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# Rutland County Council

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Record of a meeting of the **HEALTH AND WELLBEING BOARD** held in the Council Chamber, Catmose, Oakham, at 2.00pm on **Tuesday 24 March 2015**

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|----------------------------|--|---|
| <b>PRESENT:</b>            | Councillor Christine Emmett<br>Councillor Roger Begy<br>Helen Briggs<br>Jane Clayton-Jones<br>Katy Sagoe<br><br>Mike Sandys<br><br>Tim Sacks     | Chair and Portfolio Holder, RCC<br>Leader of Rutland County Council<br>Chief Executive, RCC<br>CEO of Rutland Citizen Advice Bureau<br>Director of Housing Services, Spire Homes<br>Director of Public Health, Leicester City Council<br>Chief Operating Officer, East Leicestershire and Rutland Clinical Commissioning Group  |
| <b>Also in Attendance:</b> | Dr Hilary Fox<br>(Representing Dr A Ker)<br>Ali Burrow-Smith<br>(Representing Jennifer Fenelon)<br>Rory O'Neill<br>Jacqui Darlington             | East Leicestershire and Rutland Clinical Commissioning Group<br>Healthwatch Rutland<br><br>Self Advocate<br>Family Carer  |
| <b>OFFICERS PRESENT:</b>   | Dr Tim O'Neill<br><br>John N Morley<br>Julia Eames<br><br>Karen Kibblewhite<br>Katy Lynch<br><br>Saverio Della Rocca<br>Vicky Todd<br>Jane Narey | Deputy Chief Executive and Director for People, RCC<br>Head of Delivery (Ageing Well), RCC<br>Project Manager Health and Social Care Integration, RCC<br>Head of Commissioning, RCC<br>Health and Social Care Integration Project Manager, RCC<br>Assistant Director – Finance, RCC<br>Head of Delivery (Specialist), RCC<br>Corporate Support Officer (minutes), RCC |
| <b>APOLOGIES:</b>          | Dr Andy Ker<br><br>Jennifer Fenelon<br>Trish Thompson<br>Janine Dellar   | Vice Chair, East Leicestershire and Rutland Clinical Commissioning Group<br>Healthwatch Rutland<br>NHS England Local Area Team<br>Public Health, Leicester County Council   |
| <b>ABSENT:</b>             | Inspector Lou Cordiner<br>Yasmin Sidyot  | Leicestershire Constabulary<br>Head of Strategy and Planning,<br>East Leicestershire and Rutland Clinical Commissioning Group   |

## 850 MINUTES OF THE MEETING HELD 27 JANUARY 2015

The minutes of the meeting held on 27 January 2015 were taken as read, confirmed and signed.

## **851 DECLARATIONS OF INTEREST**

No declarations of interest were received.

## **852 PETITIONS, DEPUTATIONS AND QUESTIONS**

No petitions, deputations or questions were received.

## **853 FINANCE**

### **a) Integrated Funding**

Mr Della Rocca updated the Board on the funding transfer from NHS England to Social Care for 2014/15.

During discussion it was noted:

- i. Primary Care Trusts were abolished in April 2013.
- ii. Funding is now provided directly to Rutland County Council from NHS England.
- iii. A signed s256 agreement would be required to release funding.

### **AGREED:**

1. The Board approved the s256 agreement.

## **854 BUSINESS CASES**

### **a) Disabled Facilities Grant (DFG)**

Julia Eames updated the Board on the Adaptions and Disabled Facilities Grants (DFG).

During discussion the following points were noted:

- i. 15 grants were awarded between April 2014 and January 2015.
- ii. The Project Business Case stated that 'all work recommended will be completed within one year of the recommendation having been made' [Section 2 under Project Deliverables, page 4]. The Board requested that this paragraph be amended to clarify that 12 months would be the maximum time. The Board also requested that a minimum target time be identified.

### **AGREED:**

1. The Board noted the contents of the report.
2. The Board agreed to review the outcomes that the scheme would achieve.
3. The Board approved the Draft Business Case provided the wording in Section 2 under Project Deliverables (page 4) had been amended to a 12 month maximum time.

### **b) Falls Business Case**

Julia Eames updated the Board on Falls Prevention and the Management of Falls.

During discussion the following points were noted:

- i. The aim was to reduce the number of falls and therefore fall-related injuries for older people.
- ii. This would then reduce the number of hospital admittances and the length of time spent in hospital by older people.

### **AGREED:**

1. The Board noted the contents of the report.
2. The Board agreed with the Integration Executive's recommendation to reallocate the money previously in the Learning Disability Scheme to be used for the Falls Prevention and Falls Management Scheme.
3. The Board approved the Draft Business Case.

**c) Integrated Care Model**

John N Morley updated the Board on the Integrated Care Model.

During discussion the following points were noted:

- i. The aim would be to bring health and social care closer together.
- ii. The Integrated Care Co-ordinator post had been advertised.
- iii. The Board accepted the direction of travel regarding the business case but suggested that the job description for the Integrated Care Co-ordinator post should be amended to define the role as more 'navigation' than 'case management'.

