

**AMINUTES** of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.00 pm on 9 March 2017 at Ashcombe Suite, County Hall, Penrhyn Road, Kingston upon Thames KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 1 June 2017.

**Elected Members:**

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

**Substitutes:**

Tom Kealey  
Kate Scribbins

**1/17 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from from John Jory and Peter Gordon

Tom Kealey is acting as substitute for John Jory.

Kate Scribbins is acting as a substitute for Peter Gordon

**2/17 MINUTES OF PREVIOUS MEETING: 8 DECEMBER 2016 [Item 2]**

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

**3/17 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**4/17 QUESTIONS AND PETITIONS [Item 4]**

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

## **5/17 PUBLIC QUESTIONS [Item 4b]**

One question from Mr Mick Moriarty was received. The question and response was tabled at the meeting and attached as Appendix 1 to these minutes.

## **6/17 PETITIONS [Item 4c]**

There were none.

## **7/17 BOARD BUSINESS [Item 5]**

### **Declarations of interest:**

None

### **Witnesses:**

Victoria Heald, Health and Wellbeing Board Programme Manager

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

1. The Chairman informed the Board that it was his last meeting as CCG co-chair and that Claire Fuller, Clinical Lead for Surrey Downs CCG would replace him as Co-Chair for 2017/18. The Cabinet Member for Wellbeing and Health thanked the Chairman on behalf of members for his contribution to the work of the Health and Wellbeing Board.
2. The Board was informed that a recommendation had been received from the Wellbeing and Health Scrutiny Board requesting that the Health and Wellbeing Board explore options to identify a named GP for Safeguarding Adults. It was highlighted that this recommendation was operational in nature and therefore falls outside the scope of the Board. After some discussion it was agreed to forward the recommendation on to the Director of Quality and Safeguarding at Guildford and Waverley Clinical Commissioning Group for them to progress.
3. The Board was informed that a request had been received from the Police and Crime Commissioner to add the Local Criminal Justice Board (LCJB) to the Strategic Oversight Board Joint Protocol. The Police and Crime Commissioner stated that it was important to include the LCJB within the protocol as one of Surrey's major strategic boards. The Board agreed to the addition of the LCJB to the protocol and indicated that the revised protocol would be approved at a future meeting.

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

1. To Forward the recommendation from the Wellbeing and Health Scrutiny Board to the Director of Quality and Safeguarding for Guildford and Waverley CCG for advice **(Action Ref: A1/17)**.

2. To add the Local Criminal Justice Board to the Strategic Oversight Board Joint Protocol for agreement at a future meeting (**Action Ref: 2/17**).

## **8/17 FORWARD PLAN [Item 6]**

### **Declarations of interest:**

None

### **Witnesses:**

Victoria Heald, Health and Wellbeing Board Programme Manager

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

1. The Health and Wellbeing Board Programme Manager introduced the forward plan to the Board and opened the floor to questions. The Police and Crime Commissioner highlighted an item that had been previously considered by the Board regarding the increase of police attendance to A&E in acute hospitals in Surrey. It was stated that this issue remained unresolved and that Surrey Police would like to bring a further report to the Board to find a resolution. The Board noted that there was ongoing discussion on this matter and that it had been considered at the local resilience partnership forum. The Board agreed to explore the possibilities of bringing an update report to a future meeting.

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

1. An item on Police attendance at incidents at Surrey's acute hospital sites be considered at a future meeting of the Board (**Action Ref: A3/17**).
2. The item on CCG Quality Measures scheduled for the Board's meeting on Thursday 6 April 2017 to be removed from the Forward Plan. (**Action Ref: A4/17**).
3. An item on Voluntary, Community and Faith Sector involvement with the Health & Wellbeing Board to be added to the Forward Plan for the Board's meeting on Thursday 6 April. (**Action Ref: A5/17**).

### **RESOLVED:**

The Board agreed the forward work programme for the Health and Wellbeing Board.

