

DUDLEY HEALTH AND WELLBEING BOARD

WEDNESDAY 26TH JUNE 2013

**AT 10.00 am
IN ROOM EV335
AT DUDLEY EVOLVE
TOWER STREET
DUDLEY**

If you (or anyone you know) is attending the meeting and requires assistance to access the venue and/or its facilities, could you please contact Democratic Services in advance and we will do our best to help you

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**You can view information about Dudley MBC on
www.dudley.gov.uk**

IMPORTANT NOTICE

MEETINGS AT THE DUDLEY EVOLVE

Welcome to Dudley Evolve

In the event of the alarm sounding, please leave the building by the nearest exit. There are Officers who will assist you in the event of this happening, please follow their instructions.

There is to be no smoking on the premises in line with national legislation. It is an offence to smoke in or on these premises.

Please turn off your mobile phones and mobile communication devices during the meeting.

Thank you for your co-operation.

Directorate of Corporate Resources

Law and Governance, Council House, Priory Road, Dudley, West Midlands DY1 1HF
Tel: (0300 555 2345)
www.dudley.gov.uk



Your ref:	Our ref:	Please ask for:	Telephone No.
	JJ/jj	Mr J Jablonski	815243

13th June, 2013

Dear Member

Dudley Health and Wellbeing Board

You are requested to attend a meeting of the Dudley Health and Wellbeing Board to be held on Wednesday, 26th June, 2013 at 10.00 am in Room EV335 at Dudley Evolve, Tower Street, Dudley to consider the business set out in the Agenda below.

The agenda is available on the Council's Website www.dudley.gov.uk and follow the links to Councillors in Dudley and Committee Management Information System.

Yours sincerely

A handwritten signature in black ink, appearing to be "P. Tart", written over a horizontal line.

Director of Corporate Resources

A G E N D A

1. ELECTION OF CHAIR

The Elected Members of the Board to elect a Chair

2. APPOINTMENT OF VICE – CHAIR

The Elected Members of the Board to appoint a Vice-Chair

3. APOLOGIES FOR ABSENCE

To receive apologies for absence from the meeting

4. APPOINTMENT OF SUBSTITUTE MEMBERS (IF ANY)

To report the names of any substitute members serving for this meeting.

5. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with the Members' Code of Conduct

The attention of Members is drawn to the wording in the protocols regarding the general dispensation granted to Elected Members and the voting non-elected representative from requirements relating to other interests set out in the Members' Code of Conduct given the nature of the business to be transacted at meetings.

However, Members and the voting non-elected representative (and his potential substitutes) are required to disclose any disclosable pecuniary interests. In such circumstances, the voting Member would be required to withdraw from the meeting.

If Members have any queries regarding interests would they please contact the Director of Corporate Resources, Philip Tart, prior to the meeting.

6. MINUTES

To approved as a correct record and sign the minutes of the meeting of the Board held on 29th April, 2013 (copy herewith)

7. DATES OF FUTURE MEETINGS

To confirm the dates of future meetings of the Board, as follows –

Wednesday, 11th September, 2013
Tuesday, 28th January, 2014
Wednesday, 26th March, 2014.

Meetings to start at 3pm.

8. SUPPORT ARRANGEMENTS FOR THE HEALTH AND WELLBEING BOARD (Pages 1 - 3)

To consider a joint report of Officers

9. TO ANSWER QUESTIONS UNDER COUNCIL PROCEDURE RULE
11.8 (IF ANY)

MEMBERSHIP OF THE
BOARD

Councillors Branwood, Crumpton, Miller and S.Turner

Director of Adult, Community and Housing Services, Director of Children's
Services and Assistant Director of Planning and Environmental Health

Director of Public Health

Roger Clayton – Chair of Safeguarding Boards

Dudley GP Clinical Commissioning Group

Dr. D Hegarty and Mr P Maubach with 1 vacancy

Alison Taylor – Local Area Team - NHS Commissioning Board – Lead Director for
Dudley

Andy Gray – Dudley CVS CEO

tbc - Healthwatch Dudley

OFFICER SUPPORT

Cc Brendan Clifford Assistant Director, Health Reform Programme Lead (DACHS)

Assistant Director Quality and Partnership (Children's Services)

