



**Committee and Date**

Health and Wellbeing Board

25 May 2017

**MINUTES OF THE HEALTH AND WELLBEING BOARD MEETING  
HELD ON 23 MARCH 2017  
9.30 AM - 12.00 PM**

**Responsible Officer:** Karen Nixon  
Email: karen.nixon@shropshire.gov.uk Tel: 01743 257720

**Present**

Councillor Karen Calder (Chairman) – PFH Health, Shropshire Council  
Councillor Lee Chapman – PFH Adults, Shropshire Council  
Professor Rod Thomson - Director of Public Health  
Karen Bradshaw - Director Children's Services  
Dr Julie Davies - Director  
\*Tanya Miles - Operations Manager Adult Services, Shropshire Council  
Jane Randall-Smith - Chief Officer, Shropshire Healthwatch  
\*\*Sam Tilley – Head of Planning and Partnerships, Shropshire CCG  
Rachel Wintle – Chair VCSA

Also present: J Bickerton, I Birch, V Cross, G Dakin, M Duffy, T Moyes, M Price and C Wright

**52 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from;

Andy Begley - Director of Adult Services  
Neil Carr – Chief Executive, South Staffs & Shropshire Foundation Trust  
David Coull - Chairman, Shropshire Partners in Care  
Jan Ditheridge – Chief Executive, Shropshire Community Health Trust  
Dr Simon Freeman - Accountable Officer, Shropshire CCG  
David Minnery – Portfolio Holder for Children and Young People  
Dr Julian Povey - Clinical Chair, Shropshire CCG  
Mandy Thorn – Business Board Chair  
Simon Wright - Chief Executive, Shrewsbury & Telford Hospital Trust

Substitutions were made as follows;

Theresa Moyes for Neil Carr, South Staffs & Shropshire Foundation Trust  
Mel Duffy, Director of Strategy for Jan Ditheridge, Shropshire Community Health Trust  
Neil Nisbet, Finance Director, for Simon Wright, Chief Exec. SaTH Trust  
\*Sam Tilley, Head of Planning and Partnerships for Dr Simon Freeman, Accountable Officer, Shropshire CCG

\*\*Tanya Miles Head of Social Care Efficiency and Improvement, for Andy Begley, Director of Adult Services

### 53 DISCLOSABLE PECUNIARY INTERESTS

Members were reminded that they must not participate in the discussion or voting on any matter in which they had a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

### 54 MINUTES

**RESOLVED:** That the minutes of the meeting held on 9 February 2017, be approved as a correct record and signed by the Chairman.

Arising thereon:

Minute 46 – was work on the sharing of patient information being progressed? Dr Julie Davies undertook to chase Dr Povey on this matter.

Minute 47 – It was noted that it would be the Future Fit Board that would be meeting shortly, not the STP, to agree ToR for an Independent Review.

Minute 50 – The post triangulation meeting would now be arranged post-election.

### 55 PUBLIC QUESTION TIME

Arising from a recent Local Joint Committee in Oswestry, a public question had been submitted by Mr J Bickerton of Oswestry regarding transparency and clarity around the Better Care Fund. In response the Chair assured Mr Bickerton that work was being progressed to improve this. If he was still unhappy the Chair invited him to speak with her after the meeting.

### 56 SYSTEM UPDATE - STP (including Neighbourhoods)

- a) Optimity Report – Prof Rod Thomson, Director of Public Health gave a brief verbal update on the review of out of hospital strategic planning by Optimity. A successful workshop had recently been held and a report on outcomes would be made back to the Health and Wellbeing Board in future. Briefly gaps had been identified. An overarching strategy and narrative was required to give more focus. There was agreement that Shropshire needed to push forward on gathering data and intelligence to inform planning and improved delivery for key issues.
- b) CCG Structure – Dr Julie Davies, Shropshire CCG, gave a verbal update on recent key executive appointments at the CCG. The full structure would be in place by end summer 2017. It was agreed that it would be advantageous to arrange a meeting of the new Cabinet and Senior Officers from Shropshire Council with the new CCG Directors post election.

