
Decision Maker: **HEALTH AND WELL BEING BOARD**

Date: **8th December 2015**

Decision Type: Non Urgent Non-Executive Non-Key

Title: **Health and Wellbeing Board Matters Arising and Work Programme**

Contact Officer: Stephen Wood, Democratic Services Officer
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Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 Board Members are asked to review the Health and Wellbeing Board's current Work Programme and to consider progress on matters arising from previous meetings of the Board.
- 1.2 The Action List (Matters Arising) and Glossary of Terms are attached.

2. **RECOMMENDATION**

- 2.1 **The Board is asked to review its Work Programme and progress on matters arising from previous meetings.**
- 2.2 **The Board is asked to consider what items (if any) need to be removed from "Outstanding Items to be scheduled.**
- 2.3 **The Board is asked to suggest new items for the Work Programme and the next agenda in February 2016**

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents:	Previous matters arising reports and minutes of meetings.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council; Supporting our Children and Young People; Supporting Independence; Healthy Bromley
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Financial

1. Cost of proposal: No Cost for providing this report
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: **£326,980.**
 5. Source of funding: 2015/16 revenue budget
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Staff

1. Number of staff (current and additional): There are 10 posts (8.75fte) in the Democratic Services Team
 2. If from existing staff resources, number of staff hours: Maintaining the Board's work programme takes less than an hour per meeting
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Legal

1. Legal Requirement: Matters Arising and the Work Programme should be actioned in accordance with statutory obligations.
 2. Call-in: Not Applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of the Health and Well Being Board.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 The Matters Arising table is attached at **Appendix 1**. This report updates Members on matters arising from previous meetings which are ongoing.
- 3.2 The current Work Programme is attached as **Appendix 2**. The Work Programme is fluid and evolving. Meetings are scheduled so that generally speaking they will be held approximately two weeks after CCG Board meetings which will facilitate more current feedback from the CCG to the HWB.

In approving the Work Programme members of the Board will need to be satisfied that priority issues are being addressed, in line with the priorities set out in the Board's Health and Wellbeing Strategy and Terms of Reference which were approved by Council in April 2013.

- 3.4 The Chairman proposes to reduce the frequency of Board meetings, given the establishment of Task and Finish Groups around Health & Wellbeing priorities and the related work and time commitment to attend meetings for all Board Members in between.
- 3.5 For Information, **Appendix 3** shows dates of Meetings and report deadline dates.
- 3.6 For Information, **Appendix 4** outlines the Constitution of the Health and Well Being Board.
- 3.7 **Appendix 5** is the updated Glossary.

APPENDIX 1

Health and Wellbeing Board

Matters Arising/Action List –8th October 2015.

Agenda Item	Action	Officer	Notes	Status
10 BCF Updates. (16/10/14)	BCF and Integration progress updates to be provided to the Board as a regular item.	Angela Bhan	It was proposed at the meeting on 16/10/14 that from time to time, BCF progress updates would be provided to the Board. This was raised again at the meeting on 29/01/15, and 26/03/2015. A standing item will now remain on the HWB agenda for the overall integration programme including BCF.	Ongoing
9 Primary Care Developments. (29/01/15)	The HWB should be updated as appropriate concerning progress on the development of primary care co-commissioning.	Angela Bhan.	It was requested at the HWB meeting on the 29/01/15 that the HWB should be updated as appropriate concerning progress on primary care co-commissioning.	Ongoing
3 Minutes of the Meeting-29/01/15— Community Services Integration.	Members were informed that LBB, along with BHC and the BCCG would be seeking to tender a bid into a new NHS investment fund that had been set up to support integration”	Angela Bhan Nada Lemic	The HWB is awaiting an update on the bid to the new NHS investment fund.	Awaiting an update.
3 Minutes of the Meeting-29/01/15— Overview of Primary Care Developments.	It was noted that G.P.'s were a provider group in the strategic plan, as well as being involved in commissioning. The Board acknowledged a potential conflict of interest, but at the same time noted that it was difficult to proceed with a commissioning process without clinical and GP input. The Board agreed that this was an issue that would require proper governance and scrutiny.	HWB HWB	<p>This issue was highlighted recently in an article that appeared on the front page of the Times Newspaper.</p> <p>The HWB awaits clarification of the governance and scrutiny process.</p>	Awaiting an Update

