

Action Notes of the Kingswinford North and Wall Heath, Kingswinford South and Wordsley Community Forum

Tuesday 24th March, 2015 at 6.30pm
at St Mary's Church Hall, The Village, Kingswinford

Present:

Councillor Miller – Chair
Councillor Billingham – Vice Chair
Councillors D Blood, P Brothwood, P Harley, D Hemingsley, N Neale, G Simms and D Tyler

Officers:

S Norman (Chief Executive), M Holloway (Lead Officer) Directorate of the Urban Environment and L Jury (Democratic Services Officer)

Together with 8 members of the public.

29 Welcome and Introductions

The Chair welcomed those present and Members and Officers introduced themselves.

30 Listening to you: Questions and Comments from Local Residents

Subject

Action

A resident commented on a water leak on the pavement adjacent to Wyncroft Care Home, on Moss Grove, Kingswinford. It was noted that water had been leaking for 18 months and was causing a hazard for pedestrians and motorists especially in freezing weather.

Lead Officer to investigate and reply to the resident directly.

A resident referred to the possibility of installing a pedestrian crossing outside the surgery on Moss Grove, Kingswinford.

Councillor Tyler reported that this issue had been previously investigated and rejected due to the proximity of other crossing facilities in the immediate area. The lack of parking facilities for the surgery and the sorting office next door was also acknowledged.

A resident commented on the poor condition of the carriageway surface at Bells Lane and requested an update on any proposal to resurface the highway. It was noted that this issue had been raised at previous Forum meetings.

Lead Officer to obtain an up-to-date programme of highway resurfacing proposals and report back to the resident directly.

A resident requested an update on the residential home development in Pensnett.

Councillor Harley reported that he was aware that a long legal dispute had held up progress but the developer was hopeful to start work on the care home shortly.

A resident again raised concern regarding traffic congestion on the A491.

Concern noted.

31 Working with you: Topics raised by Local Councillors

Subject

Action

Councillor Brothwood reported that he was liaising with the broker for the Co-operative Stores with regards to the proposed development of a store on the Ashwood Public House car park. It was noted that a public meeting was to take place shortly and local residents should be encouraged to attend to express their views.

Councillor Simms made reference to the general parking problems around the borough.

Councillor Tyler reported that the Christmas tree in Wall Heath had been vandalised once again.

32 Community Forum Funding

The Lead Officer presented to the Forum, an update on the success of the Winter Warmth initiative that had been presented to this Forum in November 2014 and noted the expression of thanks from the Team to the Forum for their support on the initiative and a letter of thanks from Unit3sixty Indoor Skatepark in Stourbridge who had received funding from four Forums. It was noted that the skatepark had opened in November 2014 and had proved a great success, offering a first class facility to the Youth of Dudley and the wider community in general.

Application

Recommendation

Our Lady of Lourdes Bowling Club

Approve £3,686.40 for the purchase of two indoor bowling mats.

With regards to applications for funding, Members requested that the funding application form be amended to include a statement requesting that a representative from the organisation applying for funding attend the Forum meeting where their application was to be presented to answer any questions Members may wish to raise. Councillor Tyler agreed to raise this issue at the next Chair/Vice-Chair Community Forum meeting. It was also noted that Forum venues would also be reviewed.

33 Dates, Time and Venues of Future Meetings

It was reported that meetings of the Community Forum would be held on the following dates subject to Council approval on 21st May, 2015:

- 23rd June 2015 (venue to be confirmed)
- 8th September 2015 (venue to be confirmed)
- 10th November 2015 (venue to be confirmed)
- 2nd February 2016 (venue to be confirmed)
- 22nd March 2106 (venue to be confirmed)

The meeting ended at 7:05pm.

**Action Notes of the Amblecote, Cradley and Wollescote and Lye and Stourbridge
North Community Forum**

**Wednesday 25th March, 2015 at 6.35pm
at Lye Community Centre, Crosswalks, Lye**

Present:

Councillor C Perks (Chair)
Councillor G Partridge (Vice-Chair)
Councillors R Body, P Bradley, M Hanif, P Lowe and P Martin

Officers:

A Grove (Lead Officer - Head of Youth Service) and K Taylor (Democratic Services Officer)

Together with 7 members of the public

34 **Apologies for Absence**

Councillor T Herbert.

35 **Welcome and Introductions**

The Chair welcomed everyone to the Amblecote, Cradley and Wollescote, Lye and Stourbridge North Community Forum, and those present introduced themselves.

36 **Listening to you: Questions and Comments from Local Residents**

Subject

A resident requested an update to issues raised concerning the lack of public parking at Wollescote Park, which was raised at a number of Community Forums, and suggested various steps to address the matter.

Issues relating to accidents and obstruction caused by parking in Hillbank Road and Butchers Lane, Cradley, which was raised at a previous meeting. Although signs had been erected, the problems continued.

