

**MINUTES** of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.00 pm on 8 December 2016 at The Boardroom, Woking Borough Council, Civic Offices, Gloucester Square.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 9 March 2017.

**Elected Members:**

- \* Mrs Helyn Clack (Co-Chairman)
- \* Dr Andy Brooks
- \* Councillor John Kingsbury
- \* Mrs Clare Curran
- Dr Elango Vijaykumar
- \* Dr Charlotte Canniff
- \* Dr David Eyre-Brook
- Julie Fisher
- \* Dr Claire Fuller
- \* Dr Andy Whitfield
- \* Mr Mel Few
- \* Peter Gordon
- Nicholas Ephgrave
- \* Helen Atkinson
- John Jory
- \* Peter Waddell
- Ivor Duffy

\*= In attendance

**In attendance**

Andrew Baird, Regulatory Committee Manager, Surrey County Council  
Bob Peet, Surrey Heartlands STP  
Giselle Rothwell, Surrey Heartlands STP  
Geraldine Hoban, Sussex and East Surrey STP  
Joss Butler, Committee Assistant, Surrey County Council  
Michael Wilson, Sussex and East Surrey STP  
Simon Turpitt, Independent Chair, Surrey Safeguarding Adults Board  
Victoria Heald, Health and Wellbeing Programme Manager, Surrey County Council

**41/16 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Nick Ephgrave, Julie Fisher, Ivor Duffy, Dr Elango Vijaykumar, Dr. Charlotte Canniff and John Jory.

Garath Symonds acted as a substitute for Julie Fisher

Deputy Chief Constable Gavin Stephens substituted for Nick Ephgrave.

Dr Heidi Fahy acted as a substitute for Elango Vijaykumar

Sue Robertson acted as a substitute for Charlotte Canniff.

Tom Kealey acted as a substitute for John Jory

**42/16 MINUTES OF PREVIOUS MEETING: [8 SEPTEMBER 2016] [Item 2]**

The minutes were agreed as a true record of the meeting.

**43/16 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**44/16 QUESTIONS AND PETITIONS [Item 4]**

There were none.

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

There were none.

**45/16 PUBLIC QUESTIONS [Item 4b]**

There were none.

**46/16 PETITIONS [Item 4c]**

There were none.

**47/16 BOARD BUSINESS [Item 5]**

**Witnesses:**

Victoria Heald, Health and Wellbeing Programme Manager, Surrey County Council

Gavin Stephens, Deputy Chief Constable, Surrey Police

**Key points raised during the discussion:**

1. Members were informed that Surrey Police had responded to a high number of calls regarding incidents in hospitals in Surrey. The Police and Crime Commissioner (PCC) had previously requested the Board's

support in addressing this as it was felt that the number of times police were required to attend A&E could be reduced if a collective effort was made by the healthcare community. The following resolutions were suggested by the Board:

- i. the issue to be considered by the Local Health Resilience Partnership to review business continuity processes; and
  - ii. for the issue to be referred to the Wellbeing and Health Scrutiny Board for consideration.
2. Officers presented an update on the Health and Wellbeing Communications Sub-Group and asked the Board members if they felt that there was anything specific that the communications group should be focusing on in 2017. Members suggested that the Health & Wellbeing Board Communications Sub-group link with the STPs communications groups as well as the Community Safety Board to improve information sharing.
  3. Officers informed the Board that Surrey had submitted an application to be a 'Time to Change Hub' and that the Board would receive confirmation on whether or not the bid had been successful.
  4. Discussion took place regarding a letter which was sent to the Co-Chairs of the Health & Wellbeing Board from the Surrey and Borders Partnership NHS Foundation Trust (SABP) on proposed changes to inpatient mental health services in North West, Mid and East Surrey. The Board felt it was most appropriate for this to be taken forward by commissioners of these services and would be progressed outside of the meeting.

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

1. For the Letter from the Police and Crime Commissioner regarding police attendance at Surrey's Acute Hospital Trusts to be considered at the Wellbeing and Health Scrutiny Board. **(Action Ref: A22/16)**
2. For the Chief Executive, Surrey and Sussex Healthcare NHS Trust to be sent the letter from the Police and Crime Commissioner. **Action Ref: A23/16)**
3. For the Letter from the Police and Crime Commissioner regarding police attendance at Surrey's Acute Hospital Trusts to be considered at the Local Health Resilience Partnership. **Action Ref: A24/16)**
4. For the Health and Wellbeing Board Communications Sub-group to link with the STP's communications groups and the Community Safety Board. **(Action Ref: A25/16)**
5. For the Letter from Surrey and Borders partnership regarding proposed changes to inpatient mental health services in North West, mid and East Surrey to be sent to the commissioners to acquire an agreed strategy. **Action Ref: A26/16)**
6. For more detail on the working arrangements between the Community Safety Board and the Health and Wellbeing Board to be included in the protocol between Health and Wellbeing Board, Children and Young People's Partnership, the Safeguarding Adults and Children Boards. **(Actions Ref: A27/16)**

