

**MINUTES** of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.00 pm on 10 December 2015 at The Boardroom. Woking Borough Council Civic Offices, Gloucester Square. Woking, GU21 6YL.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 10 March 2016.

**Elected Members:**

Mrs Helyn Clack (Co-Chairman)  
Dr Liz Lawn (Co-Chairman)  
Dr Andy Brooks  
Councillor John Kingsbury  
Mrs Clare Curran  
Dr Elango Vijaykumar  
Dr David Eyre-Brook  
Julie Fisher  
Dr Claire Fuller  
Dr Andy Whitfield  
District Councillor James Friend  
Mr Mel Few  
Peter Gordon  
Chief Constable Lynne Owens  
Helen Atkinson  
John Jory  
Dave Sargeant

**Ex officio Members:**

**Co-opted Members:**

**Substitute Members:**

Tom Kealey  
Nick Ephgrave  
Kate Scribbens  
Tim Evans  
Mary Lewis

**In attendance**

Charlotte Alder  
Jane Bremner  
Elaine Coleridge-Smith  
Simon Turpitt  
Jean Boddy  
Matthew Lamburn

**139/15 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Peter Gordon, Clare Curran, Dr. Andy Whitfield, Mel Few, Dave Sargeant, Ralph McCormack and Lynne Owens.

Tim Evans acted as a substitute for Mel Few.  
Mary Lewis acted as a substitute for Clare Curran.  
Kate Scribbins acted as a substitute for Peter Gordon.  
Nick Ephgrave acted as a substitute for Lynne Owens.

**140/15 MINUTES OF PREVIOUS MEETING: 10 SEPTEMBER 2015 [Item 2]**

The minutes of the meeting held on 10 September 2015 were confirmed as a true record of the meeting.

**141/15 DECLARATIONS OF INTEREST [Item 3]**

There was no declarations of interest.

**142/15 QUESTIONS AND PETITIONS [Item 4]**

There were none.

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

There were none.

**b PUBLIC QUESTIONS [Item 4b]**

There were none.

**c PETITIONS [Item 4c]**

There were none.

**143/15 BOARD BUSINESS [Item 5]**

**Key points raised during the discussion:**

1. The Board was informed that the Strategic Director for Adult Social Care at Surrey County Council (SCC) was retiring in December 2015 and that Helen Atkinson, who was Director of Public Health at SCC, had been appointed to the newly created role of Strategic Director for Adult Social Care and Public Health. It was further noted that the Chief Constable of Surrey Police, Lynne Owens, had taken on the role of Director General of the National Crime Agency and that Deputy Chief Constable Nick Ephgrave would sit on the Board as the representative from Surrey Police until a new Chief Constable had been appointed.
2. The schedule of meetings for 2016 was discussed and it was highlighted that efforts were being made to ensure that Health and Wellbeing Board meetings held in public were situated throughout the County. It was advised that a list of dates and locations for the Health and Wellbeing Board would be circulated to members once these had been finalised.

3. Members were asked to note the addition of an actions tracker to the Health and Wellbeing Board agenda. Discussions took place regarding Action Ref A20/15 and decided that the Health and Wellbeing Board business meeting on 4 February 2016 would be the most suitable date to consider an item on the impact of devolution on health and social care. It was confirmed discussions on delivering health and social care under a devolved local government arrangement for Surrey were underway and that a strategy on this would be created and circulated to the Board in September 2016 once more was known about what devolution for Surrey would look like.

**RESOLVED:**

None

**Actions/ further information to be provided:**

That an item on the impact of devolution on health and social care delivery be added to the Forward Work Plan for the Health and Wellbeing Board meeting on 4 February 2016 (**Action Ref: A20/15**).

**144/15 FORWARD PLAN [Item 6]**

**Key points raised during the discussion:**

- It was noted that the Forward Work Programme provided for 2016 had been agreed by the Board at its meeting on 1 October 2015. No further items were put forward for inclusion on the Forward Work Programme.