Action

Referred for a written response.

Councillor Body stated that various options had been discussed with Officers, however a solution had not been agreed.

Working with you: Topics raised by Local Councillors

Councillor Hanif referred to the derelict car park on Valley Road, and that a Friends Group had been set up and discussed the issue of transferring the land from the Council. It was further noted that a public consultation would be arranged and a litter pick would be taking place on 1 st April, 2015.	Noted.
Councillor Hanif referred to parking issues surrounding Thorns Primary Schools, which had been raised at a previous meeting, and reported that additional signage had been erected on the carriageway.	Noted.
Councillor Bradley referred to a new litter picking group for Amblecote.	Noted.
Councillors Bradley and Partridge referred to the ongoing problems with dog fouling throughout the Borough.	Noted. Councillor Lowe stated that the possibility of increasing penalty fines and the options available in accordance with the law, would be looked at in respect of dog fouling.
Councillor Partridge reported that a local Tenants and Residents Association had been created.	Noted.
Councillor Partridge reported on the impressive plans and progress of Lye and Wollescote Chapel.	Noted.
Councillor Body raised concerns in relation to the metal fence that had been erected on Trust land in Homer Hill Park, which had been raised at the previous meeting, and queried who would be held responsible should an accident occur.	Councillor Partridge undertook to investigate further and respond to Councillor Body.

Community Forum Funding

A report of the Lead Officer was submitted on applications for funding. It was noted that an application had been received since publication of the report from The Vicarage and Valley Association, and would therefore be presented verbally.

Stourbridge Radio Group (102.5 the Bridge)	Defer pending further information in relation to the status of the group.
HSA Ham Dingle Primary School	Refused, as it was considered that Community Forum funding was not the appropriate funding type for this application.
Lye Asian Senior Citizen Association	Approve a contribution of £1,000 to be used for the purchase of kitchen equipment and electrical goods.
Friends of Amblecote	Approve £1,5000, to be funded from Amblecote Ward from the high Street Innovation/Empty Shops Grant.
The Vicarage and Valley Association	Approve £5,938.58, to be funded from Lye and Wollescote Ward from the High Street Innovation/Empty Shops Grant.

39 **I Wanna Be Project**

Mr H Bloomer presented a short film of people with Learning Disabilities titled 'I Wanna Be Project', which had been recorded with representatives from Dudley Voices for choice.

All those in attendance thanked Mr Bloomer for the presentation of the film.

40 **Other Business**

This being the last meeting of the Forum in the current municipal year, Members thanked the Chair for the able manner in which she had conducted meetings of the Forum during the preceding twelve months and, in view of the pending elections and being her last Forum meeting, thanks were given to Councillor P Martin for her contribution and commitment to her Ward and constituents over the years.

41 **Date, Time and Venue of Future Meeting**

It was noted that dates and times of future meetings would be determined at Annual Council in May,2015.

The meeting ended at 7.55 pm

**Action Notes of the meeting of the Belle Vale, Hayley Green
and Cradley South Community Forum**

Wednesday 25th March, 2015 at 6.30 p.m.
at Earls High School, Furnace Lane, Halesowen

PRESENT:-

Councillor D Russell (Chair),
Councillor A Goddard (Vice Chair),
Councillors I Cooper, R James, H Turner and K Turner

OFFICERS:-

A Webb (Lead Officer to the Forum) - Head of Sport and Physical Activity and
R Sanders (Assistant Principal Officer - Democratic Services)

together with 18 members of the public

26 **Welcome**

The Chair welcomed everyone present to the meeting.

27 **Listening To You**

Subject

Action

Land off Hambleton Road,
Halesowen

Reference made to planning enforcement action being considered by the Council regarding the use of land accessed from Hambleton Road, owned by A and J Mucklow Limited, for a BMX track. Track maintained by its users. A petition advocating the continued use of the land for the track had been drawn up.

Position regarding the use of the land for the BMX track noted and its continued use supported by the Forum and that the Development Control section of Place Directorate to be notified accordingly.

Whittington Road, Halesowen

Scheduling for resurfacing of Whittington Road discussed and indicated in the light of its current poor condition. Particular reference made to area of the road in the vicinity of the safety barrier outside Newfield Park Primary school.

Referred to Place Directorate for consideration.

Parking along Whittington Road remaining a problem for pedestrians particularly as the height of kerbs along the road were low and insufficient to deter parking on pavements and on green verges. Point made that if kerbing was not addressed when the road was resurfaced, the problem of parking on the pavement would be exacerbated.

28 **Working for You**

No issues were raised under this item

29 **Love Your Community – Love Your Local Community Fund**

Application

Halesowen Carnival

Recommendation

Refused as the Forum do not consider the proposal sufficiently prepared in terms of its organisation and because the Forum would wish to ascertain how the activities of the Carnival would relate to those of the Black Country Festival.