## **9/17 ACTION REVIEW [Item 7]**

### **Declarations of interest:**

None

### **Witnesses:**

Andrew Baird, Regulatory Committee Manager

**Key points raised during the discussion:**

1. The Regulatory Committee Manger introduced the Actions Tracker to the Board and highlighted that the one action outstanding on the Tracker had been completed since the agenda papers for the meeting had been published..

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

None

**RESOLVED:**

The Board agreed to monitor progress on the implementation of actions from previous meetings

**10/17 CASE STUDY - LOCALITY HUBS [Item 8]**

**Declarations of interest:**

None

**Witnesses:**

Lisa Compton, Operations Director, North West Surrey CCG

**Key points raised during the discussion:**

1. The Officer introduced the case study and gave a brief summary of the work being done in relation to the Bedser Locality Hub and the support that the Hub had provided to local residents. It was highlighted that the locality hubs had treated over 1800 patients since opening and that it was having a positive impact on reducing attendance at acute hospitals in the area. Members noted that there had been a reduction in non-elective activity in Woking as a result of the Bedser Hub due to increased provision of pre-planned care. The Officer presented three specific case studies to the Board which allowed members to see the impact that the Hub were having on residents.
2. Members inquired about the number of patients that were being treated by the Hub and asked if the locality hubs had the capacity to treat more. Officers confirmed that around 140 patients were being treated weekly but that the Hub had the capacity to go up to 160.
3. A discussion took place regarding the use of community patient care to prevent patients from having to be transported to and from locality hubs. Officers highlighted that a community transport provider had been commissioned and that, if needed, patients could be transported to the Hubs in order to be treated. It was highlighted that this had a positive impact on service users as bringing people together rather than treating them individually prevented patients from feeling socially isolated.
4. Members sought clarification on claims that residents would lose access to their GP if they were referred to locality hubs. Officers confirmed that residents would retain the option to be treated by their GP should they chose to do so.

5. It was highlighted that residents had given very good feedback on the Bedser Hub which was partly due to the availability of longer appointments. Officers stated that previously patients stayed in one room while doctors moved between them. Feedback then showed that patients did not like this as they were being left on their own on occasion so this was then changed. Feedback was shown to be very important to the Locality Hubs and that they would continue to use it to make improvements.

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

None.

**RESOLVED:**

The Health and Wellbeing Board agreed to note the case study.

**11/17 CLINICAL COMMISSIONING GROUP ANNUAL REPORTS AND OPERATING PLANS [Item 9]**

**Declarations of interest:**

None

**Witnesses:**

Victoria Heald, Health and Wellbeing Programme Manager

**Key points raised during the discussion:**

1. The Officer introduced the item and briefed members on the recommended approach for considering the annual reports and operating plans for each of Surrey's six CCGs. A template had previously been sent out asking the CCGs to outline their contributions to the Surrey Joint Health and Wellbeing Strategy over the last year. Members were advised that this document would then be circulated to the Board by email for comment prior to the submission of annual reports on 21 April 2017.
2. Members requested that contact details for each CCGs be included when the annual reports and operating plans were circulated to allow for feedback to be passed on directly if necessary. Members further requested that any overall strategic feedback arising be passed on to the Health and Wellbeing Programme Manager.

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

None.

**RESOLVED:**

It was agreed that the Health and Wellbeing Board:

- i. fulfil the requirements of the Health and Social Care Act (2012) by agreeing to the recommended approach to considering the annual reports of each of Surrey's six Clinical Commissioning Groups; and
- ii. fulfil the requirements of the Health and Social Care Act (2102) by agreeing to the recommended approach to considering the operating plans of each of Surrey's six Clinical Commissioning Groups.

