



Minutes of the meeting of the HEALTH AND WELLBEING BOARD held on WEDNESDAY 27 JUNE 2018 at 6.30 pm

Present: Councillors Marland, McCall, O'Neill and Walker, Dr N Smith (Chair, MK Clinical Commissioning Group), M Bracey (Corporate Director People), M Webb (Chief Officer, MK Clinical Commissioning Group), G Caul (Divisional Director (MK and Specialist Services) / (MK Community Health Services/Central North West London NHS Foundation Trust)), J Harrison (Chief Executive (Milton Keynes University Hospital NHS Foundation Trust)), H Kirkwood (Chair, Healthwatch), J Palmer (Voluntary Community and Social Enterprise representative), M Scott (Director of Public Health) and J Wilkinson (Director Health and Social Care Integration).

Officers: V Collins (Service Director Adult Services), M Hancock (Assistant Director Joint Commissioning), M Marshman (MK Together – Strategic Partnership and Business Manager), A Green (MK Together Clerk to the Board), E Watkins (Consultant in Public Health) and T Milner (Committee Manager).

Apologies: D Sharkey (Corporate Director Place), J Held (Independent Chair (Milton Keynes Safeguarding Board)), Y Hitch (Superintendent – LPA Commander (Thames Valley Police))

Also Present: A Joyner (Head of Strategic Planning (MK Clinical Commissioning Group)) and S Vanreyk (MK Clinical Commissioning Group).

HWB01 APPOINTMENT OF VICE-CHAIR 2018/19

RESOLVED -

That Dr Nicola Smith (Chair of Milton Keynes Clinical Commissioning Board) be appointed Vice-Chair of the Health and Wellbeing Board for 2018/19.

HWB02 MINUTES AND ACTIONS ARISING

RESOLVED -

That the Minutes of the meeting of the Health and Wellbeing Board held on 11 April 2018 be approved and signed by the Chair as a correct record, subject to minor amendments being made to Minute Ref HWB49, by removing the whole sentence within the 2nd to last paragraph commencing with the words 'This was no longer practical...', and also amending the last paragraph by replacing the words 'Chair of Healthwatch' with the words 'Service Director – Adult Services'.

The Committee noted the following update from the Director of Public Health on the actions arising from the previous meeting held on 14 April 2018:

- (a) Minute Ref HWB40, point 3, an updated report on the Transforming Care Plan would be presented at the next Board meeting on 5 September 2018.
- (b) Minute Ref HWB48, point 2, the Director of Public Health's report would be presented at the next Board meeting on 5 September 2018.
- (c) Minute Ref HWB50, the position of the next Voluntary, Community and Social Enterprise (VCSE) representative on the Health and Wellbeing Board was currently out to advertisement. The Chair would be writing to the VCSE representative advising of the Health and Wellbeing Board's agreement to the proposal of a VCSE representative being on the Interview Panel as part of the appointment process for a new VCSE representative.

HWB03 DECLARATIONS OF INTEREST

None disclosed.

HWB04 PLACE BASED INTEGRATION – SUSTAINABILITY AND TRANSFORMATION PARTNERSHIP: PROGRESS ON THE FIVE KEY STP PRIORITIES

The Board received a presentation and oral update on the Sustainability and Transformation Partnership – Progress on the five key STP Priorities.

The Board heard from the Director (Health and Social Care Integration) and the Priority Leads, namely that:

- Milton Keynes hospital was waiting to hear whether a bid from Buckinghamshire, Oxfordshire and Berkshire was successful to look at sharing IT services across Milton Keynes (MK), as part of the shared cluster information.
- Future IT changes would allow or offer patients the opportunity to adopt the new approach by accessing their patient record if they fell ill when visiting a different authority. Different system paths would allow future access and provide the option of the system being able to interact with other data, especially for acute, primary and the secondary care of patients.
- A bid had also been put forward to spend additional money on looking at improving patient's records, which were seen as the property of the patient and not the NHS. The new changes

would aid the patient being processed more effectively when going into hospital.

It was reported that a process would be put in place to accommodate patients who did not want to see or share their records. The record would be 'flagged' in a way that aided safeguarding the patient, and for less vulnerable patients, records would not be disadvantaged so that the NHS did not also incur additional costs. The current cost was £10 for patients to see/access their record.

