

At a meeting of the West Sussex Health and Wellbeing Board held on 18 April 2013 at County Hall, Chichester

Present:

Katie Armstrong	Jenny Daniels	Claire Foreman
Stuart Gallimore	Louise Goldsmith	Rachel Harrington
Minesh Patel	Martin Pearson	Frances Russell
Mike Sadler	Christopher Snowling	Kieran Stigant
Judith Wright		

Apologies:

Amit Bhargava	Peter Catchpole	Julia Dutchman-Bailey
Peter Evans	Andrew Foulkes	Christine Hardisty
Peter Latham	Amanda Rogers	

In attendance:

Sue Carmichael	Rachel Fentem	Rachel Gill
Catherine Scott	Suzanne T Thompson	

Chairman's Welcome

88. The Chairman welcomed all to the meeting including new member for Healthwatch, Frances Russell; representative for NHS Local Area Team, Rachel Harrington and a guest shadowing the Chief Executive for the day, from HM Treasury, Rachel Fentem. Apologies were noted.

89. Members attention was drawn to leaflets available on the Reach Rio Workplace Challenge and that further information was available from Commissioner CVD, Sue Carmichael following the meeting and via the County Council's website.

Declaration of Interests

90. No interests were declared at this point.

Minutes

91. Resolved that the minutes of the final Shadow Board meeting held on 31 January be approved as a correct record and signed by the Chairman.

Urgent Matters

92. There were no urgent matters

Governance of the Health and Wellbeing Board

93. The Board noted the refreshed terms of reference for the Health and Wellbeing Board (HWB).

Board Members

94. The Board noted new members and agreed that Claire Foreman, Head of Integrated Adult Care Commissioning be appointed to a seat on the HWB.

Business Planning Group

95. The Chairman invited representative from 4Sight, Martin Pearson to speak on a proposal from Supporting Community Based Solutions Consortium to facilitate the work of the HWB Cooperative. Mr Pearson declared an interest as a member of the Consortium. The Board noted that work on the proposal was ongoing and a report would return to a later meeting of the HWB.

96. The Board noted the Business Planning Group report including two appended papers on working arrangements between the HWB and WSCC Trading Standards and the Local Safeguarding Children Board (LSCB). The Director of Children's Services, Stuart Gallimore emphasised the importance of outlining the HWB's relationship with the LSCB and welcomed the opportunity for it to raise pertinent issues with the HWB. Members noted that the annual report of the LSCB would be published in late June.

Health and Wellbeing Board Strategy: Addendum

97. The Director of Public Health, Judith Wright, drew members attention to the report (copy appended to the signed minutes) detailing discussions held at the 28 February Awayday that was attended by most members of the HWB. Members noted the proposal to focus on three areas of priority, dementia, children and families and people of working age, for the coming year and to review the Strategy as a whole later in the year. Members considered:

- The role for the End of Life Working Group which the HWB had agreed to retain at its January meeting. *Mike Sadler, Director Health and Social Care Commissioning, proposed that this work be taken forward by the Head of Integrated Adult Care Commissioning, Claire Foreman and that Alan Copsey, vice-Chairman of Trustees for St Wilfrid's, be invited to*

support the work in his role as a service provider. Members noted that a report would return to the HWB at a later date.

- Coastal CCG Accountable Officer, Katie Armstrong drew attention to the working document at Appendix A and questioned the omission of reference to a focus on the wellbeing of the whole person, rather than disease states. The Chairman requested that this be included in the completed addendum.

98. Resolved that the Board agreed the closer focus to be outlined in an Addendum to the Strategy and noted that a new workplan for the Board would also be drawn up.

