

## READING HEALTH & WELLBEING BOARD MINUTES - 21 MARCH 2014

### Present:

Councillor Lovelock (Chair)	Leader of the Council, Reading Borough Council (RBC)
Councillor Eden	Lead Councillor for Adult Social Care, RBC
Councillor Gavin	Lead Councillor for Children's Services & Families, RBC
Councillor Hoskin	Lead Councillor for Health, RBC
Elizabeth Johnston	Chair, South Reading Clinical Commissioning Group (CCG)
Lise Llewellyn	Director of Public Health for Berkshire
David Shepherd	Board Member, Healthwatch Reading
Rod Smith	Chair, North & West Reading CCG
Ian Wardle	Managing Director, RBC

### Also in attendance:

Hannah Budnitz	Senior Transport Planner, RBC
Helen Clanchy	Director of Commissioning, Thames Valley Area Team, NHS England
Zoë Hanim	Head of Customer Services, RBC
Eleanor Mitchell	Operations Director, South Reading CCG
Maureen McCartney	Operations Director, North & West Reading CCG
Clare Muir	Acting Policy Manager, RBC
Asmat Nisa	Consultant in Public Health, RBC
Rob Poole	Head of Finance & Resources (Financial Planning), RBC
Nicky Simpson	Committee Services, RBC
Councillor Stanford-Beale	RBC
Suzanne Westhead	Head of Adult Social Care, RBC

### Apologies:

Councillor Rye	RBC
Councillor Williams	RBC

## 50. MINUTES & MATTERS ARISING

The Minutes of the meetings held on 13 December 2013 and 14 February 2014 were confirmed as correct records and signed by the Chair.

Further to Minute 33 of the meeting held on 13 December 2013, Lise Llewellyn reported that she had not yet circulated an update on the progress of the programme to offer screening for Abdominal Aortic Aneurysm (AAA) to all eligible men, but would do so.

**Resolved** - That Lise Llewellyn circulate an update on the progress of the AAA screening programme to members of the Board.

## 51. BETTER CARE FUND SUBMISSION UPDATE

Further to Minute 47 of the last meeting, Suzanne Westhead submitted a report on progress to date in developing an agreed plan for Reading for use of the Better Care

## READING HEALTH & WELLBEING BOARD MINUTES - 21 MARCH 2014

Fund (BCF), and seeking approval to a delegation in order to meet nationally determined timescales for the final BCF submission.

The report explained that the BCF provided for local funding for health and care services in ways which would take forward the integration agenda. The BCF provided an opportunity to improve the lives of some of the most vulnerable people in Reading who used health and social care services and the report reiterated the five schemes in the BCF submission.

Funding would be made available from NHS England in 2014-15 and then as local pooled budgets in 2015-16. In order to draw down the funding available through the BCF allocation, Local Authorities and Clinical Commissioning Groups (CCGs) had to submit agreed two-year plans for use of the BCF, which had to be approved by the appropriate Health and Wellbeing Board. The original submission had been approved at the last meeting and had been submitted by the 14 February 2014 deadline to NHS England and the Local Government Association (LGA). The final revised submission had to be submitted by 4 April 2014 but, at the time of writing the report, no formal feedback had been received on the original submission, making it impossible to produce an updated document for the Board to approve at this meeting. The final version would need to address any issues raised in the feedback.

The report therefore proposed that the Accountable Officer for the Berkshire West Clinical Commissioning Groups, jointly with the Director of Education, Adult and Children's Services, be authorised to approve the final BCF proposal for submission by the deadline of 4 April 2014, in consultation with the appropriate Lead Councillors. It stated that a copy of the submission would be circulated to all members of the Board in order to take into account any views or comments prior to the final submission of the BCF.

Suzanne Westhead reported at the meeting that formal feedback from NHS England had been received on 19 March 2014, which had indicated that Reading's five proposed schemes would be able to go ahead and had suggested areas in which more work needed to be carried out on the submission. This work was being undertaken currently.

### **Resolved -**

- (1) That the progress to date in developing an agreed BCF submission for Reading be noted;
- (2) That the Accountable Officer for the Berkshire West Clinical Commissioning Groups, jointly with the Director of Education, Adult and Children's Services, be authorised to approve an updated Reading BCF Proposal for submission, in consultation with the Lead Councillor for Health and the Lead Councillor for Adult Social Care.

### **52. UPDATE ON JOINT WORKING TO SUPPORT CHILDREN & FAMILIES**

Further to Minute 17 of the meeting held on 20 September 2013, Councillor Gavin submitted a report giving an update on the work of the sub-group set up at that meeting to progress opportunities identified across the Council's Children's Services and Public Health teams, the two Clinical Commissioning Groups and local health

## READING HEALTH & WELLBEING BOARD MINUTES - 21 MARCH 2014

services to strengthen joint working to improve health outcomes for children and families.

