

Minutes



To: All Members of the Health & Wellbeing Board

From: Legal, Democratic & Statutory Services
Ask for: Stephanie Tarrant
Ext: 25481

HEALTH AND WELLBEING BOARD

1 MARCH 2018

MINUTES

ATTENDANCE

MEMBERS OF THE BOARD

N Carver, NHS Provider Representative
J Coles, Director of Children's Services
M Downing, Healthwatch Hertfordshire
T Heritage, County Councillor
D Lloyd, Hertfordshire Police and Crime Commissioner
I MacBeath, Director of Adult Care Services
J McManus, Director of Public Health
L Needham, District Council Representative
H Pathmanathan, N Small, Clinical Commissioning Group Representatives
C Wyatt-Lowe, County Councillor (Chairman)

PART I ('OPEN') BUSINESS

1. MINUTES

- 1.1 The minutes of the Health and Wellbeing Board meeting held on 13 December 2017 were confirmed as a correct record of the meeting.

2. PUBLIC QUESTIONS

- 2.1 There were no public questions.

3. HERTFORDSHIRE PHARMACEUTICAL NEEDS ASSESSMENT [Officer Contact: Joel Bonnet, Deputy Director Public Health, Tel: 01992 556884]

- 3.1 The Board reviewed a report which provided an update on the Hertfordshire 2018 Pharmaceutical Needs Assessment (PNA). Members noted that it was mandatory for the PNA to be updated every three years. The proposed PNA from April 2018 can be viewed

ACTION

here: [Pharmaceutical Needs Assessment](#)¹.

- 3.2 The Board noted that Soar Beyond were commissioned to help carry out the work required in order for the PNA to be ready by 1st April 2018 and in accordance with national requirements.
- 3.3 Members noted that regarding the consultation to the draft PNA there were 1390 public responses, including 181 community pharmacy responses (72% of pharmacies), 6 dispensing practice responses and 5 commissioner responses.
- 3.4 It was noted that HealthWatch were part of the steering group and were endorsing the updated PNA.
- 3.5 In response to a Member question regarding benchmarking of services, it was advised that Hertfordshire were slightly higher than the average benchmark for the rest of England for spread of services.
- 3.6 Members of the steering group and those involved in updating the PNA were thanked.

Conclusion:

- 3.7 The Health and Wellbeing Board noted the contents of the report and approved the Hertfordshire Pharmaceutical Needs Assessment for use from 1 April 2018.

4. REPORT OF PROGRESS WITH THE HERTFORDSHIRE AND WEST ESSEX SUSTAINABILITY AND TRANSFORMATION PARTNERSHIP (STP)

[Officer Contact: Deborah Fielding, Hertfordshire and West Essex STP Lead]

- 4.1 The Board reviewed a report which provided an update on the Sustainability and Transformation Partnership (STP) workstream deliverables, STP Leadership and Governance and the plans to deliver an Accountable Care System (ACS).
- 4.2 Members noted that the frailty workstream was working towards putting people at the centre of their care plan for shared decisions to be made. With regards to the Primary Care workstream it was noted that a successful bid had been made to purchase an online GP consultation service which would assist with extending access to services.
- 4.3 The Board heard that the place based care and prevention workstreams were moving at pace with plans being developed to

¹ <https://www.hertfordshire.gov.uk/media-library/documents/public-health/jsna-documents/pharmaceutical-needs-assessment.pdf>

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provide health care services at a local level across 13 neighbourhood teams. The neighbourhood teams would be relatively consistent with local district boundaries and provide a wraparound service to local communities using an out of hospital model to ensure services met the health needs of the residents in Hertfordshire and West Essex. Members commented that it would be useful to use the same boundaries as districts and to build on existing relationships to provide a consistent approach. The Board noted that a diagram detailing the neighbourhood areas would be provided at a future meeting.

