

**MINUTES OF A MEETING OF THE
WOKINGHAM BOROUGH HEALTH AND WELLBEING BOARD
HELD ON 12 OCTOBER 2023 FROM 5.00 PM TO 6.35 PM**

Present

Debbie Milligan	NHS
David Hare	Wokingham Borough Council
Prue Bray	Wokingham Borough Council
Stephen Conway	Wokingham Borough Council
Nick Fellows	Voluntary Sector
Charles Margetts	Wokingham Borough Council
Sarah Webster	BOB ICB
Ingrid Slade	Director Public Health
Andrew Statham	Royal Berkshire NHS Foundation Trust
Viki Elliot-King (substituting Helen Watson)	Assistant Director Strategic and Operational Delivery
Alice Kunjappy-Clifton	Healthwatch Wokingham Borough

Also Present:

Madeleine Shopland	Democratic and Electoral Services Specialist
Narinder Brar	Head of Enforcement & Safety
Karen Buckley	Public Health Consultant
Emily Higson	Head of Insight, Strategy & Inclusion
Louise Livingston	Assistant Director Corporate Services
Jackie Whitney	Assistant Director Customer and Change
Lewis Willing	Head of Health and Social Care Integration
Amy Garstang	Wokingham United Charities
Fiona Price	Age UK Berkshire
Ruramayi Rukini	Public Health Registrar

62. APOLOGIES

Apologies for absence were submitted from Philip Bell, Graham Ebers, George Framallicco, Susan Parsonage, Matt Pope and Helen Watson

63. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 15 June 2023 were confirmed as a correct record and signed by the Chair subject to the following amendment –

Item 58 Joint BOB Forward Plan - *Councillor Margetts referred to the financial information detailed in the Plan - in 2022/23 a deficit of £30.6million, aiming to achieve financial balance in 2024/24 to read Councillor Margetts referred to the financial information detailed in the Plan - in 2022/23 a deficit of £30.6million, aiming to achieve financial balance in 2023/24.*

64. DECLARATION OF INTEREST

There were no declarations of interest.

65. PUBLIC QUESTION TIME

There were no public questions.

66. MEMBER QUESTION TIME

There were no Member questions.

67. BETTER CARE FUND END OF YEAR REPORTING

The Board received a presentation on the Better Care Fund end of year reporting.

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

- The national conditions and the funding requirements set for the Better Care Fund had been met.
- Lewis Willing, Head of Health and Social Care Integration, commented that the Better Care Fund had improved joint working between health and social care partners in the locality.
- The schemes had been well implemented and the pilot schemes had been delivered.
- Lewis Willing highlighted the collaborative reablement project. Home carers delivering reablement services had been upskilled. This had been overseen by occupational therapists. He also highlighted the Keeping in Touch pilot.
- Data sharing continued to be a challenge. Some improvements could also be made regarding Connected Care. As part of the Discharge from Hospital programme, a shared discharge computer system had been explored. In addition, staff recruitment continued to be challenging.
- Targets around admission avoidance, discharge to usual place of residence, placements in care homes and those at home 91 days after being discharged from hospital, had been met.
- The Board praised and thanked those who had been involved in meeting the targets.
- Councillor Conway highlighted the excellent partnership working.
- Lewis Willing indicated that targets had been met for Quarter 1 of this financial year. With regards to Quarter 2 one target was likely not to be met.
- Dr Milligan commented that should targets be met they were often increased the following year, so achievement of the targets was very impressive, particularly given the impact of Covid.

RESOLVED: That the Better Care Fund end of year reporting be noted.

68. BETTER CARE FUND PLANNING SUBMISSION 2023/25

The Board considered the Better Care Fund Planning submission 2023/25.

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

- The Better Care Fund operated in key three areas: admission avoidance (including as a result of falls), discharge and health inequalities. Projects had been grouped under these areas.
- There were national requirements around expenditure.
- Councillor Conway congratulated those involved in producing the Plan.

RESOLVED: That the Better Care Fund Planning submission 2023/25 be noted.

69. VIOLENCE AGAINST WOMEN & GIRLS (VAWG) STRATEGY 2023-26

Narinder Brar, Head of Enforcement & Safety, presented the Violence Against Women and Girls Strategy.