30 **Members of the Forum**

The Chair thanked Councillors James and K Turner, whom were not seeking re-election at the forthcoming municipal elections, for their valuable service as Forum Members, and wished them a long and happy retirement.

Councillor James, on behalf of the retiring Members, thanked the Chair and Vice-Chair and the officers for their able management of the Forum throughout the year.

The meeting ended at 7.15 p.m.

Minutes of the Overview and Scrutiny Management Board

**Thursday, 26th March, 2015 at 5.00 p.m.
at the Council House, Priory Road, Dudley**

Present:

Councillor D Tyler (Chair)
Councillor A Finch (Vice-Chair)
Councillors D Blood, P Bradley, I Cooper, C Hale, M Hanif, R James, L Jones
and G Simms

Officers:

R Sims, Interim Chief Housing Officer (Lead Officer to the Board), S Griffiths
(Democratic Services Manager) and M Johal (Democratic Services Officer -
Directorate of Resources and Transformation).

34 **Apology for Absence**

An apology for absence from the meeting was submitted on behalf of Councillor
M Mottram.

35 **Declaration of Interests**

No Members declared interests, in accordance with the Members' Code of
Conduct, in respect of any of the items to be discussed at this meeting.

36 **Minutes**

Resolved:

That the minutes of the meeting held on 11th December, 2014, be
approved as a correct record and signed.

37 **Annual Report of the Overview and Scrutiny Management Board 2014/15**

A joint report of the Strategic Director (Resources and Transformation) and the
Lead Officer to the Board was submitted on the annual report of the Overview
and Scrutiny Management Board for 2014/15.

Resolved:

- (1) That the annual report of the Overview and Scrutiny Management
Board for 2014/15 be received and noted.

- (2) That the Strategic Director (Resources and Information), following consultation with the Chair and Vice-Chair, be authorised to make any necessary amendments to update the annual report prior to its submission to the Council at its meeting on 13th April, 2015.
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38

Overview and Scrutiny Arrangements for 2015/16

A joint report of the Strategic Director (Resources and Transformation) and the Lead Officer to the Board was submitted on the Council's future Overview and Scrutiny arrangements in the context of the organisational restructure and other key developments. An Appendix setting out the necessary amendments to the Constitution and terms of reference was also attached to the report submitted.

In presenting the report the Democratic Services Manager explained about the proposed future arrangements for scrutiny for the ensuing Municipal Year and stated that they would be aligned to the three new Strategic Directorates, namely People Services, Resources and Transformation and Place, together with an Overview and Scrutiny Management Board and the Health Scrutiny Committee.

The Democratic Services Manager also reported on a visit that he had undertaken together with the Vice-Chair to Parliament concerning the operation of Select Committees. A briefing would be produced on the findings and presented to the informal meeting of the Board to be held in April, 2015.

Arising from the presentation of the report the following comments were made by Members:-

- In referring to the Kerslake review of Birmingham City Council and the recommendation to reduce the number of Scrutiny Committees to three it was commented that this number was not sufficient to enable proper scrutiny to take place given the breadth of issues. The proposals for the number of Scrutiny Committees in Dudley for the ensuing year were deemed to be sufficient and balanced.
- It was considered that Members should be engaging with and utilising the call-in mechanism with a view to scrutinising and challenging certain issues, particularly those of national concern. The Chair commented that Group Leaders should be urged to encourage Members to engage in the scrutiny and call-in process.
- Reference was made to discussions held at the Children's Services Scrutiny Committee regarding child sexual exploitation and it was considered that this item be included in the forthcoming relevant Committee's Annual Scrutiny Programme.

Resolved:

- (1) That Child Sexual Exploitation be included in the Annual Scrutiny Programme for the People Scrutiny Committee for the ensuing Municipal Year.
 - (2) That the Council be recommended to approve the establishment of the revised Scrutiny Committee structure for the 2015/16 Municipal Year, as set out in paragraph 4 of the report submitted.
 - (3) That the Council be recommended to approve and adopt the necessary amendments to the Constitution, as set out in Appendix 1 to the report submitted.
 - (4) That the Strategic Director (Resources and Transformation) identifies the Lead Officers for Scrutiny Committee to support the overview and scrutiny arrangements for the 2015/16 Municipal Year.
 - (5) That the Strategic Director (Resources and Transformation), following consultation with the Chair and Vice-Chair, be authorised to develop the draft Annual Scrutiny Programme for 2015/16;
 - (6) That an informal meeting of the Overview and Scrutiny Management Board be held on a date to be determined during April, 2015.
 - (7) That the Annual Scrutiny Programme 2015/16 be submitted to the first meeting of the Overview and Scrutiny Management Board, following the annual meeting of the Council, for formal approval.
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Forward Plan of Key Decisions

The Board received the Forward Plan of Key Decisions for the four month period commencing 1st April, 2015.

