

## HEALTH AND WELLBEING BOARD

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### DRAFT MINUTES OF THE HEALTH AND WELLBEING BOARD MEETING HELD ON 15 JANUARY 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

#### Present:

Cllr Jane Scott OBE (Chairman and Leader of the Council), Dr Stephen Rowlands (Vice Chairman), Dr Simon Burrell (Chair for North and East Wilts Clinical Commissioning), Dr Toby Davies (Chair of SARUM Clinical Commissioning Group), Cllr Keith Humphries (Cabinet Member, Wiltshire Council), Angus Macpherson (Wiltshire Police and Crime Commissioner), Cllr Laura Mayes (Cabinet Member, Children's Services), Dr Helen Osborn (Chair for WWYKD Clinical Commissioning Group), Cllr Ian Thorn (Opposition Group, Wiltshire Council), Christine Graves (Healthwatch).

Non-voting Members: Dr Gareth Bryant (Wessex Local Medical Committee), Peter Hill (Chief Executive of Salisbury Foundation Trust), James Scott (Chief Executive of Royal United Hospital), Carolyn Godfrey and Maggie Rae (Corporate Directors, Wiltshire Council), Deborah Fielding (Chief Officer CCG), Dr Elizabeth Hardwick (Avon & Wiltshire Mental Health Partnership).

#### **Also Present:**

Kevin McNamara (Great Western Hospitals), Jacqui Chidgey-Clark (Director of Quality and Safety, Wiltshire CCG), James Cawley, Frances Chinemana, Julia Cramp and Robin Townsend (Associate Directors, Wiltshire Council), David Bowater and Will Oulton (Corporate Support, Wiltshire Council).

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#### 1 **Chairman's Welcome and Introduction**

The Chairman welcomed all to the meeting.

#### 2 **Apologies for Absence**

Apologies were received from Debra Elliot, represented by Geoff Shone, Patrick Geentry, Carolyn Godfrey and Sheila Parker.

#### 3 **Minutes of the previous meeting**

**Resolved**

**That the minutes of the previous meeting held on 20 November 2014 be approved as a correct record.**

4 **Declarations of Interest**

There were no declarations of interest.

5 **Chairman's Announcements**

(A) Transfer of Services from the RUH

The meeting noted that the consultation and impact assessment on the transfer of endoscopy services from 'The Min' to RUH would be completed on 1<sup>st</sup> Feb.

(B) Better Care Fund Letters

The Announcements, previously circulated with the agenda, were noted.

In addition, the Chair stated that an international magazine for civil services had requested an interview with representatives for Wiltshire following the Health Department's reference to Wiltshire's partnership work as an exemplar.

It was also announced that Wiltshire had been shortlisted for the Local Government Chronicle Health and Social Care Award for work with the CCG on Urgent Care at Home, a key plank of the Better Care Plan.

6 **Troubled Families Programme and the Early Help Strategy 2014-2017**

Julia Cramp, Associate Director, presented the report which provided a progress update on the delivery of the Troubled Families Programme and the Early Help Strategy 2014-2017.

Issues discussed included:

- That work in this area was seen as a core part of early health work;
- That as the scheme moved into phase 2, the Government had broadened its eligibility criteria which allowed a more diverse range of families to become involved – including those with a range of health problems;
- Health Partners are engaged in the scheme, and Health Visitors are often the frontline professional working with families; and

- The Council was pleased with how the performance arising from the scheme, and it was noted it is a payment by results scheme.
- The Early Help Strategy is shaping activities such as SEND provision, Youth Development Services and Children's centres.

### **Resolved**

**To note the progress and the key issues for the future successful delivery of the Troubled Families Programme and the Early Help Strategy.**

## **7 Update on Children's Community Health Services Re-commissioning Project**

Julia Cramp, Associate Director, presented the report which provided an update on the project progress to date and set out the agreed procurement strategy and process.

Issues discussed included:

- That there were currently three commissioners, and five separate service providers that it is aimed should be brought under one contract by April 2016;
- That engagement with stakeholders and users is ongoing;
- How elements of good practice, seen in Adult Care, can be transferred into the Children's Community Health Service.
- That preventative work, through school's nursing, features in the project; and
- How best to ensure that flexibility is preserved in the newly commissioned services.

