



Rutland County Council

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Minutes of the **MEETING of the RUTLAND HEALTH AND WELLBEING BOARD**
held via Zoom on Tuesday, 11th October, 2022 at 2.00 pm

PRESENT

1.	Samantha Harvey (Councillor) CHAIR	Portfolio Holder for Health, Wellbeing and Adult Care
2.	David Wilby (Councillor)	Portfolio Holder for Education and Children's Services
3.	Debra Mitchell	Deputy Chief Operating Officer, LLR ICB
4.	Duncan Furey	Chief Executive Officer, Citizens Advice Rutland
5.	Ian Crowe	Armed Forces Representative
6.	James Burden (Dr)	Clinical Place Leader, Rutland Health Primary Care Network
7.	Janet Underwood (Dr)	Chair, Healthwatch Rutland
8.	John Morley	Strategic Director for Adults and Health (DASS), RCC
9.	Mark Powell	Deputy Chief Executive, Leicestershire Partnership NHS Trust
10.	Mike Sandys	Director of Public Health for Leicestershire & Rutland, LCC
11.	Paul Kear (Sgt)	Leicestershire Police
12.	Simon Barton	Deputy Chief Executive, UHL NHS Trust
13.	Steve Corton	Ageing Well Team Support, NHS England - Midlands

APOLOGIES:

14.	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
15.	Louise Platt	Executive Director of Care and Business Partnerships, Longhurst Group
16.	Sarah Prema	Chief Strategy Officer, LLR ICB
17.	Penny Sharp	Strategic Director for Places, RCC

ABSENT:

18.	Lindsey Booth (Insp)	NPA Commander Melton & Rutland, Leicestershire Police
19.	Adrian Allen	Head of Service Design & Delivery, Public Health, LCC

OFFICERS PRESENT:

20.	Jane Narey	Scrutiny Officer, RCC
21.	Katherine Willison	Health and Wellbeing Integration Lead, RCC

IN ATTENDANCE:

22.	Karen Kibblewhite	Head of Commissioning Health and Wellbeing, RCC
23.	Emma Jane Perkins	Head of Service - Community Care Services, RCC
24.	Mitch Harper	Public Health Strategic Lead (Rutland), LCC
25.	Shaun McGill (Dr)	Specialty Trainee in Public Health Medicine (ST3), NHS England – Midlands

1 WELCOME AND APOLOGIES RECEIVED

Councillor Harvey welcomed everyone to the meeting. Apologies were received from Dawn Godfrey, Louise Platt, Sarah Prema and Penny Sharp.

2 CHAIR'S STATEMENT

The Chair confirmed that a copy of her statement would be distributed with the minutes. It was noted that Viv Robbins from Public Health had left to take up a new role but that Adrian Allen, Public Health's Head of Service Design & Delivery Health would attend these meetings as her replacement. Members were also informed that Sandra Taylor had left her role as Health and Wellbeing Integration Lead at Rutland County Council and that Katherine Willison had taken over the role. The Chair welcomed both to the Health and Wellbeing Board.

3 RECORD OF MEETING

The minutes of the Rutland Health and Wellbeing Board meeting held on the 12th July 2022 were approved as an accurate record.

4 ACTIONS ARISINGAction 1

The Chair to notify Board members of the date for the first meeting of the Health and Wellbeing Partnership.

Councillor Harvey confirmed that she had notified Board members of the date.

Action 2

The amendments to the update reports would be discussed at the next meeting of the Integrated Delivery Group and the agreed way forward reported back to the Chair and the Strategic Director of Children and Families.

Debra Mitchell reported that there had been changes in key personnel since the last meeting so the new report formats had been discussed at the Integrated Delivery Group but were for formal approval and feedback at this meeting.

Action 3

All members of the Board were requested to complete the consultation on the proposed Rutland Pharmaceutical Needs Assessment.

Action completed.

Action 4

A report on primary care access, diagnostics and outpatients and elective care services was requested to be presented at the next meeting.

It was confirmed that the item was on the agenda for discussion but would be presented by Debra Mitchell as Sarah Prema had sent her apologies.

5 DECLARATIONS OF INTEREST

There were no declarations of interest declared.

6 PETITIONS, DEPUTATIONS AND QUESTIONS

There were no petitions, deputations or questions received.

7 QUESTIONS WITH NOTICE FROM MEMBERS

There were no questions with notice from members

8 NOTICES OF MOTION FROM MEMBERS

There were no notices of motion from members.

9 JOINT STRATEGIC NEEDS ASSESSMENT: UPDATES & TIMELINE

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Mitch Harper joined the meeting at 2.06 p.m.

