

Telford and Wrekin Health and Wellbeing Board (HWB)

14th November 2012 at 2.00pm

Severn Room, Business Development Centre, Stafford Park 4, Telford

Key Decisions/Actions/Discussion:

Agenda Item	Discussion Points	Who
1.	<p>Attendees: Cllr Richard Overton (Chair and Deputy Leader TWC), Cllr Arnold England (Cabinet Member: Leisure & Wellbeing), Cllr Liz Clare (Cabinet Member: Adult & Social Care), Cllr Paul Watling (Cabinet Member: Children, Young People & Families), David Evans (Chief Operating Officer T&W CCG), Dr Catherine Woodward (PCT Director of Public Health), Clare Hall-Salter (TWC Partnership and Planning Manager), Jon Power (Delivery and Planning Manager TWC), Helen Onions (Public Health Specialist), Dr K Deacon (NHS Commissioning Board – LAT (Representing Graham Urwin)), Chris Brannan (Local Safeguarding Children Board), Lilian Owens (LINKS (representing Dag Saunders)), Christine Morris (T&W CCG), Andrew Nash (T&W CCG), Laura Johnston (Director of Children and Family Services T&W), Kit Roberts (Group Specialist Commissioner), Paul Clifford (Director of Adult and community Services TWC), Dylan Harrison (CCG Non-Executive Director), Kathryn Wood (Project Officer, Health & Wellbeing Board TWC) and Jayne Clarke (Democratic Services Support TWC), Dave Robson (Service Delivery Specialist Safeguarding TWC)</p> <p>Apologies: Dr Mike Innes (Chair of T&W Clinical Commissioning Group), Karen Kalinowski (Assistant Director: Care and Support TWC), Paul Taylor (TWC Assistant Director: Social Care Specialist), Dag Saunders (LINKS); Clive Jones (TWC Assistant Director: Family and Cohesion Services), Graham Urwin (NHS Commissioning Board LAT Director)</p>	
2.	<p>Action notes 12.09.12:</p> <p>CAMHS Update:</p> <ul style="list-style-type: none"> • Proposed agenda item for January 2013. <p>Health and Wellbeing Board Minutes:</p> <ul style="list-style-type: none"> • The minutes of the meeting would be circulated to the Cluster Board for information. <p>Health and Wellbeing Priorities - Officer Alignment</p> <ul style="list-style-type: none"> • The officer alignment had now been agreed at the HWB Advisory Group Meeting. <p>SARC Statistics</p> <ul style="list-style-type: none"> • The SARC statistics had now been circulated, for information. <p>Carers Strategy</p>	

	<ul style="list-style-type: none"> • The carers strategy would be brought to the January meeting. <p>Stroke Review</p> <ul style="list-style-type: none"> • Scrutiny were undertaking the Stroke Review and would report back to the HWB if appropriate. 	
3.	<p><u>Board Function:</u></p> <p>Health and Wellbeing Board Development</p> <p>Clare Hall-Salter presented a report on the development of the West Midlands Council's HWB Support and Development Programme together with the development of the T&W Health and Wellbeing Board.</p> <p>Cllr Overton had attended at the HWB Chairs Network in July and October and further meetings were to be held in December 2012 and March 2013. A simulation event was also planned in order that HWB Members could explore the challenges ahead. The HWB Network, which was supported by West Midlands Council Officers and Board Members had met three times and at its recent meeting had discussed the draft secondary regulations for the Health and Social Care Act 2012 together with Asset Based Commissioning and Board development and was a good forum to share best practice. Up to a total of four days support had been allocated until March 2013 in order to develop the role and the agenda of the Board, together with its structure and operation. Tight decision making was needed although HWB needed to ensure engagement from local people, groups, providers and partners was encouraged. A second Stakeholder event was proposed for 30th January 2013. The HWB had produced a newsletter and it as hoped that this would be continued in the future.</p> <p>Secondary legislation had been out for national consultation and would be laid in January 2013 and come into force on 1st April 2013. The HWB would become a Committee of the Council but would be modified by Section 194(12) of the 2012 Act and any modifications prescribed in the regulations. The new Committee would not be subject to the same voting restrictions as Council meetings. The Board was currently running as a Committee of the Council adhering to transparency, public awareness, standards regime, conflicts of interest and confidentiality.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • Newsletter • Stakeholder event 30th January 2013 <p><u>RESOLVED</u> – that</p> <p>a) the update received in relation to the Telford and Wrekin Health and Wellbeing Board be noted;</p> <p>b) the feedback gained from the first LGA facilitated HWB Development morning and development tool is used as the basis for a work plan for the Board and Advisory Group be agreed;</p>	