Deborah
Fielding,
Hertfordshire
and West
Essex STP
Lead

- 4.4 The Board welcomed the detail in the report and acknowledged the good work that had been progressed. In response to a Member question around the decision making process for the STP and the engagement with the Health and Wellbeing Board, it was advised that this was still under discussion. Members heard that the STP would like the role of the Health and Wellbeing Board strengthened but noted that until recently the STP had been much more centrally driven. It was noted that now STP's had the opportunity to develop more locally and had the opportunity to work more collaboratively.
- 4.5 Members noted the West Essex CCG were already delivering 100% for extended access on opening hours and that East and North Herts CCG and Herts Valleys CCG were working towards delivering the target by the required date of 1 October 2018.
- 4.6 The Board discussed where local government and public services fitted in to the STP and it was advised that for workstreams such as place based care only 15% of health outcomes were due to NHS health care. It was noted that discussions were ongoing with Public Health and local district/borough councils to ensure there was partnership working.
- 4.7 The Board were pleased to see that children and families has been considered within the workstreams detailed in the report but noted that the report did not capture how commissioning decisions engaged Essex County Council. Members were informed that cross boarder issues were raised at a recent STP development morning and that background discussions were taking place between the Chairman and the Chairman of the Essex Health and Wellbeing Board. It was noted that the commissioning element had not yet been considered but would be explored.

Deborah
Fielding,
Hertfordshire
and West
Essex STP
Lead

Conclusion:

- 4.8 Members of the Board noted the progress in delivering the Sustainability and Transformation Partnership as set out in the report.

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5. HOUSING UPDATE

[Officer Contact: Jim McManus, Director of Public Health, Tel: 01992 556884]

- 5.1 The Board welcomed a report which provided an update on the progress on housing and health issues across Hertfordshire and the work being undertaken by partners to ensure that health issues in relation to housing were fully addressed.
- 5.2 Members acknowledged the number of pieces of work that were currently underway as summarised at 2.2 and 2.3 of the report. The importance of prevention and integrated care was considered in relation to the proposals to build 100,000 additional homes in Hertfordshire, with a joint up housing agenda required with the local district/borough councils.
- 5.3 The Board discussed housing for key workers and it was noted that the County Council and district/borough councils needed to work together to ensure the right types of housing were created. It was noted that a presentation would be given at the next Health and Wellbeing Board development day on 7 March 2018 around the learnings from Oxfordshire County Council.
- 5.4 Members commented on the consultation on housing benefit reductions and the need to also consider housing for the most vulnerable residents e.g. offenders or those close to offering. It was advised that these considerations would be shared with Scott Crudgington, Chief Executive of Stevenage Borough Council who had agreed to be the lead Chief Executive for the housing agenda.
- 5.5 The Board discussed the County Council's new property joint venture, Herts Living Limited and how the Board could feed the county's needs into the work of the company. It was noted that discussions had already taken place with t and that it had been requested that a proportion of new homes created by the Herts Living Limited be available to meet the needs of older and disabled people.
- 5.6 Discussions took place with regards to infrastructure and viable facilities being considered when looking to meet the health and social care needs of the growing population. It was noted that work was underway with Lord Salisbury around designing health standards and infrastructure needs, with various agencies being brought together to discuss the county's needs.
- 5.7 The Board noted that a more joined up approach was required at a local/district level when considering strategic direction and that CCG's should assist with county and localised planning of services. Members of the Board were encouraged to consider where their organisation could assist and share aspirations. It was noted that the standing officer from districts would be asked to speak to CCG's

Jim McManus,
Director of
Public Health

Jim McManus,
Director of

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about planning.

- 5.8 Members noted that the STP also considered local health facilities for the future and that an estates mapping project was underway.

Conclusion:

- 5.9 The Board:
- noted the report and the significant collaboration between District Councils, Adult Care Services, Public Health and Fire and Rescue Service.
 - agreed some shared strategic priorities and outcomes.
 - identified what each partner could do to contribute to this agenda.

6. HERTFORDSHIRE HOME IMPROVEMENT AGENCY UPDATE
[Officer Contact: Steve Lee-Foster, Assistant Director HCS Provider Services, Tel: 01992 555748]

- 6.1 The Board reviewed a report which provided an update on the progress made in establishing a shared service between Hertfordshire County Council and a number of boroughs and districts in order to undertake home improvements via a Home Improvement Agency using the disabled facilities grant.
- 6.2 The Home Improvement Agency was formally established on 2 October 2017 by the County Council and worked in conjunction with four Hertfordshire district/borough councils. It was noted that talks were ongoing with two other local councils to join the agency and it was hoped that all district/boroughs would join in the longer term to provide a single standardised service across Hertfordshire with the benefits of a single service team. Members noted that some districts/boroughs had existing contracts which prevented them joining the agency at this time, and some may not wish to join.
- 6.3 The Board noted that the Home Improvement Agency was also able to provide advice and additional services for residents that were not eligible for grants but wanted to use a trusted source of information and advice on building works.
- 6.4 In response to a Member question around services working more in conjunction, Members were assured that once a resident had been referred to the agency and allocated a caseworker; the caseworker would also signpost the service user to any other services that may be available to them. Members noted that investment had been made to develop a team of up to fifteen workers to help ensure continuity. In addition the IT system used by the service was able to be accessed by all workers remotely to provide updates to clients.

