

## HEALTH AND WELLBEING BOARD

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### DRAFT MINUTES OF THE HEALTH AND WELLBEING BOARD MEETING HELD ON 28 JANUARY 2016 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

#### Present:

Dr Peter Jenkins (Vice Chairman), Dr Simon Burrell, Dr Toby Davies, Dr Richard Sandford-Hill, Christine Graves, Cllr Keith Humphries, Nikki Luffingham, Carolyn Godfrey, Dr Nick Marsden, Maggie Rae, James Scott, Deborah Fielding and Toby Sutcliffe

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#### 1 Chairman's Welcome, Introduction and Announcements

The Vice-Chairman, Dr Peter Jenkins, welcomed all to the meeting.

#### 2 Apologies for Absence

Apologies were received from Chief Constable Mike Veale, Nerissa Vaughan and Kevin McNamara of Great Western Hospital, Cllr Laura Mayes, Peter Hill from Salisbury, today represented by Dr Nick Marsden, and Ken Wenman from SWAST.

It was noted that the Chairman, the Baroness Scott of Bybrook, had had to tender her apologies, as she was due to give her maiden speech in the House of Lords that morning.

#### 3 Minutes

The minutes of the previous meeting, held on the 26 November, were presented. It was noted that reference to 'Nicky Mathews, NHS England' at minute 95 should be amended to read 'Nikki Luffingham, NHS England'.

#### **Resolved**

**To approve and sign the minutes of the previous meeting held on 26 November 2015, as amended.**

#### 4 Declarations of Interest

There were no declarations of interest made,

#### 5 Chairman's Announcements

The Vice-Chairman made reference to the two announcements circulated with the agenda pack, namely:

- The update on Children's Community Health Services
- The update on Adults Community Health Services

## 6 **Public Participation**

It was noted that there had been no questions submitted. The Vice-Chairman stated that any other representations would be taken under the item to which the submission referred.

## 7 **Update on Maternity Strategy and Services for Wiltshire**

The Board received a paper which provided an update on the work being undertaken by Wiltshire Council Public Health, Wiltshire CCG and service providers to ensure the provision of safe, high quality maternity services for families in Wiltshire. This included a summary of key national policy developments and an overview of progress against local priorities.

Issues highlighted in the course of the presentation and discussion included: how the Maternity Services Liaison committee acts of forum for agreeing strategic directions and priorities; the implications of the review arising from the failings at Morecombe Bay Trust; that a wider NHS review into Maternity services would be published shortly; the local work that has been undertaken, and their key achievements including improvements to service quality and safety; the impact and complications arising from obesity, and the support offered to women to manage their weight during pregnancy; the flu vaccination programme; and the importance of engagement with providers and public health professionals.

In response to a question from Chris Graves of Healthwatch, it was stated that plans were being developed as the proposal for Army Rebasing became clearer.

Toby Sutcliffe, AWP, highlighted the good work with perinatal mental health pathways, but emphasised the importance of increase vigilance and improve services for other cohorts.

Maggie Rae, Corporate Director, highlighted Wiltshire performance in reducing the number of teenage pregnancies.

### **Resolved**

**To note the content of the report and progress made.**

## 8 **Obesity Strategy**

The Board received the report which presented the draft Obesity Strategy for formal approval to go forward to public consultation.

Issues highlighted in the course of the presentation and discussion included: how reception and year 6 children are measured; that the rise in childhood obesity has been halted in Wiltshire, but other work required to reduce these levels; how delivery programmes are matched to the evidence base; how communities and Area Boards are engaged with work; how successful pilot programmes can be expanded; and that there had been good engagement with partners.

In response to an issues raised by James Scott, Bath RUH, Nikki Luffingham – NHS England, recognised that the specialist commissioning of services could be brought closer to Wiltshire and was an idea worth giving some attention to.

Deborah Fielding, Wiltshire CCG, noted that there had been some discussion, and it was desirable to bring some specialist commissioning within the Wiltshire area to be better responsive to local need.

### **Resolved**

- 1. To approve the draft strategy for a public consultation of 12 weeks; and**
- 2. To note that the strategy will come back to the Board after this time.**

## 9 **Engagement with unpaid carers - help in a crisis**

The Board received an update from Healthwatch Wiltshire regarding its work with carers.

