



# Health and Wellbeing Board

## Minutes - 5 November 2014

### Attendance

#### Members of the Health and Wellbeing Board

|                             |                                                                |
|-----------------------------|----------------------------------------------------------------|
| Cllr Sandra Samuels (Chair) | Cabinet Member for Health and Wellbeing                        |
| Maxine Bygrave              | Chair, Healthwatch Wolverhampton                               |
| Alan Coe                    | Independent Chair, Wolverhampton Children's Safeguarding Board |
| Cllr Steve Evans            | Cabinet Member for Adult Services                              |
| Cllr Val Gibson             | Cabinet Member for Children and Families                       |
| Dr Helen Hibbs              | Chief Officer, Wolverhampton City Clinical Commissioning Group |
| Christine Irvine            | Wolverhampton Voluntary Sector Council                         |
| Ros Jervis                  | Director of Public Health                                      |
| Prof Linda Lang             | University of Wolverhampton                                    |
| Cllr Paul Singh             | Shadow Cabinet Member for Health and Wellbeing                 |

#### By invitation

|                     |                       |
|---------------------|-----------------------|
| Cllr Roger Lawrence | Leader of the Council |
|---------------------|-----------------------|

#### Council employees and representatives of partner organisations

|                           |                                                                                   |
|---------------------------|-----------------------------------------------------------------------------------|
| Glenda Augustine          | Consultant in Public Health, Community Directorate                                |
| Sarah Carter              | Programme Director - Better Care Fund, Wolverhampton Clinical Commissioning Group |
| Heather Clark (Economics) | Manager Strategic Projects/Funding                                                |
| Carl Craney               | Democratic Support Officer                                                        |
| Noreen Dowd               | Chief Operating Officer, Wolverhampton City Clinical Commissioning Group          |
| Maxine Espley             | Director of Planning and Contracting, Royal Wolverhampton NHS Trust               |
| Jane Fowles               | Public Health Speciality Registrar                                                |
| Viv Griffin               | Assistant Director - Health, Well Being and Disability                            |
| David Johnston            | Project Lead - Primary Care Regeneration, NHS England Local Area team             |
| Kathy Roper               | Head of Young Adults Commissioning                                                |

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## Part 1 – items open to the press and public

*Item No.*      *Title*

- Apologies for absence (if any)**  
Apologies for absence had been received from Chief Superintendent Simon Hyde (west Midlands Police), Tim Johnson (Wolverhampton City Council), Sarah Norman

(Wolverhampton City Council) and Dr Kiran Patel (NHS England – Local Area Team).

2 **Notification of substitute members (if any)**

No notification of substitute members had been received.

3 **Declarations of interest (if any)**

No declarations of interest were made relative to items under consideration at the meeting.

4 **Minutes of the previous meeting**

Resolved:

That the minutes of the meeting held on 3 September 2014 be confirmed as a correct record and signed by the Chair subject to the following amendments:

Minute No. 9

Deletion in the second paragraph of the preamble of “(2015/16)” and “(2016/17)” and the substitution therefor of “(2014/15)” and “(2015/16)”;  
Deletion in the third paragraph of the preamble of “QUIPP” and the substitution therefor of “QIPP”.

5 **Matters arising**

There were no matters arising from the minutes of the meeting held on 3 September 2014.

6 **Summary of outstanding matters and Chair's update**

Carl Craney presented a report which appraised the Board on the current position with a variety of matters considered at previous meetings.

The Chair, Cllr Mrs Sandra Samuels, provided feedback on the matters discussed at the Away Day held on 15 October 2014 including:

- Self-Assessment Stocktake;
- Purpose of the Board;
- The need for the “Better Care Fund” to become a strong priority for the Board;
- Changes that needed to be made.

The Chair, Cllr Mrs Sandra Samuels sought the views of the Board on the desirability or otherwise of a Vice Chair of the Board being appointed.