- The Board recognised the importance of providing a better service to all the people and patients who were cared for in MK, along with looking to ensure the right system was in place.
- The Board felt confident in the way information was being shared within the community, which was beginning to make a positive difference, particularly with safeguarding. Looking ahead, the Board needed to also be confident on the new joined up approach, and the different pieces of work being undertaken and agencies involved as part of that process.
- Board members were reassured to hear that an STP progress dashboard was in place, and information could be provided to show the changes being looked at as a consequence of the introduction of STP. The Chair indicated there was still much to be achieved with STP, and suggested that Board members advise him of any ideas in the way information/data could be used from the STP dashboard, in addition to looking at how best the Council and Board could benefit.

The Chair suggested that following the current Chief Executive's departure from the Council at the end of July 2018, the Board reviews who would be best placed to take over her role on STP in the interim period of cover until a new Chief Executive was appointed later in the year.

The Director of Public Health, on behalf of the Board, thanked the Chief Executive for her supportive role in helping to make a difference and intervention on the STP.

RESOLVED -

1. That the presentation and oral update be noted.
2. That in respect of Priority 2 – Primary, Community and Social Care, the Director (Health and Social Care Integration) be requested to invite/involve Healthwatch to look at how the 'Care Navigation' model might work.

3. That it be noted that a new Milton Keynes Council lead for the Sustainability and Transformation Partnership Chief Executive Officer Group and STP Priority 1 will need to be appointed to take over the role currently held by the Council's Chief Executive, who leaves the Council at the end of July 2018.

HWB05

PLACE BASED INTEGRATION – UPDATE ON THE INTEGRATION BOARD AND STRATEGY BOARD

The Board received brief oral updates in respect of the Integration Board from the Chief Officer (Clinical Commissioning Group) and the Director of Public Health on the Strategy Board.

The Board heard that the Integration Board was in a healthy position, particularly with input on the development of a single system for Bedford, Luton and Milton Keynes (BLMK). Whilst it was important to ensure that Milton Keynes was reflected as a prospective Place Based Plan, the feedback and outcomes would be presented to a future Board meeting by the Head of Strategic Planning (MK Clinical Commissioning Group).

It was reported that the Care Navigation Pilot system was currently underway and was also being looked at to see how the model might be funded as part of the BLMK funding. Additionally, other opportunities were being explored within Place, including MK Place estates looking at what the best fits and options would be as part of the new Whitehouse building.

The Director of Public Health indicated that there was nothing further to add in respect of the Strategy Board update, apart from what was incorporated as part of agenda Item 6 (Joint Health and Wellbeing Strategy 2018/28: Approach to Measurement and Success of Prioritisation).

RESOLVED -

That the oral updates be noted.

HWB06

PLACE BASED INTEGRATION – DRAFT MK PLACE BASED PLAN

The Board received a presentation and oral update on the draft Milton Keynes Placed Based Plan from the Head of Strategic Planning (MK Clinical Commissioning Group).

The Board heard that the main aim was to bring together shared local priorities to support all the work being undertaken as one sustainable system. Further local work was also being captured in order to see how the work best fits together and the importance to Milton Keynes, which would be included as part of measuring the successes.

The following points of interest were raised as part of looking to improve the Plan, namely that:

- Wording within the document would be revisited to ensure it was written in the appropriate style for sharing with the target audience.
- Wider collaboration and communication was essential, particularly amongst Board members and partners, who were supportive of the project and wanted to become more involved with the ongoing work.
- The delivery mechanism and linkages for the Plan and the STP should ideally be looked at, with the view of recognising and joining up the importance of the comprehensive plans and linking to the 10 year Health and Wellbeing Strategy, to ensure there was one joined up system. Alongside, consideration should be given to the limitations and working priorities of the Integration Board and Strategy Board.
- To recognise the number of alignments required with the Plan and the ongoing commitment to Place Based work, by highlighting the work the Board wanted to do locally, and noting the strength in enhancing Milton Keynes as a Place.

The Board also heard that work would continue through the summer months to incorporate liaising with the various organisations to help further refine the Plan, which would aid a final update being submitted to the next Board meeting in September for signing off.

The Chair, on behalf of the Board, thanked the Head of Strategic Planning (MK Clinical Commissioning Group) for the informative update.

RESOLVED -

1. That the presentation and oral update be noted.
2. That the Head of Strategic Planning (Milton Keynes Clinical Commissioning Group) be requested to liaise with Healthwatch and other Partner organisations about the draft Place Based Plan and provide a further update to the next Board meeting on 5 September 2018.
3. That a reserve date for a Health and Wellbeing Board Working and Development Group meeting be arranged for July/August 2018 to look at Place Based Integration in more depth.

**JOINT HEALTH AND WELLBEING STRATEGY 2018/28 –
APPROACH TO MEASUREMENT OF SUCCESS AND
PRIORITISATION**

The Board considered a report and presentation in respect of the Joint Health and Wellbeing Strategy 2018/28 – Approach to Measurement of Success and Prioritisation from the Director of Public Health.