A comment was made stressing the importance of the document and the lack of awareness amongst Members. It was suggested that an element of training in this regard be included as part of the Member induction process. It was also suggested that a list of key decisions be submitted to the relevant Scrutiny Committee prior to its consideration by Cabinet.

Reference was made to the information relating to contact details of officers and the need to have an up to date list given that some Officers had, or were due to leave the Council.

Resolved:

That the Forward Plan of Key Decisions be noted.

Ron Sims – Assistant Director (Housing Strategy and Private Sector) (Lead Officer to the Board)

The Chair Reported that this would be the last meeting of the Board attended by Ron Sims prior to his retirement. The Chair, together with other Members of the Board paid tribute to Ron's contribution in his role as Lead Officer to the Board and expressed best wishes for a long, healthy and happy retirement.

The meeting ended at 5.45 p.m.

CHAIR

Minutes of the Health Scrutiny Committee

Thursday 26th March, 2015 at 6.00 p.m.
in Committee Room 2 at the Council House, Dudley

Present:-

Councillor C Hale (Chair)
Councillor N Barlow (Vice-Chair)
Councillors M Hanif, D Hemingsley, S Henley, I Kettle, K Turner, K Shakespeare,
E Taylor and D Tyler and Ms P Bradbury

Officers

S Griffiths (Democratic Services Manager (Acting Lead Officer to the Committee)),
K Jackson (Deputy Director of Public Health), B Kaur (Consultant in Public Health)
and M Johal (Democratic Services Officer – Directorate of Resources and
Transformation).

Also in Attendance

Ms Jacky O'Sullivan – Dudley Walsall Mental Health Partnership Trust
Mr Mark Axcell – Dudley Walsall Mental Health Partnership Trust
Dr David Hegarty – Dudley Clinical Commissioning Group
Dr Mona Mahfouz – Dudley Clinical Commissioning Group
Mr P Maubach – Chief Accountable Officer (Dudley Clinical Commissioning Group)
Ms Liz Abbis – Dudley Group NHS Foundation Trust

51 **Apologies for Absence**

Apologies for absence from the meeting were submitted on behalf of Councillors C Elcock, K Jordan and M Roberts.

52 **Appointment of Substitute Members**

It was reported that Councillors I Kettle and D Tyler had been appointed to serve in place of Councillors C Elcock and K Jordan for the meeting of this Committee only.

53 **Declarations of Interest**

In accordance with the Members' Code of Conduct, a non-pecuniary interest was declared by Councillor S Henley in respect of Agenda Item No 6 (Mental Health Quality and Performance Review) in view of the fact that his wife works for the Black Country Partnership National Health Service (NHS) Trust.

54 **Minutes**

A Member referred to Minute No 38 relating to phlebotomy and stated that the service based at Russells Hall had been moved to near the maternity part of the hospital. Complaints were being made by residents as they were not aware that the service had moved and were being redirected. The new base for the phlebotomy service was located in the opposite direction to the outpatient clinics and was a long walk which was particularly tiring for the elderly. Mr Maubach (Chief Accountable Officer (Dudley Clinical Commissioning Group) undertook to relay comments back to the Trust.

Resolved

That the minutes of the meetings of the Health Scrutiny Committees held on 22nd January and 16th February, 2015 be approved as correct records.

55 **Public Forum**

No issues were raised under this agenda item.

56 **Mental Health Quality and Performance Review**

A report of the Head of Commissioning – Dudley Clinical Commissioning Group (CCG) was submitted on the arrangements in place for the commissioning of mental health services.

Arising from the presentation of the report the following queries and comments were made by Members and responses were given as indicated:-

- There were a number of mechanisms in place to monitor quality and safety such as holding the monthly contractual and clinical review meetings where minutiae was discussed and information checked with a view to ensuring compliance and continuous improvements being made. Surveys of service users were also undertaken to ascertain their views on issues.
- In referring to Tier 4 – specialist day and inpatient units it was queried whether there was a similar facility in the Dudley area, and if not, whether there were any plans in the foreseeable future.

Dr Mahfouz stated that the number of children requiring admission was extremely low which made it economically unviable. However, the Black Country Partnerships NHS Trust were considering the development and commissioning of a joint unit but it was pointed out that beds in the unit had to be opened nationally and that they could not be reserved just for local patients.

- Reference was made to a policy paper associated with the mental health services and on achieving better access and it was queried how this related to the Child and Adolescent Mental Health Services (CAMHS) particularly on the tier process.

The information as contained in the report detailed the current provision and the CCG were in the process of addressing the Department of Health's document with a view to updating the service to be open and more accessible for 0-25 year olds. However, it was reported that Tier 3 was commissioned by the Dudley Walsall Mental Health Partnership Trust (DWMHPT) and that this provision would not change because of its specialist nature as it specifically catered for young persons with acute conditions.

