

SHADOW HEALTH AND WELLBEING BOARD

15 November 2012

Present:-

Devon County Council

Councillor's S Barker, J Clatworthy, A Davis, Ms J Stephens and Dr V Pearson (Joint NHS / DCC)

Joint Engagement Board

Ms D Crump

District Council Representative

Councillor J McInnes

Environmental Health

Mr R Norley

Link Devon

Dr H Ackland

Northern, Eastern & Western (NEW) Devon Clinical Commissioning Group (CCG)

Dr T Burke

NHS Cluster (Cornwall, Isles of Scilly, Plymouth & Torbay)

Mr S Moore

Apologies:

Dr D Greatorex (South Devon & Torbay CCG)

Also in attendance

Mr I Tearle	(Head of Health Policy)
Mrs L Raymond	(Public Health Transition Communication & Relationship Manager)
Ms J McNeill	(Assistant Director of Strategic Commissioning)
Mr A Wooderson	(Independent Chair of the Devon Safeguarding Children Board (DSCB) and Independent Chair of the Devon Safeguarding Adult Board (DSAB))

26. Minutes

RESOLVED that the minutes of the meeting held on 27 September 2012 be signed as a correct record.

MATTERS FOR DECISION

27. Clinical Commissioning Groups' (Min 5 and 12)

(a) NHS North, East and West (NEW) Devon Clinical Commissioning Group

The Shadow Board received a report from the North, East and West (NEW) Devon Clinical Commissioning Group (CCG) on 'Healthy People, Living Healthy Lives, in Healthy Communities Integrated Commissioning Plan 2012/13 and beyond' and also a report from the Health and Wellbeing Secretariat offering observations on the Plan that the Board might like to consider.

The Integrated Commissioning Plan was NEW Devon's first commissioning plan and it set both their strategy and delivery blueprint for the next two and a half years. It was intended to be a 'living plan' that provided a focus for shared action, not only within the Clinical Commissioning Group and its membership, but with providers, partners and local people. The Plan integrated three components:

- Strategic Framework, providing high level strategic plans until 2014/15;
- Commissioning intentions, setting areas of focus for 2013/14; and
- An Operating Plan which described in-year priorities for 2012/13.

The Shadow Board noted that CCG's were required to provide evidence against six domains and the Shadow Board welcomed the following content within the Plan;

- recognition of the importance of tackling health inequalities and the nature and extent of variations in life expectancy across the CCG;
- understanding of the role of the Health and Wellbeing Board; the importance of the information included in the JSNA and the priorities of the Joint Health and Wellbeing Strategy;
- the importance placed on engagement;
- the asset based approach;
- recognition of the value of integrating health and social care;
- recognition of the importance of working across the three tiers of Local Government in Devon and with neighbouring CCG's; and
- the contribution that services which the CCG was responsible for would make to outcomes for children and young people.

In reviewing the document, the Shadow Board's report outlined it would welcome further detail on;

- preventive and treatment approaches which would be commissioned in each of the three localities;
- that the Clinical Commissioning Group's locality commissioning plans would address the Joint Health and Wellbeing Strategy's priorities and theme objectives and reflect approaches to reduce health inequalities;
- that the CCG use its communications and engagement plan to work with user-led groups and organisations, particularly those who represented the people who were hardest to reach;

The Shadow Board also discussed;

- Housing; its relationship with Health and Wellbeing and that the theme could be strengthened;
- the role of community hospitals and how that 'fitted' with key initiatives;
- that safeguarding needed to be strengthened, particularly on the children's side; and
- the role of patients, carers and users and this should be a stronger thread throughout the plan.

RESOLVED

(a) that the draft plan of the CCG be endorsed, subject to the comments outlined at paragraph 2.2 of the report and as suggested at the meeting, as outlined above;

(b) that reports be brought to the next meeting of the Shadow Board on;

- (i) progress with locality plans; and
- (ii) the emerging Communications and Engagement Plan.

(b) NHS South Devon and Torbay Clinical Commissioning Group (Min 5, 12)

The Board deferred consideration of this item as no representative from the South Devon and Torbay Clinical Commissioning Group was able to attend the meeting.

