

**MINUTES OF A MEETING OF THE  
HEALTH AND WELLBEING BOARD  
HELD ON 15 JUNE 2017 FROM 5.00 PM TO 7.05 PM**

**Present**

Charlotte Haitham Taylor	WBC
Julian McGhee-Sumner	WBC
Beverley Graves	Business Skills and Enterprise Partnership
Judith Ramsden	Director of People Services
Katie Summers	Director of Operations, Wokingham CCG
Darrell Gale (substituting Dr Lise Llewellyn)	Consultant in Public Health
Jim Stockley (substituting Nick Campbell- White)	Healthwatch Wokingham Borough

**Also Present:**

Madeleine Shopland	Democratic & Electoral Services Specialist
Nicola Strudley	Healthwatch Wokingham Borough

**1. ELECTION OF CHAIRMAN**

**RESOLVED:** That Councillor Julian McGhee Sumner be elected Chairman of the Health and Wellbeing Board for the 2017/18 municipal year.

**2. APPOINTMENT OF VICE CHAIRMAN**

**RESOLVED:** That Dr Zylstra be appointed Vice Chairman of the Health and Wellbeing Board for the 2017/18 municipal year.

**3. APOLOGIES**

Apologies for absence were submitted from Councillor Mark Ashwell, Nick Campbell-White, Superintendent Rob France, Kevin Johnson, Dr Lise Llewellyn, Nikki Luffingham, Clare Rebeck, Kevin Ward, Dr Cathy Winfield, Judith Wright and Dr Johan Zylstra.

**4. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Board held on 6 April 2017 were confirmed as a correct record and signed by the Chairman.

Judith Ramsden proposed that a paper be presented at a future meeting regarding energising and focusing the Health and Wellbeing Board.

**5. DECLARATION OF INTEREST**

Councillor Haitham Taylor declared a personal interest in Item 11 Healthwatch Wokingham Borough – Extra Care as her husband worked for a telecommunications business.

**6. PUBLIC QUESTION TIME**

There were no public questions.

**7. MEMBER QUESTION TIME**

There were no Member questions.

## **8. HEALTH AND WELLBEING STRATEGY STRATEGIC DELIVERY PLAN**

The Board received the Health and Wellbeing Strategy Strategic Delivery Plan.

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

- Board members were reminded that there were four main priorities that underpinned the Health and Wellbeing Strategy.
- Darrell Gale took the Board through actions under each priority including 'Promoting 'Making Every Contact Count' approach across all services, beginning with most deprived LSOAs and new SDLs.' Katie Summers commented that this needed to be implemented across all of the Berkshire West, Oxfordshire and Buckinghamshire authorities. Judith Ramsden stated that points of commonality needed to be ascertained.
- A proposed action was 'Testing in one or more Neighbourhood Policing Teams a Police Officer taking role of Community Navigator.' Board members felt that this was an innovative proposal.
- With regards to the proposed action, 'Reduce percentage of those who are deemed inactive from 20.9% to 18% by 2018 in the specific areas', Katie Summers commented that a key workstream of the Buckinghamshire, Oxfordshire and Berkshire West Sustainability Transformation Plan was physical activity in the digital sphere. Nicola Strudley asked whether the Patient Portal could use data from Fitbits. Board members were informed of a pilot scheme involving fitness trackers that was under consideration. Beverley Graves informed the Board of an event that the Central Berkshire Education Business Partnership would be hosting on 20 July for Bulmershe School to encourage young people to pursue careers in Science, Technology, Engineering and Maths. It was suggested that the young people could also be another audience for the pilot.
- It was important to agree what was needed for Borough residents. The Board agreed that specific messages could be better communicated. Judith Ramsden suggested that community engagement events be planned.
- The Board considered how the action plan would be monitored. Many of the action plan actions were process oriented, reflecting the new 21<sup>st</sup> Century Council structure. A short progress report on the action plan would be presented to the Board every other meeting (October; February and June meetings). The Board would receive exceptions from each quarter's Public Health Outcomes Framework at each Board meeting and also the high-level metrics. Board members felt that the metrics needed to be worked up more so that they linked more coherently with the Health and Wellbeing Strategy.
- Actions from the Better Care Fund action plan would be incorporated into the Health and Wellbeing Strategy action plan.
- It was agreed that a glossary of terms would be produced to be included in future Health and Wellbeing Board meeting agendas. This would be useful for non-health Board members in particular.
- Katie Summers suggested that there needed to be greater PR and communication work around the Health and Wellbeing Strategy. Judith Ramsden commented that a resource could be made available to further working with the communities. It was also proposed that Healthwatch Wokingham Borough assist in the promotion of the Health and Wellbeing Strategy.

