

To: All Members of the Board, all officers named for 'actions'.

From: Legal and Member Services  
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**HEALTH AND WELLBEING BOARD  
9 DECEMBER 2014  
M I N U T E S**

**ATTENDANCE**

**MEMBERS OF THE BOARD**

N Bell, Clinical Commissioning Group Representative  
J Coles, Director of Children's Safeguarding and Specialist Services  
M Downing, Healthwatch Hertfordshire  
J Halpin, NHS Local Area Team  
T C Heritage, County Councillor  
I MacBeath, Director of Health and Community Services  
J McManus, Director of Public Health  
L Needham, District Council Representative  
H Pathmanathan, Clinical Commissioning Group Representative  
N Small, Clinical Commissioning Group Representative

**PART 1**

**1. ELECTION OF VICE-CHAIRMAN**

1.1 After being nominated and duly seconded, Nicolas Small was appointed as Vice-Chairman and took the Chair for the meeting.

**1. MINUTES**

1.1 The minutes of the Health and Wellbeing Board meeting held on 25 September 2014 were confirmed as a correct record of the meeting.

**2. PUBLIC QUESTIONS**

2.1 The question asked and answer given at this meeting is set out in the annex to these minutes.

**ACTION**

### 3. WEST HERTFORDSHIRE STRATEGIC REVIEW

3.1 The Board received a presentation from David Radbourne, Programme Director and David Evans, Assistant Director of Health Integration, on the purpose of the review, the questions it was seeking to answer and the proposed timeline. The presentation can be viewed via the following link: [http://www.hertsdirect.org/your-council/civic\\_calendar/healthwellbeingboard/18308246/](http://www.hertsdirect.org/your-council/civic_calendar/healthwellbeingboard/18308246/)

3.2 It was confirmed that Healthwatch was fully involved in the process and welcomed the progress made to date and Members of the Board felt that it would be very useful to receive regular updates on progress. In terms of East and North Herts, the Board was informed that although there was no formal review currently being undertaken, it would be looking at working in collaboration in some areas and transferring some work streams across.

#### **Conclusion**

3.3 The Board noted the presentation and requested that it receive updates to future meetings at timely intervals.

David Evans

### 4. MARKET POSITION STATEMENTS

4.1 The Board received a report which informed it of the development of a series of Market Position Statements (MPS). These were a requirement of the Care and Support Act 2014 and every local authority must have one in place by April 2015.

4.2 Members heard that six statements were being developed:

Older People  
Mental Health  
Autism and Asperger's  
Learning disability  
Carers  
Physical disabilities and sensory impairments

4.3 Healthwatch had welcomed the opportunity of commenting on a couple of the statements and requested that they continue to be consulted. It was agreed that all drafts would be sent to Healthwatch.

Frances  
Heathcote

4.4 Following discussion, the Board decided that it would like to look at the Autism and Asperger's statement and the Learning Disability one in detail. It was noted that final versions of all MPS's would be brought to the Board in March 2015 for approval.

## **Conclusion**

- 4.4 That the development of Market Position Statements be supported and that final versions be brought to the Board for approval in March 2015.

## **5. VOLUNTARY SECTOR COMMISSIONING STRATEGY**

- 5.1 The Board received a report which sought feedback on a first draft of a Voluntary sector Commissioning Strategy before it was circulated for wider consultation with the voluntary and community sector and other key stakeholders.
- 5.2 The Board was very supportive of the strategy and recognised that the voluntary sector played a key role in the preventative agenda. Healthwatch also registered its interest in working collaboratively on the development.

## **Conclusion**

- 5.3 The Board:
- (i) Endorsed the broad principles outlined in the document and agreed to encourage all Hertfordshire health and wellbeing partners to sign up to the Strategy.
  - (ii) Noted that the final Strategy would be submitted to the Board in 2015 for approval.

## **6. HEALTH AND SOCIAL CARE DATA INTEGRATION PROGRAMME**

- 6.1 The Board received an update on progress for the joint Health and Social Care Data Integration Programme.
- 6.2 Since the Board had approved the project at its meeting in June 2014, a Programme Board had been established with cross-agency representation. Members heard that the following three work streams were now well- established and each had a health and social care lead:

Systems, Technology and estates;  
Information Sharing; and  
Intelligence.

## **Conclusion**

- 6.3 The Board noted progress made on the programme to date and committed their individual member organisations' ongoing support for the principles behind health and social care integration.

## **7. PROPOSAL TO WIDEN MEMBERSHIP OF THE HERTFORDSHIRE HEALTH AND WELLBEING BOARD**

7.1 The Board considered a report which proposed to broaden the membership of the Board to include representatives from major Hertfordshire NHS providers and the Police and Crime Commissioner.

7.2 During discussion of the proposals it was acknowledged that there was currently no provision for primary care provider representation on the Board or the voluntary sector. It was suggested that this could be looked into as part of the Board's comprehensive self-assessment in Autumn 2015.

### **7.3 Conclusion**

The Board agreed:

- (i) That the County Council be recommended to change the membership of the Health and Wellbeing Board, to include two NHS provider representatives (one as full member and one as observer) and the Hertfordshire Police Crime Commissioner as discretionary Members.
- (ii) That representation from primary care providers and the voluntary sector be considered as part of the Board's self-assessment in Autumn 2015.

Laura  
Shewfelt /  
Elaine Shell

Chris Badger

## **8. SEXUAL HEALTH COMMISSIONING UPDATE**

8.1 The Board was updated on progress in implementing the Sexual Health Strategy, in particular, the commissioning of a new integrated Sexual Health Service.

8.2 Following a full competitive tender, the contract to provide Hertfordshire's new integrated sexual health service had been awarded to Central London Community Healthcare NHS Trust, working in partnership with Chelsea and Westminster Hospital NHS Foundation Trust. The Board heard that the first draft of the Sexual Health Improvement Plan was currently out for consultation with key partners.

### **Conclusion**

8.3 The Board noted the change to sexual health services in Hertfordshire and the initiatives to address the sexual health needs of the local population.

## **9. HERTFORDSHIRE PHARMACEUTICAL NEEDS ASSESSMENT**

9.1 The Board received an update on the current situation regarding the production of the Pharmaceutical needs Assessment (PNA) in

December 2014

Hertfordshire. The PNA was a key document for NHS England to inform decisions on applications to open new pharmacies and the commissioning of enhanced services from pharmacies. Members were reminded that it was a statutory duty for Health and Wellbeing Boards to produce their first PNA by 1 April 2015.

### **Conclusion**

- 9.2 The Board noted the report and that the final Pharmaceutical Needs Assessment (PNA) would be brought to its meeting on 5 March 2015 for approval.

Jim McManus

## **10. BEGINNING A STRATEGIC SHIFT TO PREVENTION**

- 10.1 The Board received a report which provided it with an update on progress of the work streams on a strategic shift to prevention, which had arisen from discussion at Board Development Day in Summer 2014.
- 10.2 Members considered the work streams currently active in Phase 1. Two new consultants in Public Health had joined the Service to bring the needed capacity for the work.

### **Conclusion**

- 10.3 The Board noted progress and agreed that this should be considered further at a future Board Development session

Wendy Tooke  
/ Jim  
McManus

Kathryn Pettit  
Chief Legal Officer