**12/17 JOINT HEALTH AND WELLBEING STRATEGY PRIORITY STATUS  
UPDATE: IMPROVING CHILDREN'S HEALTH AND WELLBEING [Item 10]**

**Declarations of interest:**

None

**Witnesses:**

Julie Fisher, Deputy Chief Executive, Surrey County Council

Sarah Parker, Director for Commissioning: Children (Surreywide)

**Key points raised during the discussion:**

1. The Deputy Chief Executive introduced the item and explained that the report focused on some of the key achievements in relation to the improving children's health and wellbeing strategy since the last update in September 2016. The Board was informed that, a key next step for the Surrey Children and Young People's Partnership Board was to develop an outcomes framework with clear performance indicators through the joint commissioning strategy.
2. Members noted that Ofsted had undertaken a monitoring visit of SCC in January 2017 and had expressed their view that SCC now understands what 'good' looks like and that the work necessary to improve Children's Service had been identified. Officers highlighted that the next Ofsted visit would take place in April 2017 and that this would include an assessment of SCC's provision in relation to Looked After Children. Members were further advised that the Community Health Services contract had been awarded to a new provider which would deliver speech and language therapy for children, this contract would commence in April 2017.
3. Emotional wellbeing and sexual health services were stressed as a key priority for residents and communities in Surrey and Members highlighted that the performance of the CAMHS and integrated sexual health service contracts needed to be monitored closely. The Board was informed that the Health Related Behaviour questionnaire circulated annually to children in Surrey provided excellent insights into whether the right services were being commissioned and that it would be appropriate for the outcomes to be considered by the Board in the future.
4. Members inquired as to whether a review of Surrey's Multi Agency Safeguarding Hub would be undertaken to evaluate its progress. The

Deputy Chief Executive confirmed that a review was currently ongoing and would be looking at the decision making process and its thresholds.

5. A member of the public asked for clarification on when the transfer of the Integrated Sexual Health Services (ISHS) contract would take. The Board stated that the contracts were still being compiled and that a date could not yet be confirmed on when the service would be transferred. Confirmation was then sought as to whether staff within the ISHS team would still be employed after 1 April 2017 to which the Board confirmed that they would. The Board agreed that it should have had better communication with the public in regard to this contract.
6. Officers provided the Board with a detailed summary on Beacon, a means of accessing CAMHS. It was explained that Beacon is an organisation that provides parents a front door to services and allow for support to be given and open lines of communication with professionals.

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

1. The briefing on Beacon to be circulated to all Health & Wellbeing Board members (**Action Ref: A7/17**).

**RESOLVED:**

It was agreed that the Health and Wellbeing Board:

- i. note progress that has been made against the 'Improving Children's Health and Wellbeing' priority within the Joint Health and Wellbeing Strategy;
- ii. approve the Surrey Children and Young People's Partnership Joint Commissioning Strategy – One page summary; and
- iii. receive a further update on the Improving Children's Health and Wellbeing priority in six months' time which will also include a detailed action plan for the joint commissioning strategy.

**13/17 JOINT HEALTH AND WELLBEING STRATEGY PRIORITY UPDATE:  
IMPROVING OLDER ADULTS' HEALTH AND WELLBEING [Item 11]**

**Declarations of interest:**

None

**Witnesses:**

Helen Atkinson, Strategic Director of Adult Social Care and Public Health,  
Surrey County Council

Dr Yvonne Collins, North West Surrey CCG

Melanie Nunn, Surrey County Council

Sarah Wimblett, Surrey Heath CCG

**Key points raised during the discussion:**

1. The Board received a presentation on Surrey's new Dementia Strategy and were informed that lots of work had been done to increase awareness of dementia. Efforts had also concentrated on dementia prevention by publicising healthy living approaches. Officers explained that by reducing alcohol intake, not smoking and exercising regularly the probability of being diagnosed with dementia would be drastically reduced. Officers also highlighted that a third of people with dementia in Surrey were undiagnosed and that work was being done to improve this diagnosis rate. Officers highlighted the importance of patients experience by ensuring that that when people are diagnosed that they are referred on to the right support and always had access to support in their journey.
2. Clarity was sought on the closure of the Alzheimer's Society's St Mary's Day Centre in Byfleet. Members were advised that better community support for those with dementia had significantly reduced the need for services that St Mary's Day Centre provided. Evidence shows that dementia patients and their families prefer to access services provided in the community. Officers confirmed that they would be working with local district and borough councils to understand how this will affect the provision of services for those with dementia.
3. A member of the public ask for clarification on the content of the Improving Older Adults' Priority Update at the meeting. This led to further discussion on how it would be beneficial for the Board to have the role of district and borough councils displayed more prominently in the priority update reports.
4. A member of the public asked whether it was believed that there was enough education on dementia to ensure that residents would be able to recognise the symptoms. Officers agreed that this was very important and that they did believe that the overall knowledge of the disease was improving. It was stated that there was a dementia awareness project being run by the Alzheimer's Society which aimed to work with local businesses to improve the understanding and recognition of the disease.

