.

**Resolved:**

- Members of the Board agreed to the draft terms of reference whilst acknowledging the possibility to explore and change these in the future.

**Actions/Next Steps:**

None.

## **9 MEMBERSHIP OF THE HEALTH AND WELLBEING BOARD [Item 6]**

**Key points raised during the discussion:**

1. The Cabinet Member for Adult Social Care and Health advised that the Leader of Surrey County Council had previously written to Leaders of the 11 Borough and Districts asking them for nominations to the Health and Wellbeing Board. The relationship between the County and Local partners was recognised as essential for the development of the Health and Wellbeing Board.

**Resolved:**

- John Jory, Cllr James Friend and Cllr Joan Spiers be agreed as Members of the Health and Wellbeing Board to represent the Borough and District Councils.

**Actions/Next Steps:**

None.

## 10 HEALTHWATCH [Item 7]

### Key points raised during the discussion:

1. The Board received a presentation from Mr Richard Davy, Ms Norma Corkish and Mr Mark Sharman of Healthwatch Surrey. The presentation focused around the vision and principles of Healthwatch Surrey and the strategy around engagement with local residents. The importance of having evidence from consumers which could then be analysed for health trends was seen as crucial to the development of the Healthwatch vision. Building upon key relationships with other organisations was also discussed as being essential in supporting Healthwatch achieve its vision and principles.
2. As an interim measure, a Healthwatch representative would be assigned as a key contact to the Board. Going forward there would be elections for a permanent Healthwatch representative to the Board.
3. A Member of the Board raised a question over whether or not in the first instance; Healthwatch would approach the Board with any concerns that may arise. The Healthwatch representative commented that initially concerns would be resolved with services on a local level. More serious concerns would be drawn to the attention of the Board. Building a trusting relationship between Healthwatch and the Board would be essential to the overall success of both bodies.
4. Members of the Board raised concerns over principles of best practice and how Healthwatch would establish these principles going forward. The Healthwatch representative commented that Surrey Healthwatch was making links with other Healthwatch organisations and Citizen Advice Bureaus across the country to ensure best practice is shared. Currently an email network with nine Healthwatch groups from different counties was being developed, creating a consortium of skills and expertise.
5. Concerns around how Healthwatch aimed to develop its relationship with organisations for children and young people was raised by some Members of the Board. The Healthwatch representative commented that links with Surrey Youth Focus and Schools in the County had been developed. As the vision for Healthwatch developed, looking at how to support these organisations would be a key focus on the agenda.
6. The relationship between Healthwatch and the Health Scrutiny Committee was discussed by Members of the Board. Representatives from Healthwatch recognised that Surrey LINK (Local Involvement Network) had previously established a good working relationship with the Health Scrutiny Committee. This type of working relationship would

be something Healthwatch would be looking to build on going forward. It was recognised that as this was new territory for Healthwatch, discussions with a variety of organisations and groups such as the Health Scrutiny Committee would be required.

**Resolved:**

- The presentation was noted

**Actions/Next Steps:**

None.

**11 JOINT STRATEGIC NEEDS ANALYSIS [Item 8]**

**Key points raised during the discussion:**

1. The Board received a presentation from Dr Nadeem Hassan, Public Health specialist registrar and Dr Ruth Hutchinson, Public Health consultant on the Joint Strategic Needs Assessment (JSNA) was given to the Board by the Public Health specialist registrar. The JSNA had been made available in an accessible format for members of the public so decision making would be more transparent. New and existing information relating to the JSNA was available on Surrey-i for members of the public to access.
2. It was explained that JSNAs were assessments of the current and future health and social care needs of the local community, which were unique to each local area. JSNAs are produced by health and wellbeing boards and consider wider factors that impact on the local community's health and wellbeing.
3. The Board discussed the benefits of the JSNA as a powerful commissioning tool. The JSNA in relation to Surrey was explained in further details covering areas such as children and young people and how we live our lives. Data in the JSNAs came from multiple sources including local and national sources, all of which were referenced in the JSNA.
4. A Member of the Board raised concerns around the gaps in knowledge surrounding health and wellbeing information on children and young people. The Public Health consultant stated that a project plan addressing these gaps in knowledge had been put in place. The Public Health consultant commented that the project team in place would be grateful for feedback on any gaps in knowledge or concerns Members of the Board had.

5. It was suggested by a Member of the Board that posters explaining and detailing the JSNA would be helpful in local areas for local residents. It was further commented that individual JSNAs for specific areas would be useful for individual Divisions and Boroughs. A Member of the Board commented that this could be expensive and therefore costs would need to be considered before taking any action.

**Resolved:**

- The Joint Strategic Needs Assessment for Surrey was noted and its circulation agreed.
- That the Assistant Director for Health and Wellbeing look into costing for producing localised posters for each Borough and District relating to the JSNA.

**Actions/Next Steps:**

None.

**12 JOINT HEALTH AND WELLBEING STRATEGY FOR SURREY [Item 9]**

**Key points raised during the discussion:**

1. Dr Joe McGilligan introduced Surrey's Joint Health and Wellbeing Strategy to the Board. The Health and Wellbeing Strategy developed from a number of public meetings, online surveys, consultations with partners and stakeholders. A scoring mechanism for initial priorities was developed with five final key priorities of the Board being selected.
2. These five priorities included, Improving children's health and wellbeing, developing a preventative approach, promoting emotional wellbeing and mental health, improving older adults health and wellbeing and safeguarding the population. Each of the five priorities were discussed by Members of the Board. Results from the JSNA relating to each priority along with the future outcomes were discussed by the Board in further detail.
3. The Cabinet Member for Adult Social Care and Health advised that Surrey's Joint Health and Wellbeing Strategy contained a short paragraph addressing the residents of Surrey. It was vital for residents to be aware that Surrey's Joint Health and Wellbeing Strategy document had been created for them and could be modified going forward.

4. Members of the Board acknowledged and thanked the Health and Wellbeing team and Public Health colleagues for all their hard work with the Health and Wellbeing Board.
5. Ms Julia Dutchman Bailey from NHS England addressed the Board and explained NHS England's future involvement with the Board. The NHS England team were keen to be involved with the work of the Board. As a key commissioning partner they would be interested in how priorities set out in the Joint Health and Wellbeing Strategy document could be addressed.

**Resolved:**

- The Health and Wellbeing Strategy for Surrey be agreed

**Actions/Next Steps:**

The Board will receive detailed updates on each of the priorities within the plan at future meetings.

**13 FORWARD WORK PLAN [Item 10]**

**Key points raised during the discussion:**

1. A Forward Work Programme for the Board was in place but it was noted that some of the dates and agenda items would be subject to future change.

**Resolved:**

- The Forward Work Plan be agreed, noting that changes would be made as required through the course of the year

**Actions/Next Steps:**

None

Meeting ended at: 3.00 pm

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**Chairman**