



Rutland County Council

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Minutes of the **MEETING of the RUTLAND HEALTH AND WELLBEING BOARD** held in the Council Chamber, Catmose, Oakham, Rutland, LE15 6HP on Tuesday, 27th June, 2023 at 2.00 pm

PRESENT

1.	Diane Ellison (Councillor) CHAIR	Portfolio Holder for Adult Care and Health, RCC
2.	David Williams	Group Director of Strategy & Partnerships Leicestershire Partnership NHS Trust & Northamptonshire Healthcare NHS Foundation Trust
3.	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
4.	Debra Mitchell	Deputy Chief Operating Officer, LLR ICB
5.	Ian Crowe	Armed Forces Representative
6.	Janet Underwood (Dr)	Chair, Healthwatch Rutland
7.	Kim Sorsky	Strategic Director for Adult Services and Health (DASS), RCC
8.	Mike Sandys VICE CHAIR	Director of Public Health for Leicestershire & Rutland, LCC
9.	Raymond Payne (Councillor)	Portfolio Holder for Children's Services, Homelessness and Housing Policy, RCC
10.	Sarah Prema	Chief Strategy Officer, LLR ICB

APOLOGIES:

11.	Duncan Furey	Chief Executive Officer, Citizens Advice Rutland
12.	Louise Platt	Executive Director of Housing, Care and Support, Longhurst Group

ABSENT:

13.	Liam Palmer (Sgt)	Leicestershire Police
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OFFICERS PRESENT:

14.	Adrian Allen	Assistant Director - Delivery, Public Health
15.	Emma Jane Hollands	Head of Community Care Services
16.	Jane Narey	Scrutiny Officer, RCC
17.	Karen Kibblewhite	Head of Commissioning, RCC
18.	Katherine Willison	Health and Wellbeing Integration Lead, RCC
19.	Mitch Harper	Strategic Lead – Rutland, Public Health

IN ATTENDANCE:

20.	Mrs Jennifer Fenelon	Chair of the Rutland Health & Social Care Policy Consortium
21.	Richard Wilding	Business Intelligence Team Leader, Leicestershire County Council
22.	Andy Brown	Business Intelligence Team Leader, Leicestershire County Council
23.	Mayur Patel	Head of Integration and Transformation, Leicester, Leicestershire and Rutland Integrated Care Board.

1 WELCOME AND APOLOGIES RECEIVED

The new Portfolio Holder for Adult Care and Health, Councillor Diane Ellison welcomed everyone to the meeting and introduced herself as the new Chair of the Health and Wellbeing Board. Apologies were received from Louise Platt and Duncan Furey.

2 RECORD OF MEETING

The minutes of the Rutland Health and Wellbeing Board meeting held on the 21st March 2023 were approved as an accurate record.

3 ACTIONS ARISING

Action 1

Katherine Willison to see if the falls data could be broken down into 'institutionalised falls' i.e. hospitals, care homes and 'domestic falls' i.e. an individual's home.

Item was on the agenda.

Action 2

The Health and Wellbeing Integration Lead confirmed that she would email the details of the professional stakeholders to members of the Board and that the Communication and Engagement Plan, including a summary document, would be discussed at the next Board meeting.

Item was on the agenda.

Action 3

Debra Mitchell to liaise with Mitch Harper to ensure that JSNA work streams were included in the Integrated Delivery Group's plan.

The Deputy Chief Operating Officer, (Leicester, Leicestershire and Rutland Integrated Care Board (LLR ICB) confirmed that the action had been completed.

Action 4

Mitch Harper to meet with representatives from NHS England Dentistry to: review the data from a Rutland perspective.

share the approved Rutland Oral Health Needs Assessment and the other chapters from the Joint Strategic Needs Assessment (JSNA).

update the Rutland Health and Wellbeing Board at the next meeting.

The Strategic Lead – Rutland, Public Health confirmed that the action had been completed.

Action 5

Sarah Prema to share a draft copy of the Joint 5 Year Forward Plan with the Rutland Health and Wellbeing Board asap

The Chief Strategy Officer, LLR ICB confirmed that the action had been completed.