Resolved:

1. That the reports be received and noted;
2. That the appointment of a Vice Chair of the Board be supported.

7 **Health and Wellbeing Board Forward Plan 2014/15**

Viv Griffin presented the Health and Wellbeing Board Forward Plan for 2014/15. She informed the Board on the outcome of a recent meeting held with a view to populating the Agenda's for the January and March 2015 meetings as follows:

7 January 2015 – Theme “Younger Adults”

- Learning Disability Strategy

- Safeguarding Children's Board Annual Report 2013/14;
- Joint Strategic Needs Assessment (JSNA) – Update – Quality

#### 4 March 2015 – Theme “Wider Determinants of Health”

- Obesity Action Plan;
- Plans for Civic Week – March 2015

Reports in relation to the Better Care Fund would be submitted to all future meetings. She invited the Board to indicate any further reports to be considered at these meetings. Noreen Dowd suggested that an update in relation to the proposals to deliver planned care at Cannock Chase Hospital should be considered at the January meeting together with the Primary Care and Commissioning Strategy.

Resolved:

That the Forward Plan, as now amended be approved and a copy be circulated to members of the Board.

#### **8 Proposals to deliver planned care at Cannock Chase Hospital for Wolverhampton patients - Outcome of Consultation Exercise**

Maxine Espley gave a PowerPoint presentation and circulated copies of slides in connection with the proposals to deliver planned care at Cannock Chase Hospital. The presentation covered the following areas:

- Update on the consultation process and emerging themes;
- Equality Impact Assessment;
- Actions taken to date and future plans and
- Next steps.

She advised the Board that a report would be considered at the meeting of the Health Scrutiny Panel scheduled for 20 November 2014 which would provide an overview of consultation feedback, address the Equality Impact assessment and provide an Action Plan responding to the various issues and concerns raised through the recent consultation exercise. She reported that a trial had taken place that morning of the proposed transport arrangements between New Cross Hospital and Cannock Chase Hospital at which five Members of the Health Scrutiny Panel together with two Wolverhampton City Council employees had been in attendance. She reminded the Board that the planned transfer would be phased in over an 18 month period, that users of individual services would be engaged with at the appropriate stage and of plans to continue discussions with Wolverhampton Healthwatch in relation to the proposals.

Maxine Bygrave welcomed the approach which had subsequently been adopted by the Royal Wolverhampton Hospitals NHS trust and the Wolverhampton City Clinical Commissioning Group with regard to the proposals and consultation arrangements. She suggested that there was a need for a very clear message to be communicated that the transfer of services would be undertaken on a phased basis rather than all at once. She also suggested that further consideration needed to be given to the proposed transport arrangements between the two Hospitals having regard to likely delays which could be experienced during the rush hour periods. Maxine Espley acknowledged the points now made and assured the Board that the transport

arrangements were being planned in a true partnership manner with the transport operator.

The Chair, Cllr Mrs Sandra Samuels, enquired as to the proposed charging regime for the transport arrangements. Maxine Espley reported that the transport would be at no charge to patients, carers' and those over the age of 65. The charges for other users was currently being considered but was likely to be at a subsidised level.

Resolved:

That the presentation and report be received and noted.

**9 Implementation of Action Plans following Francis Report - Update**

Noreen Dowd advised that the report in connection with implementation of Action Plans following the Francis Report was not currently available and undertook to ensure it was presented to the next meeting.

Dr Helen Hibbs reported that there was not a specific Action Plan currently used by the Wolverhampton City Clinical Commissioning Group as the recommendations contained within the Francis Report were an integral part of all activities of the Group. There was a focus on the quality of services provided and a Clinical Quality Review had been undertaken with all providers. Work was also being undertaken with all Care Homes in the City and patients receiving care outside the City were also being tracked.

Resolved:

That consideration of this matter be deferred until the next meeting of the Board.

**10 Wolverhampton Safeguarding Adults Board - Annual Report - 2013 - 14**

Alan Coe presented the Wolverhampton Safeguarding Adults' Board Annual Report 2013/14 including the Executive Summary which informed the Board of safeguarding activity and detailed progress made against the priorities identified for 2013/16. He reminded the Board that the Safeguarding Children's Board would become a statutory body from 1 April 2015.