28. Devon Joint Strategic Needs Assessment

The Shadow Board considered the report of the Shadow Health and Wellbeing Board Secretariat on the Joint Devon Strategic Needs Assessment which reported that the Devon Joint Strategic Needs Assessment continued to take account of the proposals in the national guidance (Department of Health July 2012) particularly in relation to:

- Local Authorities and Clinical Commissioning Groups (CCGs) having an equal and joint duty to prepare JSNAs and JHWSs, through the Health and Wellbeing Board; and
- a range of quantitative and qualitative evidence to be used in those JSNAs.

The Shadow Board noted that, increasingly, analysts from Devon, Plymouth and Torbay were working together to produce shared narratives for particular areas for the CCGs and to develop cross boundary profiles. The Shadow Board added it was particularly important that the information reflected the data of the CCG's and views of users, carers and the public.

In addition, the www.devonhealthandwellbeing.org.uk website update 'What's New in October' had been posted; the library section was being populated with relevant documents (including a new 'resources for professionals' section) and the Local Health Improvement Plans had been added to the JSNA section.

The next steps, following the meeting of the Devon Joint Strategic Needs Assessment Development Group on 26th October, included the following;

- a workshop to be held in February 2013 to produce a protocol for collecting qualitative data into the JSNA;
- the production of a limiting long term conditions JSNA to inform the 2014-15 commissioning cycle;
- further discussion regarding lay member and officer representation onto the development group; and
- work to address the concerns regarding levels of data information collections and analyst skills within the CCG's and the potential risk to effective data collection and analysis.

The Shadow Board discussed and suggested the following;

- the importance of addressing differing needs in different localities and of quality data to underline the Strategy;
- the role of the Local Area Teams and their inclusion in data collection activities; and
- that Shadow Board members take responsibility for promoting the Health and Wellbeing Website throughout their respective organisations.

RESOLVED that the proposals of the Joint Strategic Needs Assessment (JSNA) Development Group for holding a qualitative data workshop, producing a Long Term Limiting Conditions JSNA and inviting lay and officer representation from both NHS Clinical Commissioning Groups (CCGs) on to the development group, be endorsed.

29. Joint Health and Wellbeing Strategy

The Shadow Board considered a report of the Devon Shadow Health and Wellbeing Board Secretariat on progress with the Joint Health and Wellbeing Strategy.

The report outlined the draft national guidance which stated;

'JHWSs are strategies for meeting the needs identified in JSNAs. As with JSNAs, they are produced by health and wellbeing boards, and are unique to each local area. They should explain what health and wellbeing priorities the health and wellbeing board has set in order to tackle the needs identified in their JSNAs'.

The Shadow Board were reminded that they had previously overseen the development of a draft Joint Health and Wellbeing Strategy based on the initial analysis of the Joint Strategic Needs Assessment priorities by health needs, resources allocated, opportunities for preventive interventions and the impact on health inequalities.

The priorities had been subject to a consultation process with a wide range of stakeholders. The Board considered a draft at their meeting on 27 September 2012 and made comments accordingly.

The final draft strategy had four themes; a focus on families, healthy lifestyle choices, independence in older age and social capital and building communities. This was through an approach of prevention, early intervention, health and social care.

The Board noted the proposed next steps, as outlined in the report, which included;

- publication of the strategy and sharing with stakeholders to inform the commissioning cycle 2013-14;
- production of a performance framework for the Strategy, reflecting the national NHS, Health and Social Care and Public Health Outcomes;
- identification of 3 to 5 priorities where the Board could best make an impact; and
- producing options on how the Board could work collaboratively with stakeholders to bring about improvements for each of the priorities.

The Shadow Board noted there was further work required on 'outcomes', but key documents were awaited (e.g. Public Health Outcomes Framework, NHS Mandate and Social Care Outcomes Framework).

RESOLVED that the report be noted, the Strategy be endorsed and the next steps relating to the Devon Joint Health and Wellbeing Strategy, as outlined above and within the report, be approved.

30. Ways of working and the Future of the Health and Wellbeing Board

The Shadow Board considered a report of the Devon Shadow Health and Wellbeing Board Secretariat on future ways of working, addressing some of those issues that had been identified to date.

Risk Management - The Shadow Board recognised the need to identify and manage the risks associated with its establishment and operation. Discussions had been held with the Devon Audit Partnership regarding the factors which could impact on the Boards effectiveness.