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

- The Strategy had been agreed by the Executive on 28 September 2023 subject to any comments from the Board.
- The Wokingham Community Safety Partnership would take ownership of the Violence Against Women and Girls Strategy. The next stage would be to develop an action plan. All stakeholders including victims and survivors would be asked to help shape this action plan. The Community Safety Partnership would consider the draft action plan in December.
- Narinder Brar highlighted the priorities of the Strategy –
 - putting the victim and the survivor at the centre of service design and delivery;
 - taking a system wide approach to commissioning;
 - having a clear focus on perpetrators and holding them to account;
 - safeguarding and supporting individuals and victims at every point with strong emphasis on early identification and help – this was a long term priority which would focus on working with partners on culture change.
 - raising local awareness of the issue and involving, engaging, and empowering communities;
 - changing inappropriate attitudes and behaviours of men and boys to reduce violence against women and girls.
- A White Ribbon Accreditation workshop had been held recently. Working towards and implementing White Ribbon Accreditation was a key piece of work around the Violence Against Women and Girls Strategy.
- Councillor Margetts noted and supported the priorities. He queried whether the action plan would have measurable actions and KPIs and if they would be regularly reported. Narinder Brar responded that the action plan would contain smart targets. Some actions were very ambitious and would be very long term. Councillor Margetts asked that Members be kept updated. Narinder Brar indicated that reports would be taken to the Community Safety Partnership, the Wellbeing Board and Overview and Scrutiny.
- Alice Kunjappy-Clifton asked how much public involvement there had been in the development of the strategy. Narinder Brar indicated that there had been a public stakeholder consultation around the strategy priorities at the start of the year. The next stage would involve engagement with victims and other public stakeholders. The action plan would be a live document and could be updated to reflect new experiences.
- Councillor Bray asked that the Wellbeing Board be updated at least annually. She went on to emphasise the importance of the White Ribbon campaign and highlighted that the Chair was looking to become an ambassador for the White Ribbon. She thanked staff and the Directors for their involvement.
- Councillor Bray emphasised that the Violence Against Women and Girls Strategy, whilst there was some overlap, was not the same as the Domestic Abuse Strategy.
- Councillor Conway thanked officers for their work in developing the strategy. He was pleased to note that changes were not being proposed by the Board.
- Dr Milligan commented that it was important to take different faiths and cultures into account. She referred to a patient who had given her lots of information about her

situation. However, when she had been referred to a specific team who would support her, she had received a call from a male officer with a similar accent to her own, and had felt unable to share the same level of information. It was important to manage beliefs and expectations. Narinder Brar commented that they were encouraging residents to feed in their own experiences.

RESOLVED: That

- 1) it be noted that the Wokingham Violence Against Women and Girls (VAWG) Strategy 2023-2026 was formally approved by the Executive subject to the strategy being presented to the Wokingham Borough Wellbeing Board and any further amendments arising being delegated to the Director of Place & Growth in consultation with the Lead Member.
- 2) it be noted that the Wokingham Community Safety Partnership (WCSP) was requested to adopt the approved VAWG Strategy and take responsibility for the further development and oversight of the VAWG Strategy and Action Plan.

70. WOKINGHAM TACKLING POVERTY STRATEGY YEAR 2 ACTION PLAN

The Board received a presentation on the Wokingham Tackling Poverty Strategy Year 2 Action Plan from Emily Higson, Head of Insight, Strategy & Inclusion, Louise Livingston, Assistant Director Corporate Services, Fiona Price, Chief Executive Age UK Berkshire and Amy Garstang, Wokingham United Charities.

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

- The presentation focused on projects being delivered over the next few years to tackle poverty in the Wokingham Borough, identifying links between existing projects and services to highlight any potential for collaboration, and looked to identify any remaining gaps to consider in Year 3 of the Strategy.
- The Hardship Alliance had been formed in 2022 and was made up of members from Age UK Berkshire, Citizen's Advice Wokingham, First Days Children's Charity, Wokingham Borough Council, and Wokingham United Charities. It had co-produced the first Tackling Poverty Strategy in 2022 and had led the community response to the cost of living crisis.
- Emily Higson highlighted the key aims of the Tackling Poverty Strategy:
 - Lessen the short-term effects of poverty
 - Prevent more people falling into poverty
 - Better support our residents living in poverty
 - Enable residents to better address the barriers to overcoming poverty
- The Strategy aimed to support three main groups of people:
 - People in persistent hardship
 - People who were just about managing
 - People who were asset rich but cash poor
- The Board were informed of Year 1 achievements. A key focus had been building capacity in the voluntary sector. These included:
 - Libraries staff trained on income maximisation
 - Additional debt advisor based in Citizens Advice Wokingham
 - Equality Impact Assessments including reference to low income
 - Distributed £550,000 of Household Support Fund
 - Distributed winter warmer packs to residents in need