- 6.5 Concern was expressed around the budget being used to fund the team, as this was appeared to be a larger number of people than would have previously been employed by the four districts/boroughs. It was clarified that the County Council had provided some additional funding and therefore the staffing costs were not more than member authorities' original arrangements. It was also advised that income would be generated from providing services to those residents that were not eligible for a grant but were able to pay for the service.
- 6.6 Members commented on the speed of access to occupational therapists through the Home Improvement Agency and it was advised that it was initially hoped that occupational therapists would be part of the team but they were currently supplied by an external provider, although they sat adjacent to the Home Improvement Team on a day to day basis. The Board were advised that members of the team had also been trained to make assessments for those clients whose needs were at the lower end of the spectrum to help speed cases up.
- 6.7 In response to a Member question, it was noted that there had not been any physical adaptations made to date due to an issue with delegated powers, however 100 assessments had taken place and were ready to be installed over the coming months.
- 6.8 Members noted that the progress of the Home Improvement Agency would continue to be monitored.

Conclusion

- 6.9 The Board noted the progress made in establishing the Hertfordshire Home Improvement Agency and commented on the focus of the Hertfordshire Home Improvement Agency's work, as detailed above.

7. COMMUNITY FIRST STRATEGY UPDATE

[Officer Contact: Husnara Malik, Deputy Head of Service, Tel: 01438 844998]

- 7.1 The Board received a report and a presentation which detailed the Community First Strategy. The presentation can be viewed here: [Community First Strategy Presentation](#)
- 7.2 Members welcomed the update and it was noted that whilst the community first strategy was active within some communities the strategy needed all sectors to take part to ensure its success.
- 7.3 The Board shared concerns around the marketing and the use of the strategy in daily practices. It was noted that investment had been made in terms of promotional material and training provided to CCGs. Ideas were welcomed to improve the use of the strategy and Members discussed the use of more localised websites for sharing local information.

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- 7.4 Members discussed the different referral lines available for residents and commented whether there should be one line of referral for all queries. The Board discussed the Herts Help referral line and the interaction it had with the NHS 111 help line and it was noted that if each service navigated to each other then there would need to be capacity to support additional calls.
- 7.5 The Board noted that the strategy aimed to mobilise resilience within communities and noted that a change of culture was required. It was clarified that the ownership of the strategy sat with the County Council for implementation.
- 7.6 Members noted that it was important to determine how the strategy fitted into the STP, with further discussions required to consider how the strategy could be tailored into the STP.

Conclusion

- 7.7 The Board noted the Community First Strategy and commented on the use of the strategy, as detailed above.

8. LOCAL HEALTH RESILIENCE PARTNERSHIP UPDATE
 [Officer Contact: Jim McManus, Director of Public Health, Tel: 01992 556884]

- 8.1 Members reviewed a report which provided an update on the non-restricted/non-classified aspects of the work of the Local Health Resilience Partnership.
- 8.2 The Board noted that the Emergency Planning, Resilience and Response standards had seen improvement from most agencies. Members acknowledged the signed Memorandum of Understanding on Health Protection and noted the actions for Hertfordshire.
- 8.3 The Board noted that England had experienced a bad flu season with a number of learning issues to ensure better preparation for next winter. It was noted that residential homes had been able to open much quicker than previously following deep cleans.
- 8.4 A seminar on Physiological Trauma was due to be held on 11 April 2018 in Stevenage and all Members of the board were invited to attend the event.
- 8.5 The Board discussed high level trauma and trauma experiences for children and young people e.g. as a result of domestic abuse or bereavement. It was noted that the Local Health Resilience Partnership focussed on emergency planning and the associated trauma. Ideas for a general seminar on trauma were welcomed.

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8.6 All agencies involved with the recent Woodlands View Care Home, Stevenage fire were thanked for their quick response.

Conclusion

8.7 The Board noted the report and the need for all NHS agencies in Hertfordshire to prioritise this area of work.

9. ANY OTHER URGENT PART I BUSINESS

9.1 There was no other urgent Part I business.

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

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