

Decision Maker: HEALTH AND WELLBEING BOARD

Date: 7th June 2018

Decision Type: Non Urgent Non-Executive Non-Key

Title: MATTERS ARISING AND WORK PROGRAMME

Contact Officer: Kerry Nicholls, Democratic Services Officer
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Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 The Health and Wellbeing Board is asked to review its Work Programme and to consider progress on matters arising from previous meetings of the Board.
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2. RECOMMENDATION

2.1 The Health and Wellbeing Board is requested to:

- 1) Review its Work Programme;
- 2) Consider matters arising from previous meetings, indicating any changes required; and,
- 3) Agree that the Falls Task and Finish Group be reconvened for the 2018/19 municipal year.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
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Corporate Policy

1. Policy Status: Existing Policy: As part of the Excellent Council workstream within Building a Better Bromley, the Health and Wellbeing Board should plan and prioritise its workload to achieve the most effective outcomes.
 2. BBB Priority: Excellent Council
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Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £350,650
 5. Source of funding: 2018/19 revenue budget
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Staff

1. Number of staff (current and additional): 8 posts (6.87 fte)
 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: None.
 2. Call-in: Not Applicable. This report does not involve an executive decision
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Procurement

1. Summary of Procurement Implications: None.
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of members of this Board to use in controlling their work.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 The Matters Arising table updates Board Members on “live” matters arising from previous meetings and is attached at **Appendix 1**.
- 3.2 The Health and Wellbeing Board’s Work Programme is attached at **Appendix 2**. Meetings are scheduled to be held approximately two weeks after Bromley Clinical Commissioning Group Board meetings to facilitate the feedback mechanism from the Bromley Clinical Commissioning Group to the Health and Wellbeing Board. In approving the Work Programme, Board Members 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.
- 3.3 The Chairman proposed that the Falls Task and Finish Group be reconvened for the 2018/19 municipal year. The Task and Finish Group had been established to investigate the number and types of falls affecting Bromley’s older population and consider falls prevention work being undertaken in Bromley, including assessing the level of collaboration across primary, secondary, community and social care providers. The review was being chaired by Professor Cameron Swift and the conclusions of the review would be reported to the meeting of Health and Wellbeing Board on 19th July 2018.
- 3.3 Dates of Meetings and report deadline dates are provided at **Appendix 3**.
- 3.4 The Constitution of the Health and Wellbeing Board is provided at **Appendix 4**.
- 3.5 The updated Glossary is provided at **Appendix 5**.

Non-Applicable Sections:	Impact on Vulnerable Adults and Children and Policy/Financial/Legal/Personnel Implications
Background Documents:	Previous matters arising reports and minutes of meetings.

Health and Wellbeing Board

Matters Arising/Action List

Agenda Item	Action	Officer	Notes	Status
Minute 59 29th March 2018 Minutes of the Previous Meeting	The Chairman agreed to hold discussions with Mr Ashish Desai, Consultant Paediatric Surgeon regarding work being undertaken by King's College Hospital NHS Foundation Trust in relation to childhood obesity.	Councillor David Jefferys	The Chairman would provide an update to the Board when available.	In progress
Minute 51 8th February 2018 Approval of the Joint Strategic Needs Assessment 2017	Members requested press releases be issued regarding recent work of the Board relating to social isolation in Bromley, positive measures on living healthily and the Falls Task and Finish Group.	Susie Clark	It was agreed that press releases would be issued in relation to all identified areas when appropriate.	Completed
Minute 11 7th September 2017 Scoping Paper for Falls and Task and Finish Group	Members resolved that a task and finish group be convened to produce a summary report with recommendations for future action.	Dr Nada Lemic/ Laura Austin Croft	Work on the task and finish group was progressing and the final report would be provided to the Board meeting in July 2018.	Ongoing
Minute 10 7th September 2017 Delayed Transfer of Care Performance	Members resolved that the Health and Wellbeing Board receive regular updates on Delayed Transfer of Care performance locally and progress made against plans to reduce delayed transfers	Ade Adetosoye/ Jodie Adkin/ Dr Bhan	This has been noted and the matter has been factored into the work plan and future agendas.	Ongoing

