



# Meeting of the Health and Wellbeing Board

## Minutes - 3 September 2014

### Members in attendance:

Cllr Mrs Sandra Samuels (Chair) – Cabinet Member for Health and Wellbeing  
Maxine Bygrave – Chair, Wolverhampton Healthwatch  
Dr Helen Hibbs – Chief Officer, Wolverhampton Clinical Commissioning Group  
Ros Jervis – Director of Public Health, Community Directorate  
Sarah Norman – Strategic Director, Community Directorate  
Dr Narinder Sahota – Local Area Team, NHS England (Substitute for Dr Kiran Patel)  
Cllr Paul Singh – Shadow Cabinet Member for Health and Wellbeing

### In attendance

Steve Brotherton – Head of Older People Commissioning, Community Directorate  
Sarah Carter – Programme Director, Better Care Fund, Wolverhampton Clinical Commissioning Group  
Steve Corton – Senior Equality and Diversity Manager, Midlands and Lancashire Commissioning Support Unit  
Stephen Dodd - Independent Vice Chair, Wolverhampton Safeguarding Children's Board  
Noreen Dowd – Interim Chief Operating Officer, Wolverhampton Clinical Commissioning Group  
Fiona Ellis – Commissioning Manager, Children, Young People and Families, Community Directorate  
Maxine Espley – Director of Planning and Contracting, Royal Wolverhampton NHS Trust  
Grace Forrester – Commissioning Project Officer, Community Directorate  
Viv Griffin – Assistant Director, Health, Wellbeing and Disability, Community Directorate  
Tony Ivko – Assistant Director, Older People and Personalisation, Community Directorate  
Chris Irvine – Wolverhampton Voluntary Sector Council  
Keren Jones – Assistant Director, Partnerships, Economy and Culture, Education and Enterprise Directorate  
Richard Welch – Team Leader, Healthier Places Team, Community Directorate  
Carl Craney – Democratic Support Officer, Delivery Directorate

*Item No.*      *Title*

**1      Apologies for absence (if any)**

Apologies for absence had been received from Cllr Val Gibson (Cabinet Member for Adults), Ch. Sup. Simon Hyde (West Midlands Police), Tim Johnson (strategic Director, Education and Enterprise, Wolverhampton City Council), Prof. Linda Lang (University of Wolverhampton) and Dr Kiran Patel (Medical Director, Local Area Team, NHS England).

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

Dr Narinder Sahota attended the meeting as a substitute for Dr Kiran Patel.

**Chair's announcement**

The Chair, Cllr Mrs Sandra Samuels welcomed attendees to the meeting. She advised that Item 17 (Proposals to deliver planned care at Cannock Chase Hospital for Wolverhampton patients) would be considered in the "Open Session" of the meeting and that, accordingly, the press and public could remain for the item.

**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 9 July 2014 be confirmed as a correct record and signed by the Chair subject to the following amendments:

- i) Maxine Bygrave (Chair, Wolverhampton Healthwatch) being included in the list of Members present at the meeting;
- ii) Chris Irvine (Wolverhampton Voluntary Sector Partnership) to be listed as in attendance but not under the "Employees" column.

**5      Matters arising**

There were no matters arising from the minutes of the meeting held on 9 July 2014.

**6      Summary of outstanding matters**

Resolved:

That the summary of outstanding matters be received and noted including that the issue of governance arrangements in respect of the Better Care Fund, raised at the meeting held on 7 May 2014 had now been addressed.

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

Viv Griffin presented the Health and Wellbeing Board Forward Plan for 2014/15 and advised the Board that a report in connection with Special Needs and Disability Reform would be submitted to the meeting scheduled for 5 November 2014. She also reminded the Board that the “Away Day” was scheduled to be held on 15 October 2014 at the Molineux Hotel, Wolverhampton and that the papers for the event would be circulated shortly.

The Chair, Cllr Mrs Sandra Samuels, stressed the importance of the event and encouraged all members of the Board to attend or to nominate a substitute to attend on their behalf.

Resolved:

That the Forward Plan be received and noted.

**8 Safeguarding Children's Board Annual Report 2012-13 - Report of the Independent Chair**

Stephen Dodd, Vice Chair of the Wolverhampton Safeguarding Children's Board (WSCB) presented the Annual Report for 2012 -13. He referred to the review of governance arrangements, including Board membership, the attempts to clarify agency roles and responsibilities in the climate of significant change, the revised branding and the review of Committees. He reported that the Board now met quarterly rather than bi-monthly, that the roles of Board members had now been defined, that there was more work undertaken jointly with the Adults Safeguarding Board and of the work undertaken to monitor serious case reviews. He advised that the Annual Report for 2013 – 14 was due to be considered at the meeting of the WSCB during week commencing 8 September 2014 and would be presented to a future meeting of this Board.