#### **48/16 FORWARD PLAN [Item 6]**

##### **Witnesses:**

Victoria Heald, Health and Wellbeing Programme Manager, Surrey County Council

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

1. The Health and Wellbeing Board Programme Manager introduced the forward plan to the Board. The Board agreed to add an additional item to the agenda for the Board meeting in January to facilitate wider discussion regarding consultation and engagement with patients in light of the developing Sustainability and Transformation Plans (STPs).

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

1. For an item to be presented on the improvement of consultation and engagement with residents at the January Health and Wellbeing Board meeting. **(Action Ref: A28/16)**

##### **RESOLVED:**

The Board noted and agreed the Forward Work Programme

#### **49/16 ACTION REVIEW [Item 7]**

##### **Witnesses:**

Andrew Baird, Regulatory Committee Manager, Surrey County Council

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

1. In relation to action A15/16, Members were informed that a research paper from University College London on peer support working with mental health patients would be published in 2017 which would be circulated to the Board.

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

None.

##### **RESOLVED: That;**

the Health and Wellbeing Board noted the Actions Tracker.

#### **50/16 SUSTAINABILITY & TRANSFORMATION PLANS AND COMMISSIONING INTENTIONS [Item 8]**

**Witnesses:**

Bob Peet, Surrey Heartlands STP

Giselle Rothwell, Surrey Heartlands STP

Michael Wilson, Surrey Heartlands STP

Geraldine Hoban, Sussex and East Surrey STP

Dr Andy Brookes, Frimley Health and Care STP

**Key points raised during the discussion:**

Strategic Transformation Plans

Surrey Heartlands

1. Members were briefed on the areas which the Surrey Heartlands STP covered and the 850,000 people living within the region. It was explained that Surrey Heartlands STP was made up of 11 constituent organisations whose leaders came together to form the Surrey Heartlands Transformation Board. The challenges that Surrey Heartlands faced included the increased demand of health and social care due to the population living much longer and the stresses that this put on the system. Going forward the STPs plans were to continue to provide high quality services and to work to make them sustainable over the next five years. It was explained that a holistic model on mental health would be introduced and that the strategies and pressures on the entry point to the system would be improved. The Board were informed of the devolution plans of the Surrey Heartlands STP which would bring together the commissioning of health and social care services and would ensure that decision-making and accountability in relation to the delivery of health and social care services took place at a local level.
2. The Board asked what changes would be made in terms of patient engagement and what changes patients would see to the delivery of health and social care services going forward. Officers responded by explaining that representatives would be looking at developing more focused pathways through the system. The acute hospitals would also be working with patients to use previous experiences to develop and enhance services in the future.
3. A discussion was had around the benefit of using local services rather than sending patients out of the county to receive treatment. Officers made clear that STPs were place based systems of care and that they would be looking to commission services that would enable patients to be treated locally.

Sussex and East Surrey

4. Officers provided an overview of the various stakeholders and localities covered by the Sussex and East Surrey STP. Members were shown figures demonstrating the forecast funding without change in the delivery of health and social care services in the Sussex & East Surrey STP area. Officers stated that they wanted to implement an integrated place-based plan which would create a system of care that was more proactive and, where possible would help service users to regain independence. Members were further told about a Clinical Reference Group that would cover the entirety of the STP area to

promote consistency and ensure that the different models of care used across the STP were compatible.

5. The Board sought confirmation that engagement would take place with the Council as a commissioner of social care services. After some discussion it was explained that there would be communities of practise involving integrated social care models in each local area that would be delivered and designed at a local level.
6. A discussion took place regarding the size of the STP and why it would be broken up into three areas. As the STP covered a large and diverse area the decision had been taken to separate the STP out into three distinct place-based plans. Members debated regarding the complexity of this plan and the difficulties arising from designing services around service users across such a large area.

#### Frimley Health and Care

7. Officers informed members of the plans being developed for the STP. It was explained that clinicians felt that many local residents had the skills and confidence to take responsibility for their own health and wellbeing and that new integrated decision-making hubs would be developed to support them in this. Integrated hubs were a new model of General Practice which would improve resilience and increase capacity to serve residents with a support workforce that was fit for purpose.
8. The Board sought clarification on how partners would be integrated and engaged in the new plans in which Officers explained that a care navigator would be incorporated to facilitate engagement between the services.

