

**MINUTES OF A MEETING OF THE
HEALTH AND WELLBEING BOARD
HELD ON 8 DECEMBER 2016 FROM 5.00 PM TO 6.20 PM**

Present

Dr Johan Zylstra	NHS Wokingham CCG
Keith Baker	WBC
Prue Bray	WBC
Beverley Graves	Business Skills and Enterprise Partnership
Dr Lise Llewellyn	Director of Public Health
Judith Ramsden	Director of People Services
Stuart Rowbotham	Director of Health and Wellbeing
Katie Summers	Director of Operations, Wokingham CCG
Andy Couldrick (substituting Superintendent Rob France)	Chief Executive
Jim Stockley (substituting Nick Campbell- White)	Healthwatch Wokingham Borough

Also Present:

Madeleine Shopland	Principal Democratic Services Officer
Darrell Gale	Consultant in Public Health
Sonia Khoury	Public Health
Sarita Rakhra	Carers/Voluntary Sector/Mental Health and Learning Disability Commissioning Manager, NHS Berkshire West CCGs

39. APOLOGIES

Apologies for absence were submitted from Councillor Julian McGhee-Sumner, Superintendent Rob France, Nikki Luffingham and Clare Rebbeck.

40. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Board held on 13 October 2016 were confirmed as a correct record and signed by the Vice Chairman.

41. DECLARATION OF INTEREST

There were no declarations of interest.

42. PUBLIC QUESTION TIME

There were no public questions.

43. MEMBER QUESTION TIME

There were no Member questions.

44. UPDATE FROM BOARD MEMBERS

The Health and Wellbeing Board received an update on the work of various Board members.

Community Safety Partnership:

- Andy Couldrick informed the Board that there was currently a domestic homicide review in progress and that another was also due to be carried out.
- In a response to a question from Katie Summers, Andy Couldrick indicated who would be the safeguarding lead for the Clinical Commissioning Group for the domestic homicide reviews.
- The Community Safety Partnership was considering its strategic priorities including focusing on tackling domestic abuse,
- The first meeting of the chairmen of key Boards, including the Health and Wellbeing Board, the Local Safeguarding Children's Board and the Adults Safeguarding Board, had taken place and a programme of meetings had been agreed.
- Katie Summers, Director of Operations, questioned whether the Police Neighbourhood Plans would link in with the Community Health and Social Care Plans.

Business, Skills and Enterprise Partnership:

- With regards to the Elevate City Deal, apprenticeships started and sustained for 6 months, Beverley Graves reported that performance against the targets were at 134% and 147%.
- Work experience for those not in education, employment or training (NEET) remained a challenge and performance was at 43% of the target.
- NEET figures were at 1.1%.
- The Board was updated on the 'Number of over 50's clients seeking information, advice and guidance from Wokingham Job Support.'

Healthwatch Wokingham Borough:

- Jim Stockley advised that Healthwatch Wokingham Borough was receiving increased interaction regarding CAMHS. Some parents were unsure where their child was on the waiting list.
- Healthwatch had talked to pharmacies about national plans to reduce funding. Healthwatch Wokingham Borough had conducted a survey asking people where they would go if they were unable to get an appointment with a GP. 60% had responded that they would attend A&E. Dr Zylstra stated that this suggested that NHS 111 was not being well used, which was a concern. Katie Summers, Director of Operations, indicated that she would discuss with Healthwatch how the message about NHS 111 could be spread further. Jim Stockley would send the Healthwatch report on pharmacies to the Clinical Commissioning Group for information.

RESOLVED: That the update from Board members be noted.

45. HEALTH AND WELLBEING DASHBOARD

The Board received the Health and Wellbeing dashboard.

During the discussion of this item the following points were made:

- Dr Zylstra questioned what percentage affordable dwellings represented of all dwellings completed. Councillor Baker indicated that policy was that 35% of dwellings be affordable.

- With regards to the indicator regarding Non-Elective Admissions, Dr Zylstra explained that whilst Wokingham was slightly behind for this target on an annual basis, it had been performing well for the last two months and continued to improve. Stuart Rowbotham suggested that further context needed to be provided for this indicator to give a clearer picture.
- Further update was provided regarding General Practice workforce vacancy rate.

RESOLVED: That the Health and Wellbeing dashboard be noted.

46. BETTER CARE FUND EVALUATION

The Board received a report regarding the Better Care Fund evaluation.

During the discussion of this item the following points were made:

- Wokingham Integration Strategic Partnership had completed an evaluation matrix of the Better Care Fund schemes. The evaluation would inform the 2017-19 Better Care Fund allocations and whether investments in projects continued.
- Stuart Rowbotham, Director of Health and Wellbeing emphasised that it was important that projects demonstrated value.
- Board members were pleased to note that Wokingham was performing 25% above target.
- The Step Up, Step Down project had achieved some of the project outcomes but at a large cost. There had been limited use of the Step Up facility. Consideration would be given to time assessed beds and whether Wokingham Hospital could be used as a Step Up facility.
- The Domiciliary Care Plus project had achieved good results for some individuals but ultimately might prove unsustainable. It would not be possible to join with other areas because of geographical distance.
- The Director of Health and Wellbeing commented that the Care Homes project had had success locally and was a worthwhile investment.
- Councillor Bray asked why the Community Navigators had been scored '3' for 'Has buy-in from all stakeholders and workforce; Frontline staff and political, clinical, managerial leads.' Dr Zylstra indicated that it was intended that the Community Navigators be based in GP surgeries but that the project was still in a pilot phase and had not been fully rolled out. As a result the Community Navigators were not as well known yet. Dr Llewellyn queried why the Community Navigator project had been scored '9' for Value for Money and what metrics had been used. Katie Summers stated that a Star Outcomes Framework was used. The sophistication of the metrics would develop as the scheme developed.
- Dr Zylstra asked how frequently the Better Care Fund projects were evaluated. The Director of Health and Wellbeing responded that it was carried out on a rolling basis and also annually in the format within the report.