**ACTION: Shropshire CCG and Shropshire to arrange meeting of new Cabinet with new CCG Directors post-election.**

- c) SaTH Scrutiny Report – Dr Julie Davies, Shropshire CCG., presented a report – copy attached to the signed minutes, which was a briefing report on Fragile Clinical Services at the Shrewsbury and Telford NHS Trust and actions being taken to ensure long term fundraising. An update was given on progress with 5 fragile SaTH services; the Emergency Department, General Ophthalmology, Neurology Outpatient Service, Dermatology Outpatient Service and Spinal Services. The Chairman welcomed the update, commenting that the Board should have had sight of this information sooner and requesting an assurance that an update be made to the next meeting on progress with this. This was agreed. It was also highlighted that SaTH were active partners on the Board but their attendance at meetings was not good – this needed highlighting. In conclusion, it was agreed that the Chairman of the HWB should write a formal letter to the Director of Commissioning Operations, North Midlands, NHS England and Philip Dunne MP expressing the Board’s concerns regarding patient access to services and the safety of these services in Shropshire.

**ACTIONS:**

- **Letter to NHS England & P Dunne MP by Chairman – KC**
- **Reminder to SaTH re. poor attendance at HWB meetings - PB**

- d) A&E Delivery Group Update – A verbal update was given on a number of actions taken by the CCG recently to improve performance which was now at 85% and it was hoped to be at 90% by the end of September 2017. It was requested that the detail behind this information be reported directly to the Board in future, to ensure there were no gaps in the system.

**ACTION: JD to report to future H&WB on actions taken to improve A&E performance**

**57 HWB DELIVERY REPORT**

- a) BCF Performance and Outline Plan – Sam Tilley, Head of Planning and Partnerships, Shropshire CCG, presented a report – copy attached to the signed minutes – on the Better Care Fund Quarter 3 Performance report. The positive direction of travel of BCF Performance and scheme activity was generally welcomed by the Board. It was requested that a specific item on Delayed Transfer of Care be made to a future meeting of the Board. The group discussed that information such as flow in and out of hospital (dashboard presented to the A&E Delivery Group) was available but it was not necessarily coming to the Board’s attention. In future it was agreed this should also be reported to the Board and that accountability for metrics was required. Shropshire Council Chief Executive said that extra funding coming to local authorities for social care was welcome, but the detail of how that money was to be used was not yet known. Undoubtedly resources would have to be used widely and Mr Wright said he was happy to write to Mark Lloyd at the LGA as a point in evidence of this.

**RESOLVED:** That subject to the foregoing the report be noted and the current position in relation to BCF planning for 2017/18 to 2018/19 be noted.

**ACTIONS:**

- **Detailed report on DToC to the Board in future & reminder to SaTH (SW) to attend meetings – important - PB.**
- **Letter to Mark Lloyd, LGA from CW about extra funding to local authorities for social care.**
- **Dashboard report that goes to A&E Delivery Group to go to H&WB in future - JD**

- b) Healthy Live Programme and Social Prescribing – The Board welcomed a report on Healthy Lives and a presentation about Social Prescribing (joining up the Prevention Agenda in Shropshire) – copy attached to the signed minutes – which gave an update on a recent visit to the Wellbeing Enterprises CIC Prevention Programme in Halton by members of the Partnership Prevention Programme.

**RESOLVED**

- i. That the update on the key learning from the Wellbeing CIC visit be received and that the approach being adopted by the Healthy Lives Steering Group be endorsed.
  - ii. That the approach to develop a social prescribing model which recognises and builds on the assets already in place in Shropshire such as the Community and Care Co-ordinators, the Compassionate Communities programme, the programmes in the Better Care Fund, the Let's Talk Local model and behaviour change programmes be approved.
  - iii. That the implementation of the pilot and the evaluation of the pilot be endorsed.
  - iv. That the model, including a range of measures that demonstrate impact on health and well-being, be supported.
  - v. That an asset-based community development Workshop be set up, with Neil Nisbet.
- c) Alcohol Strategy – Clear Self-Assessment Tool – A report – copy attached to the signed minutes – was introduced and amplified by Gavin Hogarth on a CLear tool to support local areas in improving their response to reduce alcohol related harms. This was welcomed by the Board.

**RESOLVED**

- i. That the contents of the report be noted.
- ii. That the completion of CLear in Shropshire through directing within their organisations contribution to the process be supported.

- iii. That promoting the CLear assessment with partner agencies as part of the wider strategic response to alcohol related harm be supported.
- iv. That the proposed timeline for the completion of CLear be approved.
- v. That a letter be written by Gavin Hogarth inviting organisations to participate in this initiative.

