

Minutes of the Dudley Health and Well-Being Board

Thursday, 17th June, 2014 at 5.00 pm
At the Wrens Nest Community Centre,
Summer Road, Wrens Nest, Dudley

Present:

Councillors D Branwood, R Harris, T Crumpton and N Neale.
Interim Director of Children's Services, Director of Public Health, Assistant Director, Planning and Environmental Health, Pam Bradbury – Chair of Healthwatch Dudley, Mr A Gray – Dudley CVS CEO, Chief Superintendant Johnson – West Midlands Police.
Mr. P. Maubach - Dudley Clinical Commissioning Group and Alison Taylor, Local Area Team, NHS Commissioning Board.

In attendance:

B Clifford, Assistant Director, Adult Social Care (Directorate of Adult, Community and Housing Services), K Jackson, Deputy Director of Public Health (Office of Public Health), H Powell, Acting Assistant Director Educational Services (Directorate of Children's Services) and Mrs K Buckle, (Directorate of Corporate Resources).

Also in attendance:

Dr R Dalzeil (for Agenda Item 7), Mrs P MacDonald (for Agenda Item 9) and Mr N Griffiths, West Midlands Fire Service (for Agenda Item 14).

1 **Election of Chair**

Resolved

That Councillor R Harris be elected Chair of the Board for the 2014/15 Municipal Year.

(Councillor R Harris in the Chair)

2 **Appointment of Vice-Chair**

Resolved

That Councillor T Crumpton be appointed as Vice-Chair of the Board for the 2014/15 Municipal Year.

3 **Welcome and Introductions.**

The Chair welcomed those present and Members introduced themselves.

4 **Apologies for Absence**

Apologies for absence from the meeting were submitted on behalf of the Director of Adult, Community and Housing Services and Mr N Bucktin, Head of Partnership Commissioning, Clinical Commissioning Group.

5 **Declarations of Interest**

No Member declared an interest in any matter to be considered by the Board at this meeting.

6 **Minutes**

Arising from Minute No. 40 Ms K Jackson, Deputy Director of Public Health advised that she would email Members to determine whether there was a preferable start time for future meetings of the Board.

It was also noted that a set of further activities of the Board would be agreed with a further development session with Members to be scheduled prior to 30th September, 2014 to examine the outcomes following the Annual Conference of Dudley's Health and Wellbeing Board and further key areas of work.

Resolved

That the minutes of the meeting of the Board held on 26th March, 2014, be approved as a correct record and signed.

7 **Healthwatch Dudley Activity Report**

A report of the Chief Officer of Healthwatch Dudley was submitted updating the Board on Healthwatch activities and key areas of work.

Resolved

That the information contained in the report submitted, updating the Board on Healthwatch Dudley activities, be noted.

8 **Healthwatch and Wellbeing Board Annual Account – The First Chapter 2013/14 and Overview of the Health and Wellbeing Board's Annual Conference 2014/15**

A joint report of Officers was submitted introducing the Health and Wellbeing Board's Annual Account for 2013/14 and providing an overview of the key objectives and themes for the 2014/15 annual accountability conference.

Ms K Jackson, Deputy Director of Public Health distributed details of the Overview of the Health and Wellbeing Board's Annual Conference 2014/15 which provided an annual account of work and a tabled overview of what to expect at the conference.

It was noted that the conference would take place on 4th July, 2014 with the main theme being to provide a steer around inspiring, engaging and stimulating collaboration.

Ms Jackson advised that further details in relation to themes and guest speakers would emerge shortly and feedback following the conference would be captured by a survey.

Resolved

That the information contained in the report submitted and as reported at the meeting be noted and approval be given to the dissemination method for the Annual Account.

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Dudley Health Protection Cooperation Agreement.

A report of the Director of Public Health was submitted on the Dudley Health Protection Cooperation Agreement. Appended to the report submitted was the Agreement, the standard contract clause pertaining to Emergency Preparedness and Resilience requirements for NHS Organisations, Local Contract Arrangements and agreed responsibilities in a Health Protection Incident (Communicable Disease).