- A Community Coach employed to deliver a coaching model to support residents with complex / long term needs
 - Employment of a Project Coordinator to support the delivery of the Tackling Poverty Strategy
- A lot of work had been undertaken around the underlying causes of poverty in the Borough and four strategic themes had been identified. A high level action plan under these themes had been developed.
- Cost of home life –
 - Establish a community food project – Funding had been awarded to Wokingham Foodbank, SHARE and First Days to set up a community pantry, initially in Norreys Church. Residents could access low-cost, nutritional food in a way that provided choice and was sustainable, community based, and long term.
 - Work with partners to improve coordination of the provision of essential household items for residents on low income - Residents were prevented from falling into financial difficulties due to costs of essential home items.
 - Provide debt advice and sustainable borrowing and saving opportunities to residents willing to gain greater management of their finances - Residents could access support on debt management and sustainable borrowing and savings options.
- Cost of school life –
 - A pilot to ‘poverty proof the school day’ to model and evidence effective interventions would be established – a toolkit and action plan would be produced to help eliminate costs around the school day.
 - Work with schools, communities, and partners to improve access to no/low-cost uniform and other essential learning tools for all students.
 - Promote and expand opportunities for students from low-income families to participate in all aspects of school life. -access to extracurricular activities such as art, music and sport.
- Cost of a fulfilled life – many people who had responded to a cost of living survey had indicated that they could just about afford to eat but not have a social life.
 - Identify and promote no/low-cost leisure and culture activities.
 - Identify and address barriers to accessing low-cost activities - what barriers in place which may stop people accessing them? E.g. transport and childcare issues.
 - Review current provision of training and job opportunities and address gaps in provision.
- Challenging mindsets – changing the way the Council supported people in poverty and helping people to help themselves.
 - Develop a successor to the One Front Door project, enabling local services, organisations and partners to signpost effectively to the range of support available.
 - Work with residents, front-line services, and partner organisations to gather insight on the lived experience of those in financial hardship.
 - Work with residents, front-line services, and partner organisations to gather insight on the lived experience of those in financial hardship.
- Councillor Conway thanked all those who had been involved in the work of the Hardship Alliance. He praised the partnership work that was being undertaken to try to tackle poverty in the Borough. He referred to the challenges of the cost of living crisis that an increasing number of people were facing, and also the challenges those in persistent hardship faced. It was very difficult for those who were less well off living in a well-off area. He was pleased to note helping people to

help themselves going forwards and the projects around ensuring that people had a fulfilled life.

- Councillor Margetts asked when the Board would see KPIs which detailed how funding had been spent and outcomes achieved. Louise Livingston stated that KPIs were in place, which would enable reporting on their progress and success to the various Boards with regards to each of the projects and bids where money had been assigned. Councillor Margetts requested that the reports be circulated to the Board.
- Alice Kunjappy-Clifton questioned whether health was being considered. Some people struggled with the cost of prescriptions and the cost of transport to appointments. She also questioned how the Hardship Alliance, and its work was being publicised. Louise Livingston responded that the Alliance was trying to use data to ensure that its message reached the right people. Also, the message was being provided to various Boards. In addition, leaflets had been produced. Fiona Price added that transport was covered in some of the work being undertaken on the Year 2 action plan.
- With regards to the community pantry, Dr Milligan asked whether consideration was being given to education around healthy cooking. Emily Higson responded that various models had been considered. Recipe cards were part of what they wanted to deliver. It was hoped to develop the idea further e.g., a community kitchen.
- Dr Milligan went on to ask whether safe spaces would be provided for children who wished to learn instruments but may not have a suitable home environment in which to practice. Emily Higson commented that all the potential barriers such as having nowhere to practice, would be looked at.

RESOLVED: That the presentation on the Wokingham Tackling Poverty Strategy Year 2 Action Plan be noted.

71. VISION UPDATE

The Board received a presentation on the Council's Vision from Jackie Whitney, Assistant Director Customer and Change, and Nick Fellows, Voluntary Sector and Chair of the Vision Steering Group.

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

- It was a vision for community not just the Council. There was a desire that people felt happy and healthy, that they belonged in the Borough, and were a strong part of the community.
- Work had been undertaken with an external steering group to gather feedback.
- The Vision would be ambitious and forward looking. It would describe what it was hoped the Borough would look and feel like in the future.
- Vision workshop sessions had been held with a not-for-profit company who had helped to start the conversation with partners and the community. Six key themes had been identified through the workshops. One of these was health and wellbeing. Other themes included engaging with businesses, engaging with young people, equality, environment and sustainability, and community power.
- It was hoped that the Vision would be empowering, help to reduce inequalities, particularly around health, and help to improve residents' quality of life. Focusing on measurable outcomes was important.
- Jackie Whitney referred to the governance structure in place. The Chair and Vice Chair were both external to the Council.