Working with the Torbay and Plymouth Health and Wellbeing Boards – A south west regional event for Health and Wellbeing Boards had been held on 4th October 2012. Members and representatives of all three Boards had been invited to respond to a series of scenarios and challenges; discussions between the members and representatives of the Boards recognised the potential for shared benefits through collaboration:

Relationship with the Health and Wellbeing Scrutiny Committee – The Shadow Board noted that Devon County Council's Health and Wellbeing Scrutiny Committee received regular updates on the work of the Shadow Board.

Update on progress and potential implications of secondary legislation – The Health and Wellbeing Board had been established as a Committee of the Local Authority, required by the Health and Social Care Act 2012. Secondary legislation was expected to be published to address issues such as political proportionality requirements, voting restrictions, conflicts of interest, appointment of sub-committees etc.

Local Enterprise Partnership – The partnership mapping exercise undertaken at the development day in June 2012 identified the Heart of the South West Local Enterprise Partnership (SWLEP) as a key stakeholder. The SWLEP had identified health and wellbeing as a priority so the opportunity existed to agree a joint approach, especially regarding health in the workplace.

The Shadow Board discussed and suggested the following;

- the links between the Shadow Board and the Safer Devon Partnership and also the Devon Strategic Partnership;
- that contact be made with the new Police and Crime Commissioner in due course; and
- the role of the Police and Crime Panel and potential links with the Shadow Board;

RESOLVED

(a) that Devon County Council, on behalf of the Shadow Board, engage the Devon Audit Partnership for the period up to April 2013, for risk management and assurance;

(b) that a joint workshop be held for all members and representatives of the Devon, Plymouth and Torbay Shadow Health and Wellbeing Boards, each Council's Health Scrutiny Committee Chairman and Vice Chairman, a representative from the LEP and the Safeguarding Board;

(c) that the Members' development day, on 8 February 2013, be noted;

(d) that a report be prepared for the Heart of the South West Local Enterprise Partnership to enable an exploration of shared priorities and development of a strategy for healthy workplaces;

(e) that a report be prepared on how the Shadow Board could work more collaboratively with stakeholders; and

(f) that the Chairman of the Shadow Board meet with the Chairmen of other relevant partnerships to improve joint working.

31. Safeguarding Boards – Working with the Devon Health and Wellbeing Board

The Shadow Board considered a report from Mr A Wooderson, Independent Chairman of the Devon Safeguarding Children Board (DSCB) and the Devon Safeguarding Adult Board (DSAB).

The Shadow Board, at a previous meeting, highlighted various partnership arrangements across Devon and what relationships should be agreed with the Board to ensure the most effective governance, delivery of statutory requirements and expectations for the future.

The report outlined the works of the two Safeguarding Boards in Devon which had key responsibilities to ensure that services to children and vulnerable adults protected them from harm, maximised their safety and multi organisational 'safeguarding systems' worked effectively.

It outlined potential relationships and accountabilities between Boards, current emerging safeguarding issues and challenges for the future, including strategic coordination and evidencing.

Mr Wooderson gave an overview of the current inspection regimes.

The Shadow Board discussed and suggested the following;

- potential reporting mechanisms and the role of the Safeguarding Boards in undertaking the relevant assurance role for Safeguarding on behalf of the Shadow Board;
- that legislation regarding adult safeguarding was changing; and
- the importance of a robust monitoring system to mitigate risk;

RESOLVED

(a) that the Annual Reports of both Children's and Adult's Safeguarding Boards be submitted to the Health and Wellbeing Board;

(b) that a protocol for detailing the respective accountabilities between the Safeguarding Boards and the Health and Wellbeing Board be prepared;

(c) that, in terms of future reporting arrangements, the Safeguarding Boards should report to the Shadow Health and Wellbeing Board bi-monthly (on an exception basis) with an Annual Report on all other relevant matters.

(d) that the development and publication of specific Safeguarding Joint Strategic Needs Assessments for children and adults continue with requisite updating, and that recommendations from Safeguarding JSNAs form part of the considerations of the Health and Wellbeing Board as it develops its Strategy, with safeguarding improvements being embedded within annual plans of service providers and within commissioning plans of relevant partners.

