

Health and Wellbeing Board
Minutes of the meeting held on Wednesday 23 October 2013
at 10am in the Green Room, Archive Centre, County Hall

Present:

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| Cllr Yvonne Bendle | South Norfolk Council |
| Pip Coker | Voluntary Sector representative |
| T/ACC Nick Dean | Norfolk Constabulary |
| Ann Donkin | South Norfolk Clinical Commissioning Group |
| Tracy Dowling | Director of Operations & Delivery, NHS England, East Anglia Team |
| Richard Draper | Voluntary Sector Representative |
| Joyce Hopwood | Voluntary Sector Representative |
| Cllr James Joyce | Norfolk County Council |
| Cllr Penny Linden | Great Yarmouth Borough Council |
| Dr Ian Mack | West Norfolk Clinical Commissioning Group |
| Lucy Macleod | Acting Director of Public Health |
| Jenny McKibben | Deputy Police and Crime Commissioner |
| Elizabeth Nockolds | Kings Lyn & West Norfolk Borough Council |
| Dr Chris Price | Norwich Clinical Commissioning Group |
| Cllr Andrew Proctor | Broadland District Council |
| Cllr Dan Roper | Cabinet Member for Public Protection, NCC |
| Michael Rosen | Assistant Director Early Help, NCC |
| Riana Rudland | Breckland District Council |
| Dr John Stammers | Great Yarmouth & Waveney Clinical Commissioning Group |
| Alex Stewart | Healthwatch Norfolk |
| Mark Taylor | North Norfolk Clinical Commissioning Group |
| Catherine Underwood | Director of Integrated Commissioning, Community Services, NCC |

Others present:

Debbie Bartlett, Head of Planning, Performance and Partnerships, NCC

1 Apologies

Apologies were received from William Armstrong, Healthwatch (Alex Stewart substituting), Cllr Brenda Arthur, Norwich City Council; Stephen Bett, Norfolk Police & Crime Commissioner (Jenny McKibben substituting); Harold Bodmer, Director Community Services (Catherine Underwood substituting); Dr Jon Bryson South Norfolk Clinical Commissioning Group (Ann Donkin substituting), Dr Anoop Dhesi North Norfolk Clinical Commissioning Group (Mark Taylor substituting); Cllr Angie Fitch-Tillet, North Norfolk District Council; Sheila Locke, Interim Director Children's Services (Michael Rosen substituting); Anne Gibson, Norfolk County Council; Cllr Lynda Turner, Breckland District Council (Riana Rudland substituting) and Cllr Sue Whitaker, Norfolk County Council.

2 Welcome New Attendees

The Chairman welcomed Cllr James Joyce, NCC Cabinet Member for Safeguarding to his first meeting of this Board and Riana Rudland, attending from Breckland Council.

3 Minutes of the Health and Wellbeing Board meeting held on 10 July 2013.

The minutes of the Health and Wellbeing Board (H&WB) meeting held on 10 July 2013 were agreed as a correct record and signed by the Chairman.

4 **Declarations of Interest**

There were no declarations of interest.

5 **To receive any items of business**

There were no items of urgent business.

6 **Norfolk County Council Budget Consultation**

6.1 The Board received and noted a verbal report from the Head of Planning, Performance and Partnerships (PPP) on the Council's Putting People First public consultation on the budget proposals for 2014-17.

6.2 The following key points were highlighted during the discussion which followed:

- Debbie explained that talks were underway with organisations but she urged Board members to look at the proposals and to make submissions direct to the Council, bringing to bear their knowledge and expertise.
- The point was made that the Board should consider the impact of any cuts alongside the priorities of the Board.
- Members welcomed the briefing and that the information was for noting only as several confirmed their responses would be submitted once the input from their governing bodies had been sought.
- The role for input from the Board would arise once the outcome from the consultation was identified.

7 **Early Help (Intervention) Strategy**

7.1 The Board received a presentation from Sandra Dineen, Chair, Norfolk Early Help Programme, which set out a strategy for "Raising our Game on Early Help", following on from an informal workshop on the subject held in April.