The Board heard that the data captured was easy to access and showed the direction of travel with comparisons, the data could be dissected in a variety of ways. In addition to established health measures, wellbeing measures, developed by the Office of National Statistics and Public Health England, will be based on the new Local Wellbeing Indicator sets for local authorities, public health leaders and Health and Wellbeing Boards.

The Board heard that as part of the next steps, the Head of Strategic Planning (MK Clinical Commissioning Group) was also looking at linking into the Strategy and reviewing where the Strategy can make a difference.

The Chair indicated that the Board appreciated all the good work and input by the Director of Public Health, and suggested that consideration be given to the format of information and data being provided to the Board, along with providing information on the integration of actions and the escalation of progress made in those areas.

The Director (Health and Social Care Integration) further indicated that there were challenging conversations to be held with partners, and that discussions were taking place to look at the Strategy Board to ensure that it focuses on senior system level challenge.

Councillor O'Neill commented on her involvement and work experiences with the SaferMK Partnership, particularly in respect of the importance in having an appropriate system in place, which could highlight what was being reported, the escalation and mapping of works undertaken, and most importantly who was accountable as part of that process.

The Divisional Director (MK and Specialist Services)/(MK Community Health Services/Central North West London NHS Foundation Trust) indicated that the Board should be mindful of mental health and the intervention of primary care. The Director of Public Health reported that she would be looking to set up a Forum, with the view of looking at the various risk factors and prevention in tackling the alignment of work in readiness for 2020.

RESOLVED -

1. That the presentation and oral update be noted.

2. That the Board agreed the approach to measuring success and areas of focus for Year One of the Strategy, which would be added to the Forward Plan.
3. That the final version of the Strategy be disseminated to Board member organisations and partners, with a request for them to embed the Strategy into their own short and long term plans and to identify how those organisations can contribute to Year One priorities.
4. That the proposed changes to the Health and Wellbeing Forum and Strategy Board be agreed.
5. That the Director of Public Health be requested to look at identifying the various risk factors and tackling the work associated with mental health and the safeguarding and prevention issues for children.

HWB08

BETTER CARE FUND – END OF YEAR REPORT

The Board considered the Better Care Fund – end of year report.

The Board heard from the Assistant Director (Joint Commissioning), who indicated that following the meeting, he would provide the Board members with a more in-depth report and background information. The Board heard that the Better Care Fund's (BCF) main aim was to integrate social care services, housing services, health services and provide better outcomes for local people. The BCF pooled a 2 year budget for 2017/19, which was created in October 2017 and managed by the Council with a budget of £18m for 2017/18, together with a further budget of £20m to cover the period 2018/19.

The Assistant Director (Joint Commissioning) was pleased to indicate that as a consequence of putting investment in place to cover and improve the Delayed Transfer of Care, which had over-stretched the target for 2017/18 by 148%, there were positive signs of service improvements, travelling forwards in a more manageable and to a sustainable level. The improvement was also contributable to the daily interaction and concerted efforts of the Clinical Commissioning Group, the NHS and the Council.

It was reported that additional works may be undertaken in the areas that were not necessarily covered as part of the mandatory reporting BCF areas, albeit funded additionally, and put in place to help and support the BCF whilst further highlighting the main areas being looked at.

The Corporate Director (People) requested that the Board be provided with more detailed information on all the various pieces of work and projects which were being undertaken by the BCF, and any findings should be shared accordingly with Board members and partners.

RESOLVED –

1. That the report and presentation be noted.
2. That the Assistant Director (Joint Commissioning) be requested to circulate the main detailed report to the Board.
3. That the Assistant Director (Joint Commissioning) be requested to undertake an in-depth look at the Better Care Fund, and the outcomes on services and case studies be presented to a future Health and Wellbeing Board Working and Development Group in the autumn 2018.
4. That the Chief Officer (MK Clinical Commissioning Group) be requested to provide information to the Working and Development Board on the uptake and increase on Non-Elective Admissions, and provide an update to the Health and Wellbeing Board's next meeting on 5 September 2018.

HWB09

HEALTH AND WELLBEING BOARD WORKPLAN – BUSINESS ITEMS

The Board considered the Forward Plan for 2018/19 for the next Board meeting scheduled for 5 September 2018 and business items from other bodies.

