

MINUTES of the meeting of the **HEALTH AND WELLBEING BOARD** held at 1.00 pm on 3 April 2014 at Council Chamber, Woking Borough Council, Civic Offices, Gloucester Square, Woking, GU21 6YL.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 5 June 2014.

Board 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
- * Dave Sargeant
- * Peter Gordon
- Mr Mel Few

In Attendance:

*Cllr Steve Cosser, Cabinet Associate for Adult Social Care

*Tom Kealey, Leisure Services Manager, Reigate and Banstead Borough Council

Pennie Ford, Director of Operations & Delivery (Surrey & Sussex, NHS England)

Miles Freeman, Chief Officer, Surrey Downs Clinical Commissioning Group

21/14 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Mary Angell, Mel Few and Claire Fuller.

Steve Cosser will be substituting for Mel Few and Miles Freeman will be substituting for Claire Fuller.

The Chairman was notified that Lynne Owens would be arriving slightly later to the meeting.

22/14 MINUTES OF PREVIOUS MEETING: 13 MARCH 2014 [Item 2]

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

23/14 DECLARATIONS OF INTEREST [Item 3]

Cllr James Friend explained that he would leave the meeting when Item 8, Better Care Fund sign-off was being discussed.

24/14 QUESTIONS AND PETITIONS [Item 4]**(a) MEMBERS' QUESTIONS [Item 4a]**

There were none.

25/14 PUBLIC QUESTIONS [Item 4b]

One question had been received from a member of the public regarding the development of a wellbeing centre for people with dementia in Reigate and Banstead. A response was emailed to the member of the public and a copy of the response had also been tabled at the meeting.

Cllr Joan Spiers asked for a copy of the response to be emailed to her for amendment. Cllr Spiers explained that current work on a leisure centre in Reigate and Banstead was a top priority which had meant that work and preparation for a Wellbeing Centre in the borough had been delayed.

26/14 PETITIONS [Item 4c]

There were none.

27/14 FORWARD WORK PROGRAMME [Item 5]**Key points raised during the discussion:**

1. The Chairman stated that an email which listed the statutory responsibilities of the Health and Wellbeing Board had been sent to all Board Members. If Members felt there was anything missing from the list of responsibilities they were asked to email the Chairman to notify him. The Chairman also explained that the Forward Work Programme

would be revised in May and an updated work programme would be presented to the Board at its June meeting.

2. It was explained that a review of the CCG's Commissioning Strategies and the Mental Health Crisis Care Concordat would be brought to the next meeting of 5 June for comment. Mental health was recognised as a key concern by the Board and taking forward the Concordat was seen as a key priority by the Board.

Actions/ Next Steps:

- For the Board to be emailed the proposed timeline for bringing CCG's Commissioning Strategies to the meeting on 5 June.

28/14 BOARD APPROVALS [Item 6]

Key points raised during the discussion:

1. The Health and Wellbeing Board agreed to endorse the draft safeguarding protocol between the Surrey Health and Wellbeing Board, Children and Young People's Partnership and Safeguarding Adults and Children Boards. As part of the draft protocol the Board was asked to identify a named individual to ensure co-ordination of relevant activities and to champion safeguarding in the work of the HWB. The Board agreed for Nick Wilson and Mary Angell to champion children's safeguarding and Dave Sargeant and Mel Few to champion adults safeguarding.
2. A member of the Board asked for the draft protocol to be amended to include the name of the officers and members who would champion safeguarding in the work of the HWB.
3. It was explained that in the latest peer review of safeguarding in adult social care, the health and wellbeing board had been commended on including safeguarding as one of their key priority areas.
4. As part of the Surrey CCG's Operational Plans, the Board was asked to approve the Quality Measures listed in the Surrey CCG's Operational Plans report. A Member of the Board stated that they were uncomfortable with agreeing the recommendations set out in the document as they did not feel enough information had been provided in the report. There was difficulty in understanding the language being used in the document and no clear indication of where each CCG currently sat.

5. The Chairman explained that the plans would need to be submitted by 4 April 2014. Members agreed the recommendations but asked for the report to come back to the board for further review.
6. The Board agreed the second recommendation listed on the paper. The Chairman asked that the report be translated into an easier format for the benefit of the Board and members of the public.
7. A member of the Board asked that evidence be provided to show that improvement undertaken is appropriate given the baseline measures and that there is alignment with the priorities of the health and wellbeing board. Members stated that technical measures would need to be translated to explain the benefit to patients.

Actions/ Next Steps:

- The joint safeguarding protocol to be updated with the named individuals and shared with the safeguarding adults and safeguarding children boards for approval.

Resolved:

The health and wellbeing board agreed,

- That the Co-chair of the Health and Wellbeing Board (the Cabinet Member for Public Health and Health and Wellbeing) and the Director of Public Health to review the report and approve the quality improvement plans for the two key quality measures in the Surrey CCGs Operational Plans on behalf of the Health and Wellbeing Board.

29/14 JHWS PRIORITY: OLDER ADULTS HEALTH & WELLBEING PRIORITY [Item 7]

Witnesses:

Dave Sargeant, Interim Strategic Director, Adult Social Care

Liz Lawn, North West Surrey CCG

Jean Boddy, Senior Manager - Commissioning

Key points raised during the discussion:

1. The report was introduced by the Interim Strategic Director for Adult Social Care who explained how the Improving Older Adults health and wellbeing priority would be delivered through the older adult's action plan. It was explained that the action plan had been produced and co designed with older people. There is an emphasis in the plan around partnership working and recognising the assets older people bring to the community.