He highlighted a number of areas of concern including the levels of consistency between partners on issues such as training. He also referred to the significant difference in the level of referrals between Wards. This could be explained in part by the location of Care Homes / Hospitals etc. With regard to the forthcoming statutory role he advised that the official guidance had only been received within the last two weeks.

Sarah Carter enquired as to the planned circulation for the Annual Report. Alan Coe explained that it was for individual partners to make appropriate arrangements for the circulation of the report. In response to a question from Christine Irvine, Alan Coe confirmed that it was the responsibility of Commissioners to ensure that the providers complied with all the appropriate safeguarding requirements. Dr Helen Hibbs acknowledged the points now made but reminded the Board that a number of care placements were self- funding and thus responsibility with regard to safeguarding fell

to the provider. Alan Coe assured the Board that the Care Quality Commission was aware of the situation.

Ros Jervis suggested that there was a need for the Board to have in place a Framework to ensure that all Agencies had internal mechanisms that could demonstrate their role and performance in relation to safeguarding arrangements for adults at risk.

Resolved:

1. That an assurance be provided to Wolverhampton Safeguarding Adults Board that the respective agencies represented on the Health and Wellbeing Board report annually to their respective Boards on adults safeguarding;
2. That the Health and Wellbeing Board and the Wolverhampton Adults Safeguarding Board work together on the preparation of an appropriate framework to ensure that all Agencies had internal mechanisms that could demonstrate their role and performance in relation to safeguarding arrangements for adults at risk;
3. That Board members representing key agencies mentioned in Statutory Guidance dated 23 October 2014 take the necessary steps to ensure that the new statutory Board was in place and properly constituted and funded by 1 April 2015;
4. That the report be noted.

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### **Child Poverty Strategy**

Further to Minute No. 11 of the meeting held on 3 September 2014 Keren Jones presented a report which addressed the following elements pertaining to the Child Poverty Strategy:

- Governance arrangements;
- Performance measures to be used by the Board to measure progress;
- How responsibility for priority actions were allocated and/or apportioned and
- How a “call for action” might be delivered.

She referred to a diagram within the report which outlined the inter-relationship between the various Boards and responsibility for particular themes.

Cllr Val Gibson welcomed the report and the explanation of performance management measures. Christine Irvine endorsed the comments now made but stressed the need to ensure that all partners were aware of the work being undertaken. She also expressed concern on behalf of the Third Sector with regard to the use of the term “Civic Week”. Keren Jones acknowledged the these points but explained that work was still at an early stage and would be subject to ratification by all the individual Boards before the term was finalised.

Resolved:

That the report be received and endorsed.

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### **Joint Strategic Needs Assessment (JSNA) - Refresh**

Glenda Augustine presented a report which provided the Board with an update on the changes to the health and wellbeing of the residents of Wolverhampton as indicated by a review of the outcomes frameworks which had informed the Joint Strategic Needs Assessment (JSNA). She drew to the attention of the Board the

decrease in the incidence of teenage pregnancy by 25% albeit that this was a national trend. She also referred to a number of key areas of concern in Wolverhampton, namely:

- Excess weight of children;
- Breast cancer screening;
- MMR immunisation levels;
- Infant mortality rates.

She reminded the Board that whilst progress had been made a dramatic change could not be reasonably expected in the short term.

Alan Coe referred to the Peer Review of Adult Safeguarding inasmuch as the review had been critical of the lack of a reference within the JSNA to safeguarding. He anticipated that similar comments would be made by Ofsted at the time of the children's safeguarding inspection. Ros Jervis assured the Board that safeguarding was referred to in the qualitative chapter of the JSNA. She also advised the Board that at the recent "Away Day" it had been agreed that there was a need to review the priorities contained within the JSNA to confirm their continued relevance and on the need for all partners to act more collectively on wider determinants of health.

Resolved:

1. That the annual change in the health and social care indicators that informed the Joint Strategic Needs Assessment and the Joint Health and Wellbeing Strategy be noted;
2. That publication of the Joint Strategic Needs Assessment Refresh for 2014 be approved.