1. That the Minutes from the Health and Wellbeing Integration Board meeting held on 7 March 2018 be noted.
2. That the Minutes from the Health and Wellbeing Integration Board meeting held on 25 April 2018 be noted.
3. That the Minutes from Health and Wellbeing Strategy Board meeting held on 6 March 2018 be noted.
4. That the Health and Wellbeing Board Forward Plan be noted and updated for the next meeting on 5 September 2018.
5. That the PowerPoint presentations from the Health and Wellbeing Board be circulated electronically to Board members.

THE CHAIR CLOSED THE MEETING AT 8.26PM

DECISION TRACKER 2018/19 - HEALTH & WELLBEING BOARD

OUTSTANDING ACTION POINTS

COLOUR CODE:

- (R) RED: NO OR LIMITED PROGRESS
- (A) AMBER: PROGRESS PENDING FURTHER ACTION
- (G) GREEN: SIGNIFICANT PROGRESS MADE
- (C) COMPLETED: NO FURTHER ACTION

Referrals to Council

Referrals to Cabinet

Last Updated: 27/06/2018

Presented to Health and Wellbeing Board: 05/09/2018

5 September 2018

HEALTH AND WELLBEING BOARD

Date of Meeting	Minute	Subject and Decision	Action Officer	Taken/Lead	Action Since Last Review (11.4.18)	Previous Indicator (7.02.18)	Current Indicator
7.2.18	HWB40	Health and Wellbeing Board Workplan – Business Items	Lead: Director Health	Public			
	2.	That the Better Care Fund Performance Report – December 2017 be noted, and an updated report be submitted to the next Board meeting.	Item placed on the Forward Plan for 27/06/18 meeting.		HWB agenda item 27/06/18.		C
	3.	That progress made in the implementation of the Transforming Care Plan be noted, and a further report be presented to the Board in 6 months' time.	Item placed on the Forward Plan for 5/9/18 meeting.				C
11.4.18	HWB46	Place Based Integration – Progress on Integration Board	Lead: Director Health	Public			
	2.	That the draft notes from the Integration Board meeting held on 7 March 2018 be circulated to Board members and the final version being submitted for noting at the next Health and Wellbeing Board meeting in June 2018.	Information circulated on 1/5/18.		HWB agenda item 27/06/18.	-	C
11.4.18	HWB47	Place Based Integration – Progress on Integration Board	Lead: Director of Health and Social Care	Health			
	2.	That the Chair and the Director of Health and Social Care be requested to consider whether the GP Federation / Pharmaceutical representative be invited to sit on the Health and Wellbeing Board or another appropriate Board.			The GP Federation is represented on the HWB Integration Board. The request from the GP Federation to be a member of the HWB will be considered when the terms of reference are next reviewed.	-	C

Date of Meeting	Minute	Subject and Decision	Action Officer	Taken/Lead	Action Since Last Review (11.4.18)	Previous Indicator (7.2.18)	Current Indicator
11.4.18	HWB48	Mental Healthcare Provision for the Homeless – Task and Finish Group	Lead: Corporate Director - People				
	2.	That Dr James McGowan be invited to attend the next Health and Wellbeing Board Working Development Group meeting to present the draft DPH Annual Report which has a homelessness theme	To be included on the Forward Plan.		HWB agenda item 05/09/18.	-	C
11.4.18	HWB50	Health and Wellbeing Board Workplan – Business Items	Lead: Health Director	Public			
	1.	Other: That the MK Together Clerk to the Board be requested to ensure the Mental Health Crisis Care Concordat is reflected within the mental health priorities in the new Strategy.			Reflected in measuring success factors paper being presented to HWB 27/06/18.	-	C
	2.	That the Director of Public Health be requested to look at the success factors of for the Health and Wellbeing Strategy 2018 – 2028 and provide an update to the next Board meeting in June 2018.			HWB agenda item 27/06/18.		C
	3.	That the Board look to consider the process for electing the next Voluntary, Social and Community Enterprise representation on the Board and the Board's expectations of the newly appointed representative at the next Health and Wellbeing Board Working and Development Group.			A Job Description has been drafted and a recruitment process will begin shortly to elect the new representative.		C
27.06.18	HWB02	Actions Arising	Lead: Health Director	of Public Health			NEW
	(a)	Minute Ref HWB40, point 3, an updated report on the Transforming Care Plan would be presented at the next Board meeting on 5 September 2018.	Agenda item 05/09/18.	at HWB			C
	(b)	Minute Ref HWB48, point 2, the Director of Public Health's report would be presented at the next Board meeting on 5 September 2018.	Agenda item 05/09/18.	at HWB			C

