

## HEALTH AND WELLBEING BOARD

Monday, 4 March 2013

**Minutes of the meeting of the Health and Wellbeing Board held at on Monday, 4 March 2013 at 1.45pm**

### **Present**

#### **Members:**

Vicky Hobart (Chairman)  
Revd Dr Martin Dudley  
Jon Averbs  
Superintendent Norma Collicott  
Dr Gary Marlowe  
Jakki Mellor-Ellis  
Simon Murrells

#### **In Attendance**

Graham Fisher – Toynbee Hall  
Tim Sims – Fiona Reed Associates  
Fiona Reed – Fiona Reed Associate

#### **Officers:**

Natasha Dogra	- Town Clerk's Department
Neal Hounsell	- Community and Children's Services Department
Leiann Bolton-Clarke	- Town Clerk's Department
Sarah Greenwood	- Community and Children's Services
Derek Read	- Department of the Built Environment
Peter Shadbolt	- Department of the Built Environment

### **1. WELCOME AND INTRODUCTIONS**

All Members of the Shadow Health and Wellbeing Board introduced themselves. Vicky Hobart chaired the meeting. The Board welcomed Mr Graham Fisher, from Toynbee Hall (Co-Opted Health Information & Signposting Executive Board Member, representing Healthwatch City of London) to the meeting as an observer.

### **2. MINUTES AND ACTIONS FROM LAST MEETING**

The minutes of the meeting held on 23 January 2013 were agreed as a correct record.

#### Matters Arising

Local Pharmacies Presentation – Members queried whether further consideration had been given to allocating resources towards advertising services provided by pharmacies to residents and workers in the City. Officers informed the Board that contracts for services would be settled by 31 March

2013, after which it would be clearer as to which services would require advertising.

Governance Arrangements – The Board was informed that the Chairman of Policy and Resources Committee would be nominating a Member to represent him on the Board in due course. Members were also informed that the Community and Children’s Services Committee had agreed to delegate authority as follows:

- Delegated to the Director of Community and Children’s Services (or, pending commencement of his post, the Interim Director of Community and Children’s Services) authority to enter into (i) the Service Level Agreement with LB Hackney in respect of the contracts for services; (ii) the City contracts for services; and (iii) the partnership agreements in respect of arrangements, all in order to ensure that the City has in place appropriate arrangements for the exercise of its public health functions when they are transferred to the City on 1<sup>st</sup> April 2013.
- Delegated to the Town Clerk in consultation with the Chairman of Community and Children’s Services authority to agree the appointment of the Director of Public Health (jointly with LB Hackney and LB Newham, as part of a joint appointment panel).

**RECEIVED.**

**3. RAPID HEALTH IMPACT ASSESSMENT OF THE LOCAL PLAN**

The Board received a report of the Director of Community and Children’s Services and considered the draft Local Plan which set out the City Corporation’s vision, strategy, objectives and policies for planning the City of London. It was currently undergoing a period of consultation, before a final version of the plan was prepared and published in autumn 2013. Responses to the consultation were due on 11 March 2013.

Officers informed the Board that as the Local Plan would have an impact on health and wellbeing in the City it was identified that the Health and Wellbeing Board should respond to the consultation. A draft response was been prepared for the Board to approve.

The draft was developed by the City and Hackney Public Health Directorate with input from primary care commissioning, City and Hackney Clinical Commissioning Group, the Commissioning Support Unit and the NHS Healthy Urban Development Unit. The response has been developed using the Healthy Urban Development Unit (HUDU)’s Watch Out for Health Impact Assessment Tool.

With regards to the recommendation relating to amenity space Members agreed that privately owned facilities taking part in the Community Toilet Scheme must be well sign-posted for members of the public, and asked that this be reflected in the recommendation. Members also agreed that in order to

strength recommendations 14, 15, 24 and 25 the word 'should' would be replaced by 'must'.

**RESOLVED:**

Members endorsed the response and its recommendations with the agreed amendments.

**4. CENSUS UPDATE**

The Board received a report of the Director of the Built Environment report summarising the initial findings from the Census of Population 2011 concerning City residents. Members were informed that the Census 2011 found that the usual resident population of the City was 7,400 formed of 4,100 males and 3,300 females. This represented a slight increase on the 7,200 figure for the previous Census in 2001.

Officers informed Members that the official total for 2011 included 1,055 usual residents with a second home elsewhere but excluded a further 1,370 usual residents from elsewhere who have a second home in the City. If all these people were included then the total figure for City residents who might be present some of the time would be 8,770 which could be expressed as about 9,000.

The Board were informed that Census data is a key element of the demographic models used to project resident population figures into the future. The Census 2011 figures were being used to update existing population projections produced by central government and the GLA. It was likely that previous resident projections for the City would be revised downward slightly as the Census data did not show as much growth here during the past decade as was previously projected. However, it was likely for London as a whole that the resident population projections would be revised upward significantly to take account of high migration and population growth in London during the past decade.

