

SHADOW HEALTH AND WELLBEING BOARD

Wednesday, 5 September 2012

**Minutes of the meeting of the SHADOW HEALTH AND WELLBEING BOARD
held at Guildhall, EC2 on WEDNESDAY, 5 SEPTEMBER 2012 at 2.00pm**

Present

Members:

Vicky Hobart (Chairman)
Joy Hollister (Chairman)
Jon Averbs
Dr Gary Marlowe
Simon Murrells

Officers:

Caroline Webb	- Town Clerk's Department
Paul Haigh	- City & Hackney Pathfinder CCG
Chris Pelham	- Community and Children's Services Department
Keith Manaton	- Community and Children's Services Department

1. WELCOME AND INTRODUCTIONS

All Members of the shadow Health and Wellbeing Board introduced themselves.

Jill Mulelly informed the Board that she was attending on behalf of Nick Kennedy and would be representing the LINK. Nick Kennedy would be stepping down as LINK Chair at the 10th September LINK meeting with his replacement to be elected at the same meeting.

2. MINUTES AND ACTIONS FROM LAST MEETING

The minutes of the meeting held on 27 June 2012 were agreed.

Matters Arising

Preparing for 2013 – Public Health Transition Group

The meetings of the Public Health Transition Group were on-going in order for them to agree their Terms of Reference.

Changes to the Licensing Act

The Board was informed that a GLA document had been released on night time economy and that it would be looked at in concurrence with licensing issues. Jon Averbs would circulate the GLA document to Vicky Hobart and Joy Hollister.

Next Steps in Board Development

The Board confirmed that the upcoming development days had been circulated.

City of London – Service Mapping Project Outline

Rocket Science had been appointed to manage the Portsoken Early Intervention Review.

3. CHAIRS' UPDATE

The shadow Board was informed that the Olympic Games had been a success and smoothly dealt with from an NHS and Port Health point of view. The number of rough sleepers fell throughout the games, with one night where zero rough sleepers had been recorded.

4. THE NEW HEALTH AND WELLBEING BOARD - GOVERNANCE PROPOSALS

The shadow Board considered a report of the Town Clerk outlining proposed Health and Wellbeing Board Governance Arrangements.

The Board thanked Simon Murrells, Ignacio Falcon and the Community and Children's Services Commissioning Team for their work on the development of the paper.

To clarify, Joy Hollister informed the Board that resources would be aligned to address priorities once they had been set.

Discussion of the proposed membership of the Health and Wellbeing Board at April 2013 took place and the following points were made:

- A broader membership to include six elected Members, three of which will be the Chairman (or their representative) of specified Committees or Sub Committees and the remaining three to be appointed by Common Council.
- A Tower Hamlets Clinical Commissioning Group representative may be invited to future meetings of the Board but only as an observer.
- The membership of the Board could be reviewed after one year.
- The report would be brought to the attention of the Licensing Committee Chairman but would not be submitted to the Licensing Committee.
- As the Court of Common Council would be accountable for any decisions taken by the Health and Wellbeing Board, it was proposed for the Chairman of the Board to be an elected Member of the Court.
- The Health and Wellbeing Board would report directly to the Court of Common Council. The Health and Social Care Scrutiny Sub Committee would remain a Sub of Community and Children's Services for the time being but would be reviewed in a years' time.
- The Board may seek representation from the NHS Commissioning Board once established.
- Simon Murrells undertook to check the mandatory (statutory duties) at Appendix One against the legislation to ensure all points were covered.

RESOLVED: That:-

1. the steps to be taken to set up a Health and Wellbeing Board in the form of a standalone Committee of the Court of Common Council, including the timetable for consultation outlined in paragraph 20, be noted; and
2. the Terms of Reference and the Membership and Chairman proposals be agreed, in principle, by the shadow Health and Wellbeing Board.

5. **HEALTH AND WELLBEING STRATEGY**

The shadow Board received the draft Health and Wellbeing Strategy document which set out the proposed priorities for the City of London and the key health and wellbeing challenges faced by the City.

The Chairman of the Community and Children's Services Committee had suggested that a Health and Wellbeing Board day or half day be organised to launch the strategy and showcase health services within the City, such as Fusion Sports Centre, and for routine health checks i.e. blood pressure and BMI, to take place. The launch would take place in November and involve full Member engagement.

The shadow Board discussed the criteria set to order priorities within the health and wellbeing strategy. It was currently unclear as to whether funding would be awarded for target progress or if they'll be attached to specific priorities, which we may or may not be able to decide upon. The criteria were considered broad enough to cover all eventualities.

The shadow Board was assured that all of the City's statutory duties and corporate priorities were covered within the health and wellbeing strategy in terms of the proposed priorities. The Health and Wellbeing Board would be responsible for ensuring the priorities were met within its work programme and integrated within the services offered to residents and City workers.