Chris Irvine questioned as to whether, in the face of budget reductions, safeguarding remained a priority for the various agencies. Stephen Dodd assured the Board that safeguarding remained a core priority for all agencies but acknowledged the effects of the increased case load with a reduced workforce. The Chair, Cllr Mrs Sandra Samuels, enquired as to whether all members of this Board had received the appropriate training on safeguarding matters.

Resolved:

1. That an assurance be provided to the Wolverhampton Safeguarding Children's Board that the respective agencies represented on this Board report annually to their respective boards on children's safeguarding;
2. That all agencies represented on the Board be required to ensure that the internal assurance mechanisms that demonstrate their role and performance in relation to safeguarding arrangements for children and young people were in place;
3. That the Annual Report of the Wolverhampton Safeguarding Children's Board for 2012 – 13 be received and noted;
4. That the Independent Chair (or his nominee) be co-opted onto this Board;
5. That arrangements be made for Cllr Paul Singh and Ros Jervis to receive the appropriate training in respect of safeguarding matters;

6. That the Wolverhampton Safeguarding Children's Board Annual Report 2013 – 14 be submitted to a future meeting for consideration.

## 9 **Better Care Fund - progress report**

The Board considered a report and received a PowerPoint presentation from Sarah Carter in connection with the latest position on progress made in relation to the development of the Better Care Fund Programme Plan in Wolverhampton which was due to be submitted on 19 September 2014. Following a question from the Chair, Cllr Mrs Sandra Samuels, Sarah Carter explained and gave examples of the Primary and Community Care work stream.

Ros Jervis enquired as to when the re-design of community and primary care would be undertaken in order to have an impact on emergency admissions. Sarah Carter explained that preparatory work would commence in year one of the programme (2015/16) with implementation in year two (2016/17) and also gave an example of a "quick win" inasmuch as GP's would work closely with the top ten residential homes in the City for emergency admissions to hospital. She also explained the "Eclipse Strategy" whereby risk stratification at residential homes would be undertaken by GP's. Dr Helen Hibbs advised that simple steps could make a big difference with GP's working with the staff at residential homes to identify those residents most likely to succumb to infection or illness.

Noreen Dowd advised the Board that the Programme Plan had been prepared having regard to the QUIPP savings (efficiency savings) required at the Clinical Commissioning Group and the financial constraints faced by the local authority thus ensuring that double counting had not occurred.

Maxine Bygrave referred to the current period of constant change and enquired as to what assurances were being provided to the local population that the revised methods of working did not represent a reduction in the standard and quality from that provided previously. Sarah Carter reported on the proposals for a Quality Impact Assessment to be undertaken and on the benchmark data available on which comparisons between services could be made. Maxine Bygrave referred to the reliance on the whole system approach adopted in the Plan and whether regard had been had to the capacity issues especially within the voluntary sector. Sarah Carter reported that arrangements had been made to meet with representatives of the Third Sector Partnership on 18 September 2014 to discuss this issue and stressed that some services could be delivered better by the Voluntary Sector. The Chair, Cllr Mrs Sandra Samuels, emphasised the importance of ensuring that the necessary capacity and resources were in place. Dr Helen Hibbs referred to the quality monitoring arrangements at the Clinical Commissioning Group which would monitor the delivery of services and opined that services being delivered differently did not necessarily mean that the standard or quality was worse than previously provided. Dr Narinder Sahota drew to the attention of the Board those areas which were currently rated as "Amber" in the Plan, the importance of quantity and quality and the need for the whole system approach to be followed. Sarah Norman stressed the need to demonstrate that the health and social care providers and commissioners were working together.