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a) HEALTH INEQUALITIES IN RUTLAND

Report No. 159/2022 was received from Mike Sandys, Director of Public Health for Leicestershire & Rutland, LCC and was presented by Mitch Harper, Public Health Strategic Lead (Rutland). During the discussion, the following points were noted:

- Data regarding issues being reported by women armed forces veterans would require further investigation locally and nationally.
- It was noted that the report only included data from GP surgeries within Rutland but that many Rutland residents were registered at GP surgeries located outside of Rutland. Mitch Harper confirmed that he would be happy to widen the boundary access in order to include data from the GP surgeries located outside of Rutland but used by Rutland residents e.g. Melton Mowbray.
- It was confirmed that under the Core20PLUS5 project, Rutland did not qualify for the Core20 funding as it did not meet the deprivation levels required but that it would receive a small amount of funding from the PLUS5 funding.
- The Group welcomed the plan for a development session on health inequalities and agreed that Mitch Harper should arrange the development session for a date after the publication of the expected census data.

ACTION: Mitch Harper

RESOLVED

That the Committee:

- a) **NOTED** the report findings and approved publication of the needs assessment on the Rutland Joint Strategic Needs Assessment (JSNA) website.
- b) **WELCOMED** the development of a Health and Wellbeing Board development session on health inequalities with a deep dive on needs assessment findings (Appendix A) and further discussion on the report recommendations set out in Appendix C
- c) **NOTED** that Mitch Harper would arrange the development session for a date after the publication of the expected census data.

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Dr Shaun McGill joined the meeting and Mitch Harper left the meeting at 2.29 p.m.

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b) END OF LIFE NEEDS ASSESSMENT

Report No. 160/2022 was received from Mike Sandys, Director of Public Health for Leicestershire & Rutland, LCC and was presented by Dr Shaun McGill, Specialty Trainee in Public Health Medicine (ST3), NHS England – Midlands. During the discussion, the following points were noted:

- The End of Life support service was reported by service users as ‘complicated’ and ‘difficult to access’, with a lack of co-ordination between services.
- The Board welcomed the feedback from service users and it was felt that the majority of recommendations would be low cost, quick win changes.
- It was requested that the title for Priority 6 - ‘Dying Well’ be changed e.g. ‘Dying Gracefully’ or ‘Dying with Dignity’ but it was confirmed that ‘Dying Well’ was the national name for the project but that a different phase could be used locally.

RESOLVED

That the Committee:

- a) **ENDORSED** the recommendations arising from the JSNA End of Life chapter, which sought to address the unmet needs and gaps identified therein.
- b) **NOTED** that the JSNA End of Life chapter would be used to inform the refresh of the LLR End of Life Strategy which would be undertaken by the Integrated Care Board.
- c) **INTEGRATED** the JSNA End of Life chapter into Rutland’s Place Led Delivery Plan and changed the local title for Priority 6 ‘Dying Well’.

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Dr Shaun McGill left the meeting at 2.29 p.m.

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

Report No. 162/2022 was received from Sarah Prema, Chief Strategy Officer, LLR ICB and was presented by Debra Mitchell, Deputy Chief Operating Officer, LLR ICB. During the discussion, the following points were noted:

- A joint development session was held on the 11th October 2022 regarding the cost of living crisis as part of the LLR Health and Wellbeing Partnership meeting.

- The next meeting of the LLR Health and Wellbeing Partnership would be held on the 27th October 2022 and this would be another joint development session.
- It was noted that the Health and Wellbeing Partnership must produce an Integrated Care Strategy. This strategy must be published in a draft format by the 25th December 2022 so that it informed the strategic direction of the Integrated Care Board as they planned for 2023/24 and beyond. Therefore, a SPECIAL in-person meeting of the Rutland Health and Wellbeing Board would be held on Tuesday, 13th December 2022 at 2.00 p.m. in the Council Chamber at Rutland County Council for the Board to formally approve the draft Integrated Care Strategy.
- It was also noted that the Integrated Care Board must develop and publish a 5-year plan by March 2023, which would take account of the Health and Care Partnership's Integrated Care Strategy.

RESOLVED

That the Committee:

- a) **NOTED** the update on the Leicester, Leicestershire and Rutland Integrated Care System.

11 JOINT HEALTH AND WELLBEING STRATEGY

Report No. 164/2022 was presented by Katherine Willison, Health and Integration Lead, RCC. During the discussion, the following points were noted:

- The Chair informed attendees that the update reports received on the progress of the JHWS across the six priority areas were currently not acceptable as the Board needed to measure itself against its targets to see how it was progressing and if the six priorities were moving forward. It was proposed that Councillor Harvey, Debra, Katherine and John meet to identify an agreed format for the update reports.