#### Commissioning Intentions

9. The health and social care commissioning representatives on the board laid out their individual commissioning intentions and explained the potential challenges and opportunities that they anticipated for the coming year.

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

None.

#### **RESOLVED:**

The Health and Wellbeing Board agreed to;

1. note the current status of the three Sustainability and Transformation Plans (STPs) and organisational commissioning intentions ensuring alignment to the Surrey Joint Health and Wellbeing Strategy;
2. agrees to regularly monitor the alignment of STPs and commissioning plans to the Surrey Joint Health and Wellbeing Strategy; and
3. agrees to continually discuss NHS STPs at Surrey Health and Wellbeing Board meetings held in public as part of the engagement (next meeting March 2017).

**51/16 SURREY SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2015 - 2016 [Item 9]**

**Witnesses:**

Simon Turpitt, Independent Chair, Surrey Safeguarding Adults Board

**Key points raised during the discussion:**

1. Officers introduced the report and highlighted some key points surrounding its duties. It was highlighted that one duty was for the Surrey Safeguarding Adults Board (SSAB) to ensure all partners meet their required training in Safeguarding. It was further explained that SSAB had a responsibility to ensure that key contacts and information was publicised to residents. Members of the SSAB had also been working together to maximise opportunities to register safeguarding concerns which included working with Checktrade to ask its member organisations to register any safeguarding concerns they may have alongside other initiatives to spread awareness of vulnerable adults so they can register safeguarding concerns. A number of areas of improvement were highlighted to the Board which included improvements in the use of data as well as engagement from GPs in Safeguarding processes.
2. The Board questioned how SSAB planned to engage hard to reach groups to ensure that vulnerable adults in certain communities are not missed by safeguarding protocols. Officers acknowledged that this had been a challenge but stated that SSAB had been working to engage hard to reach and faith groups.
3. Members discussed the potential for considering SSAB's Annual Report earlier in the year. The Board agreed that the next SSAB Annual Report should be considered earlier in the year.

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

For the Surrey Safeguarding Adults Board Annual Report 16-17 to be considered by the Health and Wellbeing Board at a more appropriate time with the earlier report for reference. **(Action Ref: A29/16)**

**RESOLVED: That:**

1. The Board noted the attached Surrey Safeguarding Adults Board Annual Report 2015/16; and
2. the Board agreed to identify any opportunities for the Surrey Safeguarding Adults Board and the Health & Wellbeing Board to work jointly to achieve shared priorities.

**52/16 SURREY SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT 2015 - 2016 [Item 10]**

**Witnesses:**

Garath Symonds, Assistant Director of Commissioning and Prevention, Children, Schools and Families, Surrey County Council

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

1. Officers introduced the report and gave a brief summary of the Surrey Safeguarding Children's Board's (SSCB) key responsibilities. The Officer explained that SSCB's annual report gave detailed information on the performance of the system for safeguarding children in Surrey. The Board was further informed that a previous Ofsted report had judged Children's services, as well as other partner agencies, as inadequate although feedback from inspectors suggests that a steady progress was being made. The relationship between practitioners and the child/family and how this could be supported was a key focus for SCC to improve the support it provided for vulnerable children.
2. Members stressed the importance of GPs completing level 3 training in Children's Safeguarding and asked if it was possible to obtain data on how many GPs had this qualification.
3. The Board discussed future Ofsted inspections and it was highlighted that the next inspection would take place in January 2017 with a focus on child sex exploitation and missing children. Officers informed the Board that they believed the Ofsted result would be improved in the next 12 to 18 months.
4. The Assistant Director of Commissioning and Prevention agreed to return to the Health and Wellbeing Board to speak about the Multi-Agency Safeguarding Hub (MASH) at a time determined by the Board.

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

1. To obtain data from the Children's Safeguarding Board regarding the number of GPs with Level 3 training in Children's Safeguarding to be shared with the Health and Wellbeing Board **(Action Ref: A30/16)**
2. For the Assistant Director of Commissioning and Prevention to return to the Health and Wellbeing Board to speak about The Multi-Agency Safeguarding Hub in under a year. **(Action Ref: A31/16)**

### **RESOLVED:**

The Health and Wellbeing Board noted the Surrey Safeguarding Children's Board Annual Report 2015 - 16

### **53/16 PUBLIC ENGAGEMENT SESSION [Item 11]**

No additional questions were asked under this item.

### **54/16 DATE OF THE NEXT MEETING [Item 12]**

The Board noted that its next meeting would be held on 9 March 2017.

Meeting ended at: 3.55 pm

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**Chairman**