

**MINUTES OF A MEETING OF THE
WOKINGHAM BOROUGH WELLBEING BOARD
HELD ON 8 NOVEMBER 2018 FROM 5.00 PM TO 7.00 PM**

Present

Richard Dolinski	Executive Member for Adult Social Care
Debbie Milligan	NHS Berkshire West CGC
Carol Cammiss	Director of Childrens Services
Nick Campbell-White	Healthwatch
David Hare	Opposition Member
Pauline Helliard-Symons	Executive Member for Children's Services
Clare Rebbeck	Voluntary Sector and Place and Community Partnership Representative
Katie Summers	Director of Operations, Berkshire West CCG
Julie Hotchkiss (substituting Tessa Lindfield)	Interim Consultant in Public Health

Also Present:

Madeleine Shopland	Democratic and Electoral Services Specialist
Carol-Anne Bidwell	Public Health Project Officer
Jenny Lamprell	Category Manager, (People Commissioning)
Hayley Rees	Category Manager, Prevention & Early Intervention
Charlotte Seymour	Health and Wellbeing Board Manager
Rhosyn Harris	Specialist Registrar, Public Health

28. APOLOGIES

Apologies for absence were submitted from Councillor Charlotte Haitham Taylor, Tessa Lindfield, Angela Morris, Martin Sloan, Jim Stockley and Dr Cathy Winfield.

29. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Board held on 9 August 2018 were confirmed as a correct record and signed by the Chairman.

30. DECLARATION OF INTEREST

There were no declarations of interest.

31. PUBLIC QUESTION TIME

There were no public questions.

32. MEMBER QUESTION TIME

There were no Member questions.

33. DISCUSSION ITEM: NAME OF THE HEALTH AND WELLBEING BOARD

The Board were of the view that there needed to be a greater focus on wellbeing and felt that the name of the Health and Wellbeing Board should reflect this. It was noted that

Slough Borough Council had named their Health and Wellbeing Board, the Slough Wellbeing Board.

RESOLVED: That the Wokingham Health and Wellbeing Board be renamed the Wokingham Wellbeing Board.

34. APPOINTMENT TO HEALTH AND WELLBEING BOARD

The Board received a report proposing the appointment of the Director Locality and Customer Services, Wokingham Borough Council, to the Health and Wellbeing Board.

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

- Councillor Dolinski reminded Board members that discussions had been held previously regarding the need for an insight into wellbeing and the built environment.
- Councillor Helliard Symons suggested that a representative from the Berkshire Fire and Rescue Service also be invited to sit on the Board. Clare Rebbeck indicated that the Fire Service was represented on the Place and Community Partnership. However, the partnership was being restructured and its role with regards to the Board, was being looked at. It was agreed to revisit the possibility of appointing a representative from the Fire and Rescue Service following the outcome of this review.

RESOLVED: That

- 1) the Director (from Wokingham Borough Council) with responsibility for Planning and Localities be appointed to the Health and Wellbeing Board;
- 2) it be recommended to Council via Constitution Review Working Group that section 4.4.23 of the Constitution be amended to reflect the change in the Health and Wellbeing Board membership.

35. CHILDREN'S EMOTIONAL WELLBEING STRATEGY

Hayley Rees, Category Manager, Prevention & Early Intervention, presented the Children's Emotional Wellbeing Strategy.

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

- The Strategy had been developed in order to promote an integrated and holistic approach to Children and Young People's Emotional Wellbeing.
- Consultation had been undertaken with stakeholders.
- Hayley Rees highlighted some of the key priorities and next steps.
- The priority areas that the Strategy focused on had been grouped together under four themes; better intelligence to aid and improve decision making; support for schools and additional universal settings; early identification and self-help; and improving access.
- Resilience at the earliest opportunity would be promoted.
- The Strategy looked to develop stronger links between the local authority, voluntary sector and health, with regards to delivering on the health and wellbeing agenda for children and young people.
- The Board was informed of the School Link Project. Officers would be meeting with schools in the near future to discuss its delivery. Training would be provided.
- The Needs Assessment would help to inform commissioning decisions.