Fulfilling the Broader Role of the Health and Wellbeing Board

99. Dr Sadler presented slides on fulfilling the broader role of the HWB for discussion (copy appended to the signed minutes). Members questioned:

- the mechanism for referring on for action items presented to the Board. *Dr Sadler explained that if not immediately clear this would be determined by informal discussion with the Chairman, or senior officers or referral to the Business Planning Group*
- how other Boards across the country were working. *The Chief Executive, Kieran Stigant noted that during early development HWB learning sets had been provided and while this was no longer funded various good practice events were ongoing*
- whether if time allowed Members might consider attending Board meetings of other HWBs. *The Chairman noted that NHS Surrey and Sussex Local Area Team members attended other HWB meetings as part of their work*
- whether the Health and Adult Services Select Committee might have a role in ensuring the Board was fulfilling its wider role.

Joint Strategic Needs Assessment

100. Public Health Consultant, Catherine Scott presented a report (copy appended to the signed minutes) updating on the statutory duty of the Joint Strategic Needs Assessment and the context for the workplan for 2013/14. The Board was asked to approve the workplan and to consider whether there were other areas of work it wished to add. Members:

- noted that it was a dynamic document and the JSNA could react to include and contribute to the areas agreed in the Addendum
- noted that dementia already featured as did mental health in the workplace

- noted that the publication date under child and adolescent mental health should read 2014 rather than 2013, that the topic title had a wide meaning and did not refer to the NHS provided service 'Child and Adult Mental Health Services' (CAMHS)

101. Specialist Registrar Public Health, Rachel Gill gave a presentation (copy appended to the signed minutes) concerning early findings from the Carer's Needs Assessment. The focus for the work was on the needs of carers and how these might be addressed. The Chairman invited comments and questions.

Members:

- Noted the trend in increase in numbers of carers across the County, the numbers of children that were identified as carers and that these statistics did rely on people identifying themselves as carers
- Noted that the numbers were not projected forward as the latest census data would be published on 16 May and a review undertaken
- Noted that GPs inviting carers to register as such was to be encouraged and seen as a benchmark of good practice. *Dr Gill agreed that it would be beneficial for Public Health to work with GPs on a joint initiative*
- Voiced concern that young carer's can be 'invisible'
- Suggested a memorandum of understanding on this issue be drawn up between Adults' Services and Children's Services
- Noted that an active Young Carer's Group did exist and an event recently held to listen to their concerns. That SE7 was leading nationally on work to support carers and this work could inform further HWB initiatives

102. Ms Scott thanked Members for their comments and explained that while the recommendations were draft an indication from WSCC Members that they were sympathetic to the suggestions would be helpful at this stage. The Board noted that the report would be finalised following input from the latest census figures and return to Members at a later date.

103. Ms Foreman informed the Board that the recommendations fitted in with work currently ongoing as part of the WSCC Carer's Strategy. In respect of future commissioning for carers it was important to understand what services were needed, who would be responsible for delivering those, who was best placed to provide them and how carers would want them to be delivered. The Board noted that work was ongoing to review and update the Strategy. The Chairman emphasised the importance of putting the person before the process.

104. The Chairman invited comments from observers. The Health and Adults' Services Select Committee Chairman, Margaret Whitehead emphasised the difficulties encountered by some carers as they grew older and moved between age groups and highlighted the importance of a whole-family approach to health and social care customers. The Board noted that the final report of the Scrutiny

Task and Finish Group would be circulated in the last week of April. Observers also:

- Highlighted the difficulties encountered specifically by older carers
- Questioned provision for carers from ethnic minorities. It was noted that while carer's requirements may be similar, language and cultural barriers often enhanced difficulties. *The Chairman asked that all commissioners ensure this was taken into account in future commissioning plans.*

Public and Provider Open Forum

105. The Chairman invited comments and questions from observers in attendance at the meetings. Observers:

- Questioned County Council carer's assessments. *Dr Gill explained that people were still eligible if they provided a substantial amount of care and that responsibilities may change with changes to the Carer's Support Bill. Dr Wright explained that while there were no longer targets it was felt the statutory duty would be strengthened rather than disappear.*

Meeting Dates 2013/14

106. The Chairman drew attention to an additional Board meeting date on 19 September 2013 and said that the next meeting on 06 June would be held in the Longley Room at Crawley Library. The Chairman closed the meeting at 3.45pm.

Chairman