

FINAL MINUTES

Health and Wellbeing Board Executive Committee

9 February 2017, 3.00 - 4.30pm

Attendees Present

Roger Harris (Chair), Mandy Ansell, Ian Wake, Jeanette Hucey, Malcolm Taylor, Kim James, Jane Foster-Taylor, Ceri Armstrong, Maria Payne and Darren Kristiansen.

Apologies

Rory Patterson, Les Billingham

Item No.	Subject	Action
1.	Welcome and apologies	
	The Chair noted apologies that had been received. Committee members discussed the merits of inviting Sue Green, Strategic Leader Early Years, Families & Communities, to future meetings. It was agreed that Roger Harris will consult with Rory Patterson and advise the secretariat about the decision.	
2.	Notes from the last meeting	
	Notes of HWB Executive Committee meeting in January were agreed. The Chair noted completed actions.	
	The Chair asked secretariat to ensure that VAWG Strategy paper is presented to Committee members at their meeting in March and that the paper includes governance arrangements for the Strategy.	Action Darren
	Executive Committee members agreed that letters should be sent to members of the Health and Wellbeing Board who do not regularly attend:	Action Darren
	<ul style="list-style-type: none"> ○ Andrew Pike. It was agreed that a letter should be sent inviting Andrew to nominate a representative to attend Board meetings. ○ Clare Panniker. It was agreed that a letter should be sent inviting Clare to formally nominate Tom Abell as her representative at Board meetings. ○ Dr Anand Deshpande. It was agreed that further consideration would be provided as to how to secure attendance of the Chair of the CCG Board because letters have previously been sent and not affected attendance. 	Action Roger to discuss with Cllr Halden
3.	Reflections on January's Health and Wellbeing Board meeting	
	Executive Committee members agreed that January's Health and Wellbeing Board meeting:	Action Darren
	<ul style="list-style-type: none"> ○ Was too cold for Board members in the Council Chamber. It was agreed that Health and Wellbeing Board meetings would not be held in the Chamber in future. ○ Was too long, having exceeded the planned timing by thirty minutes. It was agreed that consideration would be given to the structure of meetings to ensure that all items are given the opportunity to be considered by Board members. 	
4.	Agenda for HWB meeting on 15 March	

	<p>Executive Committee members considered each of the proposed agenda items for the next Health and Wellbeing Board meeting, scheduled for Wednesday 15 March:</p> <p><u>ESR/STP update (Andy Vowles)</u> Executive Committee members learned that a consultation event is planned for 2 March which will focus on plans concerning accident and emergency functions at the three hospitals in the Mid and South Essex STP area. The event will provide drop in sessions and workshops. It was agreed that the ESR/STP update should remain on the Health and Wellbeing Board agenda.</p> <p><u>Item in Focus Goal 5</u> Executive Committee members approved action plan 5A, reduce obesity, increase the number of people in Thurrock of a healthy weight. Helen Horrocks will present this item to the Board.</p> <p>Executive Committee members approved action plan 5B, fewer people in Thurrock will smoke. Kevin Malone will present this item to the Board. During discussions Executive Committee members considered the merit of the Council restricting smoking in Council housing stock. It was agreed that Ian Wake and Roger Harris will consult with Cllr Halden as part of considering the political appetite for such an approach.</p> <p>Executive Committee members approved action plan 5C, the identification and early treatment of long term conditions such as diabetes or high blood pressure will be significantly improved. Emma Sanford and Mark Tebbs will present this item to the Board.</p> <p>Executive Committee members agreed that action plan 5D, more cancers will be prevented, identified early and treated better could be bolstered by referencing additional action being taken which includes:</p> <ul style="list-style-type: none"> ○ Cancer three by three project ○ Harm reviews ○ The creation of a Cancer Implementation Group ○ The introduction of improved screening for Bowel Cancer <p>Executive Committee members noted that the action plan had been previously allocated to the wrong lead official and recognised that the action plan has been amended at short notice prior to be considered by Executive Committee members. Funmi Worrell and Mark Tebbs will present this item to the Board.</p> <p><u>Better Care Fund</u> Executive Committee members noted that national guidance has not been published. It was agreed that Ceri Armstrong will provide a short update providing high level advice about the direction of travel to Health and Wellbeing Board members</p> <p><u>For Thurrock in Thurrock</u> Executive Committee members agreed that a short presentation will be provided to the Health and Wellbeing Board at the meeting scheduled for 15 March. It was agreed that the item in March will be presented by Ceri Armstrong and Jeanette Hucey.</p>	<p>Action Ian Wake / Roger Harris</p> <p>Action Funmi Worrell</p> <p>Action Ceri Armstrong</p> <p>Action Ceri Armstrong / Jeannette Hucey</p> <p>Action Ian Wake</p>
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	<p>The Business Case for the Tilbury Pilot will be presented to the Health and Wellbeing Board meeting in May. This item will be presented by Ian Wake.</p> <p><u>Evidence on the use of GP Hubs</u> Executive Committee members considered the type of data that will be necessary for this item which included:</p> <ul style="list-style-type: none"> ○ A referral rate from each GP practice to the hubs ○ Capacity within the hubs ○ Triangulate GP hub referral rate with levels of under doctoring, i.e. which surgeries have inadequate capacity and are failing to refer ○ Triangulate rate of inappropriate A&E attendances from individual GP practices with all of the above. <p>It was agreed that Maria Payne and Emma Sanford will support Gemma Curtis to finalise the analysis and the paper to be presented to the Board.</p>	<p>Action Maria Payne / Emma Sanford / Gemma Curtis.</p>
<p>5.</p>	<p>Thurrock Health and Wellbeing Strategy – Next steps</p> <p><u>Outcome Framework development and monitoring</u> Executive Committee members discussed the development and monitoring of the Health and Wellbeing Strategy Outcome Framework.</p> <p>Executive Committee members decided that it was no longer appropriate for Public Health to finalise the outcome framework or monitor progress made against outcomes. Executive Committee members were advised that Secretariat do not have the resources to monitor or coordinate the further development and reporting against the outcome framework.</p> <p>It was agreed that Roger Harris and Darren Kristiansen will meet Goal sponsors to determine next steps.</p>	<p>Action Roger Harris / Darren Kristiansen</p>
<p>6.</p>	<p>Primary Care Commissioning Sub Committee of the Health and Wellbeing Board</p> <p>Executive Committee members discussed the creation of a development group which will advise Cllr Halden about health and social care developments in his role as Portfolio Holder for Education and Health.</p> <p>Executive Committee members agreed that membership of the development group will comprise:</p> <ul style="list-style-type: none"> ○ Cllr Halden ○ Roger Harris ○ Ian Wake ○ Mandy Ansell ○ Jeanette Hucey ○ Rahul Chaudhari ○ Emma Sanford ○ Liv Corbishley? <p>It was agreed that issues to be considered by the Development</p>	

	<p>Group could include:</p> <ul style="list-style-type: none"> ○ Taking forward recommendations in the Annual Public Health report ○ CQC assessments ○ Long term conditions management card ○ LD Health Checks ○ PPG Development, progress reports <p>It was agreed that Ian Wake will create the terms of reference for the Group.</p>	Action Ian Wake
7.	Terms Of Reference for Health and Wellbeing Board. Membership amendments	
	It was agreed that the Terms of Reference will be considered at a future meeting.	Action Darren
8.	Future meetings of HWB and Executive Committee	
	It was agreed that future meetings will be considered in more detail at the Executive Committee meeting in March.	
9.	AOB	
	No items were raised	