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### **Pharmaceutical Needs Assessment: Update**

Dr Jane Fowles presented a report which informed the Board of the findings of the Wolverhampton Pharmaceutical Needs assessment and which sought endorsement of the draft document for the statutory 60 day consultation. The report recommended, inter alia, that authority be delegated to the Chair of the Board to receive a summary of the feedback received during the consultation and the ratification of the final Pharmaceutical Needs Assessment for publication by 1 April 2015.

Maxine Bygrave reported that Wolverhampton Healthwatch had been involved in the process and that this was an area which generated very few complaints or concerns from the public. Dr Helen Hibbs commented on the opportunities to make greater use of community pharmacies to address issues which did not require GP or hospital consultations. Sarah Carter reported that there was also an opportunity to include the use of community pharmacies in the re-design of the Community Care Programme as part of the Better Care Fund.

Resolved:

1. That the findings of the draft Wolverhampton Pharmaceutical Needs Assessment be noted;
2. That the draft Wolverhampton Pharmaceutical Needs Assessment be endorsed for the statutory 60 day consultation;
3. That authority be delegated to the Chair of the Board to approve the final Wolverhampton Pharmaceutical Needs Assessment for publication by 1 April 2015 following consideration of feedback after the conclusion of the consultation period.

14 **Wolverhampton Healthwatch - Annual Report**

Kathy Roper and Maxine Bygrave presented the Healthwatch Wolverhampton Annual Report 2013/14 which outlined the range of community engagement undertaken, how Healthwatch Wolverhampton had influenced local decision making and which detailed the priorities for 2014/15.

Noreen Dowd commented on the improvement in organisation and prioritisation within the local health economy in the face of limited resources. Christine Irvine enquired as to the proposed financial arrangements post April 2015. Kathy Roper opined that funding was anticipated for the 2015/16 financial year but with a General Election scheduled for May 2015 future years funding was unclear. Alan Coe commented on the need to avoid duplication of inspections and of the balancing act required to ensure that Healthwatch Wolverhampton maintained its independence whilst fulfilling the expectations of both the Council and the Clinical Commissioning Group. Maxine Bygrave assured the Board that every effort was made to avoid duplication of work and of the need to respond to local priorities. The Chair, Cllr Mrs Sandra Samuels, advised the Board of the role played by Healthwatch Wolverhampton in the transfer of services from New Cross Hospital to Cannock Chase Hospital.

Professor Linda Lang reported that the work undertaken by Healthwatch Wolverhampton was very appreciated by the University of Wolverhampton. She enquired whether contact had been made with the "Volunteering Programme" operated by the University. Maxine Bygrave advised that contact had been established and discussions were on-going.

Resolved:

That the report be noted and the work undertaken by Healthwatch Wolverhampton, including the community engagement undertaken and the priorities identified for 2014/15 be acknowledged.

15 **Better Care Fund - Update**

Sarah Carter presented a report which provided the Board with an update on progress made in relation to the development of the Better Care Fund Programme in Wolverhampton and which outlined the next steps to be taken with regard to the next steps required for the sign off of the Better Care Fund Plan. She explained to the Board that since the report had been produced the submission had been rated by the Department for Health in the category as "Approved with Support". This meant that, overall the Review Team and the Modification Panel had confidence in the Plan. There were, however, some items of evidence or information that would need to be submitted to provide full assurance. The Team would want to review these particular areas before the Plan could be approved fully. Areas in this category would be assigned a Relationship Manager from the Task Force to agree a plan to provide the further information identified through the National Consistence Assurance Review (NCAR) process. This would be a straightforward and light touch process and the aim was for all Health and Wellbeing Board's in this category to have their Plans approved fully before December 2015.

She reported that a report in connection with "Pooled Budget" arrangements

Would be submitted to the meeting scheduled for 7 January 2015 with the proposals being signed off at the meeting scheduled for 4 March 2015. A number of issues needed to be addressed before the official sign off including:

- Whether responsibility for monitoring the Better Care Fund expenditure would be undertaken by the Health and Wellbeing Board;
- The level of oversight of the Programme required by the Health and Wellbeing Board.