The report set out key achievements over the last six months and further developments planned, against the following four key themes, as well as areas of work where longer-term input was required:

1. Improved Awareness of Children's Services for GPs and Health Care Professionals
2. Education and Resources for Families
3. Opportunities for Awareness Raising and Making Contact with Families
4. Promotion of Immunisations

The report stated that an Action Plan had been developed to progress the identified opportunities (attached at Appendix A). The Action Plan identified leads for each of the actions, and individual agencies would be responsible for delivering against these and ensuring progress continued. It had been recognised that a number of the actions required dedicated resource to make progress and so South Reading CCG had employed a project manager on a short term contract to jointly support the sub-group. The project manager had begun in February 2014 and would work part-time for two months to drive forward work on a number of the priority actions.

The report proposed that the sub-group continued to meet on a quarterly basis, to maintain strategic oversight of progress against the Action Plan and monitor collective impact. The group could also ensure that any further opportunities identified by the Board could be aligned with existing work and included in the Action Plan as required.

Councillor Gavin proposed that the sub-group present a further update report to the Board in six months' time.

### **Resolved -**

- (1) That the progress made to date be noted and the further development of the work, as set out in the report, be supported;
- (2) That the sub-group continue to meet quarterly to maintain oversight on ongoing progress against the Action Plan;
- (3) That a further progress report be submitted to the Board in six months' time.

### **53. BEAT THE STREET UPDATE**

Further to Minute 9 (2) of the meeting held on 21 June 2013, Hannah Budnitz submitted a report giving feedback on the 'Beat the Street' Caversham project that had been funded by a Transport service grant awarded to the company Intelligent Health to run a community-wide walking challenge throughout Caversham in summer 2013. The report also provided an outline of a proposed further 'Beat the Street' project for May 2014. Hannah gave a presentation on the Beat the Street projects, copies of the slides for which were appended to the report.

The report explained the background to Beat the Street projects as challenges to promote walking for health, using technology involving radio frequency identification

## READING HEALTH & WELLBEING BOARD MINUTES - 21 MARCH 2014

cards or keyfobs and strategically located on-street readers called 'beatboxes' to foster competition and record participants' walks. It gave details of the two previous projects in Reading, in three primary schools in Whitley in June/July 2012 and in three Reading secondary schools as part of a global schools competition in October 2012. In January 2013, the Council's transport team had launched a Challenge Fund to give grants for ideas to promote and increase sustainable transport and Intelligent Health had won a grant of £49,700 to run Beat the Street in Caversham.

The Caversham project had been run from June to September 2013 and had aimed to engage the entire community to collectively 'walk around the world'. It had included training for local GP practices to encourage participation of their at-risk patients, and individual prizes donated by local businesses and £3,000 worth of books donated to local schools and the library had been available.

There had been a high degree of engagement (20%), with 5,650 participants in total, both children and adults, who had collectively walked twice around the world in the three-month period, and the report gave details of the positive feedback received from schools, GPs, press and local businesses and of the post-project survey results. Both walking and cycling had been increased during the challenge and people had said that they intended to continue their behaviour changes after the end of the challenge. The evaluation of the Caversham project had not been able to provide evidence of sustained behavioural change or health outcomes, as these had not been measured, but the project's success in terms of participation, community engagement and enthusiasm had been undeniable and had caught the attention of local GPs.

The report provided an outline of a further 'Beat the Street' project which had therefore been proposed by the North & West Reading CCG, and was being funded mainly by the North & West and South Reading CCGs. The project board included representatives from the Council's transport and public health teams. The further project had been developed based on the positive reception of the Caversham project and a workshop provided by Intelligent Health to the CCGs, and was planned for May 2014 for the entire areas covered by the two CCGs (all of Reading Borough and parts of West Berkshire covered by North & West Reading CCG - a total population of around 180,000). It would be open to all, although children under 12 and certain categories of high risk patients would be targeted, and was intended as a preventative project to change habits and behaviours and increase physical activity in patients. The aim was to engage 20% of the total local population to participate in the event. A more thorough scope for evaluation was being developed based on the lessons learned from the Caversham project, to reflect the additional health goals and to enable an understanding of the longer-term outcomes. The potential for legacy projects in the future, using the beatboxes and/or back-office system, was also being investigated.

Hannah reported that the transport team was also working with the school expansion team to look at how the Council could best use the beatboxes it owned after the project and at how safer routes to school could be developed in conjunction with the school expansion programme.

**Resolved -**

- (1) That the background to the Beat the Street walking challenges and the feedback and evaluation results for the Caversham Beat the Street Project, as summarised in the report, be noted;
- (2) That the proposal for a further expanded Beat the Street challenge, funded primarily by the North & West Reading and South Reading CCGs with support from the Transport Strategy and Public Health teams within the Council, be noted.

**54. TACKLING POVERTY IN READING**

Clare Muir submitted a report on a Tackling Poverty in Reading Event which had been held on 19 November 2013 in order to give an insight into the current situation on poverty in Reading and identify specific practical actions that could be taken.

Appendix 1 provided a report on the event and Appendix 2 provided a list of the priorities for action identified and the pledges made through the event.