Members said that discussions had taken place at CCG regarding a cross boundary out of hours service for neighbouring boroughs to reciprocate contracts in health related areas. The scheme would be piloted in the City, and extended to neighbouring boroughs if it worked successfully.

**RECEIVED.**

**5. SUBSTANCE MISUSE PARTNERSHIP PLANNING FOR 2013**

The Board received a report of the Director of Community and Children's Services and were informed that on 12 November 2012 the Substance Misuse Team moved from the Town Clerk's Department to the People Directorate within DCCS. From April 2013 substance misuse forms part of the Public Health responsibility of local authorities and would therefore be adopted by the City of London Corporation.

Members were informed that during 2012/13 the Substance Misuse Partnership (SMP) received approximately £369,000 in funding via the Primary Care Trust and the Home Office, plus an additional £29,000 from the Safer City Partnership. Funding streams have changed under the new arrangements and the majority of funding has been incorporated into the Public Health allocation.

In response to a query from Members, Officers said that a review of substance misuse services would be undertaken during 2013/14 in partnership with Hackney Borough Council. The 2013/14 business plan had therefore been formulated based on a maintained level of funding for the transitional year.

Members of the Board queried whether people held in custody suites whose drug use equipment was taken off them upon arrest were given clean equipment on being released by the Police. Officers said although this practice was not currently taking place it was being investigated.

**RESOLVED:**

1. Members noted the report and business plan for 2013/14; and
2. Agreed the business planning objectives.

**6. UPDATE REPORT**

The Board received a report of the Director of Community and Children's Services. Members were informed of key updates to subjects of interest to the Board where a full report was not required.

**Staffing**

Further to the Board's January update, a number of staffing changes have progressed in preparation for the City of London's new responsibilities in April 2013.

Appointment of the Director of Public Health – the Board was informed that the shortlisting of applications had taken place on the 28<sup>th</sup> January and the interviews were taking place on the 8<sup>th</sup> March.

Community and Children's Services – the restructure of the Strategy and Performance team in preparation for the transfer of the public health function to the City of London has progressed into the personal consultation phase. All managers affected by changes had had personal meetings and the opportunity to comment on the manager level job descriptions.

Executive Policy Officer – in order to support the Health and Wellbeing Board discharge its health and wellbeing function, a new post had been created as part of Community and Children's services' departmental restructure to provide policy and business support. The job description was currently being evaluated.

## **Health and Wellbeing strategy consultation progress and Love Health event feedback**

The Board was informed that the health day, titled “Love Health” ran on the 14<sup>th</sup> February in the Livery Hall. 30 organisations had interactive stalls at the event, including Boots, Pod, Planet Organic and Cycle Surgery, as well as a range of City partners and COL teams.

223 participants were observed entering the Livery Hall to attend the event. It was thought that an additional 50+ Corporation staff may have also entered the event via the Guildhall internal doors.

### **Out of Hours Service**

Members were informed that the out of hours GP service was currently provided by Harmoni, contracted by a Consortium of five PCTs (before clusters were created) with City and Hackney PCT as the lead. In preparation for the transfer of responsibilities to the Clinical Commissioning Group (CCG), City and Hackney PCT appointed a management consultancy – Libre – to manage the 2012/2013 contract.

Officers informed the Board that from April 2013, commissioning of the out of hours service would become the responsibility of the CCG, with support from the Commissioning Support Unit. The CCG has agreed to continue with Harmoni as the provider from April and to develop a new specification for a City and Hackney specific out of hours service for commencement no later than October 2013. To this end, the CCG organised a workshop on 27 February with clinicians and users to define new specification details, standards, and monitoring arrangements.

### **Adult Social Care Annual Report (Local Account)**

The City carried out the Adult Social Care User Survey for the first time. Members were informed that the City had an excellent response rate of 63%. Constructive user engagement through the Adult Advisory Group (AAG) meetings to approve changes in policy and protocol.

### **Health and Wellbeing Conference**

On the 25<sup>th</sup> February, London Councils, the Joint Improvement Partnership and NHS London hosted a London Health and Wellbeing Conference. Four members of the City of London’s Shadow Health and Wellbeing Board attended.

**RECEIVED.**

## **7. ANY OTHER BUSINESS**

Members of the Board congratulated Vicky Hobart, Public Health Consultant and chair of the City of London shadow Health and Wellbeing Board on her appointment as the Director of Public Health for Redbridge and Waltham Forest. Members thanked Vicky for the advice and expertise she had brought to the Board meetings, and wished her well for the future.

8. **EXCLUSION OF THE PUBLIC**

**MOTION** - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

9. **NON-PUBLIC MINUTES**

Members agreed the non-public minutes of the meeting held on 23 January 2013.

10. **ANY OTHER NON-PUBLIC BUSINESS**

The Board discussed one area of concern under this agenda item.

**The meeting ended at 3.00pm**

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Chairman

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