

**Health and Wellbeing Board
Minutes of the meeting held on Wednesday 29 April 2015 at 9.30am
in Edwards Room, County Hall, Norwich**

Present:

Mr D Roper, Norfolk County Council – Chairman

William Armstrong	Healthwatch Norfolk
Harold Bodmer	Executive Director of Adult Social Services, NCC
C/Supt Nick Davison	Norfolk Constabulary
Dr Anoop Dhesi	North Norfolk Clinical Commissioning Group
Richard Draper	Voluntary Sector Representative
Ann Donkin	South Norfolk Clinical Commissioning Group
Dr Chris Francis	Norwich Clinical Commissioning Group
Joyce Hopwood	Voluntary Sector Representative
Cllr James Joyce	Chair, Children's Services Committee, NCC
Sheila Lock	Interim Executive Director, Children's Services, NCC
Dr Ian Mack	West Norfolk Clinical Commissioning Group
Lucy Macleod	Interim Director of Public Health
Cllr Lisa Neil	South Norfolk Council
Cllr Elizabeth Nockolds	Borough Council of King's Lynn and West Norfolk
Dr John Stammers	Great Yarmouth & Waveney Clinical Commissioning Group
Dr Wendy Thomson	Managing Director, Norfolk County Council
Cllr Sue Whitaker	Chair, Adult Social Care Committee, NCC

Also present: Debbie Bartlett,

1 Apologies

- 1.1 Apologies were received and accepted from

2 To agree the minutes

- 2.1 The minutes of the Health and Wellbeing Board (HWB) held on the 4th February 2015 were agreed as a correct record and signed by the Chair.

3 Declarations of Interests.

- 3.1 A blanket declaration was declared in respect of the period of Purdah for the forthcoming Parliamentary and District Election.

4 To receive any items of urgent business

- 4.1 There were no items of urgent business.

5 Clinical Commissioning Groups' plans 2015/16

- 5.1 The Board received presentations from each of the CCG's on their forthcoming plans. It provided an opportunity for the Health and Wellbeing Board to consider key elements of Norfolk's CCG's plans for the period 2015-2016.

- 5.2 It was suggested that it could be beneficial to align the plans of the CCG's with the Health and Wellbeing agenda so that it would align to the Commissioning Cycle, but it was clarified that this may not be practical
- 5.3 The Board felt that together more could be supported for Child and Adolescent Mental Health, as there was concern about this area. South Norfolk reported that Trish Hacon had recently been appointed who was working closely with other agencies to ensure plans were coherent.
- 5.4 The Board heard that the voluntary sector were always willing to do more when possible, but they didn't always have the infrastructure to do so.
- 5.5 It was noted that every CCG had been helpful in making the dementia board continued and had attended meetings.
- 5.6 There had been a children and young people revamp which had meant that there was now dialogue across the system about what money had been spent across the pathway for Children. Even though there had been huge budgetary pressure, the opportunity had been taken to reduce the duplication of money. It was noted that Public Health had carried out some work and there was the opportunity to investigate further using the methodology that had been used in Children's Services.
- 5.7 The Board **RESOLVED** to;
- Note each Clinical Commissioning Group plan.

6. Norfolk Better Care Fund – Delivering the Plan

- 6.1 The Board received the report which made proposals for future monitoring and reporting of the BCF to provide assurance and to support the Board in leading the transformation of health and social care services needed to deliver the BCF plan. It also provided the H&WB with information about NHS England's recent detailed 'Guidance for the Operationalisation of the BCF in 2015/16' together with proposals for meeting these requirement.
- 6.2 It was highlighted that the Board should consider the ambition of the pooled fund of £65 million as it appeared that other Boroughs had pooled much bigger budgets. It would be useful if there could be a discussion around this, as it could be a further tool of achieving the best value.
- 6.3 The Board **RESOLVED** to;
- Note the national guidance
 - Agree arrangements going forward to support the Board in leading the transformation of health and social care services needed to deliver the vision for the BCF plan for Norfolk.

7. Annual Report of the Independent Chair of Norfolk Safeguarding Children Board 2013-14

- 7.1 The Board received the Annual Report from the Norfolk Safeguarding Children Board which provided details of activities for the year 2013-14 and was presented the Health and Wellbeing Board as part of the accountability of the NCSB in discharging its responsibilities to co-ordinate safeguarding work and to ensure the effectiveness of

partnership arrangements.