- It was noted that one of the priorities was to improve and better coordinate the offer of services within the community in order to help identify and support emotional wellbeing and mental health in the right place and at the earliest opportunity.
- Nick Campbell-White commented that Healthwatch had previously undertaken a piece of work with St Crispin's School on young people's emotional wellbeing and the data produced did not wholly agree with that in the Emotional Wellbeing Strategy. More children than expected had been identified as carers. He felt that greater use could be made of data that Healthwatch provided. Hayley Rees indicated that there was a commitment in place to collect better data. Healthwatch Wokingham now had a new contract in place and the Council would receive this data as a matter of course as part of the contract monitoring meetings.
- Nick Campbell-White stated that there was a high turnover in staff at the Council and Healthwatch did not always know who to address its concerns to. Hayley Rees advised that questions should be addressed to herself.
- With regards to working with schools, Councillor Helliar-Symons asked if the schools were willing to participate, if it had been made clear who they should contact if they had any issues and whether the work included information on cyber bullying and social media. Hayley Rees indicated that the lead officer, prior to leaving the Council, had undertaken a lot of work with the schools to agree the principles. It was appreciated that the school staff were not mental health professionals. Officers would discuss with the schools how specific actions could be achieved and discussions would be had about the response towards cyber bullying.
- Clare Rebbeck stated that that things had moved on with CAMHS over the last three years and that she felt that the Strategy pulled together what had happened in the past, the current picture and also looked to the future.
- Katie Summers agreed that it was a good document. She asked when an action plan would be produced. Hayley Rees indicated that there had been a gap between approval of the Strategy and the lead officer leaving the Council. A wider action plan would be brought back to the Board.
- Councillor Dolinski requested that the impact of the Strategy be reviewed in a year's time.

RESOLVED: That the report and the new Emotional Wellbeing Strategy be noted.

36. HEALTH AND WELLBEING STRATEGY

The Board received a report regarding the Health and Wellbeing Strategy.

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

- Julie Hotchkiss, Interim Consultant in Public Health, presented the Health and Wellbeing Strategy and accompanying chapters from the Joint Strategic Needs Assessment.
- The page for partners would be updated as other organisations adopted the Strategy.
- Julie Hotchkiss took the Board through the three priorities which had been selected: Priority 1 – Creating Physically Active Communities, Priority 2 – Reducing Social Isolation and Priority 3 – Narrowing the Health Inequalities Gap.
- With regards to Priority 1, Carol Cammiss, Director Children's Services, suggested it would be helpful to carry out work about some of the Borough's more vulnerable young people such as the SEN cohort.
- With regards to Priority 2 the Board discussed a television programme 'Old People's Home for 4 year olds' and felt that the possibility of undertaking something similar in Wokingham should be examined.

- With regards to Priority 3, it was noted that although Wokingham was on the whole, affluent, there were pockets of inequalities. The difference in life expectancy for the most affluent and the most deprived was 5.5 years for men and 4.5 years for women.
- Although Wokingham had low levels of smoking, smoking levels in manual workers were comparatively high.
- Charlotte Seymour, Wellbeing Board Manager advised the Board that a stakeholder mapping exercise had been undertaken regarding the implementation of the strategy, to identify the key stakeholders and then to determine their level of interest, influence and involvement.
- Charlotte Seymour proposed a workshop or event in order to flesh out the engagement plan to ensure that all stakeholders felt involved; to establish the wealth of work already going on relating to the three priority areas; establish what the Board wanted to work towards and also; to co-produce an Action Plan to deliver the Strategy.
- Board members were informed that there would be Wellbeing Board representation at the Council Plan event on 6 December.
- Councillor Dolinski requested that the list of proposed stakeholders be sent to Board members for comment and that Board members inform the Wellbeing Board Manager if there were any others who they felt should be included.

RESOLVED: That

- 1) the focused Joint Strategic Needs Assessment chapters attached as Appendix 2 to the report be approved;
- 2) the Health and Wellbeing Board review and support the refreshed strategy and accompanying focused Joint Strategic Needs Assessment chapters and recommend the strategy's approval to Council;
- 3) the Board considers how to engage with wider partners on delivery of actions to achieve the strategy.

37. ADULT SOCIAL CARE MARKET POSITION STATEMENT

Jenny Lamprell, Category Manager, (People Commissioning) presented a report regarding the Adult Social Care Market Position Statement.