RESOLVED: That the evaluation of the Better Care Fund projects' performance be noted.

47. BERKSHIRE TRANSFORMING CARE PARTNERSHIP - NOVEMBER 2016 - UPDATE TO WOKINGHAM HEALTH AND WELLBEING BOARD

Sarita Rakhra, Carers/Voluntary Sector/Mental Health and Learning Disability Commissioning Manager, NHS Berkshire West CCGs, provided a presentation on the Berkshire Transforming Care Partnership – November 2016.

During the discussion of this item the following points were made:

- The Board was informed of the 4 big aims of the Berkshire Transforming Care Partnership Board:
 - Making sure less people are in hospitals by having better services in the community;
 - Making sure people do not stay in hospitals longer than they need to;
 - Making sure people get good quality care and the right support in hospital and in the community;
 - To avoid admissions to and support discharge from hospital, people will receive and be involved in a Care and Treatment Review.
- Sarita Rakhra outlined the programme governance structure.
- The Board was informed of various workstreams and project groups.
- With regards to demand and capacity, a memorandum of understanding was being developed with local authority partners.
- An Intensive Intervention Service was being developed to intensively support individuals within the community.
- With regards to the developing workforce workstream, the relevant workforce would be supported with the cultural shift of working in a hospital to working in the community.
- It was noted that funding from the Berkshire East Capital 'Home' project would benefit both Berkshire East and Berkshire West.
- The Board was informed of matters that would be brought before Wokingham committees and forums in the future. The Health and Wellbeing Board would receive further updates on progress.
- Corporate Risk Registers in Berkshire East and West CCGs would reflect key programme risks.
- Councillor Bray noted that an Autism Project Group was due to be established by December and asked for progress. Sarita Rakhra commented that Bracknell Forest was leading on this and that it was hoped that this would be progressed by January.
- Board members were notified that the safe transition of clients from Little House to appropriate sustainable community placements would be monitored. The beds at Little House would be suspended from December 2016. There were currently no Wokingham clients at Little House.
- Dr Llewellyn commented that the Partnership was focusing on a small number of individuals with highly complex needs and questioned if and when inequalities for access to services for those with learning difficulties would be considered. She was informed that the programme was focusing on a small number of individuals who were inpatients or at risk of becoming inpatients. Stuart Rowbotham emphasised that it was important that the local agenda developed in parallel.
- Stuart Rowbotham queried what would happen to the investment in Little House once beds were suspended. Sarita Rakhra indicated that the funding would remain in the block contract with Berkshire Healthcare NHS Foundation Trust. The unit would be used for the intensive service respite beds. Some service users would be moving out to the community and others to Campion Ward. Board members asked whether individuals had been fully funded by the NHS whilst in Little House and if funding followed individuals. Board members were informed that funding was the responsibility of whichever organisation was responsible for providing care. Stuart Rowbotham expressed concern at the increasing financial pressure on social care.
- Judith Ramsden, Director of People Services commented that there remained a vacancy for a Director of Children's Services on the group and highlighted the

importance of filling this vacancy to ensure that children and young people's needs were better understood.

- Judith Ramsden also emphasised a greater need for connectivity and improved communication.

RESOLVED: That the Berkshire Transforming Care Partnership November 2016: Update to Wokingham Health and Wellbeing Board be noted.

48. REVISED PROJECT INITIATION DOCUMENT FOR WOKINGHAM COMMUNITY HEALTH & SOCIAL CARE (CHASC) - (NEIGHBOURHOOD CLUSTERS, SELF-CARE AND PREVENTION) BCF 08 PROJECT

RESOLVED: That this item be deferred to the Board's February meeting.

49. FORWARD PROGRAMME

The Board considered the forward programme for the remainder of the municipal year.

During the discussion of this item the following points were made:

- A Health and Wellbeing Board representative would be appointed to the CCG Joint and Delegated Commissioning Committees at the Board's February meeting.
- Katie Summers indicated that the CCG Operating Plan would come forward to the February meeting.
- The Health and Wellbeing Strategy would be taken to the February meeting.
- An update on the Sustainable Transformation Plan would be presented at the January meeting.
- Stuart Rowbotham, Director of Health and Wellbeing commented that a Health and Wellbeing Board Manager was still be recruited.
- Stuart Rowbotham informed the Board that it was his last meeting. The Board thanked him for his valuable contribution and wished him well in his new endeavours.

RESOLVED: That the Forward Programme be noted.