Mr N. Bucktin, Head of Partnership Commissioning.(CCG)

Ms K.Jackson, Consultant in Public Health (Office of Public Health)

DUDLEY HEALTH AND WELL-BEING BOARD

Monday, 29th April, 2013 at 3.00 pm
in Committee Room 2 at The Council House, Dudley

PRESENT:-

Councillor Islam (Chair)

Councillor Crumpton (Vice-Chair)

Councillors Miller and Waltho

Director of Adult, Community and Housing Services, Director of Children's Services, Director of Public Health, Assistant Director, Children and Families (Directorate of Children's Services), Assistant Director Planning and Environmental Health (Directorate of the Urban Environment);

Mr. P. Maubach - Dudley Clinical Commissioning Group, Alison Taylor, Local Area Team, NHS Commissioning Board, Mr. A. Gray - Dudley CVS CEO,

Assistant Director, Health Reform Programme Lead (Directorate of Adult, Community and Housing Services), Assistant Director (Quality and Partnership) (Directorate of Children's Services), Mr. N. Bucktin, Head of Partnership Commissioning - Clinical Commissioning Group, Ms. K. Jackson, Consultant in Public Health (Office of Public Health) and Mr. J. Jablonski (Directorate of Corporate Resources)

Also in attendance

Mr. B. Piper, Chairman and Mrs. K. Dowman, Chief Executive of Black Country Partnership NHS Foundation Trust (for Agenda Item No. 8)

together with three members of the public

32. COMMENTS OF THE CHAIR

The Chair welcomed Alison Taylor to this, her first meeting of the Board and also welcomed the Chairman and Chief Executive of the Black Country Partnership NHS Foundation Trust. Following the welcomes made, those present introduced themselves.

33. APOLOGY FOR ABSENCE

An apology for absence was submitted on behalf of Dr. David Hegarty (Dudley Clinical Commissioning Group).

34. DECLARATIONS OF INTEREST

No member declared an interest in any matter to be considered at this meeting.

35. MINUTES

It was reported that, arising from the preamble to Minute 25, copies of an updated Joint Strategic Needs Assessment Synthesis 2012 and of a Digest of Key Questions for Commissioners referred to at the last meeting, were available for members of the Board to collect at the end of the meeting.

RESOLVED

That the minutes of the meeting of the Board held on 21st January, 2013, be approved as a correct record and signed.

36. DATES OF BOARD MEETINGS IN 2013/14

It was noted that the Board would meet on Wednesday, 26th June, 2013, for the holding of a Conference and Event, and that provisionally, the Board would also meet on:-

Monday, 9th September, 2013
Tuesday, 28th January, 2014; and
Monday, 24th March, 2014

It was further noted that, as Monday meetings clashed with meetings of the Dudley Clinical Commissioning Group, it was likely that a day other than a Monday would be used for future meetings of the Board.

37. NEXT STEPS FOR THE HEALTH AND WELL-BEING BOARD INCLUDING WORK PROGRAMME FOR 2013/14

A joint report of officers was submitted on the next steps, including a work programme for 2013/14, for the Health and Well-Being Board following its progression from a shadow body to a statutory Board from 1st April, 2013.

RESOLVED

- (1) That the arrangements regarding the Joint Health and Wellbeing Strategy and Joint Strategic Needs Assessment, be noted.
- (2) That the content of the Work Programme for 2013/14, as set out in the report submitted, be approved, including the recommended approach for the "Spotlight" sessions and the recommended approach for the meetings in public, including the proposal for a Health and Wellbeing Board Annual Conference.

- (3) That the governance arrangements as set out in Appendix 2 to the report submitted be approved and that the Council at its Annual Meeting on 16th May, 2013, be recommended to agree that no changes be made to current Board voting arrangements.
 - (4) That consideration be given to the possibility of varying the location for the meetings held in public.
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38. REPORT OF THE MID-STAFFORDSHIRE NHS FOUNDATION TRUST
PUBLIC INQUIRY - THE FRANCIS REPORT - IMPLICATIONS FOR
DUDLEY

A joint report of officers was submitted on the overall issue relating to quality and safety with regard to the implications for Dudley of the Report of the Mid-Staffordshire NHS Foundation Trust Public Inquiry - The Francis Report.