HEALTH AND WELLBEING BOARD WORK PROGRAMME

19th July 2018	
Better Care Fund Performance Update	Jackie Goad
Community Detox Pathway (Alcohol) Pilot: Outcome	Mimi Morris-Cotterill
Falls Task and Finish Group: Final Report	Dr Nada Lemic/ Laura Austin Croft
Mytime Active: Primetime (presentation)	Matthew Eady, Mytime Active Regional Manager (Bromley and South)
New Themes for Health and Wellbeing Board Work Programme 2018/19 (verbal item)	All Members
Proposal to Develop a Suicide Prevention Strategy for Bromley	Dr Nada Lemic
Update on DToC Performance	Jodie Adkin/Ade Adetosoye
Improved Better Care Fund Projects: Winter Resilience 2017/18	Stephen John
Winter Review (CCG)	Dr Angela Bhan
Integrated Commissioning Board Minutes – Part 2 (Exempt) Item	Graham Mackenzie/Paul Feven
Work Programme and Matters Arising	Kerry Nicholls
Emerging Issues (standing opportunity: every meeting)	HWB members to contact Board Secretary with any emerging matters for discussion.
27th September 2018	
Better Care Fund Performance Update	Jackie Goad
Engagement Outcomes towards the Forthcoming Strategy for Older People and those approaching Old Age	Denise Mantell
Health Support to School Age Children: Update	Dr Jenny Selway
Healthy Weight Bromley: Children and Young People Update	Dr Nada Lemic
Joint Older Persons Strategy	Tracy Gagetta
Promoting Exercise	Dr Nada Lemic
Update on DToC Performance	Jodie Adkin/Ade Adetosoye
Integrated Commissioning Board Update	Graham Mackenzie/Paul Feven
Integrated Commissioning Board Minutes – Part 2 (Exempt) Item	Graham Mackenzie/Paul Feven
Work Programme and Matters Arising (standing item: every meeting)	Kerry Nicholls
Emerging Issues (standing opportunity: every meeting)	HWB members to contact Board Secretary with any emerging matters for discussion.
15th November 2018	
Better Care Fund Performance Update	Jackie Goad
Bromley Communications and Engagement Network – Activity Report	Susie Clark
Bromley Safeguarding Adults Board Annual Report	Lynn Sellwood
Bromley Safeguarding Children Board Annual Report	Jim Gamble/Joanna Gambhir
Local CAMHS Transformation Plan	Daniel Taegtmeyer (CCG)
Update on DToC Performance	Jodie Adkin/Ade Adetosoye
Integrated Commissioning Board Minutes – Part 2 (Exempt) Item	Graham Mackenzie/Paul Feven
Work Programme and Matters Arising	Kerry Nicholls
Emerging Issues (standing opportunity: every meeting)	HWB members to contact Board

	Secretary with any emerging matters for discussion.
31st January 2019	
Better Care Fund Performance Update	Jackie Goad
Chairman's Annual Report	Councillor David Jefferys
Primary Care Commissioning Update	Dr Angela Bhan/Dr Andrew Parson
Update on DToC Performance	Jodie Adkin/Ade Adetosoye
Integrated Commissioning Board Minutes – Part 2 (Exempt) Item	Graham Mackenzie/Paul Feven
Work Programme and Matters Arising	Kerry Nicholls
Emerging Issues (standing opportunity: every meeting)	HWB members to contact Board Secretary with any emerging matters for discussion.
21st March 2019	
Better Care Fund Performance Update	Jackie Goad
Healthy Weight Bromley: Children and Young People Update	Dr Nada Lemic
Update on DToC Performance	Jodie Adkin/Ade Adetosoye
Update on Infant Mortality Rate in Bromley	Dr Jenny Selway
Integrated Commissioning Board Update	Graham Mackenzie/Paul Feven
Integrated Commissioning Board Minutes – Part 2 (Exempt) Item	Graham Mackenzie/Paul Feven
Work Programme and Matters Arising	Kerry Nicholls
Emerging Issues (standing opportunity: every meeting)	HWB members to contact Board Secretary with any emerging matters for discussion.

Unprogrammed Outstanding Items:	
Developing a System Wide Mental Health Strategy/Mental Health Act (Harvey Guntrip)	
Update on Childhood Obesity Work by King's College Hospital NHS Foundation Trust (Chairman)	
Mental Health Strategic Partnership Update (Harvey Guntrip)	
Elective Orthopaedic Centres (CCG)	
Health and Wellbeing Strategy (Dr Nada Lemic)	
Implementation of Personal Health Budgets (LBB)	
Improvements in Services for Dementia Suffers (LBB/CCG)	
FGM Update (Mimi Morris-Cotterill)	

DATES OF MEETINGS AND REPORT DEADLINE DATES

The Agenda for meetings MUST be published five clear days before the meeting.

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 (3.00pm)	Agenda Published
Thursday, 7 th June 2018	Tuesday, 29 th May 2018	Wednesday, 30 th May 2018
Thursday, 19 th July 2018	Tuesday, 10 th July 2018	Wednesday, 11 th July 2018
Thursday, 27 th September 2018	Tuesday, 18 th September 2018	Wednesday, 19 th September 2018
Thursday, 15 th November 2018	Tuesday, 6 th November 2018	Wednesday, 7 th November 2018
Thursday, 31 st January 2019	Tuesday, 22 nd January 2019	Wednesday, 23 rd January 2019
Thursday, 21 st March 2019	Tuesday, 12 th March 2019	Wednesday, 13 th March 2019

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.

**LONDON BOROUGH OF BROMLEY
HEALTH & WELLBEING BOARD****Constitution**

(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 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)
Community Psychological Services	(CPS)
Delayed Transfer of Care	(DTOC)
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)
Improved Better Care Fund	(IBCF)
Improving Access to Psychological Therapies programme	(IAPT)
Improvement Assessment Framework	(IAF)
In Depth Review	(IDR)
Integrated Care Network	(ICN)
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)
Mental Health Champion	(MHC)
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)
Speech and Language Therapy	(SALT) or (SLT)
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)
Summary Care Record	(SCR)
Supported Improvement Adviser	(SIA)
Sustainability and Transformation Plans	(STP)
Tailored Dispensing Service	(TDS)
Unitary Tract Infections	(UTI)
Urgent Care Centre	(UCC)
Voluntary Sector Strategic network	(VSSN)
Winterbourne View Joint Improvement Programme	(WVJIP)