

**MINUTES**  
**Health and Wellbeing Board Executive Committee**  
 23<sup>rd</sup> May 2016, 2.00-3.30pm

**Attendees Present:**

Roger Harris (RH), Jane Foster-Taylor (JFT), Malcolm Taylor (MT), Kim James (KJ), Ceri Armstrong (CA), Les Billingham (LB), Maria Payne (MP), Tim Elwell-Sutton (TES)

**Apologies:** David Archibald (DA), Ian Wake (IW), Mandy Ansell (MA)

Item No.	Subject	Action
1.	<b>Apologies for absence</b>	
	As noted.	
2.	<b>Notes from the last meeting</b>	
	Notes of meeting on 11 <sup>th</sup> April agreed.	
3 & 4	<b>Forward Plan &amp; HWBB Agenda</b>	
	<p>Item in focus</p> <p>The Committee suggested that the 'item in focus' part of the HWBB agenda should include:</p> <ul style="list-style-type: none"> <li>•An overview of the goal,</li> <li>•The goal sponsor should be asked to lead the session,</li> <li>•Any engagement feedback collated via Healthwatch;</li> <li>•A focus on a specific aspect of the Goal – e.g. Children's Poverty</li> </ul> <p>Steve McManus (Chief Executive at Basildon and Thurrock University Hospitals Foundation Trust) had been asked to attend the July Board meeting to provide an overview of his role and his priorities for the Hospital. It was agreed that Steve needed to be briefed on what would be covered at the meeting. This would include:</p> <ul style="list-style-type: none"> <li>•BTUH deficit,</li> <li>•priorities for the Hospital - and how they would impact on Thurrock's residents,</li> <li>•how the ESR could impact on the quality of care provided by the Hospital,</li> <li>•future DoT.</li> </ul> <p>'For Thurrock in Thurrock' update – Committee members agreed that this would be added as a separate agenda item.</p> <p>STP- MA to come to the Board with the final STP and also any update.</p> <p>Annual PH report- put on September Board (move from July)</p>	<p>LS</p> <p>LS</p>

	Ofsted action plan- there was a discussion on whether the action plan should be brought to July Board. The Committee felt the Board would benefit from seeing the action plan.	MT to confirm with Director of Children's Services
<b>5.</b>	<b>Health and Wellbeing Strategy – Performance Report</b>	
	<p>MP went through progress made with the HWB Strategy performance framework. Indicators had been 'RAG' rated according to confidence in collecting the information by the 10<sup>th</sup> June deadline.</p> <p>The Committee made a few suggestions about amendments which were noted.</p> <p>Goal sponsors have been emailed, and part of their role includes signing off KPIs, a baseline for 2016, and a target for 2021.</p> <p>The deadline for receiving information from the relevant individuals is 10<sup>th</sup> June.</p>	
<b>6.</b>	<b>Health and Wellbeing Strategy– Action Plans</b>	
	<p>CA updated the Committee that an email had been sent to each Goal sponsor from RH setting out requirements for the development of action plans.</p> <p>Goal sponsors had been asked to liaise with objective leads to ensure that action plans were developed and performance indicators signed off.</p> <p>The deadline for the work was the 10<sup>th</sup> June – in time for the June Executive Committee meeting and then the July Health and Wellbeing Board.</p> <p>JFT asked if she could be copied in to any reminders.</p>	CA
<b>7.</b>	<b>Essex Success Regime - Progress Report</b>	
	<p>An update from the ESR team had been circulated to the Committee for information.</p> <p>KJ updated the Committee that she had been contacted by the ESR Engagement work stream lead and was inputting in to the developing engagement plan to ensure that local people were involved in ESR plans.</p>	
<b>8.</b>	<b>AOB</b>	
	<p><b>Launch of the HWB Strategy</b></p> <p>A series of small roadshows taking place around Borough would be planned throughout the year – this would enable engagement on the five goals at the same time.</p>	CA/KJ/TES

	<p>Prior to the roadshow would be a pledge from Board members to individually commit to deliver the Strategy to be photographed at the next HWBB (July). This would be followed by a press release to officially launch the Strategy.</p> <p>JFT- Need to return SEND Audit. The framework would be placed on the next Executive Committee agenda.</p> <p>JFT- Transforming Care return to be completed. JFT working with MT to confirm numbers.</p> <p>Still issues with ophthalmology in Southend.</p> <p>Issues at Queens.</p>	LS place on agenda
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