2. The representative for North West Surrey CCG stated that older adults were a priority for all the CCG's in Surrey and were encompassed in each CCG's care plan. It was further explained that North West Surrey CCG coordinated the detailed local plans in local areas for all Surrey CCG's and also coordinated the higher level plans.

Lynne Owens joined the meeting at 1.40pm.

3. The Senior Manager for Commissioning introduced a short film which was shown to the Board. It was explained that Surrey would aim to deliver a short film similar to this which would focus on the results Surrey hoped to achieve.
4. The Interim Strategic Director for Adult Social Care explained that a large part of the work involved in the action plan would focus on a local whole systems approach which would focus on work with voluntary groups and the faith sector.
5. Members of the board recognised that there was a risk of medicalising problems that could be managed in a community setting and supported the need to work closer with the voluntary and faith sector.
6. Some members of the board agreed with the aspirations set out by the older adult's action plan but felt that a great amount of work was needed before any real change could be made.
7. A member commented that achieving the aims and objectives in the older adult's action plan would not be easy but things were beginning to happen on the ground. The 'Live Smart' project which involves joined up partnerships in Redhill was proving a success with all agencies involved taking equal responsibility.
8. The Senior Manager for Commissioning explained there was currently positive work going on with 'dementia friendly Surrey' and the 'ageing well group' which each district and borough would be looking to implement.
9. Members of the Board felt there was a great deal to be gained from working on the local level and finding new ways to enable people. The Interim Strategic Director for Adult Social Care stated that he was in the process of mapping out all the services currently being provided and would look for areas where the police would fit. The Interim Strategic Director for Adult Social Care offered to discuss any concerns the Chief Constable had outside the meeting.
10. It was suggested that all the organisations represented on the Health and Wellbeing board should support dementia awareness training with staff.

11. It was commented on the need to include more information around the role of primary carers and volunteering in the action plan.
12. The Chairman stated that an additional paragraph had been added to the bottom of page 20 of the action plan to ensure that organisations define the most appropriate model of integration that deliver the best outcomes for service users.

Resolved:

The health and wellbeing board agreed to,

- endorse the proposed approach and joint action plan for the 'Improving older adults' health and wellbeing' priority;
- to support the ongoing development and implementation of the joint action plan
- receive a progress update report in December 2014

Actions/Next Steps:

None

30/14 SURREY-WIDE BETTER CARE FUND: SIGN OFF [Item 8]

Witnesses:

Dave Sargeant, Interim Strategic Director, Adult Social Care
Andy Brooks, Surrey Heath CCG

Key points raised during the discussion:

1. The report was introduced by the Surrey Heath CCG representative who explained that the key objectives of the better care fund (BCF) (page 32 of the report) took local delivery and local plans as a starting point. To ensure system objectives were met, metrics included in the BCF had been agreed by CCG's and public health.
2. It was explained that within the last few hours there had been a minor change to the financial information in the report due to a change in population figures. It was explained that this slight amendment would not have a big impact on the final report being submitted.
3. It was felt that the process of putting the BCF report together had been challenging but had brought a number of different organisations together. It was recognised that the BCF would transform whole local systems and enable wider discussions with a range of partners.
4. The BCF would need to be submitted to NHS England by 4 April but the Board accepted that a great amount of work would be needed to develop the plan over the coming year, including working alongside organisations wider than health and social care.

5. It was agreed that the changes the BCF would make for the public needed to be made clearer. Healthwatch stated the desire to be more involved and integrated with the work of BCF.
6. It was recognised that the Better Care Board had a crucial role to play in the delivery of the BCF and would pick up on any wider future opportunities and any unintended adverse impacts. It was further added that a formal assurance process undertaken by NHS England would be taken on to ensure the metrics included in the BCF report submitted were accurate.
7. A member of the committee felt that there was a gap in the whole systems work which had excluded wider implications of the BCF and focused excessively on local systems.
8. It was explained that the Better Care Board had discussed what was at the local and national level in great detail. The Chairman reminded the Board that the money from the BCF was not new money but was ring fenced and would be determined by co commissioning.
9. The Chief Constable abstained from voting for the recommendation.

Resolved:

The health and wellbeing board agreed to,

- Sign-off the 'final' Surrey-wide Better Care Fund and to submit to NHS England by 4 April 2014 deadline.

Next Steps:

None

31/14 AOB: BOARD TO AGREE A NEW JOINT CO- CHAIR FOR THE HEALTH AND WELLBEING BOARD [Item]

The Health and Wellbeing Board was asked to agree a new joint co- chair to chair the Health and Wellbeing Board. It had been agreed to rotate chairmanship between the CCG's.

Andy Brooks was nominated and agreed by the board as the new joint co-chair for the health and wellbeing board.

The existing Chairman and Board thanked Joe McGilligan for all his hard work and enthusiasm during his time as co-chair.

Resolved:

Andy Brooks is agreed as the new joint co-chair for the health and wellbeing board.

Next steps:

None

32/14 PUBLIC ENGAGEMENT SESSION [Item 9]

- A question was taken from a member of the public who recognised the need for more work to be done to achieve the objectives of the older adults plan. It was also asked that more money be given to the voluntary sector to support them with developing services. A member of the Board stated that district and boroughs had funds which voluntary organisations could apply for but recognised that access to funding was not uniform across the board.
- A presentation was delivered on the county draft alcohol strategy which forms a section of Surrey's Substance Misuse Strategy by the Director of Public Health.
- The Director of Public Health introduced the board to Surrey's strategic approach on alcohol drawing on the Joint Strategic Needs Assessment. The board was asked to provide feedback/comments on the consultation process, respond to the online consultation of the alcohol section of the substance misuse strategy and disseminate the consultation via their relevant networks.

Meeting ended at: 14.55

Chairman