Issues highlighted in the course of the presentation and discussion included: the new rights for carers, the duty to provide advice and the focus on preventative work; the proposed model of universal support, crisis support and long term support; how Healthwatch was supported by the Council's research team, and worked with charities to reach people; that method included questionnaires, focus groups and going out to groups to meet a range of carers; that results had shown how people defined a crisis situation and what support could be best provided; that there was some input into what a good process would look like; the use of open ended questions to gain real insight; how some carers are reluctant to ask for help; that some out of hours services are not well known; how staff could become more carer aware; that the general awareness of what services are there is patchy; the availability and importance of training and respite care for carers; and the impact on carers mental and physical health.

Diana Fitch, Business Manager for Carer Support Wiltshire, commended the work of Healthwatch, but was concerned that the Carers Strategy was not yet

ready to be considered by the Board. James Cawley responded that he would be happy to discuss the issue with Ms Fitch, and could reassure her that no commissioning decisions would be made that would have a negative impact on the draft strategy. Furthermore the strategy, which would be out for consultation soon, would be considered by the Board at a later meeting. Julia Cramp, Associate Director, responded that contracted services supporting parent and young carers could be reviewed to ensure they are inline with priorities arising from the new strategy at any time, and that they would not have to wait till the end of the contract to do so.

Dr Simon Burrell stated that the key messages raised in the report accorded with those that are raised with him by carers. He went onto emphasise the importance of increasing capacity to support preventative work more generally, acknowledging that this would require further investment.

Chris Graves stated that the Council's and CCG's plans to bring care closer to people's homes and encouraging self-reliance would inevitably bring more responsibilities for unpaid carers.

#### **Resolved**

- 1. To note the engagement which has been carried out including the 8 key messages which have been identified.**
- 2. To re-confirm its commitment to putting the experiences of unpaid carers at the centre of commissioning plans for the future.**

#### 10 **Healthwatch Wiltshire and Complaints Processes**

The Board received the report which provided an update to the Board on the progress made in meeting the recommendations made in the Healthwatch Wiltshire (HWW) report: 'NHS and social care services in Wiltshire: Pathways to making a complaint or raising a concern'.

Issues highlighted in the course of the presentation and discussion included: that following up on report made to the Board in 2014, work and progress in the area was reviewed; that it was argued that complaints information should be prominent on websites, and that this had improved; how best to communicate with those with learning difficulties; how information about complaints advocacy can be improved; how children and young people could be encouraged to make feedback, and the specific work with Young Action Wiltshire to talk directly to young people; how people are able to raise concerns on behalf of others – the so called innocent bystander; the need for a forum for Patient and Advice Liaison (PALs) and complaints officers to meet locally to share experiences, and how peer support and training will be developed; how information from other sites is embedded; the links to wider work undertaken by Healthwatch England; the work to be done in the areas of primary and social care; and that

all trusts engaged enthusiastically with the review, and that some agencies continued to review their policies and communications to ensure they are easier to access and understand.

Chris Grave, Healthwatch Wiltshire, emphasised that many member of the public are still frightened of engaging with health care professionals, and that people want to engage and be helpful to improve services rather than be seen as a complainant.

The Vice-Chairman, Dr Jenkins, thanked officers for the update on such an important issue, and invite Healthwatch to bring an update to the Board in a year's time, with the possibility that some case studies could be included and that individuals may be invited to provide their own personal perspective.

### **Resolved**

- 1. To recognise the progress which has been made by Healthwatch Wiltshire, the acute hospital trusts, and mental health trust during 2014/15 to ensure that the experience of making a complaint is improved for local people.**
- 2. To note the opportunities for further improvement in the processes relating to making an NHS complaint or raising a concern.**

## **11 Transforming Care Partnership - Service Model**

The Board received the report which provided an update on the Transforming Care Partnership and progress in delivering Wiltshire's commitments relating to Winterbourne View.

Issues highlighted in the course of the presentation and discussion included: how the local plan had been developed in response to National Programme; how the response from NHS England would be considered; that the timescale for development has been quite tight; that some good work had already been undertaken, but more work is required; that a four year programme is being suggested; how various risk factors had been identified, including mental health and violent behaviour.

Deborah Fielding, Wiltshire CCG, thanked the officers for their hard work. She also stated that some concerns on governance would need to be addressed.