Action 6

Sarah Prema and Paul Sheldon to find out what palliative care facilities were available at RMH.

The Chief Strategy Officer, LLR ICB confirmed that there was 1 flexible use palliative care bed at Rutland Memorial Hospital.

Action 7

Councillor S Harvey and Mike Sandys to meet to decide what information they would like NHS England to present at the next Health and Wellbeing Board regarding HPV vaccinations.

The Director of Public Health confirmed that he had met with Councillor S Harvey but that he would discuss a vaccination update to the Board with the new Chair, Councillor Ellison.

Action 8

A review of what each IDG subgroup was responsible for and how they should report back to the Health and Wellbeing Board would be discussed at the next meeting of the IDG and an update provided at the next meeting of the Health and Wellbeing Board.

The Deputy Chief Operating Officer, LLR ICB confirmed that she would discuss this further with the new Chair, Councillor Ellison.

Action 9

Mark Young to distribute the mental health pathways once they had been approved.

The Strategic Director for Adult Services and Health requested that the action be carried forward for the attention of Emma Jane Hollands, Head of Community Care Services. Action to be completed by the 18th July 2023.

ACTION: Emma Jane Hollands

Action 10

Dr Underwood to distribute Healthwatch Rutland's report regarding the dementia support services and the experience of Rutland residents once checked and approved.

The Chair of Healthwatch Rutland confirmed that the action had been completed.

Action 11

The Clerk to distribute to members the draft agenda plan for the proposed meeting on the 27th June 2023 to ensure all items were included.

The Clerk confirmed that the action had been completed.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 PETITIONS, DEPUTATIONS AND QUESTIONS

The Clerk confirmed that a deputation had been received from Mrs Jennifer Fenelon on behalf of the Rutland Health & Social Care Policy Consortium. The deputation had

been approved by the Chief Executive and the Monitoring Officer and had been added to the website and circulated to committee members in advance of the meeting.

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Mrs Fenelon joined the meeting at 2.09 p.m.

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- Mrs Fenelon addressed the Board with the details of her deputation.
- The Chair, Councillor Ellison confirmed that she would circulate a copy of the independent review undertaken by the Rutland Health & Social Care Policy Consortium regarding the ICB's implementation of the guidance to the Director of Public Health and the Chief Strategy Officer, LLR ICB.

ACTION: Councillor Ellison

- The Chair re-iterated that the Board continued to work in close collaboration with stakeholders such as Rutland Healthwatch as part of the Integrated Delivery Board to ensure that the voice of residents was heard in such matters as community healthcare and integrated services.

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Mrs Fenelon left the meeting at 2.15 p.m.

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6 QUESTIONS WITH NOTICE FROM MEMBERS

There were no questions with notice from members.

7 NOTICES OF MOTION FROM MEMBERS

There were no notices of motion from members.

8 ELECTION OF VICE CHAIR

- The Deputy Chief Operating Officer, LLR ICB nominated Mike Sandys, Director of Public Health for the role of Vice Chair and this was seconded by the Chair of Healthwatch Rutland, Dr Janet Underwood.
- There were no other nominations.

RESOLVED

That the Board:

- a) **APPROVED** Mike Sandys as the Vice Chair for the Rutland Health and Wellbeing Board for the municipal year 2022/2023 on the provision that he accepted the nomination.

9 LEICESTER, LEICESTERSHIRE & RUTLAND (LLR) INTEGRATED CARE SYSTEM: UPDATE

A) 5 YEAR JOINT FORWARD PLAN

A verbal update was received from Sarah Prema, Chief Strategy Officer, Leicester, Leicestershire and Rutland Integrated Care Board. During the discussion, the following points were noted:

- The 5 Year Joint Forward Plan had been shared with the members of the Rutland Health and Wellbeing Board and feedback from the Board members had been incorporated into the plan.
- A statement from the Chair of the Rutland Health and Wellbeing Board would also be included in the updated version of the 5 Year Joint Forward Plan.
- A delivery plan, which had also been shared with Board members, was being finalised and this would detail how the individual elements of the plan would be delivered.
- An engagement period with the community had been held and feedback from the public had been incorporated into the plan.
- NHS England had reviewed the plan submitted by the LLR ICB and confirmed that it was a comprehensive plan whose content met the required guidance.
- The updated 5 Year Joint Forward Plan would be published on the 30th June 2023 and it was anticipated that the final plan would be presented to the LLR ICB on the 13th July 2023 for final approval.
- The 5 Year Joint Forward Plan would then be reviewed and refreshed on an annual basis.