Minutes-29/03/15 Update on Dementia and Cognitive Development:	It was suggested to the Board that it should look at developing a specific vision for improving dementia care in line with BCF plans.	HWB	HWB to consider how to develop the vision to improve dementia care in line with BCF plans.	Ongoing
Minutes-29/03/15 Update on Dementia and Cognitive Development:	It was proposed that Oxleas would reconfigure current staff and services to integrate with the re-introduction of a NICE compliant post diagnostic pathway, which would include cognitive stimulation and other prescribed interventions.	TBC	Update to the Board required concerning the reconfiguration of Oxleas staff and services to integrate with the NICE compliant post dementia diagnostic pathway.	Ongoing
Minutes-09/07/15 Update on PRUH Monitor Report and Mckinsey's Recommendations	It was resolved that the Board be kept updated with developments concerning the PRUH Improvement Plan, and the implementation of the Mckinsey recommendations.	Dr Angela Bhan	The Board will be updated in due course.	Ongoing
Minutes-08/10/15 Healthwatch Annual Report	The Healthwatch Annual Report had been submitted to the CCG for their consideration.	Dr Bhan/Parson	HWB Members to be updated subsequent to analysis of the report by the CCG	New Awaiting CCG Feedback
Minutes-08/10/15 Integration Update	Noted that a report was due shortly concerning the development of joint commissioning strategies between the CCG and LBB		Report to be submitted for the Board's attention in due course.	New Waiting for the report
Minutes-08/10/15 Bromley Safeguarding Children's Board	It was noted that the BSCB's Annual Report would be submitted at the next HWB meeting.	Annie Callanan	The report will now be submitted at the meeting in February 2016.	New
Minutes-08/10/15 Children and Adolescents Mental Health Sub Group	It was resolved that the HWB be kept informed of the progress of the bid to transform CAMHS services. The Board was to consider if a new Lead for the Children and Adolescents' Mental Health Sub Group should be	HWB	The Board will be updated on the progress of the Bid in due course. To be discussed by the Board at the December meeting.	NEW

Children and Adolescents Mental Health Sub Group	appointed. Consideration was also to be applied to the matter of whether or not a new constitution was required.	HWB	To be discussed by the Board at the December meeting	NEW
Minutes-08/10/15 JSNA Update	It was resolved that the draft JSNA would be made available for Members to view prior to the December meeting.	Agnes Marossy	Report has been published online.	New Complete

HEALTH AND WELLBEING BOARD WORK PROGRAMME 2015/16

Title	Notes
Health and Wellbeing Board—December 8th 2015	
Work Programme and Matters Arising	Steve Wood
Integration Update	Dr Angela Bhan
JSNA Update/Presentation	Agnes Marossy
Primary Care Co Commissioning Verbal Update	Dr Angela Bhan
2015 – 18 Health & Wellbeing Strategy – sign off	Dr Nada Lemic
Shortage of GP Provision In Bromley Town Centre	Dr Andrew Parson
Bromley Working for Wellbeing Service-Presentation by MIND.	Bromley and Lewisham MIND.
Adolescent Mental Health Proposal from the CCG	CCG
Reports from Sub Groups	Sub Group Leader
Health and Wellbeing Board—February 11th 2016	
Work Programme and Matters Arising	Steve Wood
Integration Programme	CCG
Primary Care Co Commissioning Update	Dr Bhan
Winterbourne View Recommendations Update	Stephen John
Bromley Safeguarding Children Board Annual Report	Annie Callanan
Health and Wellbeing Board—21st April 2016	
Work Programme and Matters Arising	Steve Wood
Integration Programme Update	IMPOWER or Dr Bhan
Primary Care Co Commissioning Verbal Update	Dr Angela Bhan