Mr. Maubach, in his presentation of the content of the report emphasised that the purpose of the report was for the Board to consider its role in relation to the issues raised, as set out in paragraph 3 of the report, in particular, specific recommendations in relation to patient, public and local scrutiny.

In this regard, he briefly outlined recommendations 145 to 150 of the Report in respect of the role of healthwatch and scrutiny bodies. The Board needed to be assured that there was sufficient support for scrutiny and sufficient support and advice submitted to the Board. In this connection, elected members referred to the revised arrangements for scrutiny that would be implemented by the Council following the Annual Meeting of Council in May, 2013.

RESOLVED

- (1) That the general themes and the recommendations arising from the Francis Report be noted.
 - (2) That local NHS organisations be requested to submit their action plans in response to the Francis Report, with particular reference as to how they were addressing the issue of putting the patient first, for consideration at the meeting of the Board to be held in September, 2013.
-

39. DUDLEY SAFEGUARDING ADULTS BOARD AND LEARNING
DISABILITIES PARTNERSHIP BOARD RESPONSE TO
WINTERBOURNE

A joint report of officers was submitted on the implications for both Dudley Safeguarding Adults Board and Learning Disabilities Partnership Board regarding the findings from Winterbourne View.

The report was a progress report on the work that had been done and needed to be done in response to the issues raised by Winterbourne. The role of the Board was to ensure that work was being done and that better outcomes were being delivered to the people concerned.

Arising from consideration of the content of the report and questions raised and responded to, it was

RESOLVED

That the current and proposed measures that the Safeguarding Adults Board and the Learning Disabilities Partnership have made in response to the Winterbourne findings, be noted.

40. PRESENTATION BY BLACK COUNTRY PARTNERSHIP NHS
FOUNDATION TRUST

A copy of a presentation by the Black Country Partnership NHS Foundation Trust, a copy of which had been circulated with the papers for this meeting and was available on the Council's Committee Management Information site, was presented by Karen Dowman, Chief Executive of the Trust. The presentation was in two parts, outlining services in relation to children and those for people with learning disabilities.

Arising from the presentation given, a number of questions were asked and responded to with particular reference to the following issues in relation to children:-

- how the Board could be assured that the Trust was meeting specific challenges arising from the changes undergone and Health Visitor responsibilities in relation to safeguarding. Arrangements to meet the specific challenges were outlined by the Chief Executive and the Chairman of the Trust outlined ways in which his Board sought assurance, including the use of Board walk-throughs. It was suggested that when carrying out a walk-through, that Trust members be encouraged to consider how the particular service connected with other services.

- in response to a comment regarding an apparent lack of understanding between the various agencies involved with Children Safeguarding, it was suggested that a diagnostic plan would be useful. The Chief Executive indicated that she would arrange for a structure plan to be produced.
- the Trust acknowledged that it needed to be more creative in the ways in which it engaged with young people and mention was made of a Facebook site that had been in operation for six months and was growing. As a Foundation Trust, it was also seeking to encourage wider membership in young people on its Board of Governors.
- that Children's Services could assist with surveys to be undertaken by the Trust and provide assistance with contacting Head Teachers. Children's Centres were also cited as a good way in which contact could be made with parents.

Regarding services for people with learning difficulties:-

- it was noted that these were provided across the whole of the Black Country and that it was considered that responses had been made arising from Winterbourne View; that a strategy had been presented to the four boroughs and that savings from bed reductions would be used.
- that there was a need for further consideration to be given as to provision, whether it was across the Black Country or in localities and the need to understand what that meant.

At the conclusion of questions, the Chair thanked the Chairman of the Trust and the Chief Executive for their informative presentation.

33. ADULT SOCIAL CARE - LOCAL ACCOUNT 2011/12

A report of the Director of Adult, Community and Housing Services was submitted on the Adult Social Care Local Account, 2011/12. It was noted that a copy of the full document was available on the Council's Committee Management Information System.

RESOLVED

That the information contained in the report submitted, on the Adult Social Care Local Account 2011/2012, be noted.

34. OBESITY STRATEGY

A report of the Director of Public Health was submitted on the refreshed “Tackling Obesity” Strategy for Dudley Borough and the accompanying five year Improvement Plan, 2013 to 2017. A copy of the Strategy was available on the Council’s Committee Management Information System.