MATTERS FOR INFORMATION

32. HealthWatch Commissioning

(Ms D Crump declared a Disclosable Pecuniary Interest in this item by virtue of being Chief Executive of Living Options and Lead Agency for Fusion who have submitted a tender for Health Watch Devon and withdrew from the meeting during its consideration)

The Shadow Board received a verbal update on the County Council's current commissioning of HealthWatch Devon.

The Council had issued the 'invitation to tender' on 10th September 2012, with a deadline of 30th October 2012. The tenders were currently being evaluated and timescales were on course to award the contract in January 2013, for HealthWatch Devon to be fully operational by 1st April 2013.

33. Public Health Transition: Update

The Director of Public Health reported on the transition of Public Health functions from the NHS to the Local Authority.

It was noted that, from 1st April 2013 and in line with the transition, a number of staff from the NHS would transfer to the employ of the County Council.

The Shadow Board noted that a 'Receiver Board' was reviewing the process and managing any risks with the transition and progress to date had been positive.

OTHER MATTERS

34. Scrutiny Work Programme

(a) Work Programme

The Shadow Board received a copy of Council's Scrutiny Committee work programme in order that it could review the items being considered and avoid any potential duplications.

RESOLVED that the Scrutiny Work Programme be noted.

(b) Reference from Cabinet

The Cabinet at its meeting on 10 October 2012 reported that the Health & Wellbeing and the Peoples Scrutiny Committees had, at their meetings on 6 and 27 September 2012 (Minutes *41 and *67 respectively), considered the Report of the Dementia Task Group (CS/12/9) and had both commended its recommendations to the Cabinet and the Cabinet had resolved *that the Task Group's Report be welcomed and the Head of Social Care Commissioning be asked to take all appropriate action, in conjunction with the Cabinet Member for Adult Social Care, Families and Post 16, to take the recommendations forward and that the Task Group Report be also drawn to the attention of the Shadow Health & Wellbeing Board in view of its impact for that Body in the future.*

The report was circulated for the information of the Board.

RESOLVED that the update be noted.

35. Forward Plan

The Board considered the contents of the Forward Plan, as outlined below;

Date of Meeting	Matter for Consideration
Thursday 10th January 2013 @ 2.00pm	NEW Devon CCG Integrated Commissioning Plan – Communications and Engagement Plan. NEW Devon CCG – Progress with locality plans South Devon and Torbay Clinical Commissioning Group Authorisation (Mr Tapley) Joint Health and Wellbeing Strategy Performance / Outcomes Framework Welfare Reform Collaborative Working with Stakeholders National Commissioning Board representation Healthwatch Commissioning Communications Update Public Health transition Secondary legislation Scrutiny Work Programme
Thursday 7th March 2013 @ 2.00pm	Joint Health and Wellbeing Strategy 2013-14? (x ref Nov) Joint Strategic Needs Assessment 2013-14 LGA "Development Tool for Health & Wellbeing Boards" Assessment of Devon Adult and Childrens Safeguarding Boards – Monitoring Report

	HealthWatch Commissioning Public Health transition Communications Update Public Health transition Scrutiny Work Programme
Thursday 13th June 2013 @ 2.00pm	Terms of Reference / operating procedures. Public Health Transition Scrutiny Work Programme
Thursday 5th September 2013 @ 2.00pm	Adult and Childrens Safeguarding Boards – Monitoring Report Scrutiny Work Programme
Thursday 7th November 2013 @ 2.00pm	Adult and Childrens Safeguarding Boards – Annual Report Scrutiny Work Programme
Thursday 16th January 2014 @ 2.00pm	Adult and Childrens Safeguarding Boards – Monitoring Report Scrutiny Work Programme
Thursday 6th March 2014 @ 2.00pm	Scrutiny Work Programme
Items to Add	Children's Plan Equality & protected characteristics outcomes framework Adults Safeguarding Board Annual Report (date requested) Children's Safeguarding Board Annual Report (date requested)

RESOLVED that the forward plan be agreed, subject to the addition of a future report on Welfare Reform and inclusion of the items agreed at the meeting.

36. Dates of Future Meetings

RESOLVED that future meetings of the Shadow Board be held at 2.00pm on the 1st or 2nd Thursday of the months previously specified (January 2013, March 2013, June 2013, September 2013, November 2013, January 2014 and March 2014).

Exact dates to be confirmed and posted to the website.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 2.00pm and finished at 3.56pm.