An assurance was given that a system without tiers would still be robust and that joint triaging and assessment of an individual would be undertaken when being referred to the general hub or to CAMHS. The redesign of the mental health service would include several audits and evaluations taking place with a view to ensuring that every young person was assessed and appropriately referred.

- The redesign and delivery of the mental health service would be based on the "new hub and spoke" model which meant that a range of services would be provided from a central point over a defined geographical area to people within the surrounding community.
- The need for CAMHS to react and attend scheduled meetings relating to an individual child as complaints had been received from certain primary school Head Teachers that they experienced delays and often representatives did not attend these meetings. There was also insufficient input from General Practitioners (GP's) at case meetings.

In responding it was stated that GP's were increasingly being approached by parents with a view to providing a sick note for their child to substantiate absences, however GP's were not informed about any meetings or discussions that were taking place. Further, GP's did not receive minutes of any case that was discussed by the school and if parents notified their GP's about any issues, they were advised to contact the school direct to request that they submit a report to the GP for consideration and action.

- It was considered that given extensive joint and partnership working the methods of communication needed to be improved and that a simple accessible structure should be in place within the various organisations to ensure that problems could easily be resolved to enable services to be appropriately delivered.

- The assessment process for delivering the service was explained. It would commence in the next few weeks and representatives of various organisations would assess the best service for individual young people. The GP would remain as the co-ordinator and the Hub would assume an overarching role and therefore proper communication was vital. It was further stated that Health Advisers, schools, parents and young people could access the hub at anytime.
- Reference was made to young people placed outside of the Borough, particularly those placed a considerable distance away from their home and it was commented that parents were not able to visit their children regularly because of affordability issues and other factors. It was queried whether a local unit could be provided for young people in the Black Country and capacity issues were also questioned.

It was reported that should a collaborated unit be provided in the Black Country the Trust would still be under an obligation to prioritise places on a national basis and that beds could not be ring fenced to local young people. Prior to NHS England taking over the service there had been sufficient local provision, however beds were now filled to their capacity and taken up by national patients which has had an adverse impact on local services. Representations were continuing to be made to NHS England by the CCG and the Trust with a view to action being taken.

The costs associated with out of Borough placements was explained in that the local CCG's were responsible for funding and costs were reciprocal. Young children that were placed out of the Borough were of all ages and placements were allocated according to the nature of their needs.

- In referring to paragraph 14 of the report it was stated that the national standard waiting times for treatment for Tier 3 services was eighteen weeks. National standards applied to waiting times for treatment and also to quality of care and some of the contractual and quality key performance indicators were contained in the appendix to the report.
- The reasons for not meeting some of the targets as highlighted in the Appendix to the report were explained in that this was largely due to staff vacancies and sickness. Also some targets were measured on a yearly basis as these would always show a dip in certain months each year due to holiday periods which resulted in there being fewer clinics.

Resolved

That the information contained in the report, and Appendix to the report, submitted on the position in relation to the quality and performance of mental health services, be noted.

Update on Transfer of the 0-5 years Public Health Commissioning to Local Authorities

A report of the Office of Public Health was submitted on the Local Authorities' new commissioning responsibilities for 0-5 year olds. In presenting the report the Consultant in Public Health reported that the planning and commissioning of public health services for 0-5 year olds would be transferring from the NHS to Local Authorities in October 2015.

Arising from the presentation of the report the following queries and comments were made by Members and responses were given as indicated:-

- In response to a query about the contract value it was reported that the figure of £4,757,599 for 2015/16 was the total package to fund the seventy two health visitors and additional support needed, which also included an element of Family Nurse Partnership (FNP). There was additional funding available for employing an extra two FNP nurses. It was considered that the current funding package was sufficient to deliver the service, however it was unlikely that the same amount would be received in future years. The allocation to Local Authorities was based on a national formula calculated by the Department of Health and it was essential that funding and resources were distributed efficiently to maximise its effectiveness. Consideration was being given to the possibility of integrating with Children's Centres to maintain delivery.

In relation to how health visitors were to be allocated and resourced across the Borough it was stated that from October 2015 the service would be in line with resident based boundaries. Although there was no set number of health visitors to be allocated to each Ward, all parents with new born children would have access to a health visitor and depending on their individual needs a variance of support would be available.

There was a national shortage of health visitors and the current service provider used "bank staff" when required. However upon transferring to the Council this would be discouraged due to the costs involved and also because it was important to have a committed, dedicated and consistent workforce.

- With regard to training it was commented that there was a commitment to provide continual professional development and an assurance was given that all staff would be fully capable of performing their duties.

- Questions were asked about the composition and diversity of the workforce and it was queried whether health visitors would focus on meeting the local community needs and whether they had bilingual skills to cater for the needs of the Borough.

