

**Health and Wellbeing Board**  
**Minutes of the meeting held on Wednesday 3 February 2016 at 9.30am**  
**in Colin Chapman Room, Hethel Engineering Centre, Hethel**

**Present:**

Cllr Yvonne Bendle	South Norfolk Council
Harold Bodmer	Executive Director, Adult Social Services
Dr Hilary Byrne	South Norfolk Clinical Commissioning Group
Cllr Trevor Carter	Breckland District Council
T/ACC Nick Davison	Norfolk Constabulary
Cllr Gail Harris	Norwich City Council
Joyce Hopwood	Voluntary Sector Representative
Antek Lejk	South Norfolk Clinical Commissioning Group
Dr Ian Mack	West Norfolk Clinical Commissioning Group
Jenny McKibben	Deputy Police and Crime Commissioner
Dan Mobbs	Voluntary Sector Representative
Cllr Elizabeth Nockolds	Borough Council of King's Lynn and West Norfolk
Cllr Andrew Proctor	Broadland District Council
Michael Rosen	Executive Director Children's Services
Dr John Stammers	Great Yarmouth & Waveney Clinical Commissioning Group
Alex Stewart	Healthwatch Norfolk
Dr Louise Smith	Director of Public Health
Jo Smithson	Norwich Clinical Commissioning Group
Dr Wendy Thomson	Managing Director, Norfolk County Council
Catherine Underwood	Director of Integrated Commissioning
Cllr Brian Watkins	Norfolk County Council
Cllr Sue Whitaker	Chair, Adult Social Care Committee, NCC

**Also present:**

- Anne Gibson, Executive Director of Resources, Norfolk County Council

**1 Apologies**

- 1.1 Apologies were received from Cllr Penny Carpenter, Cllr Annie Claussen-Reynolds, Dr Anoop Dhesi, William Armstrong (substituted by Alex Stewart) and ACC Nick Dean (substituted by T/ACC Nick Davison).

**2. Minutes**

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

**3. Declaration of Interests**

- 3.1 There were no interests declared.

**4. Urgent Business**

- 4.1 There was no urgent business received.

## 5. Integration in Norfolk and the Better Care Fund Plan

- 5.1 The Board received a report which explained that Norfolk's 2015-16 BCF programme was a key mechanism for the delivery of integration in Norfolk. It was an ambitious programme addressing the suite of national indicators including targeting a reduction in non-elective admissions of 3.5%. This report provided a structured review of progress with Norfolk's BCF plan 2015/16 so far using the national Better Care Fund Self-Assessment Tool. The report also outlined the planning parameters for next year and made proposals for developing the Norfolk BCF programme for 2016/17, building on the BCF 2015/16 programme.
- 5.2 The Board recognised that there was unprecedented financial pressure for the whole system and that the challenges across health and care nationally were reflected in Norfolk including increasing demand, difficulties in recruitment and financial challenge. It was recognised that whilst each of the organisations has plans to address their own financial and operational challenges, the scale of change needed required collaborative transformation across services and across traditional boundaries
- 5.3 The outcome of the structured review of the BCF programme 2015/16 highlighted interventions which had the most positive impact and where they had not achieved desired impact, including where plans may have been too ambitious in terms of the number of schemes that required developing and implementing. It was noted that focused work was being carried out in order to achieve the national target for non-elective hospital admissions. Joint teams were providing support to reduce unnecessary admissions and, for example, parts of the County were focusing on those with special conditions where, with coordinated support, interventions were making a real difference.
- 5.4 It was recognised that the health and social care system in Norfolk was complex and it would be important for partners to work together to carefully readjust the system in order to bring about improvements, for example, in relation to delayed transfers of care.
- 5.5 Members noted that in addition to the Better Care Fund plan work there were workstreams being carried out by the whole systems resilience group, and the need to ensure that these were appropriately linked.
- 5.6 The Board **RESOLVED** to;
- Note the BCF 2015/16 progress submission to NHS England for the period 1 July to 30 September 2015 and commission a 'deep-dive' style review of the position around provision of 7-day services across Norfolk.
  - Provide any final considerations and agree in principle to the overarching proposals for Norfolk's 2016/17 BCF Programme in time for the initial submission on 8 February 2016.
  - Agree what actions the Board / individual members would take to help address key issues in relation to BCF 2015/16 and/or planning for 2016/17.

## 6. Joint Health and Wellbeing Board Strategy Implementation Update

- 6.1 Members received a report which explained that it had been 18 months since the Board had signed off the current Joint Health and Wellbeing Strategy. A mid-way review of the Strategy Implementation Group (SIG) had been carried out and proposals were agreed including giving the Group more of a co-ordinating role, rather than a representative role, and streamlining membership accordingly. Progress continued to be made and the

quarterly strategy update was contained within the report.

- 6.2 Members discussed the importance of prevention and early intervention having been identified as priority areas, but concerns were also raised around the urgency of some critical issues that are impacting now that needed to be addressed. There was overall agreement for the Board to keep focused on the impact based outcomes.
- 6.3 Dr Louise Smith, DPH, updated the Board on the plans underway for making mental health and a priority for Norfolk and asked the Board to consider a wider concept of 'mental wellbeing and happiness'. The DPH outlined the outcome of the recent mental health seminar which was designed to help identify the focus and ambition and confirmed that there was an appetite for change and an opportunity for the H&WB to create that common purpose and to look at equity of esteem. The Board agreed that it had a major role to play in addressing this and it was an important and urgent issue.
- 6.4 The Board **RESOLVED** to;
- Confirm agreement of the new Terms of Reference of the board sub-committee – Strategy Implementation Group (SIG) in Appendix 1.
  - Note the summary update on how other board strategy priorities are progressing as shown in Appendix 2 of the report.
  - Note progress being made towards making Mental Health a board priority in Appendix 3.

The next meeting would take place on **Tuesday 26 April 2016** at 9.30am. The venue would be confirmed.

The meeting closed at 1pm

Chairman