B) HEALTH AND WELLBEING PARTNERSHIP STRATEGY

A verbal update was received from Sarah Prema, Chief Strategy Officer, LLR ICB. During the discussion, the following points were noted:

- The Health and Wellbeing Partnership Strategy had been discussed by the Rutland Health and Wellbeing Board and was due to be approved by the Health and Wellbeing Partnership in August 2023.
- The Deputy Chief Operating Officer, LLR ICB confirmed that the strategy's Implementation Plan would focus on place and would be reviewed annually.
- An update on the strategy's Implementation Plan would be provided at the October meeting of the Rutland Health and Wellbeing Board.

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Due to technical issues, the Chair called a short adjournment of the meeting at 2.29 p.m. The meeting re-started at 2.38 p.m.

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10 **JOINT STRATEGIC NEEDS ASSESSMENT: UPDATES & TIMELINE**

A) ARMED FORCES: PERSONNEL AND FAMILIES SURVEY REPORT

Report No. 93/2023 was received from Adrian Allen, Assistant Director – Delivery and Mitch Harper, Strategic Lead – Rutland, Public Health. During the discussion, the following points were noted:

- The Strategic Director of Children and Families informed attendees that RCC Officers had gone to Cyprus to work with armed forces colleagues to identify the SEND children who would be coming to Rutland when the 1st Battalion Royal Anglian Regiment arrived at Kendrew Barracks.
- Each SEND child had been assessed regarding the level of support needed and school places had been identified.
- The Armed Forces Service Pupil Premium paid to schools was a very small amount.

- A Single Point of Contact (SPoC) for the armed forces families had been created and this was run by the Leicestershire NHS Partnership Trust on behalf of the LLR ICB.

RESOLVED

That the Board:

- a) **NOTED** the findings of the survey and **APPROVED** for specific recommendations to be taken to the Staying Healthy Partnership for consideration and to determine next steps and actions.

B) UPDATE AND INFORMATION FROM THE MEETING HELD WITH NHS ENGLAND

A verbal update was received from Mitch Harper, Strategic Lead – Rutland, Public Health. During the discussion, the following points were noted:

- The Strategic Lead – Rutland confirmed that a meeting had been held with NHS England – Dentistry.
- The data had been reviewed from a Rutland perspective and that NHS England recognised Rutland as a place in its own right and separate from Leicester and Leicestershire.
- The Rutland Oral Health Needs Assessment and the other chapters from the Joint Strategic Needs Assessment (JSNA) were shared with NHS England.

C) CHAPTERS FOR REVIEW

Report No. 94/2023 was received from Mike Sandys, Director of Public Health and Hanna Blackledge, Lead Analyst, Public Health Business Intelligence, Leicestershire County Council.

- A presentation was received from Richard Wilding and Andy Brown, Business Intelligence Team Leaders from Leicestershire County Council – copy attached.

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Due to technical issues, the Chair called a short adjournment of the meeting at 3.11 p.m. The meeting re-started at 3.17 p.m.

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- Employment levels in agriculture, forestry and fishing in Rutland had fallen.
- Housing standards and the growth in population within Rutland should be investigated further.
- The Head of Commissioning informed attendees that the local housing market needs assessment was currently being updated and that this data should be included in Rutland's Demography and Growth Needs Assessment.
- The report needed to include clarification as to what a 'healthy life expectancy' actually was.
- 35% of adult Rutland residents lived alone and concern was raised regarding future care options for single adults but it was confirmed that this would link into the LLR Carers' Strategy.

RESOLVED

That the Board:

- a) **APPROVED** Rutland's Demographic and Growth Needs Assessment and asked that the relevant board subgroups considered the recent demographic changes and trends and how these could be taken into account in future service plans and commissioning strategies.