Date of Meeting	Minute	Subject and Decision	Action Officer Taken/Lead	Action Since Last Review (27.6.18)	Previous Indicator (11.4.18)	Current Indicator
	(c)	Minute Ref HWB50, the position of the next Voluntary, Community and Social Enterprise (VCSE) representative on the Health and Wellbeing Board was currently out to advertisement. The Chair would be writing to the VCSE representative advising of the Health and Wellbeing Board's agreement to the proposal of a VCSE representative being on the Interview Panel as part of the appointment process for a new VCSE representative	Chair / Director of Public Health - Since HWB 27/06/18, the Chair has reviewed the process and accepted an offer from Community Action MK to facilitate the process on behalf of the HWB Board.		-	C
27.06.18	HWB04	Place Based Integration - Sustainability and Transformation Partnership: Progress on the Five Key STP Priorities	Lead: Director Health & Social Care Integration.			NEW
	2.	That in respect of Priority 2 – Primary, Community and Social Care, the Director of Health and Social Care Integration be requested to invite/involve Healthwatch to look at how the 'Care Navigation' model might work.	Discussions are continuing.		-	C
	3.	That it be noted, that a new Milton Keynes Council lead for the Sustainability and Transformation Partnership CEO Group and STP Priority 1 will need to be appointed to take over the role currently held by the Council's Chief Executive who leaves the Council at the end of July 2018.	Awaiting confirmation of appointments.			A
27.06.18	HWB06	Place Based Integration - Draft MK Based Plan: Five Key Sustainability and Transformation Partnership Priorities				NEW
	2.	That the Head of Strategic Planning (Milton Keynes Clinical Commissioning Group) be requested to liaise with Healthwatch and other Partner organisations and provide a further update to the next Board meeting on 5 September 2018.	Meeting with Healthwatch to go through the draft MK Place Based Plan has taken place. Other Partners have been involved through the Integration Board. Agenda item HWB 05/09/18.		-	C

Date of Meeting	Minute	Subject and Decision	Action Officer	Taken/Lead	Action Since Last Review (27.6.18)	Previous Indicator (11.4.18)	Current Indicator
	3.	That a reserve date for a Health and Wellbeing Board Working and Development Group meeting be arranged for July/August 2018 to look at Place Based Integration in more depth.	HWB Development meeting cancelled. New date of 10/10/18 arranged.	Working Group for 08/08/18		-	C
27.06.18	HWB07	Health and Wellbeing Strategy 2018-28	Lead: Director of Public Health	Director of Public Health			NEW
	2.	That the Board agreed the approach to measuring success and areas of focus for Year One of the Strategy, which would be added to the Forward Plan.	Agenda item 05/09/18.	HWB		-	C
	3.	That the final version of the Strategy be disseminated to Board member organisations and partners, with a request for them to embed the Strategy into their own short and long term plans and to identify how those organisations can contribute to Year One priorities.	Agenda item 05/09/18.	HWB		-	C
	4.	That the proposed changes to the Health and Wellbeing Forum and Strategy Board be agreed.	Discussions are continuing to develop the Strategy to Challenge Board and the Partners and Public Forum.			-	C
	5.	That the Director of Public Health be requested to look at identifying the various risk factors and tackling the work associated with mental health and the safeguarding and prevention issues for children.	Proposed that a thematic review focussing on mental health will take place and that the findings will be considered by the HWB in February 2019.			-	C
27.06.18	HWB08	Better Care Fund					NEW
	2.	That the Assistant Director Joint Commissioning be requested to circulate the main detailed report to the Board.	Detailed report circulated 31/07/18.			-	C
	3.	That the Assistant Director Joint Commissioning be requested to undertake an in-depth look at the Better Care Fund, and the outcomes on services and case studies be presented to a future Health and Wellbeing Board Working and Development	To be presented to the HWB Working and Development Group 10/10/18.			-	C

Date of Meeting	Minute	Subject and Decision	Action Taken/Lead Officer	Action Since Last Review (11.4.18)	Previous Indicator (7.2.18)	Current Indicator
		Group in the autumn 2018.				
	4.	That the Chief Officer, MK Clinical Commissioning Group be requested to provide information to the Working and Development Board on the uptake and increase on Non- Elective Admissions, and provide an update to the Health and Wellbeing Board's next meeting on 5 September 2018.	To be presented to the HWB Working and Development Group 10/10/18.		-	C
27.06.18	HWB09	Health and Wellbeing Board Workplan – Business Items	Lead: Director of Public Health			NEW
	5.	That the PowerPoint presentations from the Health and Wellbeing Board be circulated electronically to Board members.	Copies of the PowerPoint presentations were circulated to Board members via email 28/06/18.		-	C