In response to an issue raised by Chris Graves, officers stated that whilst there had already been consultation with the wider carers community and customers in the learning difficulties community, there was still work to do with those on the Autistic Spectrum.

James Cawley, Associate Director, stated that Wiltshire Council had been involved in the regional approach task group to look at bids in the South West region. He also acknowledged that the short timescale had affected consultation in developing draft, but that this would be addressed through further consultation. In addition, Maggie Rae, Corporate Director, stated that action would be taken to ensure that consultation was robust.

It was noted that the final version of the plan was required to be submitted to NHS England prior to the next meeting of the Health & Wellbeing Board, and that the Board should consider delegating final sign-off to the Joint Commissioning Board.

### **Resolved**

- 1. To sign off the draft Transforming Care Partnership draft Service Model Plan which will enable the plan to be submitting to NHSE for the 8th February 2016 for further scrutiny.**
- 2. To delegate authority to the Adult Joint Commissioning Board to sign off the final version of the plan, with a subsequent report b being made to the next meeting of the Health & Wellbeing Board.**
- 3. To note that the final plan will come back to the CCG Governing body for final sign off and final submission to NHSE in March 2016, and that the plan will then be implemented in April 2016 and will be reviewed in 2019/20.**

## **12 Better Care Plan**

The Board received a report, circulated in agenda supplement one, that provided an update Better Care Plan and outline commissioning intentions for 2016/17.

Issues highlighted in the course of the presentation and discussion included: that services were very busy and significant effort was required to keep going; that Delayed Transfers of Care (DTCs) were below target, and there had been positive reductions in delayed days; the significant activity in the community, including improvements in managing more complexity of care in the community; the reduction in admissions from those in care homes; how the Health Select Committee had received a presentation from the Acute providers; how pilot programmes, such as Homefirst, would be reviewed; how GPs are invited to attend ward rounds to better understand how decisions of risk are made; that staffing in some areas remained challenging; the continued need to focus on prevention; the need to engage with the third sector; that the Better Care Plan would need to be resubmitted, and the Health & Wellbeing Board would be asked to consider this at their next meeting.

## **Resolved**

To note and approve the next steps, as follows:

- **Wiltshire Joint Commissioning Board to review and agree direction of travel**
- **High level summary of BCP 16/17 to be submitted to NHS England by 7 February**
- **HWB to receive draft intentions**
- **Further detail in each area to be provided and stage 1 activity sizing to be undertaken**
- **JCB in February to sign off commissioning intentions**
- **Second draft of BCP 16/17 to be submitted to NHS England for sign off in 16/17 under existing delegations to Chair and Vice Chair (together with input from all members in between meetings).**
- **Finalised commissioning intentions to be presented at Cabinet and CCG Governing Body in March and HWB in April for sign off.**
- **Finalised BCP 16/17 to be submitted to NHS England in April**

## 13 **Urgent Items**

The Board considered the following urgent item:

### **NHS Shared Planning Guidance 2016-2021**

The Board considered a report, circulated in agenda supplement one, which summarised recent guidance from the NHS, and asked for the Board to consider authorising the Chair and Vice Chair to agree a transformation footprint with neighbouring areas so that an early view can be provided to NHS England ahead of production of the plan for June 2016.

It was noted that discussions were underway with Swindon and Bath on a transformation footprint to agree a Sustainability and Transformation Plan for the next 5 years, covering primary care and specialised services as well as secondary care as well as integration with public health and social care.

It was suggested that the Chair of the Health & Wellbeing Board should write to other Boards within the footprint area to ensure they are working well together.

## **Resolved**

1. **To note the timescale for producing a Sustainability and Transformation Plan.**
2. **To authorise the Chair and Vice Chair to agree a transformation footprint with neighbouring areas so that an early view can be provided to NHS England ahead of production of the plan for June 2016.**

**3. To agree to further discussions on the development of the Plan at meetings scheduled for April and June.**

14 **Date of Next Meeting**

The Board noted that meetings will now take place at 10:00am on the following Thursday mornings:

14<sup>th</sup> April, 23<sup>rd</sup> June, 22<sup>nd</sup> Sept and 15<sup>th</sup> December in 2016.

(Duration of meeting: 10.00 am - 12.03 pm)

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