**AGREED:**

1. The Board approved the business case for the Integrated Care Model.
2. The Board would receive a progress report in autumn 2015.

**855 PERFORMANCE**

**a) Non Elective Admissions Baseline Review**

Katy Lynch updated the Board on the review of the Non-Elective Admissions Baseline for Rutland.

During discussion the following points were noted:

- i. Rutland County Council and the East Leicestershire & Rutland Clinical Commissioning Group (ELRCCG) would have to demonstrate a reduction of non-elective admissions for Rutland.
- ii. Placing a 3.5% target reduction on the 'pay for performance' (P4P) metric would increase the risk of non-achievement.

**AGREED:**

1. The Board noted the contents of the paper.
2. The Board approved the recommendation not to change the P4P metric.

**b) Better Care Fund Performance Monitoring Report**

Katy Lynch updated the Board on the Better Care Fund (BCF) Performance Monitoring Report.

During discussion the following points were noted:

- i. Accurate performance data for the Rutland area was hard to obtain.
- ii. Due to the small numbers of people involved, it was very easy for the RAG rating to change colour. For example, one person staying longer in hospital than expected could change the RAG rating from Green to Red.
- iii. Case histories have started to be included in the report as examples.

**AGREED:**

1. The Board noted the contents of the report.
2. The Board would receive a report in June that sets out a whole system plan of action for reducing delayed discharges in hospital.

**856 RUTLAND PHARMACEUTICAL NEEDS ASSESSMENT (PNA)**

Mike Sandys briefed the Board on the final PNA and the ongoing responsibilities for the Health and Wellbeing Board.

During discussion the following points were noted:

- i. This was the final PNA report following the consultation process which closed in December 2015.
- ii. The main recommendations in the report remain unchanged.

**AGREED:**

1. The Board approved the final PNA report for publication.
2. The Board noted the need to update the PNA by March 2018.
3. The Board noted and approved the ongoing responsibilities.

**857 FINANCE: Section 75 Report (S.75)**

Mr Della Rocca updated the Board on the Section 75 agreement for the Better Care Fund.

During discussion the following points were noted:

- i. The Section 75 Agreement required minor amendments.
- ii. The agreement needed to be in line with the NHS ELRCCG.
- iii. The money would be carried forward to support the Better Care Fund in 2015/16.

**AGREED:**

1. The Board noted the requirement for the Section 75 agreement between RCC and the ELRCCG.
2. The Board noted the contents of the agreement.
3. The Board approved the carry forward of any underspend into 2015/16.

**858 JOINT STRATEGIC NEEDS ASSESSMENT (JSNA)**

Karen Kibblewhite briefed the Board on the Joint Strategic Needs Assessment.

During discussion the following points were noted:

- i. The last JSNA was undertaken in 2012. The data was now out-of-date.
- ii. The new JSNA would be a web-based document that would be easily refreshed and updated.
- iii. The new format would enable clear, evidence based decisions to be made.

**AGREED:**

1. The Board approved the proposal for a headline JSNA summary document, with subsequent detailed drill-down analysis and use of the Tableau.
2. The Board approved the timetable.

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Vicky Todd, Rory O'Neill and Jacqui Darlington joined the meeting at 3.16 pm

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**859 JOINT HEALTH AND SOCIAL CARE LEARNING DISABILITY SELF ASSESSMENT**

Vicky Todd (Head of Delivery (Specialist)) gave a presentation to the Board on the Joint Health and Social Care Learning Disability Self-Assessment Framework with the assistance of Rory O'Neill (Self Advocate) and Jacqui Darlington (Family Carer).

During discussion the following points were noted:

- i. The data would not require a large change in numbers to alter the RAG rating from Green to Amber to Red.
- ii. RCC organised and ran the 'Have Your Say' event every other year to gain feedback from learning disabled people regarding the services they received.
- iii. A communication strategy for the Joint Health and Social Care Learning Disability Assessment Framework was required.

**AGREED:**

1. The Board noted the content of the Joint Health and Social Care Learning Disability Self-Assessment Framework.
2. The Board thanked Rory O'Neill and Jacqui Darlington for their assistance with the presentation.
3. Vicky Todd to invite the members of the Health and Wellbeing Board to the next 'Have Your Say' event.
4. The Board agreed to propose that the report be considered at the People (Adults and Health) Scrutiny Panel.

**860 ANY URGENT BUSINESS**

No urgent items of business were raised.

**Urgent Care Centres**

Tim Sacks informed the Board of a new healthcare service which started on the 1<sup>st</sup> April 2015. Urgent Care Centres would offer people access to treatment for non-life threatening injuries or illnesses during GP opening hours, evenings, weekends and bank holidays. The service would be available at Rutland Memorial Hospital and Oakham Medical Practice.

**Thanks to Chair**

The Board were informed that Cllr Emmett would not be standing for re-election in the 2015 elections so this would be her last meeting as Chair. The Board thanked Cllr Emmett for her hard work and support.

**861 DATES AND TIMES OF FUTURE MEETINGS**

Tuesday 23 June 2015 – 2.00pm

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**The Chair declared the meeting closed at 3.47pm.**

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