



CITY OF WESTMINSTER

MINUTES

Health & Wellbeing Board

MINUTES OF PROCEEDINGS

Minutes of a meeting of the **Health & Wellbeing Board** held on **Tuesday 20th March, 2018**, Rooms 3.6 and 3.7, 3rd Floor, 5 Strand, London WC2N 5HR.

Members Present:

Chairman and Cabinet Member for Adult Social Services and Public Health:
Councillor Heather Acton
Clinical Representative from the Central London Clinical Commissioning Group:
Dr Neville Pursell
Minority Group Representative: Councillor Barrie Taylor
Bi-borough Public Health: John Forde
Bi-Borough Adult Social Care: Bernie Flaherty
Bi-Borough Children's Services: Annabel Saunders (acting as Deputy)
Clinical Representative from West London Clinical Commissioning Group:
Dr Naomi Katz (acting as Deputy)
Healthwatch Westminster: Godwyns Onwuchekwa (acting as Deputy)
Chair of Westminster Community Network: Hilary Nightingale
Central and North West London NHS Foundation Trust: Dr Paul Hopper

Also Present: Philippa Mardon (Interim Deputy Managing Director, NHS Central London Clinical Commissioning Group) and Jayne Liddle (Director of Integrated Care, NHS West London Clinical Commissioning Group).

1 MEMBERSHIP

- 1.1 Apologies for absence were received from Councillor Richard Holloway (Cabinet Member for Children, Families and Young People), Councillor Karen Scarborough (Deputy Cabinet Member for Children, Families and Young People), Melissa Caslake (Bi-borough Director of Children's Services), Tom McGregor (Director of Housing and Regeneration), Janice Horsman (Healthwatch Westminster), Dr David Finch (NHS England), Dr Joanne Medhurst (Central London Community Healthcare NHS Trust) and Maria O'Brien (Central and North West London NHS Foundation Trust).
- 1.2 Annabel Saunders (Tri-borough Director of Commissioning), Naomi Katz (NHS West London Clinical Commissioning Group), Godwyns Onwuchekwa (Healthwatch Westminster) and Dr Paul Hopper (Central and North West

London NHS Foundation Trust) attended as Deputies for Melissa Caslake, Dr Philip Mackney, Janice Horsman and Maria O'Brien respectively.

- 1.3 The Chairman welcomed Hilary Nightingale to the Board as the Westminster Community Network's representative, replacing Jackie Rosenberg. It was also noted that Dr Naomi Katz was replacing Dr Philip Mackney as the NHS West London Clinical Commissioning Group Representative.

2 DECLARATIONS OF INTEREST

- 2.1 There were no declarations of interest.

3 MINUTES AND ACTIONS ARISING

3.1 RESOLVED:

That the Minutes of the meeting held on 18 January 2018 be signed by the Chairman as a correct record of proceedings.

- 3.2 The Chairman requested that the suggestion that the Board receive an annual report from the Care Quality Commission on its overall work be included in the Action Plan.

3.3 RESOLVED:

That progress in implementing actions and recommendations agreed by the Westminster Health and Wellbeing Board be noted.

4 CHAIRMAN'S VERBAL UPDATE

- 4.1 The Chairman informed Members that she had attended the Care Awards on 19 March and the event had been a success. The Oral Health Campaign's animation had been screened at primary schools and libraries and had received unanimous positive feedback. The campaign had also received press coverage from Dentistry Today, The Times and the Daily Mail. The Chairman advised that a new programme, Westminster Sings, had been established involving the creation of five new singing groups in areas where there was a higher concentration of people on low incomes. A new choir, Mind in Westminster, had also been set up to help people affected by mental health issues. Another project, My Westminster Silver Neighbours aimed to reduce isolation amongst older residents and a new staff member had been appointed through Open Age to support this project.

- 4.2 The Chairman also advised of plans to hold a facilitated workshop for the Board in May 2018 to identify areas it should focus on and how it can play a more strategic role. The workshop could also be used to help create the Board's Work Plan for the remainder of 2018 and it was intended that the workshop would be facilitated by Chris Bull who had also facilitated a workshop for the Board in May 2017. Finally, the Chairman referred to the Red Cross report on 'Prevention in Action' and commented that the Board should adopt the approach taken in the report and to look at it more closely.