**ACTION: Invitation letter from GH**

- d) Leadership Programme – A verbal update was given by Tanya Miles on the Leadership Programme. This regular feedback was welcomed by the Board.

**58 EVERYBODY ACTIVE EVERY DAY UPDATE**

Miranda Ashwell, Programme Lead, Physical Activity, introduced and amplified a PowerPoint presentation – copy attached to the signed minutes - on 'Everybody Active Shropshire', briefly covering Everybody Active Towns, Creating a Social Movement, Responses, 34 projects, Traditional grant for the rest of the County, Common Themes, Everybody Active Care Homes and the next steps for this project.

In discussing the care home element, she highlighted that surprisingly no applications had been received to date from care homes in Shropshire. This aspect was currently being worked on, to improve take up in the future.

It was agreed that Miranda Ashwell would circulate a summary list of groups that had been successful in obtaining grants, copy to also be circulated via the VCSA.

The Chair thanked Mrs Ashwell for the valuable update.

**RESOLVED:** That the update presentation be noted and that a summary list of groups that had been given grants be circulated after the meeting.

**ACTION: MA to circulate list and VCSA to circulate also.**

**59 COMMISSIONING HEALTHWATCH AND INDEPENDENT NHS COMPLAINTS ADVOCACY SERVICE FOR SHROPSHIRE**

Steps required to secure a Local Healthwatch for Shropshire beyond 2018, were outlined in a report – copy attached to the signed minutes – including options for achieving this and seeking advice from the Health and Wellbeing Board as to the scope and extent of the engagement activity to support this process.

It was generally agreed that Shropshire had a good Healthwatch model, but that all options should be investigated to see if any improvements could be made. There were concerns about funding Healthwatch Shropshire post 2020. CCG members endorsed this view and commented how valued the organisation was within their community and that their input was always valued.

Nationally, it appeared that there might be advantages to working together. The possibility of joining up with Telford and Wrekin and maybe even Hereford to form one Healthwatch was discussed but the general opinion was that 'if it wasn't broken then why fix it?' However it was agreed that the Commissioning Development Manager should take this forward and explore all the options, via very informal discussions with other authorities

*Jane Randall-Smith, Healthwatch Shropshire, left the room whilst this item was debated and took no part in the decision-making.*

**RESOLVED:**

- i. That the nature, scope and extent of engagement work required to develop a specification for Healthwatch Shropshire to ensure it is effective and resilient into the future be investigated in the first instance by Commissioning Development Manager.
- ii. That the emerging commissioning models set out in Section 6 below should be investigated.
- iii. That the involvement of the Health and Wellbeing Board in the recommissioning of Healthwatch Shropshire be supported.

**60 SOCIAL VALUE CHARTER FOR SHROPSHIRE**

A report outlining a Social Value Charter for Shropshire was introduced and amplified by Neil Evans, Commissioning Manager – copy attached to the signed minutes. The report and Charter were both warmly welcomed by the Board who commented that the engagement undertaken to date had been excellent.

**RESOLVED:**

- a) That the implementation of the Social Value Charter for Shropshire be noted by the Health and Wellbeing Board.
- b) That the Social Value Charter for Shropshire be taken back by partners to their own organisations to consider.

**ACTION: PB to also include the Social Value Charter in the Community Covenant.**

**61 HWB COMMUNICATIONS AND ENGAGEMENT**

Val Cross, Health and Wellbeing Officer, introduced a report – copy attached to the signed minutes – on an update to the Health and Wellbeing Board Communication and Engagement Strategy and Action Plan for the period 2017 – 2018.

No major changes to the original document had been made, but the Action Plan was more defined in terms of linking Communication and Engagement with the Sustainability and Transformation (STP) and the Shropshire Neighbourhoods Programme.

**RESOLVED:** That the report and strategy be approved.

**ACTION:** Chase up the inclusion of the VCSA on the STP Board (by the CCG) as promised at earlier meetings.

62 **FOR INFORMATION**

The Board noted a presentation by the West Midlands Ambulance Service for Shropshire, as given to the Health and Overview Scrutiny Committee on 20<sup>th</sup> February 2017 – copy attached to the signed minutes, which was duly noted by the Board for information, in the absence of any representation in person.

<TRAILER\_SECTION>

Signed ..... (Chairman)

Date: