

At a meeting of the West Sussex Health and Wellbeing Board held on 05 February 2015.

**Present:**

Amit Bhargava	Sue Braysher	Peter Catchpole
Marie Dodd	Peter Evans	
Christine Field(Chairman)	Diane Henderson	Alan Kennedy
Minesh Patel	Martin Pearson	Frances Russell
Christopher Snowling	Judith Wright	Avril Wilson

**In attendance:** Margaret Whitehead

**Apologies:**

Katie Armstrong	Andrew Foulkes	Nigel Lynn
Andrew Williamson		

**Chairman's Welcome**

55. The Chairman noted apologies from Katie Armstrong, Andrew Foulkes, Nigel Lynn and Andrew Williamson.

56. The Chairman alerted members to correspondence from Norman Lamb MP thanking the Board for signing up to the Mental Health Care Crisis Concordat in December. The Chairman noted that the Joint Commissioning Strategy Group (JCSG) was drawing up an Action Plan to support the Concordat and members' agreement for this be sent round to them electronically for comment and sign off.

**Declaration of Interests**

57. There were declarations of interest.

**Membership of the Board**

58. The Chairman introduced new Board member Avril Wilson, Executive Director Care, Wellbeing and Education. Members considered and agreed the reappointment of Minesh Patel to the role of Vice Chairman of the Board.

59. The Chairman highlighted the importance of the Board's engagement with West Sussex providers of health and social care services and proposed a twice-yearly forum meeting to be chaired by a Board member, with a strategic perspective and agenda input from all parties, feeding into the Board. Members highlighted the need:

- to be mindful of parallel conversations taking place at other meetings
- for clear terms of reference
- to ensure it was not a distraction from NHS commissioning work, nor a backdoor for such conversations

- for topics discussed to be aligned to the Health and Wellbeing Board agenda
- to include third sector, voluntary providers and others
- to have service users as forum members
- to ensure clarity of intent - that it would be different from the local transformation boards which providers already attend
- Need to clarify practical arrangements for the meetings.

60. The Chairman noted the comments made and undertook to work with Avril Wilson to draw up a broad outline for the forum and bring back to the 30 April meeting.

61. Resolved that Members:

1. agreed the appointment of Minesh Patel as Vice Chairman for the following municipal year; and
2. noted the appointment of Avril Wilson to the Board in her new County Council role of Executive Director Care, Wellbeing and Education and that the role encompassed the statutory responsibilities of the Director of Adult Social Services and Director of Children's Services at the County Council; and
3. agreed that proposals for a Provider Forum would come back to the next meeting of the Board for agreement.

### **Urgent Matters**

62. There were no urgent matters.

### **Minutes**

63. Resolved that the minutes of the meeting of the Health and Wellbeing Board held on 16 October 2014 were agreed.

### **Effectiveness of winter plans for health and care services**

64. Avril Wilson introduced this item noting that between the period from mid-December to the end of January there had been a great deal of extra activity across the health and social care system in West Sussex. Ms Wilson highlighted contributing pressures including demographic issues particular to West Sussex and the opportunity afforded by the Better Care Fund to move towards proactive rather than reactive care plans. Members noted that Government had allocated an additional £285k to West Sussex for extra social worker support and additional packages of care and that the Executive Director intended to work with systems resilience groups over the coming summer. Comments were sought on what particular issues might be addressed. Members highlighted that:

- a 'resilience centre' had been set up at the Crawley CCG office to gather data relating to the six week period involved. It had highlighted the following areas of concern:
  - simple language issues between health and social care providers
  - criteria and threshold issues – differing frameworks being worked to

- difficulties meeting response targets
- operational relationships were a concern – a full review of past 4-6 weeks activity needed to be held to see how to move forward, including, as the Better Care Fund plan developed, full understanding of critical and financial risks
- joint funding of beds led to confusion on bed availability – need to put into place joint arrangements on calculating this
- Healthwatch had received positive correspondence about services received from staff but concerns about failures of coordination: only one path to intervention, through A&E; people discharged early only to be readmitted
- clarity was needed on the scale of challenge the HWB wished to address – highlighting the NHS One to Five Year plan for joined up services
- a post winter debrief should be held
- as a whole the system in West Sussex plans well for the winter but particular issues arose due to Christmas falling mid-week, leaving a long gap where services were not operating fully
- system resilience grant money was now in baselines for start of year and would enable the system to deploy for the future more effectively
- that winter pressures were applied to a system already under strain with workforce issues which affected its ability to escalate
- the public look to the HWB for leadership, it needs more than a debrief, it needed to consider the creation of a framework, including partners such as 111, including data sharing, in order to smooth the pathways through the whole system
- third sector partners reports indicated that their support offers were underused as some health sector partners didn't appear to know they existed
- a recent conference call with Surrey partners highlighted that A&E numbers were not higher, but fewer patients were being discharged – the issue was with the 'backdoor'. Need to ensure BCF plans deal with that issue as well as proactive care
- services know the people at high risk of hospital admission over the winter period so should identify those and work directly with them to plan support
- a suggestion that a system resilience group collate data, hold a simulation event and report back to the Board
- leadership stability was an issue with so many people moving roles
- A&E may not be 'the temperature of the system' noting that primary care clinics were completely full prior to the Christmas break – perhaps the temperature should be taken there
- need to look at services and what the wider market can offer in caring for those with more complex needs to avoid admission to hospital
- primary care capacity to respond is currently at 90%. NHSE retains responsibility for primary care for the coming year and needs to be engaged in the planning
- ensure District and Borough councils are engaged in resilience groups to consider housing options – sheltered/extra care facilities

65. The Chairman thanked members for their contributions and undertook to arrange liaison with existing system resilience groups and consider a HWB event in summer to understand collated data and give input into winter plans and that a report would come to a later meeting of the Board.

## **Draft Joint Health and Wellbeing Strategy 2015-17**

66. Catherine Scott, Head of Public Health presented a report (copy attached to the signed minutes) concerning the Draft Joint Health and Wellbeing Strategy 2015-17 (JHWBS). Members noted that the 12 February informal stakeholder event would help to draw up an Action Plan for the Strategy. Ms Scott invited comments on the draft Strategy and suggestions to feed into the Action Plan. Members highlighted that:

- it wasn't clear where the leadership would come from on cross-cutting issues such as integration of information technology
- it wasn't just for HWB members to drive the Strategy through their organisations there were also other partners involved and they needed to be visible, such as those supporting Pro Active care
- work to support the emotional resilience of young people needed to be included in the Strategy
- need to bring in the Think Local Act Personal (TLAP) work and County Council and District and Borough Stronger communities work

67. Ms Scott undertook to take the comments forward to the Stakeholder group meeting and report back to the Board with the Action Plan at the April meeting.

68. The Board:

1. Endorsed the draft Joint Health and Wellbeing Strategy, 2015-17, including the three key priorities identified: Early Years, conception to 2 years; Wellbeing and Resilience; Health and Social Care Workforce; and
2. Identified additional items, leadership on cross-cutting issues, involvement of wider partnerships in delivery, support for the emotional resilience of children and the inclusion of TLAP and Stronger Communities work for discussion at the stakeholder event on 12 February; and
3. Noted that the outcomes of the stakeholder event would be reported back to the Health and Wellbeing Board.

## **Commissioning Plans 2015/16**

69. Judith Wright, Director Public Health and Social Care Commissioner introduced a presentation (copy appended to the signed minutes) outlining the draft commissioning plans of each of the three West Sussex Clinical Commissioning Groups: Coastal; Horsham and Mid Sussex; and Crawley, plus those of West Sussex County Council commissioners for Public Health, for Adults' Services and for Children's Services. The Board received short thematic presentations highlighting some of the elements of the Plans for 2015-16 which would support the broader approach of the JHWS as well as cross-cutting the priorities in some areas. Members highlighted that:

- the public may find it hard to trace in the plans the commissioning of the agreed (JHWBS) priority areas

- it was important to understand that other commissioning plans existed which were not included in the papers such as those for primary care, housing and education. *It was acknowledged that the Health and Wellbeing would not have the entire picture at this point but it did have aspirations to join up services at that level.*
- noted that work to ensure these areas were overseen by the HWB lay with the NHSE representation on the Board, including in the area of primary care provision for new housing developments
- it was important to ensure that providers were aware of the Board's efforts to integrate health and social care through its commissioning intentions

70. Resolved that the Board:

1. Agreed that the health and social care commissioning plans for 2015-16 took proper account of, and were appropriately aligned with, the draft Health and Wellbeing Strategy 2015-17; and
2. Had considered the need for a wider understanding of West Sussex commissioning plans in respect of housing and education; and
3. Endorsed the plans ahead of commencement of commissioning in the new financial year.

## **Better Care Fund**

71. Judith Wright, Director Public Health and Social Care Commissioner introduced a report (copy appended to the signed minutes) updating members on the Better Care Fund plan. Martin Parker, Head of Integrated Adult Care Commissioning took questions and comments from the Board. It was highlighted that:

- The overspend mentioned at 2.17 related to increased care placements for older people and care for people at home
- next steps were to agree monitoring and reporting on outcomes per theme
- there was a key sentence for CCGs at 2.9 – 'roughly £32m will transfer from the 2015/16 CCG budgets into the BCF', which represented a risk for the CCGs of 'double running' as hospitals invoice them for acute care services given while social care services, which have already been paid for, were not yet in place
- the County Council's 15/16 budget had not yet been agreed
- the support for the underlying overspend taken from the NHS for Social Care Fund would be non-recurrent as will be the social services overspend
- District and Borough colleagues and voluntary sector colleagues needed to be brought along in the development of the transformation work. *The Vice Chairman undertook to speak with Board member representatives and take this aspect of the work forward through the JCSG*
- more clarity was required, paragraph 2.9 could be read that the County Council would invoice the CCGs for £32m, it should make clearer that the 'save to spend' strategy was a collective risk
- the JCSG agreement on NHSfSC funding allocations was for £7.1m for Coastal, £2.9m for Horsham & Mid Sussex and Crawley CCGs and £5.1m for WSCC, these sums remaining with the individual organisations.

72. The Vice Chairman, Minesh Patel, confirmed that the CCGs were in agreement with the recommendations but highlighted that the wording in the report could have been clearer. The Board noted that a great many difficult conversations had been had in developing the fund plans, that they were critical plans and all partners now had a baseline position and were prepared to move forward from April 2015. Also that much stakeholder engagement had been undertaken to ensure all plans were connected and that provider and voluntary engagement had been lacking, but with the national requirement that the work be done at pace this had not proved possible.

73. The Chairman thanked members for their input and noted that, taking into account the points made during the discussion, the Board agreed the recommendations as set out in the report.

74. Members added that:

- an easyread version of the quantifiable elements of the plan would be of help
- important to know who supplies data and who evaluates it
- a 'dashboard' would be useful. *Mr Parker undertook to provide plans for this to the Board prior to its next meeting*
- a value for money audit of each workstream should be considered.

75. Resolved that the Board:

1. Endorsed the proposals, performance metrics and financial plans (including risk sharing plans) as detailed in the West Sussex BCF Plan and summarised in the report; and
2. Noted that business and delivery plans were being developed for the 7 key themes and that these would be presented to the April HWB for ratification; and
3. Considered and agreed arrangements for the HWB to monitor and evaluate work undertaken as part of the BCF Plan; and
4. Approved that the social care balance of 2014-15 NHS for Social Care Funding as detailed at paragraph 2.17 was retained by the County Council.

## **Future Commissioning Arrangements**

76. The Chairman introduced this item and invited the Horsham & Mid Sussex CCG and the Crawley CCG to set out their intentions with regard to joint and delegated commissioning arrangements for primary care. The Board noted that the Coastal West Sussex CCG intended to proceed with a 'greater involvement' model of co-commissioning while moving to a 'delegated co-commissioning' position over the coming year and that the Northern CCGs intended to remain as they were and rethink their position following the coming year. Members noted that there had been many organisational changes within NHSE and questioned future plans for its representation on the Board. Sue Braysher, Chief Officer, Horsham & Mid Sussex CCG undertook to contact NHSE and enquire.

## **Joint Strategic Needs Assessment Team**

77. Ms Scott introduced this item outlining the JSNA Workplan for the following year and invited members to flag up any further pieces of work they felt should be considered. Members suggested: workforce sickness rates; risk stratification on BCF delivery and wider areas so that care packages could be developed from April 2015; more data on people considered 'frail elderly' as they made up 6% of the population and costs of care are considerable; including population figures routinely to feed into plans being drawn up with District and Boroughs; understanding around seasonality of profiling. The Chairman undertook to lead on determining which issues would be considered first.

## **West Sussex Pharmaceutical Needs Assessment**

78. The Chairman introduced Peter Hayward, Public Health Consultant to outline this report (copy appended to the signed minutes) concerning the statutory duty of the Health and Wellbeing Board (HWB) to develop and publish its first Pharmaceutical Needs Assessment (PNA) by April 2015.

79. Members noted that a PNA was a statement of need, identifying the current and future pharmaceutical requirements of West Sussex, used for market entry decisions by NHS England and that the full draft PNA document was available electronically on the Health and Wellbeing Board website. Dr Hayward highlighted that pharmaceutical services in areas of deprivation in West Sussex were as good as those in all other areas. Members noted that the Board had a responsibility to promote the role of pharmacies in helping residents to remain well and that the Public Health teams were undertaking a piece of work to support this.

80. Resolved that the Board:

1. Noted that the West Sussex Pharmaceutical Needs Assessment (PNA) had been produced in close consultation with key stakeholders and partners as set out in Appendix A5 of the PNA and in accordance with the regulations; and
2. Approved the West Sussex PNA as attached at Appendix 1 of the report; and
3. Endorsed the publication of the West Sussex PNA by 01 April 2015.

## **Date of Next Meeting**

81. Members noted that the next meeting of the Board would be held at 2pm on 30 April 2015 at County Hall North, Horsham. The meeting closed at 4.45pm