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

- The Care Act 2014 had introduced a duty for local authorities to shape their local market for adult social care. The Market Position Statement was a mechanism for this. It summarised supply and demand in the local area, highlighting any gaps, and was informed by the Joint Strategic Needs Assessment.
- The Council last published a Market Position Statement in 2013 so it was very out of date. Since this publication, guidance had been provided on incorporating information on self-funders, which was one of the largest parts of the Borough.
- Lots of consultation had been carried out, including two provider events and the Carers Survey.
- The Board noted the proposed chapter headings and were informed that seven chapters had already been drafted so far. Julie Hotchkiss questioned whether Chapter 4 would include information regarding the different care homes and the number of available beds. She was informed that whilst it could, it was more likely that information about the predicted model of need and direction of travel would be included

as the number of care homes and beds available, changed. However, information on this was available on the Berkshire Care Directory.

- With regards to Chapter 7 Local Care and Support Workforce, Clare Rebbeck questioned how the Board could influence matters such as reducing staff sickness levels. Jenny Lamprell indicated that the Quality Assurance Team did offer support to the work force.
- It was agreed that action plans for delivery would need to be developed.
- Some Board members expressed concern about the concept of the Board owning the Market Position Statement and felt it more appropriate for the Board to be kept updated.
- Katie Summers indicated that a wider conversation about adult social care services going forwards, needed to be had across the Berkshire West community and that collaborative work was vital. Jenny Lamprell indicated that some of the joint working which was already in train would be reflected in the final position statement which would be presented to the Board at its February meeting.
- Katie Summers suggested that the Board's priorities were represented within the Position Statement. She wanted to know how providers would help achieve outcomes.
- Dr Milligan asked that the Position Statement provide information on how it was anticipated that care would be provided in the future.

RESOLVED: That the progress of the Adult Social Care Market Position Statement be noted and the final product brought to the Board's February meeting.

38. WOKINGHAM'S INTEGRATION POSITION STATEMENT

Katie Summers, Director of Operations (Wokingham), CCG presented a report regarding Wokingham's Integration Position Statement.

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

- Wokingham Integration Position Statement was owned by the Wokingham Integrated Partnership.
- Integration meant different things to different people. Extensive consultation had been carried out over what integration meant.
- Board members were referred to the High Level Plan which set out the key ambitions and deliverables.
- There was a desire to ensure that integration was centred on people and that people were able to discuss their own health and social care.
- Katie Summers commented that there was a need to get better at using available data. She went on to state that a collaborative conversation regarding workforce was needed as this area was key.
- Clare Rebbeck stated that she felt that the document was quite health orientated and that she would like to see more regarding community resilience. Katie Summers indicated that she would feed this back to the Wokingham Leaders Board.
- Further discussion regarding how the Position Statement would be adopted, needed to be had with partners. It was important that it was owned by the relevant statutory organisations.

RESOLVED: That the Integration Position Statement be agreed and endorsed and that the Board recognise that it was an important and significant step in the development of a new collaborative partnership for health and social care in Wokingham.

39. MEMORANDUM OF UNDERSTANDING

The Board considered the Wokingham Integrated Partnership Memorandum of Understanding.

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

- A Memorandum of Understanding (MoU) between Wokingham Borough Council, Berkshire West CCG (Wokingham Locality), Berkshire Healthcare NHS Foundation Trust, Wokingham GP Alliance and Royal Berkshire NHS Foundation Trust, had been developed for the provision of integrated adult health and social care services.
- It was proposed that the Memorandum of Understanding would bolster the existing Section 75 agreement between partners.
- Katie Summers suggested that the Board note the Memorandum of Understanding and then reconsider it at a future meeting once it had been considered and adopted by the Clinical Commissioning Group.

RESOLVED: That

- 1) the Memorandum of Understanding be noted;
- 2) the Board recognise that it [the MOU] was an important and significant step in the development of a new collaborative partnership for health and social care in Wokingham;
- 3) the Board reconsider the Memorandum of Understanding after it had been adopted by the Clinical Commissioning Group.

40. INFLUENZA VACCINE CAMPAIGN 2017-18 REVIEW

The Board received the Influenza Vaccine Campaign 2017-18 Review.