**145/15 PROMOTING EMOTIONAL WELLBEING AND MENTAL HEALTH UPDATE [Item 7]**

**Witnesses:**

Charlotte Alder, MH & LD Assistant Commissioning Manager, North East Hampshire and Farnham Clinical Commissioning Group  
Jane Bremner, Senior Commissioning Manager, Adult Social Care, Surrey County Council

**Key points raised during the discussions:**

1. The Senior Commissioning Manager, Adult Social Care introduced the report to the Board and informed the Board on some key achievements of the Emotional Wellbeing and Mental Health Strategy. This included monitoring the spending of £1.5 million for mental health crisis care, implementing the Helios Project which is an interactive web-based tool for carers. The Board was further advised that Safe Haven, a mental health crisis support centre in Camberley, had opened in November 2015 for which the costs had been met through the Transformation Challenge Award Fund.
2. The Senior Commissioning Manager noted there was a new County Councillor champion for mental health and requested the support of the Board in promoting awareness around mental health issues. Further

information was requested on the role played by the Mental Health Champion in helping to improve services for those suffering from mental health problems. It was highlighted that the Mental Health Champion was a County Councillor who worked to ensure that mental health was given full consideration by service providers when developing and delivering services for Surrey residents. It was agreed that a letter from the Co-Chairs of the Health and Wellbeing Board should be sent to both the Leader and Chief Executive of each District and Borough Council highlighting the importance of working to deliver improved outcomes for those with mental health issues.

3. The Board expressed their support for the pilot mental health crisis cafes which were being opened across the County although concerns were expressed regarding the accessibility of crisis cafes to groups such as those with learning disabilities as well as those with sensory and sight impairment and those in particular religious groups. It was stressed that the accessibility of mental health crisis cafes was integral to how these services were designed to ensure that all residents were able to and felt comfortable using them when required. The Senior Commissioning Manager further highlighted the importance of raising awareness of crisis cafes and that this was being done through mediums such as the internet and word of mouth.
4. Members were informed that no children in Surrey had been detained in police custody as a safe place under a Section 136 arrangement for over a year and that this marked a significant achievement for mental health services in the County. Furthermore, for the month of October no adults had been detained in police custody as a safe place under a Section 136 arrangement despite an increase in Section 136 detentions which was putting additional strain on mental health services across the County. In response to this, capacity was being increased in the delivery of frontline mental health services by extending the opening hours of certain services as well as putting mental health staff in emergency call centres to reduce pressure on the police.
5. Concern was expressed regarding two actions related to Priority 5 of the Promoting Emotional Wellbeing and Mental Health Strategy. Integration of Mental Health into primary care hubs and Better GP understanding for accessing accommodation were listed as being outstanding issues with action required to address them. The Board requested that these actions be reviewed to ensure that they had been assigned the correct status.
6. Members were provided with information on the Workplace Wellbeing Charter and ways in which it can improve employee health and wellbeing. SCC was actively encouraging Surrey businesses to sign up to the Charter. It was agreed that further detail on the Workplace Wellbeing Charter would be circulated to Board members for consideration.
7. The Senior Commissioning Manager asked the Board to consider how it would like to receive Emotional Wellbeing and Mental Health Priority Status Updates at future meetings.

**RESOLVED:**

To note the progress of the commissioning strategy at the mid-way point of year two.

**Actions/ further information to be provided:**

- i. A letter to be drafted from the Co-Chairs of the Health and Wellbeing Board to be sent to the Leader and Chief Executive of each District and Borough Council highlighting the importance of working to deliver improved outcomes for those with mental health issues **(Action Ref: A22/15)**.
- ii. Reassess the outcomes marked as red on Priority 5 of the Promoting Emotional Wellbeing and Mental Health Strategy to check what work has already been done by CCGs against these priorities **(Action Ref: A23/15)**.
- iii. Information to be circulated to Board members on the Workplace Charter and how their organisations can sign up to it **(Action Ref: A24/15)**.
- iv. The Board to decide how it would like to receive the Promoting Emotional Wellbeing and Mental Health Priority Status update when it is considered by the Board in June **(Action Ref: A25/15)**.

**146/15 CHILDREN & YOUNG PEOPLE'S PARTNERSHIP ARRANGEMENTS [Item 8]**

**Witnesses:**

Julie Fisher, Deputy Chief Executive and Strategic Director for Children, Schools and Families, Surrey County Council

**Key points raised during the discussions:**

1. The Deputy Chief Executive introduced the report highlighting that a recent review of the Children and Young People's Partnership Board had revealed an opportunity to streamline arrangements for the partnership and provide clarity around the governance of the Board which would facilitate wider engagement with partner organisations. In light of this, the Terms of Reference for the Board would be updated and brought back to the Health and Wellbeing Board for approval at its meeting on Thursday 10 March.
2. The Board discussed the role of the District and Borough Councils in the Children and Young People's Partnership arrangements. It was acknowledged that the Children and Young People's Partnership Board was unable to have representatives from all District and Borough Councils at meetings but that work was being done to ensure that the Board engages with and represents the views of all partners..