5 LOCAL AREA SPECIAL EDUCATIONAL NEEDS AND DISABILITY BRIEF

- 5.1 Victor Roman (Bi-borough Special Educational Needs and Disability Inspection Preparation Manager) presented the report which summarised the guidance published for the Special Educational Needs and Disability (SEND) Inspection and the preparation being undertaken in the local area for this. Victor Roman advised that the inspection was a Partnership Focus Inspection Type, which would focus on how the local area works together in identifying, assessing and meeting needs. There was no grading given by the outcome of the inspection, which culminated in a report to the Director of Children Services and the most senior officers of the relevant clinical commissioning groups (CCGs), highlighting both the strengths and areas of improvement for the local area. However, where areas for improvement were significant, the local area would be required to submit a Written Statement of Action within 70 working days of receiving the report.
- 5.2 Victor Roman advised that a principle change from previous inspections was that the age range to be looked at had increased from 5 to 19 years to 0 – 25 years. The inspection would take place over 2 weeks and as a partnership inspection involved all agencies interacting with children and young people on Special Educational Needs (SEN) support or with an education health and care plan in the local area. This would include the local authority, the relevant CCGs, early years providers, colleges, health providers, parent partnership and the third sector.
- 5.3 Victor Roman then highlighted the preparation being taken for the inspection by bi-borough partners, including:
- Ensuring that the data is easily available and meaningful
 - Ensuring that the local area has all the required policies and strategies in place, such as the Health and Wellbeing Strategy, the Joint Strategic Needs Assessment and the SEND strategy
 - Ensuring that the right governance and process are in place for the local area
 - Ensuring that the local area has a common understanding of the strengths and areas of improvement for partnership
- 5.4 Victor Roman informed the Board that of around 50 inspections that had taken place nationally since 2016, the key themes the inspectors had focused on included SEN support, preparation for adulthood, joint commissioning arrangements, early years identification and co-production. He concluded his presentation by emphasising the need to demonstrate to the inspectors that the partnership in the local area works effectively at identifying, assessing and meeting needs and improving outcomes for children and young people with SEN and/or disabilities.
- 5.5 During discussions, a Member enquired whether Healthwatch and Black and Minority Ethnic groups had been approached for comments in respect of the inspection preparation. He stated that there needed to be a greater focus on mental health in primary schools and he referred to a primary school in

Queens Park that had received an award for work undertaken in this area. He added that there was also a need for a greater focus on pre-teen mental health. One Member commented that Child and Adolescent Mental Health (CAMHS) Services referrals were often not reported to GPs and there needed to be more effective communication on this. In addition, the Grenfell Tower fire had impacted significantly on CAMHS and she suggested that they should be fed into the inspection. Another Member stated that GPs wanting to work with CAMHS sometimes found this difficult and often the issue could be complicated by the educational and behavioural circumstances of the child or young person involved.

- 5.6 A Member asked whether the Board could be provided with a draft of the Written Statement of Action if the inspection so required this. The Chairman added that it was important that that the Board receive any feedback from the inspection at the earliest opportunity.
- 5.7 In reply to issues raised by Members, Victor Roman advised that the Board would receive a draft of a Written Statement of Action if this was required and the Board would also be involved in the co-production of it. He stated that the Board would receive feedback about the inspection regardless of the outcome in any case and he acknowledged the Chairman's request to provide this at the earliest opportunity.
- 5.8 Alison Markwell (Designated Clinical Officer for SEND, NHS Central London, West London, Hammersmith and Fulham, Houslow and Ealing CCGs) advised that the SEND inspections were taking place over a 5 year period and the expected standards were rising. Requests for Written Statements of Action were becoming increasingly common and so therefore there was a greater likelihood that this local area would also be requested to do so. Alison Markwell emphasised the importance of ensuring that all partner organisations were 'on message' and to demonstrate services being co-designed and co-produced. She advised that work was taking place with parent carer forums in respect of young people, and also Re-Think. Schools were also well placed to address mental health issues, with some having mental health champions and there was also online access to counselling and it was important to demonstrate what was available at the local level during the inspection. Alison Markwell acknowledged the need for early intervention in respect of mental health amongst children and young people. The Board noted that the inspection could fall anytime between April and September, although not during school holidays.
- 5.9 The Chairman concurred on the importance of focusing on mental health in primary schools. The Chairman also requested that information on the source of funding that the Central and North West London NHS Foundation was receiving to undertake early preventative work in primary schools in the area be provided.