- Nick Fellows commented that he was pleased to see the strength of support for the steering group and its work. There was currently a consultation to gather feedback as to establish residents' aspirations. Nick was of the view that in the future the community would likely have greater involvement in the running of local facilities. This process would help put building bricks in place and to shape the Borough and what it would be like in the longer-term future.
- Jackie Whitney referred to two online surveys and qualitative feedback sessions. She referred to a session which would be held with a representative from Reading Football Club and young people, in November.
- Councillor Conway praised the commitment of steering group members. He went on to state that in financially constrained times Councils needed to work more creatively. Partnership working was the key way forward. Councillor Conway reminded Board members that they could input into the Vision work and encouraged them to promote the work to their respective networks.
- Councillor Bray commented that it was important to hear from health professionals in the community including pharmacists and physiotherapists, and gyms.
- Alice Kunjappy-Clifton confirmed that Healthwatch Wokingham were involved in the process. She asked about communication of information, accessible information standards and whether information was available in different languages.

RESOLVED: That the presentation on the Council's Vision be noted.

72. UPDATE ON FLU AND COVID VACCINATION PROGRAMME

Sarah Webster, BOB ICB, presented an update on the ICB's flu and Covid vaccination programme.

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

- Sarah Webster indicated that the presentation contained links to downloadable material which Board members could share further. She was having discussions with the ICB Communications Team and Ingrid Slade, on ensuring that the right communities in Wokingham were reached.
- More data around actual specific uptake and progress would be provided at future meetings. With regards to the Covid vaccinations, the programme was 5 weeks in. Wokingham Borough had approximately 60,000 residents who were eligible for the vaccination, and so far, 16,000 had taken up the vaccine (around 27%). National data on flu vaccination take up was still awaited.
- Priority cohorts included residents in care homes and frontline health and care workers. Work was being undertaken to ascertain if more could be done to vaccinate care home workers at the same time as residents.
- Councillor Hare commented that some GPs had indicated that take up may be slower as some people were experiencing vaccine fatigue. He questioned how Wokingham performed in comparison to national figures. Sarah Webster indicated that Wokingham was 1% over the national average at week 5. It was vital to reinforce the message of the importance of the vaccinations.
- With regards to places where posters could be put up, Councillor Bray highlighted soft play areas, children's centres, and Dinton Pastures. She also suggested that posters could be put up in schools with Sixth Forms and nurseries. She suggested that the Council's and its partners' communications tools could be used to further the message.
- Councillor Bray queried whether there would be advertising on buses as they were often used by people who may be eligible for a vaccination (e.g. unable to drive due

to a medical condition and/or elderly). Sarah Webster responded that there were some advertisements on buses. She would check the routes that were covered to ensure that the right areas were being targeted.

- Dr Milligan commented that reminders were sent out from pharmacies, surgeries and also the national team.
- Ingrid Slade, Director Public Health, commented that work would continue throughout the season with improvements being made year on year. In Wokingham, the Covid vaccination centre had previously been located in Shute End. This was no longer the case, however, there were two walk in pharmacies close to Shute End offering Covid vaccinations. She emphasised that the process needed to be made easy for people, so it was important to highlight where the most easily accessible places offering vaccinations were located. Ingrid went on to emphasise the importance of the health and social care workforce accessing their Covid and flu vaccinations from a system resilience standpoint.
- Dr Milligan questioned whether there was any guidance in place which suggested that those delivering the Covid vaccinations be directed to advise patients receiving the vaccinations, that this was likely to become an annual event in the same way as flu vaccinations. Sarah Webster agreed to look into this.

RESOLVED: That the update on the ICB's flu and Covid vaccination programme be noted.

73. WOKINGHAM BOROUGH WELLBEING BOARD TERMS OF REFERENCE

Karen Buckley, Public Health Consultant presented proposed amendments to the Wokingham Borough Wellbeing Board terms of reference.

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

- The amended terms of reference were reflective of the Board's current position and detailed what it was looking to achieve, what it expected from member organisations, and how they should be working towards health and wellbeing outcomes and reporting back to the Board.
- Councillor Bray questioned whether the Board should revert to being called the Health and Wellbeing Board as was the case with many other local authorities. This was agreed.
- Nick Fellows indicated that there were two voluntary sector representatives and not one.
- Sarah Webster commented that only two ICB members were required instead of three.

RESOLVED: That

- 1) subject to the amendments discussed the amended terms of reference be recommended to Council for approval.
- 2) The Wokingham Borough Wellbeing Board be renamed the Health and Wellbeing Board.

74. FORWARD PROGRAMME

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

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

- Councillor Margetts noted that the Local Transport Plan would be presented at Overview and Scrutiny and questioned its inclusion on the Board's forward programme. He was informed that it was so the Board could also be consulted on the Plan.
- Andrew Statham offered to provide a regular update on the future of the Royal Berkshire Hospital and current performance. The Board asked that this be a standing item.
- Alice Kunjappy-Clifton referred to Healthwatch's GP Access project. Healthwatch were undertaking a roadshow on increasing awareness of the new way of working and the NHS app.
- Councillor Bray suggested that the Harm outside the Home Strategy be brought to a future meeting in the new year.

RESOLVED: That the forward programme be noted.