**RESOLVED:** That the Board approve this Action Plan to support delivery of the Health and Wellbeing Strategy, and gives full support to all involved in its delivery during the next three years.

**9. WEST OF BERKSHIRE SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2015-2016**

This item was withdrawn from the agenda.

**10. UPDATE ON COMMUNITY NAVIGATORS/ CHASC**

The Health and Wellbeing Board received an update on the Community Navigators.

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

- The Board noted the aims and purpose of the Community Navigators.
- Katie Summers highlighted the benefits for GPs and patients.
- Navigators were currently based in the following GP practices: Wargrave, Swallowfield, Brookside, Woodley and Wokingham Medical Centre. It was planned to introduce them into other practices including Burma Hills and Woosehill.
- Board members noted the total referrals to community navigators between March 2016-March 2017 and the different referral sources.
- The budget for 2016-17 had been £47,386 and the actual spend £26,907. The underspend in 2016/17 was due to an additional navigator co-ordinator post being budgeted for the last two quarters of 2016/17. Councillor Haitham Taylor commented that only a relatively small number of people had been referred by the Community Navigators and that the cost per referral was still quite high. Katie Summers emphasised that those referred would often be higher users and that it was an invest to save opportunity. She would ask Involve to send the names of those patients who had been referred by the Community Navigators, to the Commissioning Support Unit who would be able to ascertain the number of GP contacts the individual had had over the past 2 years, to better assess the impact of the Community Navigators.
- It had been proposed that a Police Officer would also become a Community Navigator. Judith Ramsden explained that they would receive training so that they would be able to provide people with information if required. Nicola Strudley questioned whether postmen could also be encouraged to be Community Navigators. It was suggested that this be discussed at WISP.
- Katie Summers commented that Involve had found it difficult to find volunteers.
- Beverley Graves suggested that the MICE bus (Mobile Information Centre) and Earley Crescent Resource Centre were possible referral sources.
- Board members requested an update on Community, Health and Social Care at the Board's next meeting.

**RESOLVED:** That the update on the Community Navigators be noted.

**11. HEALTHWATCH WOKINGHAM BOROUGH - EXTRA CARE**

Nicola Strudley circulated Healthwatch Wokingham Borough's Annual Report and presented the report produced about Extra Care.

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

- The Council's Housing Strategy for Older People had indicated that extra care would be a focus going forwards.
- Two new extra care schemes were due to open in the Borough.
- Healthwatch Wokingham Borough, with the help of volunteer drivers, had undertaken a poll about whether people had given consideration as to where they

would live if they were no longer able to live in their own homes. 95% of those who responded said that they had not.

- Extra care meant different things to different people. Healthwatch had produced a fact sheet to assist people.
- A Healthwatch Wokingham Borough project team had visited the three existing extra care facilities within the Borough and had talked to residents and staff.
- A number of common themes had emerged. Nicola Strudley highlighted specific examples where residents had had issues with building design. One resident had been scared to use their shower because the grab rails had suction cups and they were unconvinced of their safety. Another resident had an issue with bright sunlight streaming into their room during the middle of the day, making it necessary to move rooms.
- Although there were communal areas, they were not necessarily well used and more could be done to encourage this.
- Another theme which had emerged was managing residents' and their families' expectations.
- The report had been sent to the interim commissioner with responsibility for extra care.
- A seminar would be held early in the new year to review progress made against the report.
- Katie Summers commented that the report fitted in with the new work of the Better Care Fund.
- Councillor Haitham Taylor commented that new providers coming into the Borough might have different views on provision. She suggested that Healthwatch Wokingham Borough engage with other providers at an early stage, where possible. It was appreciated that extra care facilities could have several different providers so this could sometimes be complex.
- Judith Ramsden stated that the Council needed to champion what good looked like.
- Beverley Graves asked if support was available for residents who needed help to take medication but could still live at home. It was noted that care calls to help with medication could be arranged and that people could also buy into telephone systems which could act as reminders.