- 7.2 The Board suggested that the report needed to be presented earlier in the financial year.
- 7.3 The Board heard that work was being carried out in partnership with Healthwatch in order to engage more young people on their views.
- 7.4 The Board **RESOLVED** to;
- Note the report and note that it had been reported to the Children's Services Committee, Norfolk County Council's Managing Director, the Police and Crime Commissioner and to partner agencies.

8a. Children's Services Performance Monitoring Report

- 8.1 The report provided an update on Children's Services operational performance, including Support for School Improvement and Social Care and Safeguarding.
- 8.2 The Board heard that the Assistant Director had clear expectations of partnership working and therefore for future the reporting should be more detailed.
- 8.3 The West often had disadvantaged figures, but the responsibility would be given to the Locality's Early Help Senior Officer. The families' capacity should be fully analysed before making changes.
- 8.4 The Board heard that although the caseload figures were increased, it was being addresses. Within the new structure there was increased short term capacity and a workforce development plan was in place. Caseloads figures were in line or better than some places in the Country.
- 8.4 The Board **RESOLVED** to;
- Note the report

8b. LAC Health Report

- 8.1 The Board received the report which updated the Board on the performance concerns around Health Assessments for Looked After Children. The report provided an overview of performance on the provision of Health Assessments for Looked After Children (LAC).
- 8.2 The Board noted that there were limited solutions to the problems in this area. Assurance was sought that problems were taken forward in a timely manner to identify any gaps.
- 8.3 Help was needed from partners of the Board in ensuring that the right assessment was carried out at the right place in the journey of the child. All partners had a corporate parenting responsibility to ensure this happened.
- 8.4 Assistance was offered by CCG's to have a conversation with Children's Services and to involve NHS England in the process.
- 8.5 The Board **RESOLVED** to;
- Note the poor historical performance and significant decline in year to date performance in this key area.

9. Voluntary Sector Engagement Project Final Report

9.1 The Board received the final report from the Voluntary Sector Engagement Project (VSEP) whose funding from Health and Wellbeing Board ended on 31st March 2015. The report highlighted some of the main achievements of the Project's work in bringing the active engagement of the voluntary sector into the Health and Wellbeing Board and the wider health and wellbeing agenda. It also identified gaps which had been left behind as a result of the Project's closure and concluded with some recommendations.

9.2 The Board **RESOLVED** to;

- Note the content of the report and the achievements of the VSEP.

10. Healthy Communities – Evaluation Report

10.1 The report updated the Board on the progress and final evaluation of the Healthy Communities Project, summarised key activity since the last report and made recommendations on further development.

10.2 The Board heard there had been courses arranged to help groups apply for their own funding. However it was also important to develop community power and resilience.

10.3 The Board **RESOLVED** to;

- Note the report and the closing of the Healthy Communities Project.

11. CCG's draft Annual Reports

11.1 The annexed report (11) was received by the Board. The report provided relevant extracts of the Clinical Commissioning Group (CCGs) draft Annual Reports 2014/15. It brought together the reviews prepared by each of the CCGs of the extent to which the CCG had contributed to the delivery of the joint health and wellbeing strategy.

11.2 The Board **AGREED**;

- To note the report.

12. NHS England's 5 year Forward View

12.1 The Board heard that although it was hoped this would be discussed, a representative from NHS was not available to attend the meeting following the restructure of NHS East Anglia. It was noted that the sub regional team were now covering a much bigger area which made it difficult to interact with them on a daily basis.

12.2 It was suggested that dependant on the result of the election, this might require a special meeting to review it.

13. Healthwatch Norfolk minutes of the meetings held on 19 January 2015

13.1 The Board received and **NOTED** the minutes of the meetings of Healthwatch Norfolk which took place on 19th January 2015.

14. Norfolk Health and Overview Scrutiny Committee minutes of meetings held 15 January 2015

- 14.1 The Board received and **NOTED** the minutes of the meetings of the Norfolk Health and Overview Scrutiny Committee meetings which took place on 27 November 2014 and 15 January 2015.

The next meeting would take place on **Wednesday 15 July 2015** at 9.30am. The venue would be confirmed.

The meeting closed at 1.30pm

Chairman