Dr Gary Marlowe highlighted the need to engage with employers within the City as they also had a responsibility for their workers' health and wellbeing needs, which the shadow Board agreed should be included in the health and wellbeing strategy.

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6. **JOINT STRATEGIC NEEDS ASSESSMENT**

The shadow Board considered a briefing note outlining the options available for developing an up-to-date version of the Joint Strategic Needs Assessment to be submitted to the Clinical Commissioning Group.

RESOLVED: That the four options be considered by the shadow Health and Wellbeing Board with option three identified as the preferred option, with an aspiration of achieving option four once the required data was realistic and obtainable.

7. **CHILDREN'S EXECUTIVE BOARD - TRANSITIONAL TERMS OF REFERENCE**

The shadow Board considered a report of the Assistant Director People Services outlining the draft Terms of Reference for the Children's Executive Board.

Discussion took place regarding the relationship of the Children's Executive Board (CEB) and the Health and Wellbeing Board and how the Board would oversee the function of the CEB. Clear accountability and reporting lines would need to be in place and the possibility of a Health and Wellbeing Board Member chairing the CEB was debated, with formal reporting back to the Board once a year.

RESOLVED: That the shadow Board agreed for further work to be carried out in this area, including more detail on how the decisions of the Board would be executed by the CEB, and for the practices of Local Authorities nationally to be examined.

8. **LATEST FUNDING PROPOSALS: PUBLIC HEALTH RESOURCE ALLOCATION AND HWB RESPONSE**

The shadow Board received a verbal update from Vicky Hobart regarding the latest funding proposals.

Assurances had been received from the Department of Health that funding for 2013/14 would remain similar the current 2012/13 level. Public health funding for City workers was highlighted as a concern but consultations on the funding formula, taking in to account commuters and the health services they require, were still taking place. A projected figure was expected to be released in January 2013.

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9. **DEVELOPING COMMISSIONING SUPPORT SERVICES - UPDATE FROM CCG**

The shadow Board received a presentation from Paul Haigh, CCG representative, on the development of commissioning support services.

The following points were noted:

- The interviews for the four vacant positions would be taking place within the next six weeks.
- The adverts had been circulated for the management posts and Chief Executive Officer position and they were expected to be recruited in September/October 2012.
- The 360 feedback was to close at the end of the week.
- Approximately 35 policy reports were due to be submitted in draft form to the National Commissioning Board (NCB) by the end of September 2012, with final policies due to be in place by April 2013. Work on the policies would be on-going over autumn and winter.
- A NCB site visit was to take place in November.

- There was uncertainty surrounding where some responsibilities would rest from April 2013 and the role of the CCG.
- The role of the Health and Wellbeing Board would be to ensure that any contractual arrangements were legally sound but it was unclear as to how much accountability the Board would have and how it would be scrutinised effectively.

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10. ESTABLISHING HEALTHWATCH CITY OF LONDON

The shadow Board considered a report that provided the background and development of Local Healthwatch nationally and the key characteristics of the proposed Healthwatch City of London specification and its priorities for when it becomes operational on the 1st April 2013.

The full report would be submitted to the Community and Children's Services Committee for decision and the Comptroller and City Solicitor had been consulted. The shadow Board were informed that Hackey had decided to progress under Option Two and 'create' their own Healthwatch but many Local Authorities would progress under Option One, to openly tender to their Healthwatch specification. The Comptroller had advised the City of London to progress as per Option One in order to reduce the potential risks, invite creativity and ensure value for money whilst at the same time tailoring to the City's needs.

Jill Mulelly highlighted that City LINK felt confident that they could successfully undergo transition to Healthwatch City of London and drew the Board's attention to appendix B of the report. It was noted that if the Committee decided to go ahead with Option One, City LINK would be able to have a representative on the panel for the tender process.

The Healthwatch City of London specification would be developed specifically for the City, ensuring that residents were represented where there was service provision.

Discussion took place regarding signposting and how Healthwatch City of London would be scrutinised. If Option One was progressed, then it was thought that the organisation selected through the tendering process would be in place by January or February 2013.

RESOLVED: That the shadow Board agree that:

1. the progress to establish Local Healthwatch and the current proposals for Healthwatch England be noted;
2. the recommendations that Healthwatch City of London should be established by tender process be noted; and
3. comments be taken forward to the Community and Children's Services Committee on 14th September 2012.

11. PUBLIC HEALTH TRANSITION GROUP RISK REGISTER

The shadow Board considered the Public Health Transition Risk Register.

It was agreed that a risk regarding Healthwatch should be added to the register and that a separate Health and Wellbeing Board risk register should be developed and brought to the next shadow Board meeting.

12. ANY OTHER BUSINESS

There were no items of urgent business.

The meeting ended at 3.50pm

Chairman

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