Resolved:

1. That authority be delegated to the portfolio holders for Adults, Health and Well Being and Resources, in consultation with the Director for Community and the Assistant Director Finance, to approve the Better Care Fund Programme Plan on behalf of the council, to be submitted by 19 September 2014.
2. That the council services and associated budgets for 2015/16 are agreed as part of the Better Care Fund Programme Plan under the delegation detailed above; be pooled in the Better Care Fund, subject to the conclusion of a pooling agreement with Wolverhampton Clinical Commissioning Group (CCG) under Section 75 of the National Health Service Act 2006.
3. That a further report be provided to Health and Wellbeing Board following the submission by 19 September 2014, to provide an update on the final Better Care Fund Programme Plan, and seek approval for the finalised Section 75 agreement

## 10 **Joint Strategy for Urgent Care - Equality Analysis**

Noreen Dowd introduced Steve Corton to the Board. She explained that the report to be presented would concentrate on two main areas, those areas to be addressed by agencies and those areas falling under the remit of this Board. Steve Corton presented the Equality Analysis for the Joint Urgent Care Strategy and sought the Board's agreement to adopt specific recommendations in the equality analysis.

Sarah Norman welcomed the report but questioned how the Board could be satisfied that the six recommendations pertaining specifically to the Board could be delivered and sought clarity on the actions to be taken. Steve Corton explained that he would be meeting with the individual agencies, that the Board could, as the strategic lead, require its partners to action the recommendations and that he would be responsible for monitoring the adoption and action on the recommendations. Noreen Dowd suggested that the Board task Steve Corton with taking the necessary steps to ensure that the appropriate steps were taken to implement the recommendations and to submit a further report to a future meeting of the Board on progress.

In response to a question from Chris Irvine in relation to hard to reach groups Steve Corton assured the Board that he endeavoured to ensure that the steps and actions required from each group were proportionate to the size and resources available.

Resolved:

1. That Steve Corton (Midlands and Lancashire Commissioning Support Unit, NHS England) be tasked, on behalf of the Board, with taking the necessary steps to ensure that the appropriate steps were taken to implement recommendations 8, 10, 11, 19, 20 and 21 in the equality analysis document and to submit a further report to a future meeting of the Board on progress;
2. That the Equality Analysis, particularly the 21 recommendations set out on pages 40 – 42 of the document be noted.

## Child Poverty Strategy

Keren Jones presented a report which updated the Board on progress in delivering Wolverhampton's Child Poverty Strategy and the future governance arrangements. She advised the Board that responsibility for resolving the issues associated with Child Poverty sat with the Children's Trust Board but this would transfer shortly to the Early Help Board. The Social and Economic Inclusion Board would be charged with the lead role in prevention of and breaking the cycle of Child Poverty. The Children's Trust Board would commission an annual review and from the information received make recommendations on future actions to both the Early Help Board and the Social and Economic Inclusion Board.

The Chair, Cllr Mrs Sandra Samuels, questioned as to whether a strong working relationship existed between the Child Poverty Strategy Group and the Wolverhampton Children's Safeguarding Board. Keren Jones undertook to look into this matter and to ensure that linkages between the two Groups were strengthened. Sarah Norman commented that prevention of poverty and neglect could be achieved through working together through the Early Help Board.

Chris Irvine commented that an analysis of the figures in respect of child poverty in the City made disappointing reading and that while the topic had been a priority for many years little progress had been made in addressing the problem. Keren Jones reminded the Board that the current Strategy had only been in place for 12 months, had been refreshed and needed time before any results were identifiable.

The Chair, Cllr Mrs Sandra Samuels suggested that there was a need for a governance framework together with a performance monitoring mechanism in order to identify the progress being made. Dr Helen Hibbs commented that Child Poverty could only be reduced if overall poverty in the City was reduced and reminded the Board of steps which had been taken with regeneration, increasing employment opportunities, enhancing employability together with providing support those children living in poverty. She suggested that the Strategy, as written, made insufficient reference to the need to improve educational opportunities. Ros Jervis suggested that a whole system approach was required given that the contributions of all service areas could have an impact.

Noreen Dowd suggested that the approach adopted with the "Obesity Call to Action" should be followed. Chris Irvine reminded the Board of the important role Schools had to play in resolving the issue and of the opportunities which existed in making use of the Pupil Premium. The Chair, Cllr Mrs Sandra Samuels, commented on the important role that health also played in this issue.

### Resolved:

1. That the revised governance arrangements be noted;
2. That consideration of the report be deferred to the next meeting of the Board and that further consideration be given to the use of the approach followed with the "Obesity Call to Action" together with the preparation of a governance framework and a performance monitoring mechanism.

**12 Progress update - Joint Health and Wellbeing Board Strategy Priority - Drugs and Alcohol**

Ros Jervis presented a report which provided an update on key performance indicators used in the Joint Health and Wellbeing Strategy (JHWBS) to monitor performance on alcohol and drugs. The report also presented the Alcohol Strategy reporting dashboard for comment albeit that it was still in development and provided an update on other issues of relevance to this JHWBS priority area.