**ACTION: Councillor Harvey, Debra Mitchell,
Katherine Willison and John Morley**

- It was queried if there was any data that detailed where the greatest number of falls occurred and what measures had been implemented to help prevent falls at home. It was confirmed that the Falls Prevention Programme had been running across LLR for some years and that the Occupational Therapy Service was in contact with social housing providers, the police, the fire service and GP services regarding the 'housing MOT' project, which provided support regarding falls prevention in people's homes. Katherine confirmed that she would collate falls data and distribute a briefing to Board members for their information.

ACTION: Katherine Willison

RESOLVED

That the Committee:

- a) **NOTED** the further development of the JHWS Delivery Plan through the content of this report.

12 BETTER CARE FUND

Report No. 163/2022 was presented by Katherine Willison, Health and Integration Lead, RCC. During the discussion, the following points were noted:

- The next BCF submission would be for a 2-year rolling programme.

RESOLVED

That the Committee:

- a) **NOTED** the content of the report
- b) **NOTED** the Rutland 2022-23 Better Care Fund plan, submission of which to the BCF national team on 26 September 2022 was signed off by the Chair of the Health and Wellbeing Board.

13 UPDATE FROM THE SUB-GROUPS

a) CHILDREN AND YOUNG PEOPLE PARTNERSHIP

A verbal update was received from Councillor David Wilby, Chair of the Children and Young People Partnership. During the discussion, the following points were noted:

- The turnover of staff continued to cause some issues.
- Attendance at schools continued to be good but schools had reported an increase in issues regarding pupil behaviour following the pandemic.
- Excellent results had been received in the GCSE and 'A' level examinations.
- A positive Peer Review had been carried out on the SEND service.
- The work regarding the 'Family Hub' was progressing.
- Unaccompanied asylum seeking children (UASC) continued to work well with many now doing post-16 courses.
- 37 Ukrainian children were currently attending Rutland schools.

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:

- A 'Staying Healthy Partnership' would be established as a sub-group of the Integrated Delivery Group. First meeting would be held in November 2022 and chaired by the Public Health team, with a focus on staying healthy and independent.
- There had been two key staff changes. Viv Robbins and Sandra Taylor had moved to new roles but they had been replaced by Adrian Allen and Katherine Willison respectively. Viv and Sandra were thanked for all their hard work and Adrian and Katherine were welcomed to their new roles.
- Reporting structures had been reviewed and focus was now needed on the Communication and Engagement Plan.
- Councillor Harvey stated that the updated Terms of Reference for both sub-groups needed to be formerly approved by the Health and Wellbeing Board at the next meeting in January 2023.

AGENDA

14 HEALTH UPDATE

a) PRIMARY CARE UPDATE

Presentations were received from Dr James Burden, Clinical Place Leader, Rutland Primary Care Network (PCN). During the discussions, the following points were noted:

- Changes in protocols had enabled long-term conditions to be managed by other health professionals e.g. clinical pharmacists rather than doctors.
- Work was needed within the Communications and Engagement Plan to inform the public on how the health service had changed and what additional roles there were now that worked alongside that of the traditional GP.
- The Government's national 'Workforce Recruitment Strategy' was being implemented successfully in Rutland to recruit health professionals to the area.
- The Enhanced Access survey had received 9000 responses. Healthwatch Rutland and the Chairs of the various Patient Participation Groups were thanked for their assistance in the promotion of the survey.
- The Enhanced Access service started on the 1st October 2022 and under this new service one site of the Primary Care Network (PCN) (Oakham, Uppingham, Market Overton and Empingham) would be open Monday to Friday 6.30 pm to 8.00 pm and Saturday from 9.00 am to 5.00 pm. Only scheduled appointments were allowed but it was open to all patients registered with a Rutland GP.
- Rutland residents who were registered with a GP practice outside of Rutland would be able to access the other GP services who were included as part of that area's Primary Care Network.
- It was noted that better communication was needed to educate and inform patients of the benefits of digital working and how accessing services online enabled GP services to be more efficient.

b) DIAGNOSTICS, OUTPATIENTS AND ELECTIVE CARE SERVICES

A presentation was received from Helen Mather, Elective and Cancer Commissioning Lead, LLR ICB and was presented by Debra Mitchell, Deputy Chief Operating Officer, LLR ICB. During the discussion, the following points were noted:

- 7-day working would be achieved in a phased approach.
- 1 MRI pad for Rutland patients would be implemented.
- The out-of-hours services would remain in place until March 2023.