In presenting the report, Karen Jackson reported that there would be a public facing version of the strategy available for members of the public.

Arising from the presentation given, a number of comments were raised relating, in particular, to the importance of the strategy to other aspects of health and wellbeing, for example, in relation to deprivation and mental health, given the long-term implications of obesity. There was, therefore, considered to be a need to continually check the progress of the strategy. It’s impact and relevance on other strategies, for example, strategic planning documents, was also cited.

Mention was also made of interviews given by the Chair of this Board and Karen Jackson on local radio on the Obesity Strategy, which was considered to be a positive contribution to the discussion on this matter.

RESOLVED

- (1) That the Dudley Borough Obesity Strategy and Improvement Plan for 2013 to 2017 be ratified.
- (2) That the Board support and encourage partners to contribute to the Improvement Plan, incorporate the actions into their own organisational/directorate action plans and contribute to the obesity strategy annual report.
- (3) That a yearly Annual Report for this strategy be submitted to the Board.

35. DUDLEY DEMENTIA STRATEGY

A joint report of officers was submitted on national, regional and local developments with regard to dementia in Dudley, including the joint Dementia Strategy, which was available on the Council’s Committee Management Information System; consideration of the Prime Minister’s Challenge to become dementia friendly partners, committing to how to become dementia friendly and on how the Board wished to be informed of progress in these matters.

During the presentation of this item, tribute was paid to Maggie Venables, a former Assistant Director in the Directorate of Adult, Community and Housing Services, and her colleagues in developing the Dudley Dementia Gateways Project, which had recently been cited at two conferences by Ministers as best practice. It was hoped that the achievement of a recent award would also lead to further national recognition of the project.

Arising from the presentation of the report, various comments were made, including reference to the fact that dementia was not just about what could be done in the community, but also around residential nursing care on which some work needed to be done.

A lot of work was, therefore, currently being undertaken at various levels seeking to prevent, where possible, slow-down progression and ensure specialist dementia provision was available as required. There was also a need to look at what was provided in conjunction with those concerned.

A further comment was made that although much good work had been carried out an apparent weakness could be the below-average rate for diagnosis of dementia and, in this regard, the Dudley Clinical Commissioning Group were doing work to address this.

RESOLVED

- (1) That the developments in Dementia Care at national, regional and local level, as indicated in the report submitted, be noted.
- (2) That the Chair in consultation with appropriate officers, be authorised to further consider the Prime Minister's Challenge to become dementia-friendly partners, committing to how to become dementia friendly and respond accordingly to that Challenge, referred to in Appendix 1 to the report submitted.
- (3) That the Director of Adult, Community and Housing Services be requested to submit an Annual Progress Report on the Dudley Dementia Strategy to the Board and that the Strategy be included as a topic for one of the "Spotlight" sessions to be held throughout the year.

36.

UPDATE ON HEALTHWATCH DUDLEY DEVELOPMENTS

A report of the Director of Adult, Community and Housing Services was submitted updating the Board on Healthwatch Dudley Developments.

It was noted that after an open tender process, the Council procured Dudley Council for Voluntary Services to deliver local Healthwatch for the Borough.

Following a brief introduction by the Assistant Director, Health Reform Programme Lead, Andy Gray, Chief Executive Officer of Dudley Council Voluntary Services commented further on this.

In particular he indicated that it was hoped that a Board Member from Healthwatch would be in attendance at the next meeting of the Board and that although it was only four weeks since the Local Healthwatch Organisation had been established, a website had been produced which was taking shape.

A launch event would be held on 8th May, 2013 between 5 and 8 p.m., which would adopt a non-conference approach, and be held at the Brierley Hill Campus of Dudley College. The event would be open to members of the public and anyone else who wished to attend so as to help shape the Local Healthwatch Organisation. One aspect of this was giving a voice to children and young people and the Board recruitment that was underway would be looking for diversity.

RESOLVED

That the information contained in the report submitted, and as reported at the meeting, updating the Board on Healthwatch Dudley developments, be noted.

The meeting ended at 5.25 p.m.