She drew attention to the current performance and informed the Board of discussions which had taken place with the current contractor and of the possible application of financial penalties in the contract. She reminded the Board that the contract was for a three year period with an option to extend for a further two years. A Recovery Plan was now in place but unless significant improvements were achieved consideration would need to be given to re-tendering the contract.

Resolved:

1. That the update on the key performance indicators and other issues in relation to the alcohol and drugs priority in the Joint Health and Wellbeing Strategy 2013-2018 be noted.
2. That the new reporting dashboard, agreed at the November 2013 meeting of the Health and Wellbeing Board, which summarised progress with the Wolverhampton Alcohol Strategy 2011- 2015 be noted and any comments be passed to Ros Jervis, Director of Public Health.
3. That the Alcohol Strategy strategic leads undertaking a review and refresh of the strategy as it nears the end of its term be noted.
4. That the Director of Public Health be requested to send a letter to the Government on behalf of the Board requesting that a sensible approach be taken in relation to “minimum pricing” guidance on the sale of super strength cider and that the issue of duty be clarified immediately on sparking ciders to include those that are causing most harm to individuals, families and communities.

**13 Children, Young People and Families Plan - 2014 - 2024**

Fiona Ellis presented the draft Children Young People and Families Plan 2014 – 24 for consideration and comment.

Resolved:

That the draft Children, Young People and Families Plan 2014 – 24 be endorsed.

**14 Refreshed Joint Dementia Care Strategy and Implementation Plan - 2014 - 2016**

Tony Ivko reported that work was ongoing on the refresh of the Joint Dementia Strategy and Implementation Plan 2014 – 2024 alongside the associated Better Care Fund work stream and undertook to ensure it was circulated to members of the Board for comment. Comments were required by 30 September 2014. The Strategy and Implementation Plan would also be considered by the Clinical Commissioning Group Board during September 2014.

Resolved:

That the report be noted and that comments be submitted by Board members by the deadline of 30 September 2014.

**15 Feedback from Sub Groups**

**(i) Adults Delivery Board**

Viv Griffin reported that no meetings of the Adults Delivery Board had been held since the last meeting.

**(ii) Public Health Delivery Board**

Ros Jervis presented a report on 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 31 July 2014. With regard to Priority Three – Integrating the healthier places team into Public Health, she advised that Richard Welch had been appointed as Team Leader of the Healthier Places Team. With regard to Priority Seven – Health Protection and Emergency Preparedness Resilience and Response (EPRR), she reported that Steve Barlow had been appointed to the Health Practitioner Lead Practitioner post.

Resolved:

That the report be received and noted.

**16 Exclusion of the press and public**

Resolved:

That the public and press be not excluded from the meeting.

**17 Proposals to deliver planned care at Cannock Chase Hospital for Wolverhampton patients**

Maxine Espley reported on the background to and the proposals for the delivery of planned care at Cannock Chase Hospital to Wolverhampton patients. A public consultation exercise had been launched in July 2014 with a closing date which had been extended to 17 October 2014. A hand-out which explained the proposals and the formal consultation document was circulated at the meeting. Currently, 314 survey responses had been received; over 100 people had attended or were due to attend public events and 1315 hits recorded on the consultation website. A report on the results of the consultation exercise was to be submitted to the Health Scrutiny Panel meeting scheduled to be held on 20 November 2014.

Following a question from the Chair, Cllr Mrs Sandra Samuels, Maxine Espley confirmed that there would be one team operating across the two sites with staff assigned on a rotational basis and that an on-site Manager was now in place. With regard to concerns which had been raised in connection with transport between the two sites, Maxine Espley outlined the arrangements which were now proposed and which had addressed many of the issues. Dialogue was continuing with user groups.



Maxine Bygrave welcomed the extension to the public consultation period but questioned the availability of the supplement to the original consultation document including details as to why the “do nothing” option was not viable. Also, she enquired as to the availability of the draft travel analysis. Maxine Espley assured the Board that the supplementary documents now referred to were available on the consultation website. An initial travel analysis had been undertaken, colleagues at the Commissioning Support Unit were preparing a full equalities assessment and the Equalities Impact Assessment would be made available to the Board in due course. She reminded the Board that the proposals would, once implemented, lead to a reduction in the number of cancelled operations due to emergency pressures.

Resolved:

That the report be received and noted and a verbal report on the outcome of the public consultation exercise be made to the next meeting of the Board.