The Consultant in Public Health indicated that there were varying levels of grading amongst the staff and efforts would be made to empower them to undertake their duties based on a community led role. It was not known whether staff were bilingual and the Consultant in Public Health undertook to respond to Members in writing.

- Reference was made to integrating services with Children's Centres and it was queried how those children that did not attend these centres would be reached.

It was stated that Children's Centres had extensive contact with young children and their associated families, particularly those that had new born babies. Recently, GP clinics had moved to Children's Centres and attendance at these centres had since increased. Also the mandatory elements of the Healthy Child Programme applied and a health visitor would be required to make contact with every parent through ante natal and the six to eight week assessments.

- The number of children born in Dudley during the previous year and the time slots that were allocated for health worker visits was queried.

Time slots varied and were based on the level of the service allocation which was dependent upon the needs of the family. The number of children that were born in Dudley during the previous year was not known and the Deputy Director of Public Health undertook to respond to Members in writing with an approximate figure.

- It was queried whether the service operated out of hours and whether training would be provided to health visitors with a view to managing and reducing minor illnesses. There was the need to ensure continuity and good communication and it was queried how this would be conducted with relevant GP's, particularly when administering inoculations and its recording.

Clarification was given in that the health visiting service contract would transfer to the Local Authority but the workforce would remain in the control of the Black Country Partnership Trust. Therefore the full details of the operation of the service were not known. With regard to managing minor illness and in reducing illnesses it was pointed out that treatment of illnesses

was a specialist area and the role of the health visitor would be to direct people to appropriate pathways and in line with prevention rather than curing. The health visitor would be the main contact person with a view to offering support, advice and guidance to address health concerns, particularly to those patients discharged from hospital. There was an element of related training in the delivery of the core safeguarding programme which provided staff with competency and appropriate skills that were required.

Concerns regarding nurses being given autonomy to undertake a prescribing role were noted and it was stated that these issues would be considered when developing the service and model. Public Health were in the midst of finalising the contract and were currently involved in the process to procure staff.

- It was noted that the need for a robust procedure to be in place was vital to ensure that mental illness was detected early. It was also crucial that visits were undertaken at people's homes to gauge a true picture of the circumstances surrounding the case. There were various Departments, structures and policies in place surrounding health and concerns were raised about the potential of someone 'slipping through the net', particularly during transfers and handover.

The Consultant in Public Health referred to the emotional well being agenda and stated that service specifications contained detailed information and work undertaken in conjunction with their partners was crucial to ensure a smooth transition. Work was ongoing with a view to improvements being made and they were currently in the process of recruiting an additional three posts.

A response in writing would be submitted to Members relating to the current procedure in place surrounding home visits and on how they were conducted particularly if being refused access and entry.

- In referring to paragraph 2 of the report detailing the benefits from research conducted in the United States of America and the United Kingdom and in referring to the fifth bullet point it was stated that it should read "improved school attendance".
- Although it would be useful for various agencies to have access to a central database containing all information relating to a young person this was not possible because of data protection issues. However, there was certain information available on the child's medical history but there were limitations on sharing this data.

Arising from further discussion the Chair requested that a report to include specific information relating to queries as raised above be submitted to a future meeting. It was also suggested that a health visitor and a representative from the service provider be requested to attend that meeting to enable the Committee to gain an understanding and perspective of issues that were encountered in delivering the service.

Resolved

That the information contained in the report on the Local Authorities' new commissioning responsibilities for 0-5 year olds, be noted.

58 **Responses to Questions Arising from Previous Meetings**

A report of the Lead Officer to the Committee was submitted on updates and responses arising from the previous meeting.

Resolved

That the information contained in the report, and Appendix to the report, submitted on updates and responses from previous meetings, be noted.

The meeting ended at 8.25 p.m.

CHAIR

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Minutes of the Dudley Health and Wellbeing Board

Wednesday, 25th March, 2015 at 3.00 pm
at Cornbow Hall, Hagley Street, Halesowen

Present:

Councillor R Harris (in the Chair)
Councillor T Crumpton (Vice-Chair)
Councillor N Neale
P. Sharratt - Interim Director of Children's Services, D. Harkins – Chief Officer (Health and Wellbeing/Director of Public Health), M. Bowsher – Chief Officer (Adult Social Care), Mr P Maubach and Dr.T. Horsburgh - Dudley Clinical Commissioning Group, Mr R. Clayton, Chair of Safeguarding Boards, Ms. P. Bradbury, Chair of Healthwatch Dudley, Mr N Griffiths, West Midlands Fire and Rescue Service and Chief Superintendent C. Johnson, West Midlands Police.

In attendance:

B Clifford, Assistant Director, Adult Social Care and J Jablonski, Assistant Principal Officer (Democratic Services) .

Also in attendance:

D. McNulty, Locum Consultant in Public Health, J. Sangha, Pharmaceutical Adviser – Community Pharmacy and K. Finney, Communications and Public Affairs

and five members of the public.