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

None.

**RESOLVED:**

The Health and Wellbeing Board is asked to:

- i. note the progress made towards the outcomes of the Improving Older Adults' Health and Wellbeing priority of the Joint Health and Wellbeing Strategy;
- ii. note the Surrey Better Care Fund returns for quarters one and two 2016/17.
- iii. endorse the next steps for the Improving Older Adults Health and Wellbeing priority; and
- iv. receive an update on this priority in six months' time.

**14/17 ROLE OF THE VOLUNTARY, COMMUNITY AND FAITH SECTOR IN THE HEALTH AND WELLBEING [Item 12]**

**Declarations of interest:**

None

**Witnesses:**

Dr Claire Fuller, Clinical Lead, Surrey Downs CCG

**Key points raised during the discussion:**

1. The Clinical Lead for Surrey Downs CCG introduced the item and explained that the objective was to allow the Voluntary, Community and Faith Sector (VCFS) to be better integrated with the Health and Wellbeing Board. It was confirmed that a I report would be considered at the Health and Wellbeing Board private meeting on 6 April to discuss and agree the specific role of the VCFS in relation to the Health and Wellbeing Board.
2. The Board discussed the importance of the VCFS and the role it plays in improving the quality of life for many Surrey residents depends on the 5,000 VCFS organisations which operate in Surrey.
3. The Board discussed a model used by Runnymede Borough Council which had enabled the Council to coordinate more effectively with the VCFS around the commissioning of services.
4. A change to the recommendations was agreed to add the word 'further' to the second recommendation so it reads 'explores how this large and diverse sector can be *further* integrated into the care of Surrey residents'.
5. A member of the public in attendance at the meeting stated that the VCFS was a very large sector with a lot to offer to Surrey residents. It would, however, need some funding to support administration.
6. The Board agreed the recommendations and confirmed that further discussion would be had at the next Health and Wellbeing Board private meeting.

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

None.

**15/17 PUBLIC ENGAGEMENT SESSION [Item 13]**

No additional questions were asked under this item.

**16/17 DATE OF THE NEXT MEETING [Item 14]**

The Board noted that its next meeting would be held on 1 June 2017.

Meeting ended at: 3.35 pm

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**Chairman**

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**HEALTH AND WELLBEING BOARD  
PROCEDURAL MATTERS**

**Public Questions**

**Question (1) from Mr Mick Moriarty:**

I wish to ask what arrangements and timetable has the Health and Wellbeing Board put in place to ensure that the four Sustainability and Transformation Plans (STP) covering Surrey - for Frimley Health, Surrey Heartlands, Sussex and East Surrey and South West London - receive proper scrutiny from Surrey County Council.

As I am sure you are aware, STPs are the plans that every part of England has to produce to show how care will be transformed and money saved over the next five years.

As a local resident I am concerned that these plans are being attempted at a pace and with a lack of money that will render them at best unachievable, and at worst deeply damaging to local services.

There has so far been insufficient public and staff involvement in the development of the plans, and the STPs have no formal place in law, so there are further concerns about how those responsible for implementing the plans will be held to account.

At the very least, these plans should be subject to proper scrutiny by the council's Health and Wellbeing Board.

Government minister David Mowat has stated that if STPs "are failing to address the needs of stakeholders, including councils, they won't go ahead."

Councillors should therefore be able to play an important role in ensuring that local people and health and care staff are properly consulted on STPs, and that damaging elements of the plans are reconsidered.

And most recently STP areas have been instructed to produce "credible implementation plans" to turn proposals into action while reconciling contracts and financial targets.

I hope you will ensure that the STPs covering residents in Surrey County receive the level of scrutiny and challenge that such important plans deserve.