**RESOLVED:** That the Healthwatch Wokingham Borough's report regarding Extra Care be noted.

## **12. COMMUNITY SAFETY PARTNERSHIP STRATEGY**

This item was deferred to the Board's next meeting in August.

## **13. INDEPENDENT ANNUAL REPORT OF THE DIRECTOR OF PUBLIC HEALTH**

The Board received the Independent Annual Report of the Director of Public Health.

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

- The Director of Public Health was required to produce an annual report on the health of the local population.
- The report outlined preventable and avoidable deaths in the Wokingham Borough population and the causes of these including smoking; high blood pressure; alcohol; physical inactivity and obesity. It also outlined these issues, the local impact, and evidence based interventions to reduce the harms.
- Darrell Gale explained the difference between preventable and amenable mortality.

- It was noted that across all preventable deaths there was a correlation between the levels of deprivation when the wards were grouped by levels of affluence. In addition, the most deprived groups of people were more likely to engage in multiple risk areas e.g. smoking and drinking alcohol.
- With regards to smoking, the local smoking cessation services targeted those groups with a higher prevalence e.g. routine and manual workers. E-cigarettes were discussed.
- Around 34,200 of the Wokingham CCG population were thought to have high blood pressure and of those only 19,700 were being treated for this. A 20% improvement in blood pressure control could represent a cost saving within 5 years.
- Board members were informed that locally there was a smaller take up of NHS Health Checks than there was nationally.
- The Board discussed the impact of alcohol. In response to a question, Darrell Gale commented that in the Borough, middle aged, middle class working men and women were at risk of alcohol related issues. However, further information would be required to gain a clearer picture of the situation.
- Nicola Strudley asked about support from the business community for those with alcohol issues.
- Katie Summers commented that not all members of the public may be aware of what the safe alcohol limit guidelines were.
- Judith Ramsden proposed that a communication strategy be developed and that the Board agree when during the year particular messages should be amplified.
- Board members were informed that physical inactivity was the cause of 9% of premature mortality.
- Obesity in the Borough, particularly amongst children and young people, was discussed.
- The Health and Wellbeing Strategy would pick up many of the issues identified.

**RESOLVED:** That the content of the Independent Annual Report of the Director of Public Health be noted.

#### **14. PHARMACEUTICAL NEEDS ASSESSMENT DELIVERY PLAN**

The Board noted the Pharmaceutical Needs Assessment Delivery Plan, which outlined the plans being put in place to deliver the new Pharmaceutical Needs Assessment 2018-2021 for the Wokingham Borough.

**RESOLVED:** That the content of the report be noted and that constituent organisations work with the Public Health Team at Wokingham Borough Council to facilitate the public consultation required to complete the assessment.

#### **15. UPDATES FROM BOARD MEMBERS**

The Board noted an update on the work of the Business, Skills and Enterprise Partnership.

**RESOLVED:** That the update from the Business, Skills and Enterprise Partnership be noted.

#### **16. FORWARD PROGRAMME**

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

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

- Board members requested that a glossary of terms be produced to be included in future agendas.
- A further update on Community Health & Social Care (CHASC) be provided at the Board's August meeting.
- It was proposed that Board meetings begin earlier if the agenda was particularly heavy.
- Darrell Gale commented that it was important to get the message out about the danger of children falling out of windows, particularly with a heatwave impending.

**RESOLVED:** That the forward programme be noted.

**17. WOKINGHAM INTEGRATION STRATEGIC PARTNERSHIP TERMS OF REFERENCE**

The Board received the Wokingham Integration Strategic Partnership Terms of Reference.

**RESOLVED:** That the Wokingham Integration Strategic Partnership Terms of Reference be approved.