

**MINUTES** of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.00 pm on 6 February 2014 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 March 2014.

**Elected Members:**

- \* Mr Michael Gosling (Co-Chairman)
- \* Dr Joe McGilligan (Co-Chairman)
- Mrs Mary Angell
- \* Helen Atkinson
- \* Dr Andy Brooks
- \* Dr David Eyre-Brook
- \* Dr Claire Fuller
- Dr Liz Lawn
- \* Dr Andy Whitfield
- \* Dr Jane Dempster
- \* Nick Wilson
- Councillor James Friend
- John Jory
- \* Councillor Joan Spiers
- \* Chief Constable Lynne Owens
- \* Peter Gordon

**1/14 APOLOGIES FOR ABSENCE [Item 1]**

Apologies had been received from Cllr Mary Angell, Cllr James Friend, Mr John Jory and Dr Liz Lawn.

In the absence of Mr John Jory and Dr Liz Lawn, Ms Jo Alner and Ms Kathy O'Leary attended the meeting.

**2/14 MINUTES OF PREVIOUS MEETING: 12 DECEMBER 2013 [Item 2]**

1. A member of the board raised a query regarding the public update sent out after the last health and wellbeing board meeting in December 2013. The board member agreed to discuss this further with the Co-Chairmen.

**Resolved:**

That the Minutes of the meeting held on 12 December 2013 be agreed and that the Chairman be authorised to sign them.

**3/14 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**4/14 QUESTIONS AND PETITIONS [Item 4]**

There were none.

**5/14 FORWARD WORK PROGRAMME [Item 5]****Witnesses:**

None

**Key points raised during the discussion:**

1. The Chairman advised the Board that there would be some changes to the forward work programme due to government sign off requirements. It was agreed that the Board would be kept informed of changes that were required to the forward work programme.
2. The Chairman explained that the budget for Surrey County Council would be agreed by mid February and that the dates of NHS England guidance around commissioning plans would be circulated to the Board.

**Resolved:**

- The forward work programme was noted.

**Actions/Next Steps:**

- Key budget milestone dates to be sent to members of the Health and Wellbeing Board.

**6/14 BOARD APPROVALS [Item 6]**

There were none.

**7/14 BETTER CARE FUND DRAFT PLAN [Item 7]****Witnesses:**

Susie Kemp, Assistant Chief Executive, Surrey County Council

**Key points raised during the discussion:**

1. The Chairman introduced the report to the Board. The Better Care Fund draft plan aims to encourage integrated working and deliver better health outcomes and experiences for residents in Surrey. The Chairman explained that further work would need to be undertaken prior to the final submission date on 4 April 2014. More work will also be required with the local joint commissioning groups in the six clinical commissioning group areas.
2. Board Members congratulated officers for their work on preparing the Better Care Fund planning template for submission at short notice. The Board noted that good progress was being made.
3. A member of the board highlighted that some of the funds referred to in the finance summary sat with the NHS rather than Surrey County Council. The Chairman agreed that some of the guidance around the Better Care Fund was unclear and would need further clarification before final submission.
4. Members of the board agreed that the timeframe for writing the draft report had been challenging but had also allowed for closer working and focussed discussions to take place. It was agreed that everyone should be made aware that this was a joint budget with existing funding.
5. It was felt that more work needed to be done at the local level and a discussion around how the funding would be used was needed. The Chairman stated that there were existing positive relationships with providers on the local level which would be affected by the Better Care Fund plan. It was therefore essential for the Board to carefully plan its next steps going forward.

6. The Chief Constable raised concerns over the incorporation of feedback into the draft plan. The Assistant Chief Executive stated that comments had been taken on board but more time would be required between now and April to fully incorporate the comments of Surrey Police. The Better Care Fund template is functional in its layout and has been filled out as required with the aim of satisfying the submission criteria and stakeholders.
7. A member of the Board advised that they saw increased level of involvement of the Police on the local level as part of the Whole Systems Funding.
8. The Assistant Chief Executive clarified that the report being considered was only 'draft' and would be coming back to the Board for final sign off in April before final submission to the Department of Health.
9. Mrs Joan Spiers stated that active involvement with the District and Boroughs would be required on the Better Care Fund plan. The tight timescales involved in producing the draft plan were understood however further involvement was requested going forward.
10. The Chairman agreed that drafts of the Better Care Fund plan would be sent to all members of the Board before final sign off. Once final sign off had been agreed at the beginning of April, the integration work could begin. The Better Care Fund plan allowed for all stakeholders of the Board to be bound by a framework where all were responsible to the public.
11. It was agreed that the wording of the recommendation before the Board should be amended to replace the term 'sign-off' with 'approve the submission of' to better reflect the process involved. .

**Resolved:**

- The 'draft' Surrey-wide Better Care Fund plan be approved for submission to NHS England by 14 February 2014.

**Actions/Next Steps:**

That drafts of the Better Care Fund plan be sent to all members of the Board before final sign off.

**8/14 ALLOCATION & DRAWDOWN OF WHOLE SYSTEMS FUNDING [Item 8]**

**Witnesses:**

None

**Key points raised during the discussion:**

1. Members of the Board were happy with the content of the report and agreed to approve the allocation of the Whole Systems Funding.

**Resolved:**

- The allocation of the Whole Systems Funding into the individual projects and NHS priority areas be approved, enabling this funding to be drawn down from NHS England.

**Actions/Next Steps**

None

**9/14 PUBLIC ENGAGEMENT SESSION [Item 9]****Key points raised during the discussion:**

1. A member of the public asked that the first two clauses on page 10 of the Better Care Fund report be expanded to better embrace the range of service providers and commissioners who will ensure the overarching aims and objectives of the Better Care Fund Plan are met.
2. The Chairman explained that a programme was in place with district and boroughs to ensure regular updates were taking place. A health and wellbeing workshop would be held for all Members on 10 March to promote the work of the Health and Wellbeing Board in Surrey. The Chairman advised that the Board was continuing to develop its ongoing relationship with the voluntary sector and that, going forward, a meeting would take place with Surrey Compact.
3. A further question was asked around communication services and the Local Empowerment Board. The Chairman agreed to send a written response to the member of the public.

**Actions/Next Steps**

For the Chairman to send a written response to questions asked by the member of the public.

Meeting ended at:

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**Chairman**

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