	<p>c) the focus of future development sessions with the LGA be agreed;</p> <p>d) the production of a regular HWB newsletter be agreed;</p> <p>e) the hosting of a second HWB stakeholder event in January 2013 be agreed;</p> <p>f) the outcome of the consultation on the secondary legislation relating to HWB as a committee of the local authority be noted.</p>	
4.	<p>Health and Wellbeing Strategy Development</p> <p>John Power and Helen Onions presented a joint report on recent developments on both the Joint Strategic Needs Assessment (JSNA) and Joint Health & Wellbeing Strategy (JHWS).</p> <p>A draft Strategy had now been produced and was a working document. Asset mapping workshops for several of the priorities would be completed by the end of December. Following the Board's consultation response submission, publication of the Department of Health Guidance was currently awaited, although the Board were confident that they were going in the right direction.</p> <p>A Director-led working group met to discuss the JSNA in order to take this forward and to have a draft Strategy in place. It also needed to firmly underpin work and priorities and define the work programme. It was important that it was clear on its products and branding. Communication must be understood by the public. It was proposed that the JSNA Steering Group was re-established with its first meeting to be held in January 2013. This group would then report back to the HWB Advisory Group.</p> <p>A Terms of reference guidance would be reported back to the HWB Advisory Group at the next meeting.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • priorities • the use of asset mapping • signposting to physical activity <p><u>RESOLVED</u> – that the progress made in developing both the Joint Health & Wellbeing Strategy and the JSNA process be noted.</p>	
5.	<p><u>Other Areas of Focus</u></p> <p>Local Safeguarding Children Board (LSCB) Annual Report 2011/12</p> <p>Chris Brannan presented the Local Safeguarding Children Board Annual Report 2011-12.</p>	

	<p>There was now a statutory requirement to produce an annual report which reflected the progress of its business plan as well as to provide a realistic assessment of any challenges that remain. There were currently four priorities:</p> <ul style="list-style-type: none"> • Children abused through exploitation • Getting the right help at the right time • Missing children • Children and young people feeling safe <p>Ofsted had undertaken an inspection of Safeguarding and Looked after Children Services and overall had found them to be adequate. Some issues had been raised regarding performance management and the Council was taking any actions necessary to implement the recommendations identified by Ofsted. The Board offered an appropriate level of challenge to the Council and its partners and was well placed to ensure that the necessary actions were effectively implemented.</p> <p>A discussion took place and it was confirmed that the work of the LSCB would be continued by the HWB.</p> <p><u>RESOLVED</u> – that the role of the LSCB in driving change and improvement in response to the OFSTED ‘Inspection of Safeguarding and Looked After Children’ is acknowledged.</p>	
<p>6.</p>	<p>Vulnerable Adults Safeguarding Annual Report 2011/12</p> <p>Dave Robson presented the annual report of the Vulnerable Adult Safeguarding Board 2011-12.</p> <p>The report was to raise awareness of the Board’s role in promoting the safety and welfare of vulnerable adults in both Telford & Wrekin and Shropshire areas. The guidance contained in ‘No Secrets’ continued to form the basis of the protection of vulnerable adults. The Board is currently involved in the development of a new multi-agency policy and procedure for adult safeguarding which will be shared across 11 other local authorities across the region which will enable benchmarking and like for like comparisons. Wide ranging and complex investigations had taken place including those of nursing and domiciliary care. A local Dignity Network had been developed. Training had been undertaken which had delivered a range of programmes across the two local authority areas. A report of the Deprivation of Liberty Safeguards (DoLS) had been incorporated within the report and included comparative data across the West Midlands authorities.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • Legislation for Adult Safeguarding • Whistleblowing • Criminalisation of children • Trends following the austerity measures • Financial abuse 	