46

Welcome and Introductions.

The Chair welcomed those present and Members introduced themselves.

47

Apologies for Absence

Apologies for absence from the meeting were submitted on behalf of T. Oakman, S. Holmyard, M. Joseph, Dr D. Hegarty, Dr. S. Cartwright, A. Taylor, A. Gray, K. Jackson, I. McGuff, N. Bucktin, S. Norman, L. Prescott and J. Emery.

48 **Appointment of Substitute Member**

It was reported that Dr T. Horsburgh had been appointed as a substitute member in place of Dr D.Hegarty for this meeting of the Board only.

49 **Declarations of Interest**

Councillor N Neale declared a general non-pecuniary interest in view of her employment with NHS 111.

50 **Minutes**

Arising from consideration of the minutes it was noted that in relation to Minute38 – Joint Strategic Needs Assessment (JSNA)Chair - Neil Griffiths would now act solely as the Chair of the JSNA Group .

Resolved

That the minutes of the meeting of the Board held on 16th December, 2014, be approved as a correct record and signed.

51 **Better Care Fund – Section 75 Agreement and Section 256 Transfer of Resources from NHS England to Dudley MBC**

A joint report of Officers was submitted on the heads of terms for the Better Care Fund Section 75 Agreement, made under Section 75 of the NHS Act 2006 and on the transfer of resources from NHS England to Dudley MBC under Section 256 of the NHS Act,2006. The draft Section 75 Pooled Budget and the use to which the transferred monies would be put were detailed in Appendices 1 and 2 of the report submitted.

Resolved

That the information contained in the report, and Appendices to the report, submitted be noted, that approval be given to the heads of terms for the Better Care Fund Section 75 Agreement and that the Board, on behalf of the Council, formally approve the transfer of resources from NHS England to the Council and to the discharge of their duties in relation to its use.

52 **Clinical Commissioning Group(CCG) Operational Plan 2015/16**

A report of the Head of Commissioning Dudley CCG was submitted on the CCG's Operational Plan for 2015/16.A copy of the plan was available on the Council's Committee Management Information System.

During consideration of this item it was noted that this plan was year 2 of the 5 year Strategic Plan agreed by the Board last year.

The three key areas of focus of the plan and its five key themes were set out on page 3 of the plan.

Resolved

That the Clinical Commissioning Group's Operational Plan for 2015/16 ,as submitted,be confirmed as having taken proper account of the Joint Health and Wellbeing Strategy.

53

Pharmaceutical Needs Assessment (PNA) 2015

Further to the report submitted to the last meeting of the Board, a report of the Pharmaceutical Adviser – Community Pharmacy and Public Health was submitted on the outcome of the consultation held on the PNA 2015. A full copy of the PNA ,following consultation,was available on the Council's Committee Management Information System.

Arising from the presentation of the report it was noted that the concerns raised at the last meeting regarding the lack of provision during the period midnight to 7am had been addressed.

Resolved

That the final Dudley Pharmaceutical Needs Assessment 2015,as submitted,be approved for publication on or before 1st April,2015.

54

Engagement Plan 2015-16

A report of Lorna Prescott,Dudley CVS was submitted on the Engagement Plan for 2015-16 which had been informed by the Board's Communications and Engagement Strategy, approved by the Board in January,2015.A copy of the plan was attached as an Appendix to the report submitted.

Resolved

That approval be given to the 2015-16 Engagement Plan,as set out in the Appendix to the report submitted, and a commitment given as to its implementation.

55

Joint Protocol between Health and Wellbeing Board, Safe and Sound and the Safeguarding Boards

A report of the Independent Safeguarding Chair was submitted on a draft joint protocol between this Board and Safe and Sound and the Safeguarding Boards to define the work of each partnership and to determine the relationship between all the partnerships..A copy of the protocol was attached as an Appendix to the report submitted.

Resolved

That approval be given to the development of the draft joint protocol, as now submitted, setting out the Board's shared responsibilities on Safeguarding vulnerable adults and children.

56

Governance Arrangements

A report of the Strategic Director (Resources and Transformation) was submitted on possible revised arrangements for voting at future Board meetings; the election of a non-Council member as vice-chair of the Board and on the composition of the Board arising from the Council's restructuring of 2nd and 3rd tier posts .

Arising from consideration of these matters in particular revised voting arrangements, it was

Resolved

1. That Annual Council on 21st May, 2015 be recommended to agree to the following revised voting arrangement at meetings of this Board, subject to review in March, 2016 –

One vote each to three Cabinet Members and to the Strategic Directors for People and Place and the Chief Officer (Health and Wellbeing)/Director of Public Health.

One vote each to the Chair of the Safeguarding Boards, Dudley CVS and Healthwatch Dudley

One vote to be split between the representatives of West Midlands Police and West Midlands Fire and Rescue Service and

Two votes to Dudley Clinical Commissioning Group.