6 BETTER CARE FUND PROGRAMME 2017-19: PROGRESS MONITORING REPORT

- 6.1 Dylan Champion (Head of Health Partnerships) presented the report and advised that good progress was being made in implementing the Better Care Fund (BCF) Programme for 2017-19. Coherent plans were also in place for 2018-19 and 2019-20. A review had been undertaken to ensure that pooled budgets under the Section 75 agreements would result in improved value for money and efficiency. Dylan Champion added that new arrangements for a seven day a week Hospital Social Work Team had been in place since January 2017 at no additional cost.
- 6.2 During discussions, Members asked for more information about the source of funding and could the Board monitor the implementation of the BCF Programme for 2017-19.
- 6.3 In reply, Dylan Champion advised that the core funding for the BCF came from the Department of Health with a contribution in the region of £28 million being provided. A further £9 million came from the Department of Communities and Local Government. In respect of the tri-borough Section 75 agreements, Dylan Champion advised that each agreement was sovereign to the individual borough and details of these could be provided to the Board.
- 6.4 Bernie Flaherty (Bi-borough Director of Adult Social Care) advised that now that the BCF Programme 2017-19 had been agreed, the Board's role was to generally monitor it, although Members could request to look at particular areas of the programme. The Chairman added that the Adults and Health Policy and Scrutiny Committee role included monitoring areas such as the BCF.
- 6.5 The Board noted the progress on the BCF Programme 2017-19 to date.

7 SUICIDE PREVENTION ACTION PLAN 2018-2021

- 7.1 John Forde (Deputy Director of Public Health) presented the report and advised that he had received some comments from Members since the draft Suicide Action Plan 2018-2021 had been presented at the previous meeting. Approval of the finalised Action Plan was now sought and John Forde added that the support of the Board and partner agencies was sought in implementing it.
- 7.2 A Member commented that it was right that suicide prevention was a high priority, particularly in view of the high suicide rates amongst men in Westminster. He emphasised that there should also be a focus on prevention in schools and early years.
- 7.3 The Chairman advised that Councillor Karen Scarborough (Deputy Cabinet Member for Children, Families and Young People) had commented favourably on the Action Plan. She added that she had received a request to provide funding for a London wide social media campaign to tackle suicide and asked for further information on this campaign from officers.

- 7.4 In reply to queries from Members, Elizabeth Dunsford (Senior Strategic Relationships and Outcomes Officer) acknowledged that suicide prevention was a high priority, especially in view of the comparatively high number of suicides in Westminster. She added that useful data had been received from the British Transport Police in respect of suicides and in particular where this involved men in Central London.
- 7.5 John Forde agreed to provide the Chairman with further information on a London wide social media campaign addressing suicide prevention.
- 7.6 The Board endorsed the action plan and agreed to monitor its progress on an annual basis.

8 PHARMACEUTICAL NEEDS ASSESSMENT 2018-21

- 8.1 Colin Brodie (Public Health Manager) presented the report that sought approval for the Pharmaceutical Needs Assessment (PNA) 2018-21. The draft PNA had been presented to the Board on 16 November 2017 and had subsequently been subject to a consultation from 1 December 2017 to 2 February 2018. Colin Brodie advised that the updated PNA had been duly informed by both the Board and consultation responses and that the PNA was statutorily required to be published by 1 April.
- 8.2 During discussions, Dr Nami Katz (NHS West London Clinical Commissioning Group) welcomed that some GPs also had pharmacies within the same site and some pharmacies undertook medication reviews where patients were on 4 or more medications. She agreed to pass on details to Dr Neville Pursell (NHS Central London Clinical Commissioning Group) and Colin Brodie on this scheme. She added that some pharmacies were not open for as long as hours as GPs were.
- 8.3 Members concurred that the PNA highlight the desirability of pharmacies offering uniformity in terms of prescription length and of the need for pharmacies to ensure that they provide good quality care. The Local Pharmaceutical Committee should also note the Board's concerns on this. Members asked whether the performance of pharmacies in respect of needle exchanges was satisfactory and being offered at the right locations or whether there was a need to improve this service. In respect of the Stop Smoking Service, the Chairman added that the PNA should mention that Westminster was the leading performer amongst London boroughs in getting people to stop smoking.
- 8.4 In reply to the points raised by the Board, Colin Brodie acknowledged the requests made by Members and added that NHS England could also monitor the quality of service provided by NHS England. He advised that Westminster was well provided with pharmacies offering needle exchange services and access levels were high. However, he would look at whether there was scope to do more and agreed to Members' request that this service be promoted more in the PNA.

8.5 The Board approved the PNA 2018-2021, subject to the additional comments made above.

9 ANY OTHER BUSINESS

9.1 Councillor Barrie Taylor stated that he was a member of the Health and Wellbeing Centres Task Group and he suggested that the final report be circulated to the Board and this was agreed by Members. Members also agreed to the Chairman's suggestion that the Board workshop take place on the date of the next scheduled meeting on 24 May.

9.2 On behalf of the Board, the Chairman thanked Councillor Barrie Taylor, who was stepping down from being a councillor, and John Forde and Dylan Champion, who were leaving the Council, for their work and contributions to the Board.

The Meeting ended at 6.26 pm.

CHAIRMAN: _____

DATE _____