### **Resolved**

**To note the progress being made on the project including the extensive consultation and engagement with parent carers, children and young people and other stakeholders which will inform the future delivery of children's community health services in Wiltshire.**

## 8 Primary Care Co-Commissioning

Deborah Fielding (Chief Officer, NHS Wiltshire CCG) presented the report which: summarised the background to the decision to proceed with co-commissioning; the key aspects of the guidance; and outlined the steps required to complete the submission to NHS England in line with the CCG's intention to pursue a joint commissioning route.

Issues discussed included:

- That a range of stakeholder events, to engage members, would be held;
- That the governance of the joint arrangements will be delivered through a Primary Care Programme Board which will include a local authority representative from the Health & Wellbeing Board and a representative from Healthwatch;
- It is possible that a third of CCGs in the Country will opt for fully delegated primary care commissioning; however moving to joint commissioning arrangements as an intermediate stage allows risks to be mitigated through a phased transition;
- How support from NHS England will be managed to ensure consistency; and
- How conflicts of interest will be managed through robust governance arrangements, including changes to the CCG constitution.

The Chair thanked the officers for the update, and asked that any local authority board member who had an interest in being the Health & Wellbeing Board's representative should let it be known, so that the matter could be decided at the next meeting.

### **Resolved**

- 1. To note the update and proposals for next steps.**
- 2. That any expressions of interest for nomination to the Board be considered at the next meeting.**

## 9 Community Services Tender

Deborah Fielding (Chief Officer, NHS Wiltshire CCG) presented a verbal update regarding the timescale for the community services tender.

Issues discussed included:

- An OJEU notice had now been advertised and potential bidders asked for expressions of interest by 9 February;
- Suitable candidates, probably 3 or 4 candidates, will be invited in March to go through to the next stage to participate in dialogue;
- Final tenders would be submitted by September, with a preferred bidder identified in November;
- The final contract would be awarded in December, with work on contract starting in July 2016.

The Chair proposed that, as this contract is critical to delivering the Better Care Plan, it was important that this matter should be subject to further discussion.

Deborah Fielding stated in response, that as discussion of the tender process could include matters of commercial interest, that this request would need to be considered carefully.

#### **Resolved**

- 1. To note the update; and**
- 2. That legal advice be sought regarding whether the Health & Wellbeing Board is able to discuss the criteria and the weighting of the criteria at a public Board meeting, and how to address any potential conflicts of interest.**

#### **10 Learning Disability and Winterbourne View update**

James Cawley, Associate Director, presented the report which updated the Health and Wellbeing Board on progress on the Winterbourne View action plan and other aspects of joint commissioning of Learning Disabilities Services in Wiltshire which is overseen by the Learning Disability Programme Board (a sub group of the Joint Commissioning Board).

Issues discussed included:

- That, with regard to longer term aims, progress is being made, working in partnership with health agencies.
- How Health and Social care can best meet the needs of the needs of young people with learning disabilities;

- That new approaches to disability, working with young people and their families, are much more personally focused, linking into the transition to adult care;
- The danger that performance statistics may drive actions that may not be in the best interests of individuals; and
- That the full self-assessment on progress in delivering the commitments in the Joint Winterbourne View Action Plan will be presented to the Board at the next meeting in March.

### **Resolved**

**To note the information in the report.**

## **11 Wiltshire Pharmaceutical Needs Assessment**

Kate Blackburn, Speciality Registrar, presented the update; to inform the Health and Wellbeing board (HWB) about the development and production of the Pharmaceutical Needs Assessment (PNA) for Wiltshire following the official 60 day consultation period, and to ask the Board to approve a revised PNA for publication in line with statutory requirements.

Issues discussed included:

- That the PNA was developed by a multi-agency steering group and chaired by a Member of the Board;
- That the layout and style retained from previous PNA as had proved useful; and
- That in general the response has been positive, no additional need identified but areas of development may need more provision.

### **Resolved**

- 1. To note the contents of the Wiltshire PNA;**
- 2. To approve the document to be published in line with regulations for Health and Wellbeing boards to publish their first PNA by 1 April 2015.**
- 3. To request that the Steering Group continues to meet to consider emerging issues such as meeting the need of new developments.**

## 12 **Police and Crime Commissioner Update**

Angus Macpherson, the Police and Crime Commissioner (PCC) for Wiltshire and Swindon, presented the report which highlighted the current position regarding the number of occasions whereby those detained under S136 of the Mental Health Act are taken to Police Custody as the Place of Safety.