Viv Griffin reminded the Board that it had been the practice to stage two “Away Days” each Municipal Year and suggested that arrangements be made for such an event in order that consideration could be given to the issues now referred to. This suggestion was supported.

Sarah Carter reported that the final Better Care Fund submission would be uploaded shortly on the Websites of both the City Council and the Wolverhampton City Clinical Commissioning Group. Maxine Bygrave requested that an “Executive Summary” be provided to Healthwatch Wolverhampton and that she would arrange for it to be uploaded to the Website. Alan Coe suggested that if an “Executive Summary” document was not available information pertaining to the Better Care Fund should be provided in a format that was easily understandable and in a “what does this mean for me/ my relative” format. Sarah Carter assured the Board that these issues were being addressed by the Communications and Engagement Team.

Resolved:

1. That the next steps of the plan programme be approved;
2. That delegated authority be granted to the Chair of the Board for the final Better Care Fund detailed scheme descriptions and submission to the Department for Health;
3. That arrangements be made for a further “Away Day” event to consider the responsibility for operational oversight and financial and performance monitoring, metrics and plans associated with the Better Care Fund;
4. That further reports be submitted to future meetings on the “pooled Budget” arrangements and the Section 75 proposed draft agreement.

## 16 **Feedback from Sub Groups**

### **(i) Children’s Trust Board**

Viv Griffin presented the minutes of the meeting of the Children’s Trust Board held on 30 September 2014.

Resolved:

That the minutes of the meeting of the Children’s Trust Board held on 30 September 2014 be received and noted.

### **(ii) Transformation Commissioning Board**

Viv Griffin reported on the deliberations of the Transformation Commissioning Board at the meeting held on 10 September 2014.



Resolved:

That the report be received and noted.

### **(iii) Public Health Delivery Board**

Ros Jervis presented a report which informed the Board of the new work streams of the Public Health Delivery Board, as agreed through the Business Planning Cycle and matters arising from the meeting held on 9 October 2014.

Resolved:

That the report be received and noted.

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### **NHS Capital Programme**

David Johnston presented a report on the present position with negotiations and discussions between NHS England, the Wolverhampton City Clinical Commissioning Group, NHS Property Services and Wolverhampton City Council in connection with Council and NHS development plans with a view to understanding how these plans could be best co-ordinated in relation to the following sites:

- Bradley;
- Bilston Urban Village;
- The Scotlands;
- Heath Town and
- Showell Park.

The Chair, Cllr Mrs Sandra Samuels enquired as to the likely timescale for The Scotlands scheme. David Johnston advised that work would commence shortly. Ros Jervis enquired as to whether the various parties were satisfied with the proposed timescale for the Bilston Urban Village scheme. David Johnston confirmed that to be the case. Ros Jervis expressed concern that the new premises proposed for this site would be adjacent to a Public House and a fast food take away restaurant. David Johnston acknowledged the point but advised that there was no alternative site available.

Cllr Roger Lawrence enquired as to whether the scale of proposals for Wolverhampton were comparable to other local authorities in the West Midlands. He also enquired as to whether this Officer Group was also looking at pipeline schemes. David Johnston confirmed that the scale of proposals planned were comparable against other local authorities covered by the Local Area Team and that Wolverhampton was receiving significant investment. Noreen Dowd opined that Wolverhampton had done well when compared to some other authorities. Dr Helen Hibbs reminded the Board that the scale of investment was at a much lower level than that discussed under the "LIFT" initiative but nevertheless Wolverhampton had done well in the allocation round albeit that the estate was in a poor condition. She assured the Board that work was on-going to ensure that priorities of the various parties were aligned. David Johnston reported that whilst the Council did not have a direct feed in to securing NHS finance the relevant bodies were aware of the requirements.

Resolved:

That the report be received and noted.

[NOT PROTECTIVELY MARKED]