11 JOINT HEALTH AND WELLBEING STRATEGY

Report No. 95/2023 was received from Katherine Willison, Health and Integration Lead. During the discussion, the following points were noted:

- A 12 month review of the delivery plan would be completed and then shared with the Health and Wellbeing Board.
- The Joint Health and Wellbeing Strategy Outcomes Summary report identified good and bad performance areas in Rutland.

RESOLVED

That the Board:

- a) **NOTED** the further development of the JHWS Delivery Plan.
- b) **NOTED** the latest Rutland Outcomes Report.

A) FALLS DATA: UPDATE

A verbal update was received from Katherine Willison, Health and Integration Lead. During the discussion, the following points were noted:

- The public health data dashboard, between March 2021 and March 2022, recorded 55 hip fractures in Rutland of residents aged 65+, which equated to 5 hip fractures per month.
- Rutland County Council's data recorded 5 hip fractures over the past 10 weeks from 1 March 2023.
- Further analysis of the data from Public Health, DHU (Derbyshire Health United) Healthcare Falls Response Service and RCC's Falls Prevention Service was required to ensure that the correct support services were in place.

RESOLVED

That the Board:

- a) **APPROVED** the Health and Integration Lead to undertake a 6 month study of falls data regarding Rutland residents for presentation to the Rutland Health and Wellbeing Board in January 2024 to identify pathways for better understanding and context.

B) HEALTH AND WELLBEING COMMUNICATION AND ENGAGEMENT PLAN

Report No. 83/2023 was received from Katherine Willison, Health and Integration Lead. During the discussion, the following points were noted:

- Stakeholders had contributed to and finalised the Health and Wellbeing Communication and Engagement Plan and these were detailed in Appendix A.
- A summary of the plan had been produced for ease of access by professionals and members of the public.
- The Delivery Plan would be updated on a regular basis.
- The Strategic Director of Children and Families stated that Rutland County Council's Children's Services had not been involved in the development of the communication and engagement plan and neither had any children or young people.

RESOLVED

That the Board:

- a) **NOTED** the content of the report.
- b) **AGREED** that the Communication and Engagement Plan should be updated, following input from RCC Children's Services, children and young people and brought back to the Rutland Health and Wellbeing Board for approval.

C) RUTLAND HEALTH AND WELLBEING BOARD ANNUAL REPORT 2022/23

Report No. 96/2023 was received from Katherine Willison, Health and Integration Lead. During the discussion, the following points were noted:

- The annual report was part of the Communication and Engagement Plan to raise the profile of the Rutland Health and Wellbeing Board.
- The following amendments were requested:
 - 'The Joy platform was introduced in September 2023' should be amended to read 'September 2022' (Page 5).
 - Web link to Rutland's Joy platform should be added (Page 5).
 - 'Forward from the Chair' should be amended to 'Foreword from the Chair' (Pages 1 and 2).

RESOLVED

That the Board:

- a) **NOTED** the Rutland Health and Wellbeing Board (HWB) Annual Report 2022-23, which had been approved by Councillor Samantha Harvey, Chair of the HWB during 2022-23 and Kim Sorsky, Strategic Director of Adult Services and Health.
- b) **APPROVED** the Rutland Health and Wellbeing Board (HWB) Annual Report 2022-23, following the requested amendments, for publication on the websites of Rutland County Council and Healthwatch Rutland.

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Mayur Patel joined the meeting at 4.13 p.m.

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D) PRIMARY CARE STRATEGY

Report No. 97/2023 was received from Mayur Patel, Head of Integration and Transformation, Leicester, Leicestershire and Rutland Integrated Care Board. During the discussion, the following points were noted:

- Next steps would be to publish the strategy in an easily understandable format and then put it into action.
- Conversations should be held with the 4 GP practices located in Rutland regarding the implementation of the Primary Care Strategy so that Rutland could be an exemplar to other local authorities.
- Further work needed to be done on connecting people to the right health professionals and services and this would include national programmes to improve communication and patient access.