	<p><u>RESOLVED</u> – that</p> <p>a) the Board acknowledged the role played by the Vulnerable Adults Safeguarding Board in overseeing the safeguarding of vulnerable adults in our area; and</p> <p>b) that the contents of the report be noted.</p>	
7.	<p>Adult Social Care Local Account 2011/12</p> <p>Clare Hall-Salter presented the Adult Social Care Local Account 2011-2012 which demonstrated what Adult Care and Support were doing to improve the lives of people in Telford and Wrekin.</p> <p>The work of Adult Social Care had been heavily regulated in the past and the Care Quality Commission (CQC) had relied on annual self-assessments. The Coalition Government has now abolished these layers of assessment and has replaced them with a new regime encapsulated within ‘Transparency in Outcomes: A Framework for Quality in Adult Social Care. This framework proposed a more transparent and locally accountable system, a key part of which was the Local Account. The Local Account was intended to be an annual statement of outcomes and priorities and opened up information which could be easily accessed by the community. The account was to be an entirely local product and there would be no guidance issued on the content or the format. It was proposed that the Local Account would continue to be based on that of the 10/11 format, it would need to be short, easy to read, easily accessible and be aimed at the public as its primary audience. The 2011/12 Local Account included a consultation on the draft version and used the feedback to influence the design and content of the final document. This would be published following endorsement from the HWB.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • A picture version of the Local Account produced by Taking Part • Public knowledge of the Local Account • Accessibility of the Local Account <p><u>RESOLVED – that the 2011-2012 Local Account be endorsed.</u></p>	
8.	<p>Update on CCG Authorisation and NHS Commissioning Board Development (Presentation)</p> <p>David Evans gave an update on the CCG Authorisation and NHS Commissioning Board Development by way of a presentation.</p> <p>The CCG were currently mid way through the Authorisation process and a final decision was expected in January. A site visit had taken place in November 2012 with a desk top review. There were 119 criteria which were given either a red or green mark. A period of two weeks had been given to</p>	

	<p>look at the marks and pass over any comments and to turn any red markers to green. Overall first impressions were that the Commission continues to look a very GP led organisation with good clinical engagement and a coherent governing body. The strengths were noted in the quality of engagement and GP engagement. A total of twelve out of 56 points were red, but this was subject to slight change after review and the CCG were expecting approximately 10-12 red marks. This was considered a fair reflection of where the CCG was currently at and it was expected that the red markers could quite easily be turned green within the next four weeks and nothing substantial had been found. The CCG remained fairly confident that they would be authorised by 31st March albeit with or without conditions.</p> <p>The new structure for the NHS Commissioning Board was ongoing and the Local Area Team Directors had now been appointed. It was hoped that PCT and SHA posts within the new structure could be slotted or advertised and people appointed and it was expected that appointments would be completed by the end of November early December 2012.</p>	
9.	<p>Public Health Transition Progress Update</p> <p>Catherine Woodward and Paul Clifford presented an update on the Public Health Transition Project and the transfer of public health functions and responsibilities from NHS Telford and Wrekin to the Council and highlighted both the progress made over recent weeks and key areas of activity or concern.</p> <p>The Commissioners had evaluated each of the existing contracts let by the PCT and had used an open and fair framework in order to make decisions regarding future contracts. Officers of the Council have worked with Public Health colleagues to explore the best procurement options keeping within timescales and the risk of a legal challenge to a minimum.</p> <p>The public health funding allocation was still awaited and a modelling exercise working on the worst case scenario had been undertaken in readiness for the notification in December 2012.</p> <p>A legacy document was being prepared in readiness for handover from the PCT to the Local Authority's Local Area Team. This was currently 100 pages of records and this document would remain live until the point where the Department of Health are assured that the handover has happened. The Legacy document would then remain part of the document as a permanent record.</p> <p>Main issues emerging were the management of clinical issues ie school nursing, sexual health and substance misuse.</p> <p>Department of Health Guidance was still awaited</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • Funding and uncertainty regarding budgets • Workforce planning 	