**RESOLVED:**

To note the review of the partnership arrangements and endorse the next steps.

**Actions/further information to be provided:**

None.

**147/15 SURREY SAFEGUARDING CHILDREN BOARD ANNUAL REPORT 2014 - 2015 [Item 9]**

**Witnesses:**

Elaine Coleridge-Smith, Independent Chair, Surrey Safeguarding Children Board

**Key points raised during the discussions:**

- The Independent Chair asked the Board to note that the report was compiled by the previous Independent Chair of the Surrey Safeguarding Children Board (SSCB) which meant that there may be aspects of the Annual Report which she could comment not on.
- The Annual Report was introduced by the Independent Chair highlighting that the SSCB had a statutory responsibility to coordinate efforts by partner agencies to safeguard children in the County. Members were further informed that four key priority areas had been identified which it will target to ensure effective coordination of safeguarding responses across Surrey. The criteria for what constitutes an effective Board were also being carefully considered to identify areas of improvement in how SSCB operated.
- The Board was given an overview of the steps which had been taken to address the concerns raised by Ofsted's inspection of SCC and its partner agencies. It was highlighted that a lot had been done to rectify the issues raised by Ofsted in their report although some of the areas of concern identified by inspectors required some time to correct. Ofsted was providing support to SCC in the steps being taken to deliver the necessary changes to Children's Services.
- The Deputy Chief Constable of Surrey Police advised members that Her Majesty's Inspector of Constabularies (HMIC) had recently concluded an inspection of Surrey Police and that the subsequent report was anticipated to express some concerns about Surrey Police's response to child safeguarding. It was, however, stressed that HMIC were concerned about the Police's secondary and tertiary responses to safeguarding rather than how they dealt with immediate safeguarding concerns that were brought to the attention of police.
- The Independent Chair was asked to provide a view on whether children in Surrey are safer than they were in 2013-2014 and it was suggested that answering this question should have been the centrepiece of the Annual Report. The Independent Chair indicated that the data wasn't available to provide a clear answer to this question but stressed that this would be given strong consideration for future annual reports published by SSCB.

- It was agreed that a letter would be sent from the Co-Chairs of the Health and Wellbeing Board to the Chief Executive of each District and Borough Council asking them to formally respond to the findings and outcomes of the SSAB Annual Report 2014 – 2015.
- Further information was requested on child safeguarding training and whether SSCB had given consideration to facilitating training for employees of partner agencies where it was felt that this could be beneficial. It was advised that there were particular challenges around evaluating the effectiveness of child safeguarding training and that any training provided needed to be multi-agency.
- The Independent Chair was asked to indicate what support Health and Wellbeing Board member organisations could provide SSCB. Members were advised that it was important for SSCB to have the support of senior leaders across all of the agencies helping to safeguard children in Surrey to ensure the delivery of a coordinated response to child safeguarding. Enabling SSCB to use offices for holding meetings and training events also stressed as an important way that Health and Wellbeing Board could help member organisations.

**RESOLVED:**

To note the Surrey Safeguarding Children Board Annual Report.

**Actions/further information to be provided:**

Letter to be drafted from the Co-Chairs of the Health and Wellbeing Board to all District and Borough Chief Executives requesting a formal response to the outcomes of the Surrey Safeguarding Children Annual Report (**Action Ref: A26/15**).

**148/15 SURREY SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2014 - 2015 [Item 10]**

**Witnesses:**

Simon Turpitt, Independent Chair, Surrey Safeguarding Adults Board

**Key points raised during the discussions:**

- The Independent Chair introduced the report drawing attention to some of the successes identified in the Surrey Safeguarding Adults Board (SSAB) Annual Report 2014 – 2015. Members were informed that a vision statement had been finalised which would underpin the work of the SSAB. Moreover, a new constitution had been produced as well as a comprehensive accountability framework. The installation of Liquidlogic software by Adult Social Care (ASC) would also enable more intelligent use of data which enabling SSAB to measure outcomes. It was further highlighted that increased output from local safeguarding adults groups had allowed SSAB to drive forward initiatives in specific localities.