Issues discussed included:

- That a review will consider the position in both Wiltshire and Swindon in comparison to other Police Force areas around the country;
- That between April and September 2014, 2 Wiltshire young people were detained in custody under s136;
- The most recent case last took place in August, in consultation with (Child Adolescent Mental Health Services) CAMHS and was because the young person was being violent and assaulting staff - he was in and out of custody within 3 hours;
- Adult S136 detentions in police stations are around average for the Country, but would be looking to reduce the number.
- That the Mental Health Crisis Care Concordat Action Plan for Wiltshire could be brought to the next meeting of the Health & Wellbeing Board for approval, together with the Mental Health Strategy Action Plan.

The Chair stated that she was pleased to see the s136 detainments for young people had been reduced through joint working between Council and Police, and that this should be seen as a good practice example.

The Police and Crime Commissioner also highlighted the new Community Messaging scheme, launching with Neighbourhood Watch and policing teams in February. The scheme is a network to send targeted messages from the police and other partners. 5000 people are on the system, who can tailor how they receive messages. This could include Public Health messages. Partners are encouraged to participate.

### **Resolved**

- 1. To note the issues raised in the report, and recognise progress that has been made;**

2. **To continue to work together through the Crisis Care Concordat to ensure that police custody is only used in exceptional circumstances.**

### 13 **Systems Resilience (Winter Planning)**

Jo Cullen, Maggie Rae and Carolyn Hamblett gave a verbal update and presentation on the emerging issues and the arrangements in place around Systems Resilience.

Issues discussed included:

- That key indicators are monitored on a live basis, so that pressures can be monitored and actions taken;
- Further detail, broken down to a patient's residence level, will not be ready until February;
- That there is a relationship between the volume of calls and referrals to Ambulance and A&E services and out of hours activity;
- How weekend, and bank holidays impact on access to care;
- How the different pressures impact on the three acute trusts;
- How best to interrogate the data to get a detailed and accurate picture;
- Investigations where some daily information can conflict with weekly data;
- That the numbers and cause of Delayed Transfers of Care (DTC) data should be clarified;
- The pressures to discharge people, with care packages, before Christmas;
- How the data can best be used to provide a narrative that can help improve services;
- How lessons can be learnt during other longer weekends such as Easter; and



- How multidisciplinary working can impact on better pathways and improves discharge outcomes.

## **Resolved**

### **To note the update.**

A copy of the presentation is included alongside these minutes.

## 14 **Better Care Plan and 100 Day Challenge Update**

James Roach presented a written update, circulated on the 15<sup>th</sup> January (available online), on the outcome of the 100 Day Challenge and the delivery of the Better Care Plan, including initial outcomes from a recent stakeholder workshop.

Issues discussed included:

- That conversations with partners had started as to how pilot projects can be moved into the mainstream of practice;
- How triage can be developed to ensure that appropriate discharges can be achieved;
- How workforce gaps can be addressed; and
- That further information on the 100 Day Challenge will come back to the next meeting, in conjunction to with the Systems Resilience data narrative.
- Stakeholders had met to review the data and resulting recommendations would be shared with the council, CCG and the next meeting of the Health and Wellbeing Board.

## **Resolved**

### **To note the update and agree final recommendations at the next meeting**

## 15 **NHS Five Year Forward View**

Geoff Shone, NHS England, presented an update on the Forward View and the mandate for NHS England together with the new planning guidance.

Issues discussed included:

- The access and waiting time standards for key mental health services;
- How the forward view chimes with the vision and activities in Wiltshire;
- That the Health & Wellbeing Board had written to the Secretary of State expressing their interest to be part of the vanguard; and
- How NHS England was being reconfigured, and how best to ensure continuity of service during this change;
- NHS England restructuring to make the service more efficient and effective.

## **Resolved**

**To note the update on the Forward View and the mandate for NHS England together with the new planning guidance.**

*Admin Note: Councillor Jane Scott gave her apologies for the remainder of the meeting, as she had an appointment with the Secretary of State for Communities and Local Government. Dr Stephen Rowlands chaired the remainder of the meeting.*

## 16 **Health and Wellbeing Peer Challenge**

Dr Stephen Rowlands, from the Chair, thanked those who had participated in the action plan workshop that preceded the meeting.

## **Resolved**

- 1. To note the broadly positive findings of the peer challenge; and**
- 2. To continue to work to implement the recommendations with partners, providing a quarterly update on their agreed actions.**

## 17 **Date of Next Meeting**

The date of the next meeting would be Thursday, 26 March at 3:00 pm, in County Hall, Trowbridge.

18 **Urgent Items**

There were no urgent items.

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