**Reply:**

The NHS produced guidance in September 2016 that clarifies the roles of responsibilities of the relevant local bodies in relation to the Sustainability Transformation Plans (STPs)<sup>1</sup>. This guidance also reaffirms the legal requirement to consult and involve local people in the planning of health services.

The Health and Wellbeing Board is a strategic oversight Board comprised of health and social care commissioners and other bodies from across Surrey, its role is to set the strategic direction of health and social care delivery in the county. It would not be an appropriate forum in which to conduct scrutiny of the STPs, though it receives regular updates as to how the planning process is progressing:

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<sup>1</sup> 'Engaging Local People: A guide for local areas developing Sustainability and Transformation Plans' <https://www.england.nhs.uk/wp-content/uploads/2016/09/engag-local-people-stps.pdf> (accessed 3 March 2017)

26 May 2016 – an informal meeting updating on the outline of STP plans  
8 December 2016 – Progress update on the Surrey Heartlands, Frimley and Sussex and East Surrey STPs.

Links to the minutes from the Board’s meeting on 8 December, as well as to the regularly produced public updates which provide information on Board activity have been included at the foot of this response.

It is important to note that every organisation on the Health and Wellbeing Board has had a role to play in producing and delivering the STPs, and this includes the local authority. The Chief Executive of Surrey County Council is the Chair for the Surrey Heartlands STP, and this is demonstrative of the level of commitment and engagement by both the NHS and Council.

Surrey County Council also has a Wellbeing and Health Scrutiny Board responsible for scrutinising health delivery. This Board has been actively engaged in reviewing the progress of the three STPs that cover Surrey’s geographical boundaries since May 2016:

31 May 2016 - Workshop with each of the three STPs presenting progress  
10 November 2016 - A further update to the Board from each of the STPs  
17 February 2017 - Surrey Heartlands presentation on its devolution proposals

Links to the minutes of the meetings on 10 November and 17 February 2017 have been included at the foot of this response.

These meetings have seen the Board make recommendations intended to encourage and widen public participation in the development of the STPs, and the Board will continue to present these as active challenges to local health services when changes are required.

The Board Chairman has been regularly meeting with those responsible for producing the STPs, and engaging with other regional health scrutiny partners in understanding how they can work collaboratively to scrutinise the STPs.

This activity is reported both in a Chairman’s report to every public meeting of the Board, and a regular report to the full Council. The Chairman welcomes the views of residents and staff, and is happy to take concerns forward as appropriate.

Both Boards recognise that close cooperation with South West London STP is vital to ensuring that the best possible health and wellbeing services are provided to the residents of north Surrey. We are currently working with the relevant partners to establish closer contacts with that STP.

Each STP is progressing according to locally defined challenges and opportunities, and health scrutiny will continue to input into these plans as they develop and evolve in the years ahead. It will do so by holding local decision makers to account, and acting as critical friend in order to strengthen the voice of local people in the planning, provision and operation of their health services.

**Mrs Helyn Clack  
Co-Chairman, Health and  
Wellbeing Board  
Cabinet Member for  
Wellbeing and Health,  
Surrey County Council**

**Dr David Eyre-Brook  
Co-Chairman, Health and  
Wellbeing Board,  
Guildford and Waverley  
Clinical Commissioning  
Group**

**Mr Bill Chapman,  
Chairman, Wellbeing and  
Health Scrutiny Board,  
Surrey County Council**

Minutes from the Health and Wellbeing meeting on 8 December 2016:

<https://mycouncil.surreycc.gov.uk/documents/q5054/Printed%20minutes%20Thursday%208-Dec-2016%2013.00%20Health%20and%20Wellbeing%20Board.pdf?T=1>

Health and Wellbeing Board Public Updates:

<http://www.healthysurrey.org.uk/about-us/surrey-health-and-wellbeing-bo-3/>

Minutes from the Wellbeing and Health Scrutiny Board on 10 November 2016:

<https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=433&MId=4836&Ver=4>

Minutes from the Wellbeing and Health Scrutiny Board on 17 February 2017:

<https://mycouncil.surreycc.gov.uk/ieListDocuments.aspx?CId=433&MId=5174&Ver=4>

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