- Members were further informed about a number upcoming or extant challenges related to adult safeguarding in Surrey. Particular concerns were highlighted in relation to changes in the law on Deprivation of Liberty Safeguards (DOLS) which meant that these had increased significantly over the past year placing additional demand on ASC. The task of ensuring that all SSAB partner agencies were Care Act compliant in time for the introduction of the second phase of the Care Act being introduced from April 2016 was also listed as an area of concern for SSAB.
- It was highlighted that the SSAB had become a statutory board with the introduction of the first phase of the Care Act on 1 April 2015 and that all local authorities were now required to operate an adults safeguarding board.
- It was agreed that a letter would be sent from the Co-Chairs of the Health and Wellbeing Board to the Chief Executive of each District and Borough Council asking them to formally respond to the findings and outcomes of the SSAB Annual Report 2014 – 2015.
- Discussions also took place around the provision of training particularly to help identify self-neglect which was rapidly becoming one of the most significant safeguarding challenges. The Independent Chair advised the Board that safeguarding training had been provided to some partner organisations but that more training needed to be delivered to ensure a coordinated response to the safeguarding of adults in Surrey.
- The Independent Chair was asked to indicate whether the SSAB Annual Report 2014 – 2015 identifies whether adults in Surrey are safer than they were the previous year. The Board was informed that the current metrics available to SSAB meant it wasn't possible to answer this question. It was, however, stressed that the new software being introduced by ASC from July 2016 would give SSAB the necessary data to answer this question in future years.
- Concerns were raised regarding the comparatively low safeguarding referral rates among ethnic minority communities in Surrey and the Independent Chair was asked to provide details of what was being done to address this. Members were advised that Healthwatch Surrey had been working closely with Asian communities throughout the County and could develop channels of communication between these communities and the SSAB.

## **RESOLVED**

That Health and Wellbeing Board members take the Annual Report back to their respective organisations and consider any implications on services development and working practices which their organisations should act upon.

### **Actions/further information to be provided:**

Letter to be drafted from the Co-Chairs of the Health and Wellbeing Board to all District and Borough Chief Executives requesting a formal response to the

outcomes of the Surrey Safeguarding Adults Annual Report (**Action Ref: A26/15**)

## **149/15 ACCOMMODATION WITH CARE & SUPPORT STRATEGY [Item 11]**

### **Witnesses:**

Jean Boddy, Area Director, Farnham and Surrey Heath, Adult Social Care  
Matthew Lamburn, Project Manager, Adult Social Care

### **Key points raised during the discussions:**

- The report was introduced by the Project Manager who stressed the potential of extra care as a means of providing appropriate and sustainable support to those with social care needs. It was further emphasised that extra care support enables patients to be discharged from hospital earlier which also reduces pressure on acute and community hospitals.
- The Board was informed that the strategy had been developed following consultation with service users as well as housing associations and District and Borough councils. The outcome of the consultation process suggested that service users generally did not want to not be in 'institutionalised accommodation' but rather preferred to live in a setting which is supported but flexible.
- Members expressed their support for the strategy as a means of delivering flexible services to those with social care needs while also reducing demand on the health and social care system in Surrey. The Board also enquired about the possibility of developing Extra Care Housing Assessments for new building projects in the County and it was agreed that the Project Manager would investigate the possibility of instituting these assessments as background papers to local development schemes.
- It was further agreed that the opportunity for Health and Wellbeing Board members to visit Anvil Court supported living accommodation in Horley would be explored.

### **RESOLVED:**

That the Health and Wellbeing Board supports the Accommodation with Care and Support Strategy.

### **Actions/further information to be provided:**

- i. The project manager to explore the possibility of including an extra care housing area assessment as background papers to local development schemes and to report back to the Board (**Action Ref: A27/15**).
- ii. Regulatory Committee Manager to arrange a visit for Board members to the Anvil Court supported living accommodation in Horley (**Action Ref: A28/15**).

**150/15 PUBLIC ENGAGEMENT SESSION [Item 12]**

No additional questions were asked under this item.

**151/15 DATE OF NEXT MEETING [Item 13]**

The Board noted that the date of the next Health and Wellbeing Board meeting would be on 10 March 2016.

Meeting ended at: 3.45 pm

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**Chairman**