7.2 The following key points were highlighted, following the presentation:

- There needed to be a serious commissioning intent, in order to meet the challenges raised.
- What work had been undertaken to deliver solutions issues locally, below district level, and involving the third sector level, rather than at a statutory level? In reply, it was confirmed that there was a role for community level engagement and that much was going on through the voluntary sector, without wider knowledge. It was also noted that information sharing was key to ensuring that, in practical terms, there was an opportunity to do so. It was **noted** that Tom Baker, Norfolk County Council's Head of ICT and Information Management would be invited to attend the January Board meeting to explain how the Council was working to develop the concept of an Information Hub for Norfolk.
- One of the key areas was support for young people at 10/11 years of age and emotional well-being and mental health issues. However, there were as yet no visible signs of service delivery to support them, and their families; the need for Early Help was vital to safeguarding them. Mark Taylor **agreed** to explore and bring back information in support of this point to the next meeting.

- It was noted that the Early Health Programme Board sat within a good governance structure. The Board considered that dialogue at H&WB level was vital to ensure a shared approach. Further thought was needed on the issues raised and what the role of the Board might be. It was, therefore, **agreed** that for a workshop on Early Help to be held on this issue, ideally before the January meeting. (Later in the meeting it was agreed to broaden this workshop out and to include Child Poverty).
- The Board recognised the need to think about identifying other underlying factors such as poor housing, lack of employment, and abuse, and how these factors affected young people. More work was needed to evidence these assumptions but it was clear that there was a need for this essential intelligence gathering, for example, to support Distinct Councils in ensuring the correct provision of housing.
- The Board **agreed** that resourcing was an issue and this should form part of the discussions on the subject at the next Board meeting in January. The need for a coherent strategy at a district level structure to support the delivery of early help initiatives was also identified for further discussion.

RESOLVED that the presentation be received.

8 Integration of Health and Social Care Services in Norfolk – An Update

- 8.1 The Board received a report, presented by the Director of Integrated Commissioning, which gave information on the progress from the Task & Finish Group, which had been charged with enabling an assessment to be made of integration in Norfolk. The report also provided an update on the three Norfolk bids which were submitted to the Department of Health to become Integration Pioneers (North Norfolk, Great Yarmouth & Waveney, and West Norfolk).
- 8.2 The following points and actions were noted during the discussion:
- Comment was made that more work was needed to ensure a customer approach as communication was an important element to good integration and the method of doing so.
 - The Board **agreed** that the Terms of Reference for the task and finish group should be amended to give it more ‘teeth’; to focus in on the key aspects of the task; include offender health and communication (as a key driver of integration).
 - It was noted that this was phase 1 of the process
 - Members **agreed** that work was needed to increase the pace and move to making recommendations for what actions needed to be taken in the near future to support longer term integration
 - It was recognised that it was the role of the Health & Wellbeing Board to sign off the Integration Transformation Fund Plan which the County Council and Clinical Commissioning Groups are required to submit to NHS England and Local Government Association in February 2014. It was **agreed** that a report on this would be brought to the Board’s meeting in January 2014.
 - Suggestion was made that at the next meeting in January the Board should consider setting up a specific task group, to include representatives from the main providers, to oversee the detailed planning for the implementation in Norfolk of the Integration Transformation Fund.
 - It was **agreed** that a paper be presented to the January meeting which reviews the processes/plans in place to support longer term integration, with a focus on

implementation of Integration Transformation funding and the risks that this poses to health/social care.

- Lastly, it was **agreed** that CCGs bring their commissioning intentions to the January meeting together with an update from all on progress on integration across Norfolk, including the West Norfolk Integration Pioneer and the other non-shortlisted Pioneer bids.

RESOLVED to receive to report and for a further report to be presented to the January meeting.