The Chair to have one vote and if required a casting vote.

2. That approval be given to the suggestion that a Board Member other than an elected member be elected to the position of vice-chair of the Board at initial meetings of the Board in future municipal years and that this be on a rotation basis.
3. That the changes to the membership of the Board, as set out in the report submitted, arising from a Council restructure of the top tiers of management be noted.

57

Change in Order of Business

Pursuant to Council Procedure Rule 13(c) it was

Resolved

That agenda item numbers 14, 15 and 16 be considered as the next items of business.

58

Dudley Vanguard Plan for the Five Year Forward View

A report of the Chief Executive Officer, Dudley Clinical Commissioning Group (CCG) was submitted on the CCG's progress in response to the Five Year Forward View and on the next steps. It was noted that Dudley had been approved by NHS England as one of 29 national vanguard sites to develop new models of care.

During consideration of this matter assurances were sought and views expressed on the need to ensure that services for children were fully recognised and included in the planning to be undertaken.

Resolved

1. That approval be given to the establishment of a Partnership Board to take forward the implementation of the New Models of Care in response to the Five Year Forward View and that a further report on progress made be submitted to the next meeting of this Board.
2. That approval be given to the establishment of a Partnership Office at Brierley Hill Health and Social Care Centre to support the work of the Partnership Board.

Mefestival 2014 and Young Health Champions

A report of the Chief Executive Officer, Dudley Clinical Commissioning Group (CCG) was submitted on information and outcomes about the Mefestival 2014 young persons event and on the development of a Young Health Champion network.

Resolved

1. That Mefestival continues to be an annual event with input from all partners.
2. That work continues to be done with young people to build on the event and to tailor it to their needs.
3. That the Board endorses the development of a Young Health Champions network and encourages involvement from key partners within Dudley Borough.

System Resilience Group –System Performance Report

A report of the Head of Commissioning, Dudley Clinical Commissioning Group (CCG) was submitted on key system performance issues.

Details regarding performance in relation to a number of indicators including emergency (non-elective) admissions, accident and emergency department, NHS 111, ambulance conveyances/handovers, referral to treatment times and delayed transfers of care were circulated at the meeting and would be placed on the Council's Committee Management Information System.

Particular reference was made to the high levels of achievement against the target in respect of A and E Performance and some of the reasons for this.

The Chief Officer (Adult Social Care) asked whether Mr Maubach could confirm when the Community Rapid Response Service would operate independently of the West Midlands Ambulance Service and had the Lone Worker Policy been approved by the CCG. Mr Maubach was asked to respond to the Chief Officer (Adult Social Care) direct on these matters.

If Members had any further questions/queries they were asked to contact the Chief Executive Officer of the CCG direct

Resolved

That the information submitted ,and reported on,in relation to the System Performance Report of the System Resilience Group, be noted.

61 **Peer Review Action Plan**

A report of the Locum Consultant in Public Health was submitted on the Action Plan providing the framework to support the Board in becoming more effective based upon the recommendations of a Peer Review process.A copy of the Action Plan was attached as an Appendix to the report submitted..

It was noted that the production of a front page info-graphic highlighting outcomes would be considered at a forthcoming meeting of the development group.

Resolved

That approval be given to the 2015-16 Action Plan, attached as an Appendix to the report submitted, and that a commitment be given to implementing the recommendations of the Peer Review report.

62 **Dudley Health and Wellbeing Board Priorities 2015/16 and Forward Plan 2015/16**

A report of the Deputy Director of Public Health was submitted on the Board's three key commitments for 2015/16 and on the development of a Forward Plan for 2015/16.

Resolved

1.That the following three key commitments of the Board for 2015/16 be ratified, and that Board members commit to the action required to take these commitments forward – .

- Lead the integration of health and care services to improve quality, safety, effectiveness and patient experience
- Champion the development of a Community Wellbeing Compact/Citizen's Deal focusing on factors that keep people healthy and well;and
- Be an advocate for Children and Young people's health and wellbeing and
to the development of a Forward Plan for 2015/16.

2.That progress in respect of the three key commitments be reported on to the Board on a six monthly basis.

63 **Healthwatch Dudley Activity Report**

A report of the Chief Officer, Healthwatch Dudley was submitted giving an update on Healthwatch Dudley activities.

During the consideration of this matter it was reported that funding had been obtained from NHS England and would be used to listen to young people in relation to mental health services. Healthwatch would be contacting key partners on the Board to progress the project. A suggestion was made that match funding might be available from the Council's Community Forums.

Reference was also made to the important contribution that Healthwatch had made in relation to the work of the Adult Safeguarding Board.

Resolved

That the information contained in the report ,and reported on at the meeting, in respect of Healthwatch Dudley activities ,be noted.

The meeting ended at 4.52 pm

CHAIR