The report gave details of the event, which had presented key current local data, testimonies of people in poverty in Reading and perspectives from organisations working with people in poverty in Reading. Ten workshops had been held, including one on Health and Wellbeing; each workshop had been asked to come up with three priority actions and pledges had also been made. In most cases the workshops had been led by a partnership or organisation that would be a natural lead for each theme so that the actions would be taken forward as a matter of course by each partnership. Clare reported that Rod Smith, Chair, North & West Reading CCG and Kim Wilkins, Public Health Programme Manager, had led the Health and Wellbeing workshop. The report proposed that the Health and Wellbeing Board be the lead on the Health and Wellbeing theme of the Tackling Poverty Strategy.

The three Health and Wellbeing priorities for action had been identified as:

1. Health and wellbeing - to more effectively work together across sectors.
2. To promote closer working between agencies.
3. To improve access to information on health services, eg homeless.

Appendix 2 to the report listed all the priorities for action identified and pledges made, which had included seven Council pledges and over 50 community and partner pledges, and the report gave details of the implementation of the Council pledges.

The report explained that a draft Tackling Poverty in Reading Strategy and Action Plan would be prepared based on the priorities and pledges. The Tackling Poverty Delivery Partnership would oversee and monitor the development of the strategy and action plan, as well as the delivery of the priorities and pledges made at the event.

The report invited the Board to recommend health service representatives to join the Tackling Poverty Delivery Partnership.

**Resolved -**

- (1) That the report be noted;
- (2) That the Health & Wellbeing Board be the lead on the Health and Wellbeing theme of the Tackling Poverty Strategy;
- (3) That Karen Grannum, CCG Manager for South Reading CCG, and a representative from North and West Reading CCG to be confirmed, be recommended as the health representatives on the Tackling Poverty Delivery Partnership;
- (4) That, once the Tackling Poverty Strategy and Action Plan had been developed, it be brought back to a future meeting of the Board.

**55. SEXUAL HEALTH PROCUREMENT**

Lise Llewellyn submitted a report giving an update on the sexual health services procurement process being led by Public Health Berkshire on behalf of the six public health teams in the six Berkshire unitary authorities. The report had appended:

- Appendix 1 - a general description of sexual health/genitourinary medicine (GUM) services
- Appendix 2 - Sexual Health Needs Assessment - key facts about sexual health in Reading and details of the current pattern of services and providers
- Appendix 3 - some key findings from a Reading sexual health stakeholders workshop

The report stated that, following the transfer of public health functions to local government, the sexual health services contract had been reviewed, along with all public health contracts, and it had been agreed to put the contract out to tender in a collaborative approach across Berkshire, on the basis that a contract would be entered into with each unitary authority on the same terms and conditions, but with tailored specifications for each authority. Procurement and administration of the contracts would be undertaken by the core Public Health team based at Bracknell Forest Council, and the report gave further details of the governance of the procurement. Decisions relating to the procurement, clienting and monitoring of public health contracts applying to Reading had been delegated to the Director of Education, Adult & Children's Services, in consultation with the Lead Councillor for Health and the Public Health Consultant, at Policy Committee on 17 March 2014 (Minute 97 refers).

The report explained that a Sexual Health Needs Assessment had been completed, which had been presented to Reading stakeholders at one of six local stakeholder workshop events, where the current service had been reviewed and gaps and issues to be incorporated into the specification had been identified. A Berkshire-wide stakeholder event had been held on 26 February 2014 involving voluntary and community groups and the outcomes of all the events would be fed into the draft specifications, which would be circulated and consulted upon and the pan-Berkshire procurement would then be progressed. A timetable for the procurement and a summary of the risks relating to the procurement process, service disruption and finance were set out in the report.

Resolved - That the report be noted.

**56. HEALTH & WELLBEING BOARD TERMS OF REFERENCE AND POWERS & DUTIES**

Zoë Hanim submitted a report seeking approval to the following changes to the terms of reference and powers and duties of the Reading Health & Wellbeing Board:

- (1) To give the Board additional powers and functions, concerning the local pharmaceutical needs assessment and the integration of health and social care functions.
- (2) To agree that the Chair of the Board be transferred to the Lead Councillor for Health from the Leader of the Council, and that the Vice-Chair be appointed from the remaining councillors who were members of the Board.

The updated terms of reference and powers and duties of the Board were set out at Appendix A, with the new text shown in italics. The report explained that, if agreed, they would be introduced at the Annual Council Meeting on 11 June 2014.

Resolved -

That the amended terms of reference and powers and duties of the Board as set out in Appendix A be agreed, incorporating the following amendments:

- (a) To give the Board additional powers and functions, concerning the local Pharmaceutical Needs Assessment and the integration of health and social care functions;
- (b) To agree that the Chair of the Board be transferred to the Lead Councillor for Health from the Leader of the Council, and that the Vice-Chair be appointed from the remaining councillors who were members of the Board.

**57. DATES AND TIMES OF FUTURE MEETINGS**

Resolved -

That the meetings of the Health & Wellbeing Board for 2014/15 be held at 2.00pm on the following dates:

- Friday 18 July 2014
- Friday 10 October 2014
- Friday 30 January 2015
- Friday 17 April 2015

(The meeting started at 2.00pm and closed at 2.56pm)