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

- Dr Milligan advised Board members that originally the new type of flu vaccines were to be provided to over 75's. The Government had extended this to over 65's. There had been problems with sufficient supply for the relevant vaccination.
- Julie Hotchkiss clarified that Public Health England policy was that flu vaccinations be provided to over 65's, children and vulnerable individuals (e.g. those with diabetes or asthma) and pregnant women.
- Katie Summers commented that frontline staff, such as those working with children, carers, nursing home staff, NHS staff and emergency services workers should also be considered vulnerable groups. She suggested that the take up of the flu vaccination could be promoted more through the voluntary sector.
- Carol-Anne Bidwell, Public Health Project Officer, outlined lessons learnt from 2017-18.
- A collaborative multi-agency approach to planning for and delivering the flu programme had been taken in Berkshire, beginning with a flu workshop in June.
- Local authority and CCG flu plans had been developed based on a shared approach across the West of Berkshire.
- There had been participation in a twice-monthly Thames Valley Flu teleconference led by NHS England to share flu data, best practice and ability to raise concerns with representation locally.
- With regards to the vaccination of patients in clinical risk groups, uptake had reduced by between 0.9% and 3.1% in this group, with the exception of Royal Borough Windsor

and Maidenhead and West Berkshire where uptake had been similar to the previous season. Nationally uptake was very similar to the previous season.

- There had been an increase in the take up of the flu vaccination amongst over 65's.
- It was noted that Berkshire Healthcare Foundation Trust had engaged well with schools.
- There had been an increase in the take up of the flu vaccination amongst NHS staff.
- The Board felt that a lot of good work had been undertaken with regards to planning for the influenza vaccine campaign.
- Carol-Anne Bidwell asked the Board to promote the flu vaccination and to dispel myths around it. She encouraged Board members who had not yet been vaccinated to book an appointment.
- In response to a question, Carol-Anne Bidwell indicated that children in Year 5 were now eligible under the school aged programme and that in addition vaccinations were free for care home and hospice workers.

RESOLVED: That

- 1) the multi agency approach be endorsed and agreed;
- 2) the Board seeks assurance that respective organisations were taking steps to fulfil their responsibilities as set out in the national flu plan;
- 3) Board members be flu champions and take every opportunity to promote the vaccine and to debunk myths;
- 4) Board members lead by example, taking up the offer of a vaccine where eligible.

41. UPDATES FROM BOARD MEMBERS

The Board was updated on the work of a number of Board members.

Place and Community Partnership:

- Clare Rebbeck encouraged Board members to participate in the social media campaign that the Partnership was promoting. She would relook at the hashtag used now that the Board had changed its name.

Voluntary Sector:

- Clare Rebbeck commented that Involve and partners such as Optalis had held a successful wellbeing event. The theme had been children's emotional wellbeing. They hoped to hold a similar event next year.
- She asked Board members to think of suggestions for themes for community events for the next year. She had already received a suggestion for an event around the menopause.

Community Safety Partnership:

- The Board noted the update from the Community Safety Partnership.

Healthwatch Wokingham Borough:

- Nick Campbell-White advised the Board that Healthwatch Wokingham Borough Community Interest Company had been awarded the Healthwatch contract for three years. A series of relaunch events would be held.
- In the next year Healthwatch would be focusing on adult mental health. They had received evidence of individuals 'falling through the gaps' as they transitioned from CAMHS to adult mental health services.
- Bids were being sought from organisations looking for small grants. The deadline was 4 December 2018.

RESOVLED: That the updates on the work of Board members be noted.

42. 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:

- The Board agreed that it would discuss the 'Old People's Homes for 4 year olds' concept and whether something similar could be done locally, at the informal meeting in January.
- The CCG Plan would be brought to the Board's April meeting.

RESOLVED: That the forward programme be noted.

43. BOROUGH PROFILE (PART OF JOINT STRATEGIC NEEDS ASSESSMENT)

Julie Hotchkiss presented the Borough Profile which was part of the Joint Strategic Needs Assessment.

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

- The amended Borough Profile reflected comments previously made.
- Board members were advised that the Joint Strategic Needs Assessment would include four life course specific chapters, which would be presented differently to other chapters, with several pages of infographics followed by information. There would also be a final chapter.
- Katie Summers asked about how alcohol related admission to hospital would be referenced within the Joint Strategic Needs Assessment and was informed that this would be included in the 'Living and working well' chapter.

RESOLVED: That the Borough Profile be approved for publishing.