The Director for Public Health introduced Mrs P MacDonald, Nurse Consultant, Communicable Disease.

In presenting the report submitted, Mrs MacDonald referred to the background in relation to the Dudley Health Protection Cooperation Agreement advising of the planning and meeting that had taken place in early 2013 which gathered assurances from those involved parties on their roles in the event of a health protection incident. It was noted that Appendix 1 contained the signatories to the Cooperation Agreement.

Mrs MacDonald referred Members to page 9 of the Agreement, which detailed the roles and responsibilities of organisations in Dudley and their responses should a significant/major public health incident occur.

The Director of Public Health advised that she was responsible for overseeing and assuring the adequacy of the responses but the Director of Public Health had no powers to command National Health resources. A Dudley Health Resilience Partnership Group, (a subgroup of the Dudley Resilience Forum) had been established.

Arising from the presentation of the report submitted, concerns were raised in relation to capacity and the need for a table top exercise to test the resilience of arrangements put in place in order to deal with a major public health incident. The Director of Public Health advised that arrangements for exercising emergency plans were part of the ongoing work programme for the Office of Public Health.

Councillor T Crumpton advised that the map of the borough contained in the Agreement required updating as some Ward boundaries had changed and commented that the impact on health may affect a particular demographic group for example in relation to communication issues for those whose first language may not be English.

The Director of Public Health accepted the observation and agreed that it will be important to take this into account in any response to a major communicable disease incident.

In response to a request from Councillor D Branwood the Director of Public Health confirmed that a review and debrief would take place following a major public health incident occurring and that any such review would be reported to the Board.

In responding to further questions the Director of Public Health and Mrs MacDonald advised that there was at least one incident each week of small local communicable disease for example an outbreak of food poisoning and in order to limit these incidents more preventative work had and was being undertaken.

The Assistant Director for Adult Social Care queried the role of social care in the process. The Director of Public Health advised that there was no expectation on Care Homes to provide extra resources to deal with incidents referred to above; however the staff may form part of an incident management team in certain circumstances.

Resolved

- (1) That the information contained in report, and Appendices to the report, submitted together with Members comments be noted and the Cooperation Agreement for use in Dudley be endorsed.
- (2) That the Director of Public Health be requested to update the map referred to above in relation to the changes to Ward Boundaries.

Better Care Fund Update

Mr P Maubach, Dudley Clinical Commissioning Group gave a verbal update on the Better Care Fund, which had been discussed and approved at the last meeting of the Board.

He advised that although concerns had been raised nationally he believed that the plan was robust and should go ahead as agreed. It was noted that further work was required with integrated parties in relation to possible consequences of non-delivery of the plan.

Mr Maubach reported that the plan had been approved by NHS England and he would provide regular updates on progress with the Plan to future meetings of the Board.

Resolved

That the information reported on in relation to the Better Care Fund be noted.

Special Educational Needs (SEN) Reforms

A presentation on the SEN Reforms, 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 Mr H Powell, Acting Assistant Director of Educational Services.

Councillor T Crumpton referred to meetings that had taken place with a large number of parents in order to prepare them for the reforms together with a Parent Partnership Advice Service that had been established.

Councillor T Crumpton commented that as a direct result of the Reforms there may be an increase in applications for Special School places and raised concerns on the time and resources required in order to process Education, Health and Care Plans.

In responding to questions in relation to the Local Offer and what it was expected to achieve regarding the provision of services and information, Mr Powell advised that three large school consultations had been undertaken, a Parent Partnership Service had been organised with some parents engaging with the Council's Parent Groups.

In responding to a request of Mr Powell that the designation of a Health Officer was required Mr P Maubach, Chief Accountable Officer of the Dudley Clinical Commissioning Group confirmed that he would locate a designated Health Officer.

Arising from the presentation, Members made suggestions as follows:-

- Developing methods in which and how to address peoples needs and providing a whole life approach by establishing clear linkages and working in partnership;
- Other children working with those children who had special educational needs;
- How the education and health care needs were embraced to meet objectives and investigate options to examine these needs more closely in the future;
- Working with the Council's transport and leisure services to provide universal services which could be investigated by the Corporate Assistant Directors Group.