RESOLVED

That the Board:

- a) **NOTED** the Primary Care Strategy for Leicester, Leicestershire and Rutland.

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Mayur Patel left the meeting at 4.30 p.m. and the Chair proposed that the meeting be extended for a period of 15 minutes for the agenda to be completed. This was unanimously agreed.

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12 **BETTER CARE FUND**

Report No. 98/2023 was received from Katherine Willison, Health and Integration Lead. During the discussion, the following points were noted:

- Improvements were being implemented across Rutland regarding access to health and GP services so that the number of unplanned hospitalisations reached its target moving forward.
- The BCF Plans for 2023-2025 would be submitted to NHS England on the 28th June 2023 and would be presented to the Rutland Health and Wellbeing Board at the October meeting.

RESOLVED

That the Board:

- a) **NOTED** the Rutland 2022-23 Better Care Fund End of Year Report, submission of which to the BCF national team on 22 May 2023 was signed off by the Chair of the Health and Wellbeing Board.
- b) **NOTED** the update on the 2023-24/25 programming period.

13 **UPDATE FROM THE SUB-GROUPS**

A) CHILDREN AND YOUNG PEOPLE PARTNERSHIP

A verbal update was received from Dawn Godfrey, Strategic Director of Children and Families. During the discussion, the following points were noted:

- The last meeting of the Children and Young People Partnership (CYPP) was held on the 15th June 2023.
- All priorities were progressing as planned.
- Workforce pressures and capacity issues for RCC and health colleagues continued.
- The Council was awaiting confirmation of funding regarding grant funded posts.
- A joint local area inspection of SEND services had recently been completed and the OfSTED/CQC inspection report was expected in July 2023. Further details would be provided at the next meeting of the Health and Wellbeing Board.

B) INTEGRATED DELIVERY GROUP

A verbal update was received from Debra Mitchell, Deputy Chief Operating Officer, LLR ICB. During the discussion, the following points were noted:

- The next meeting would be held on the 13th July 2023.
- An update on woman's advocate would be received.
- Emergency admissions data would be reviewed.
- Emma Jane Hollands, Head of Community Care Services briefed attendees on the Proactive Care Project – copy of presentation attached.

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At 4.45 p.m. the Chair proposed that the meeting be extended for a further period of 15 minutes for the agenda to be completed. This was unanimously agreed.

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C) RUTLAND MENTAL HEALTH NEIGHBOURHOOD GROUP

A verbal update was received from Emma Jane Hollands, Head of Community Care Services. During the discussion, the following points were noted:

- The Rutland Mental Health Neighbourhood Group Strategy and Action Plan would be presented to the Health and Wellbeing Board in October.
- Increased number of people reporting mental health concerns due to relationship or bereavement issues.
- Rutland Primary Care Network has been nominated for Primary Care Network of the Year.
- LLR voluntary sector event held on 21st June 2023.

D) STAYING HEALTHY PARTNERSHIP

A verbal update was received from Adrian Allen, Assistant Director - Delivery. During the discussion, the following points were noted:

- The partnership was working on the outcomes following the two workshops held.
- Pilot projects were progressing well.
- The Armed Forces Survey would be reviewed so that future work could be identified.

14 REVIEW OF FORWARD PLAN AND ANNUAL WORK PLAN

The work plan was discussed and updated accordingly.

15 ANY URGENT BUSINESS

There was no urgent business.

16 DATE OF NEXT MEETING

Tuesday, 10th October 2023 at 2.00 p.m.

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The Chair declared the meeting closed at 4.53 pm.

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SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1.	3	<i>Mark Young to distribute the mental health pathways once they had been approved.</i> The Strategic Director for Adult Services and Health requested that the action be carried forward for the attention of Emma Jane Hollands, Head of Community Care Services. Action to be completed by the 18 th July 2023.	Emma Jane Hollands
2.	5	The Chair, Councillor Ellison confirmed that she would circulate a copy of the independent review undertaken by the Rutland Health & Social Care Policy Consortium regarding the ICB's implementation of the guidance to the Director of Public Health and the Chief Strategy Officer, LLR ICB.	Councillor Ellison