Outstanding items to be scheduled	
Care Act Progress Updates.	
Co-Commissioning Updates-General.	Standing Item
BCF Updates as required.	
Feedback from CCG after analysing Healthwatch Annual Report	
An update on the bid made to the New NHS Investment Fund	
Commissioning of Primary Care--update on Governance and Scrutiny Protocols.	
Update to the Board required concerning the reconfiguration of Oxleas staff and services to integrate with the NICE compliant post dementia diagnostic pathway.	
IMPOWER to feed back to the Board concerning Health and Social Care Integration in Manchester	
Updates concerning the PRUH Improvement Plan and the implementation of the McKinsey recommendations.	
Promoting the objectives of the Prime Minister's "Challenge on Dementia 2020"	
Update on the National Diabetes Programme	
Update on the funding bid to transform CAMHS Services	
Report on Joint Commissioning Strategies between the CCG and LBB.	

Dates of Meetings and Report Deadline Dates

The Agenda for meetings MUST be published five clear days before the meeting. Agendas are only dispatched on a Tuesday.

Report Deadlines are the final date by which the report can be submitted to Democratic Services. Report Authors will need to ensure that their report has been signed off by the relevant chief officers before submission.

Date of Meeting	Report Deadline	Agenda Published
8 th December 2015	27 th November 2015	30 th December 2015
11 th February 2016	2 nd February 2016	3 rd February 2016
21 st April 2016	18 th March 2016	21 st March 2016

A link to the agenda is emailed to the Board on the publication date. Hard copies are available on request.

Questions

Questions from members of the public to the meeting will be referred directly to the relevant policy development and scrutiny (PDS) committee of the Council, or to other meetings as appropriate, at the next available opportunity unless they relate directly to the work of the Board.

A list of the questions and answers will be appended to the corresponding minutes.

Minutes

The minutes are drafted as soon as possible after the meeting has finished. They are then sent to officers for checking. Once any amendments have been made, they are sent to the Chairman, and once he has cleared them, they are sent, in draft format, to Members of the board. Please note that this process can take up to two weeks.

The draft minutes are then incorporated on the agenda for the following meeting and are confirmed. Following this approval they are published on the web.

London Borough of Bromley

Constitution

Health & Wellbeing Board

(11 Elected Members, including one representative from each of the two Opposition Parties; the two statutory Chief Officers (without voting rights); two representatives from the Clinical Commissioning Group (with voting rights); a Health Watch representative (with voting rights) and a representative from the Voluntary Sector (with voting rights). The Chairman of the Board will be an Elected Member appointed by the Leader. The quorum is one-third of Members of the Board providing that elected Members represent at least one half of those present. Substitution is permitted. Other members without voting rights can be co-opted as necessary.

1. Providing borough-wide strategic leadership to public health, health commissioning and adults and children's social care commissioning, acting as a focal point for determining and agreeing health and wellbeing outcomes and resolving any related conflicts.
2. Commissioning and publishing the Joint Strategic Needs Assessment (JSNA) under the Health and Social Care Act.
3. Commissioning and publishing a Joint Health & Wellbeing Strategy (JHWS) – a high level strategic plan that identifies, from the JSNA and the national outcomes frameworks, needs and priority outcomes across the local population, which it will expect to see reflected in local commissioning plans.
4. Receiving the annual CCG commissioning plan for comment, with the reserved powers to refer the CCG commissioning plan to the NHS Commissioning Board should it not address sufficiently the priorities given by the JSNA.
5. Holding to account all areas of the Council, and other stakeholders as appropriate, to ensure their annual plans reflect the priorities identified within the JSNA.
6. Supporting joint commissioning and pooled budget arrangements where it is agreed by the Board that this is appropriate.
7. Promoting integration and joint working in health and social care across the borough.
8. Involving users and the public, including to communicate and explain the JHWS to local organisations and residents.
9. Monitor the outcomes and goals set out in the JHWS and use its authority to ensure that the public health, health commissioning and adults and children's commissioning and delivery plans of member organisations accurately reflect the Strategy and are integrated across the Borough.
10. Undertaking and overseeing mandatory duties on behalf of the Secretary of State for Health and given to Health and Wellbeing Boards as required by Parliament.
11. Other such functions as may be delegated to the Board by the Council or Executive as appropriate.