Resolved

- (1) That the information contained in the presentation and comments made arising from the presentation, as indicated above on SEN Reforms, be noted.
- (2) That SEN Reforms and the suggestions of Members be discussed and considered further at the first development session of the Board.

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Dudley Clinical Commissioning Group Strategic Plan 2014-2019.

A report of the Mr P Maubach, Chief Accountable Officer, Dudley Clinical Commissioning Group's was submitted on the Dudley Clinical Commissioning Group Strategic Plan 2014-2019.

Mr P Maubach outlined the content of the report submitted advising that Members comments would be added to the final submission of the Plan to NHS England.

Arising from the presentation of the Plan submitted and with specific reference to the five year plan, the Director of Public Health suggested that a picture needed to be painted on how health care may feel different in 5 years time and what in particular people were doing for themselves and the requirement for people to work on their own health.

Resolved

That the information contained in the report submitted, and Appendices to the report submitted, on the Dudley Clinical Commissioning Group's Strategic Plan 2014-19 be noted and approved.

Maximising the role of Healthwatch on the Health and Wellbeing Board.

Ms P Bradbury, Chair of Healthwatch, Dudley gave a verbal presentation on maximising the role for Healthwatch on the Dudley Health and Wellbeing Board.

Ms Bradbury referred to the work conducted by Healthwatch. It was noted that Healthwatch had thirty active volunteers involved in collecting patients stories and Healthwatch wished to recite those stories to the Board and there followed a request of Members on how they would wish to access patients stories.

Dr R Dalziel advised that patients stories would include investigating their complexities and the impacts on patients' lives in order to track their journeys through health and social care and believed that working with the Council would allow people to access services through information directories.

Dr R Dalziel referred to the urgent care centre project which examined how people use walk in centres and accident and emergency departments and the need to address access to GP Surgeries. He suggested that further information could be submitted to the Board on how those issues had impacted on individuals, including the difficulties they faced and the barriers encountered in accessing services.

Ms Bradbury advised that Healthwatch and the Board could work together on homelessness, the elderly and those with mental health problems.

Arising from the presentation Members made suggestions as follows:-

- That Healthwatch could provide advice to the Board on how to communicate various changes to the public in relation to health and adult social care provision;
- Work could be conducted with Healthwatch to develop the Better Care Fund;
- The Council could communicate details to Healthwatch of the projects they were involved in regarding hospital discharges;

The Chair advised that Healthwatch could have a key role in the development of the Board and could demonstrate key issues in the Dudley Borough where the Board could make a difference working with independent organisations such as Healthwatch whose role would be pivotal to the development work of the Board.

The Director of Public Health stated that it was important for the Board to have a facilitator such as Healthwatch and the work of the Board encompassed what happened outside the meeting and developing relationships in order for the continued improvement of work that the Board carried out.

The Assistant Director of Planning and Environmental Health referred to preventative work such as the spotlight on neighbourhoods project and the work on environmental impacts on health and wellbeing which had recently commenced.

The Chair suggested that this issue could be included in the first personal development session of the Board including what work the Board conducted.

Resolved

That the information reported on and comments made arising from the presentation on maximising the role of Healthwatch on the Board, be noted.

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Membership of the Board.

Arising from consideration as to whether to include a Fire Service Representative as a Member of the Board, it was

Resolved

That Neil Griffiths be appointed to serve as the Fire Service representative on the Board.

Resolved

That the Director of Corporate Resources, in consultation with the Cabinet Members for Adult and Community Services and Human Resources, Legal, Property and Health, be recommended to amend the membership of the Dudley Health and Wellbeing Board to include a representative of the Fire Service and that subsequently Mr Neil Griffiths be appointed to serve on the Board for the 2014/15 municipal year.

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Items to Note

It was noted that (a) the Dudley Group NHS Foundation Trust – Quality Report had been received and commented on by the Board and (b) Pharmaceutical Needs Assessment: Briefing on process for completing April, 1st 2015 had been received and noted by Board Members.

The meeting ended at 7.00 p.m.

CHAIR