9 Developing a Norfolk Joint Health and Well-Being Strategy 2014-17 (JH&WBS)

9.1 The Board received a progress report, presented by the Head of PPP and the Acting Director of Public Health, NCC, who outlined the outcomes from the recent meeting of the JH&WB Strategy Group on the 3 development of the Board's 3 priorities. It was noted that work was now underway on the different approaches needed for each of the priorities including developing a breakdown of actions at different levels, including those targeted at key organisations, individuals/residents, front-line workers, etc.

9.2 The following points were noted during the discussion:

- Members reviewed the progress being made and **agreed** the need to see some concrete actions as it was felt that there had been limited progress to date
- It was recognised that these were challenging and complex areas to tackle and there were not instant solutions – and that the Board was learning as it worked through them
- There was some discussion about the Board's role and aspiration in developing a JH&WBS and it was acknowledged that, amongst other things, the Board was testing out models and potential roles for itself as it took this work forward.
- The Board asked the Strategy Group to narrow the focus to a set of more precise objectives and to make proposals for actions for the next meeting
- It was suggested that there was a need to bring in the 'voice of the people' and that workshops might be used to support this process

RESOLVED that action be taken by the Strategy Group to progress the development, with a further paper presented to the January meeting.

10a Community-led Health Improvement Work Programme - Update

10a.1 The Board received a progress report presented by the Acting Director of Public Health, NCC. The programme included the Healthy Communities project which had been set up to help local people identify the health and wellbeing issues that matter most to them.

10a.2

Members considered the progress being made and achievements to date with its community led health improvement work programme, which had been set up in 2012.

RESOLVED to receive to report.

10b Funding allocation to Community-Led health Improvement 2013-14

The Board received a briefing note, presented by the Head of Planning, Performance and Partnerships (PPP).

Members noted the arrangements for the Board's funding allocation to locally-led health improvement for 2013/14. The funding would be used to support activities that would result in a demonstrable improvement in either, the agreed goals and priorities in the Board's

developing JH&WB Strategy 2014-17, or the existing priorities in the 2013-14 Strategy. The funding would be allocated to city, district and borough councils to work with their local partners to commission activities in line with the aims and outcomes identified in the briefing note. A further report from all 7 local authorities would be presented to the Board in July 2014.

RESOLVED to receive the report

11. Services for Adults with a Learning Disability: Outcomes of the Winterbourne View Enquiry

The Board received a report, presented by the Director of Integrated Commissioning.

RESOLVED that the report be noted and the terms of reference for the multi-agency Steering Group be approved.

12 Public Health Outcomes Framework

12.1 The Board received a presentation by the Acting Director of Public Health. She confirmed that this gave a reference point for the Board on its Strategy.

The following points were noted during the discussion:

- It was confirmed that the data presented was the lowest geographic level which could be obtained but that, depending on the method of data collection, it could be distilled further.
- The Board was advised that there was an ongoing watching brief on welfare reforms and a basket of indicators were monitored but it would be better to have more timely, monthly data to hand rather than the current annual information, for it to be in any way an effective monitoring tool.
- The Board discussed the possibility using some of this as a framework for monitoring the JH&WB Strategy and/or for developing the JSNA. It was agreed that further thought would be needed to develop this and take it forward.

RESOLVED that the Board note the presentation.

13 Healthwatch Norfolk

The H&WB received and noted the Healthwatch minutes of the meetings held on 8 July 2013.

14 NHS England

14.1 The Board received a verbal update from Tracy Dowling, Director of Operations and Delivery, NHS England East Anglia Team and noted feedback on key points from the latest CCG Checkpoint visits and the local Quality Surveillance Group meeting on 10 October 2013.

The Chairman thanked the Director of Operations and Delivery, NHS England East Anglia Team, for the update.

15 Norfolk Health Overview and Scrutiny Committee

The Board received and noted the minutes from the Norfolk Health Overview and Scrutiny Committee meeting held on 20 June and 5 September 2013.

The next meeting would take place on **Wednesday 8 January 2014** at 10am. The venue is to be confirmed.

The meeting closed at 12.14pm

Chairman