GLOSSARY:**Glossary of Abbreviations – Health & Wellbeing Board**

Acute Treatment Unit	(ATU)
Antiretroviral therapy	(ART)
Any Qualified Provider	(AQP)
Autistic Spectrum Disorders	(ASD)
Behaviour, Attitude, Skills and Knowledge	(BASK)
Better Care Fund	(BCF)
Black African	(BA)
Body Mass Index	(BMI)
British HIV Association	(BHIVA)
Bromley Clinical Commissioning Group	(BCCG)
Bromley Safeguarding Children Board	(BSCB)
Cardiovascular Disease	(CVD)
Care Programme Approach	(CPA)
Care Quality Commission	(CQC)
Children & Adolescent Mental Health Service	(CAMHS)
Child Sexual Exploitation	(CSE)
Chlamydia Testing Activity Dataset	(CTAD)
Clinical Commissioning Group	(CCG)
Clinical Decision Unit	(CDU)
Clinical Executive Group	(CEG)
Clinical Leadership Groups	(CLG)
Common Assessment Framework	(CAF)
Community Learning Disability Team	(CLDT)
Director of Adult Social Services	(DASS)
Director of Children's Services	(DCS)
Disability Discrimination Act 1995	(DDA)
Dispensing Appliance Contractors	(DAC)
Emergency Hormonal Contraception	(EHC)
Essential Small Pharmacy Local Pharmaceutical Services	(ESPLPS)
Female Genital Mutilation	(FGM)
Florence – telehealth system using SMS messaging	(FLO)
Health & Wellbeing Board	(HWB)

Health & Wellbeing Strategy	(HWS)
Health of the Nation Outcome Scales	(HoNOS)
Hypertension Action Group	(HAG)
Improving Access to Psychological Therapies programme	(IAPT)
In Depth Review	(IDR)
Integration Transformation Fund	(ITF)
Intensive Support Unit	(ISU)
Joint Health & Wellbeing Strategy	(JHWS)
Joint Integrated Commissioning Executive	(JICE)
Joint Strategic Needs Assessment	(JSNA)
Kings College Hospital	(KCH)
Local Medical Committee	(LMC)
Local Pharmaceutical Committee	(LPC)
Local Pharmaceutical Services	(LPS)
Local Safeguarding Children's Boards	(LSCB)
Long Acting Reversible Contraception	(LARC)
Multi Agency Planning	(MAP)
Medicines Adherence Support Service	(MASS)
Medicines Adherence Support Team	(MAST)
Medium Super Output Areas	(MSOAs)
Men infected through sex with men	(MSM)
Mother to child transmission	(MTCT)
Multi-Agency Safeguarding Hubs	(MASH)
Multi-Agency Sexual Exploitation	(MASE)
National Chlamydia Screening Programme	(NCSP)
National Institute for Clinical Excellence	(NICE)
Nicotine Replacement Therapies	(NRT)
National Reporting and Learning Service	(NRLS)
Nucleic acid amplification tests	(NATTS)
Patient Liaison Officer	(PLO)
People living with HIV	(PLHIV)
Pharmaceutical Needs Assessment	(PNA)
Policy Development & Scrutiny committee	(PDS)
Primary Care Trust	(PCT)
Princess Royal University Hospital	(PRUH)
Proactive Management of Integrated Services for the Elderly	(ProMISE)

Public Health England	(PHE)
Public Health Outcome Framework	(PHOF)
Quality and Outcomes Framework	(QOF)
Quality, Innovation, Productivity and Prevention programme	(QIPP)
Queen Mary's, Sidcup	(QMS)
Secure Treatment Unit	(STU)
Serious Case Review	(SCR)
Sex and Relationship Education	(SRE)
Sexually transmitted infections	(STIs)
South London Healthcare Trust	(SLHT)
Special Educational Needs	(SEN)
Supported Improvement Adviser	(SIA)
Tailored Dispensing Service	(TDS)
Unitary Tract Infections	(UTI)
Urgent Care Centre	(UCC)
Voluntary Sector Strategic network	(VSSN)
Winterbourne View Joint Improvement Programme	(WVJIP)