	<ul style="list-style-type: none"> Proposals to consultation <p><u>RESOLVED</u> – that the progress with regard to the Public Health Transition Project be noted.</p>	
10.	<p>Health Performance Update</p> <p>Christine Morris and Catherine Woodward presented a joint update on the Telford and Wrekin CCG Health Performance which demonstrated the performance of Telford and Wrekin CCG against national targets.</p> <p>Each month data was submitted to show the position from a variety of sources in order to ensure that providers were delivering their targets.</p> <p>There were only two areas where the providers had not delivered their targets during August which were:</p> <p>18 week referral to treatment A&E 4 hours</p> <p>Action plans had been put in place in order that these targets could be met.</p> <p>A recommendation was made that the reports go forward to the HWB Advisory Group and the reporting framework maps to HWB priorities.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> Reporting Framework and terminology Transparency and information of report once it becomes a Committee of the Council <p><u>RESOLVED</u> – that the report be noted.</p>	
11.	<p>NHS QIPP Savings and Council Savings Update</p> <p>Andrew Nash and Paul Clifford gave a joint update on NHS QIPP savings and the Council savings.</p> <p>The PCT/CCG were informed by national policy. It was hoped that savings could be made through the prescribing policy and generic drugs as well as local policies of the JSNA and local soft and hard intentions. Savings made to date were ahead of schedule and highlighted the challenges ahead. Action needed to be taken towards QIPP savings for 2013/14.</p> <p>The net budget was £200m with QIPP savings for next year being £3.8m. A year on year saving of £4m was expected.</p> <p>A report would be brought to the next meeting of the HWB regarding Children and Adults services once the funding position had been clarified. There were tough front-loaded targets with adult care having significant funding cuts of £9.5m. The phasing of staff and non-staff savings had been delivered this</p>	

	<p>year and will continue up to 2014/15 with potentially higher targets. Continuing health care by the CCG was protected by one-off funding of £5m. The funding position was tight due to the growing population. It was no longer possible to fund the shortfall from the corporate pot and it would be difficult to sustain a balanced budget.</p> <p><u>RESOLVED</u> – that the report be noted.</p>	
<p>12.</p>	<p>Adult Learning Disability: Health and Social Care Self Validation Frameworks (for information)</p> <p>Kit Roberts presented a report on the Adult Learning Disability framework.</p> <p>The report provided information about 2 validation processes undertaken by Telford and Wrekin Council (TWC) and NHS Telford and Wrekin (PCT) of services for adults with learning disabilities.</p> <p>The TWC and PCT work closely together to support adults with learning disabilities living both within the Borough and those living out of the area. National reports outlined the neglect of NHS Services relating to learning disabilities. During the current validation process the Learning Disability Partnership Board concluded that overall progress was good in the areas of housing and health but improvements could be made with regard to employment. A draft JSNA statement had been prepared and needed to include data collection, healthcare, engagement and safeguarding. The self assessment structure was considered good overall but there was room for improvement. It also demonstrated that both the HWB and the CCG engaged with the area and were interested. A designated lead was needed particularly in the CCG.</p> <p>From 2013 the validation process would be merged into a single document making the assessment process more efficient. Leads would need to be identified in order to progress the self-assessment and ensure a clear statement regarding learning disability was included in the JSNA. An annual report would be brought to the HWB and CCG.</p> <p>A discussion took place including:</p> <ul style="list-style-type: none"> • CCG Lead needed to be a non-officer • Work Programme of the Steering Group • Limited resources of CCG • Behaviour Review of Learning Needs <p><u>RESOLVED</u> – that the report be noted.</p>	
<p>13.</p>	<p>Dates of future meetings:</p> <p>SHWB meeting 23rd January 2013, 2pm – 4pm, venue TBC SHWB meeting 13th March 2013, 2pm – 4pm, venue TBC HWB meeting 15th May 2013, 2pm – 4pm, venue TBC</p>	

The meeting ended at 3.32pm

Signed

Dated