CHAIRMAN

DUDLEY HEALTH AND WELLBEING BOARD

26th June 2013

Joint Report of the Director of Public Health, Director of Adult, Community and Housing Services, Director of Children's Services, Director of the Urban Environment and the Chief Officer of the Dudley Clinical Commissioning Group

SUPPORT ARRANGEMENTS FOR THE DUDLEY HEALTH AND WELLBEING BOARD 2013/14

Purpose of Report

1. For the Dudley Health and Wellbeing Board to consider and approve the proposed support arrangements for the Board for 2013/14.

Background

2. Dudley's Health and Wellbeing Board was established in shadow form on the 9th February 2011, with the first meeting on the 25th July 2011.
3. During 2011/12 and 2012/13 support was provided by a small editorial team led by the Directorate of Adult, Community and Housing Services and the establishment of a Health and Wellbeing Improvement Team. The Health and Wellbeing Improvement Team, was disbanded during 2012, with all support arrangements being led through the editorial team.
4. The Health and Wellbeing Board has now moved into a new phase of development, moving out of shadow form and becoming a statutory board on the 1st April 2013. The Board's first Joint Health and Wellbeing strategy is in place and a 2013/14 work programme for the Board was agreed at the first meeting on the 29th April 2013.
5. Discussions with relevant officers from partner organisations have taken place to secure agreement for support arrangements to the Board during 2013/14 in order to ensure delivery of the Board's aims and objectives through the agreed workplan. These are detailed in the following section.

Support Arrangements

6. Following the enactment of the Health and Social Care Act 2012, the Director of Public Health takes on the function of lead officer for health within the Council. On this basis, it is proposed that the leadership role for these support arrangements are transferred from DACHS to the Office of Public Health.

7. The editorial team to be re-established as the 'Health and Wellbeing Board Development Team' with key functions to include
 - a. to develop and deliver the Board's yearly agreed workplans,
 - b. to develop and deliver Board development sessions, incorporating the learning-by-doing methodology that has been adopted by the Board
 - c. to support agenda planning for the Board's public meetings
 - d. to coordinate and oversee delivery of the Board's annual health and wellbeing conference
 - e. to coordinate production and delivery of the Joint Health and Wellbeing strategy and its priorities and refresh as required in line with the Joint Strategic Needs Assessment.
 - f. to ensure effective structures and frameworks are in place and maintained so that the Board can be assured of the quality, safety and effectiveness of the health and social care sector.
 - g. to ensure effective mechanisms are in place for engagement and communication to support the work of the Board
 - h. to ensure governance arrangements are in place and maintained for the Board that take account of its links to the adult and child safeguarding boards and the Scrutiny Committees for health, children and adult social care
8. The Office of Public Health to provide a senior lead as Chair, a support officer, and administrative support to the team.
9. The Development Team to continue to be supported by lead officers from DACHS, DUE, DCS, the CCG and DCVS.
10. The Development Team and Health and Wellbeing Board to continue to be supported by Dudley Council's Corporate Communications department.
11. A small resource to be identified to support the function, with contributions either financially or 'in kind' from partner organisations and Council directorates. The Clinical Commissioning Group has agreed to provide a small sum to support venue hire, facilitators, speakers, and resources. Each Council Directorate has agreed to provide access to rooms on a free of charge basis.
12. The Board and Development Team will continue to take up learning, development and support opportunities on offer from The Local Government Association (LGA). They have published their offer for 2013/14 and will continue to work with boards and local health agencies to help them identify and make positive and transformational changes to local health services.

Finance

13. Any financial implications resulting from these proposals will be met within existing budget arrangements.

Law

14. The statutory duties of the Health and Wellbeing Board are detailed in the Health and Social Care Act 2012 and related guidance. These support arrangements will ensure those duties are delivered.

Equality Impact

15. Improving equality and tackling health inequalities are key priorities of the Health and Wellbeing Board and will be discharged through implementation of the Board's Joint Health and Wellbeing Strategy. These support arrangements will provide a mechanism for this.

Recommendation

16. That the Health and Wellbeing Board consider and agree the proposed support arrangements for 2013/14



Valerie A Little
Director of Public Health



Andrea Pope- Smith
Director – DACHS



Jane Porter
Director – DCS



John Millar
Director – DUE



Paul Maubach
Chief Officer
Dudley CCG

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