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At 4.27 pm, the Chair proposed that the meeting be extended for a period of 15 minutes for the agenda to be completed. This was seconded by Debra Mitchell and was agreed unanimously by a virtual show of hands.

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c) RUTLAND MEMORIAL HOSPITAL: UPGRADES

Report no. 161/2022 was received from Mark Powell, Deputy Chief Executive, Leicestershire Partnership NHS Trust. During the discussion, the following points were noted:

- Mark Powell apologised to the Board about the lack of communication regarding the proposed changes and improvements to Rutland Memorial Hospital and stated that there would be improved communications moving forward.

- £1.2m would be spent on Rutland Memorial Hospital including repairs to the roof, new electrics, the conversion of unused bathrooms to useful storage space and the redecoration of patient areas.
- A stakeholder consultation and engagement process had now been developed and Rutland Healthwatch were engaged in providing the patients' voice.
- Work was expected to be completed by early January 2023.

RESOLVED

That the Committee:

- a) **NOTED** the planned £1.2m essential works by Leicestershire Partnership Trust at Rutland Memorial Hospital

15 WINTER VACCINATION PROGRAMME

A presentation was received from Dr James Burden, Clinical Place Leader, Rutland Health Primary Care Network. During the discussion, the following points were noted:

- It was noted that residents could book an appointment for a vaccination via the national vaccination website but that the vaccination would not be done by the residents own GP.
- It was confirmed that if residents wanted the vaccination to be done by their own GP, then they would need to wait until their respective surgery contacted them directly.
- It was proposed that Councillor Harvey, Dr James Burden and Mike Sandys arrange a joint communication regarding the winter vaccination to give the public clear guidance.

ACTION: Councillor Harvey, Dr James Burden and Mike Sandys

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At 4.44pm, the Chair proposed that the meeting was extended for a second period of 15 minutes for the agenda to be completed. This was seconded by Debra Mitchell and was agreed unanimously by a virtual show of hands.

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16 COST OF LIVING CRISIS

Updates were received from Emma Jane Perkins, Head of Community Care Services and Duncan Furey, Chief Executive Officer, Citizens Advice Rutland. During the discussion, the following points were noted:

- A presentation was received from Emma Jane Perkins – copy attached – which detailed that a pamphlet entitled 'Cost of living support in Rutland' would be available soon for all Rutland residents.
- Further information would also be available in the future from a new Council webpage: www.rutland.gov.uk/livingcosts
- It was reported that contacts to Citizens Advice Rutland had increased by 40% between September 2021 and September 2022. 60% of enquiries were regarding benefits, 10% were regarding housing, 5% were regarding debt and 25% were regarding other issues.
- Enquiries regarding fuel poverty had not yet increased but this was expected as it was suspected that many people had not yet turned their heating on.

- The number of referrals to the food bank by Citizens Advice had increased and the food bank had confirmed that they had received 30% more users than this time than last year.
- It was noted that many people now attending Citizens Advice Rutland and/or the food bank were first time users and many were in paid employment.
- An overview of the income received by people was provided:

People receiving Universal Credit

- Single person <25 years of age received £265.31 per month
- Single person >25 years of age received £334.91 per month
- Couple <25 years of age received £416 per month
- Couple >25 years of age received £525 per month

People receiving state pension

- Single person received £791 per month
- Couple received £1207 per month

- Many people were already in debt and/or bill arrears and these numbers were expected to increase as other costs increased e.g. food, fuel, heating, mortgage, rent etc.
- Citizens Advice produced a National Cost of Living Dashboard. This was updated on a regular basis and had national Citizen's Advice data and some Rutland specific data:
https://public.flourish.studio/story/1634399/?mc_cid=b3c15a4efa&mc_eid=e1d655cb85
- Dr Underwood confirmed that Healthwatch Rutland would hold a meeting on 3rd November 2022 at 2 p.m. in the Gover Centre at Voluntary Action Rutland on 'How can health inequalities in Rutland be addressed in the face of the escalating cost of living'.

17 REVIEW OF FORWARD PLAN AND ANNUAL WORK PLAN

The work plan was discussed and updated accordingly.

18 ANY URGENT BUSINESS

There was no urgent business

19 DATE OF NEXT MEETING

Tuesday, 13th December 2022 at 2.00 p.m. in the Council Chamber, Catmose, Oakham, Rutland LE15 6HP

No.	Ref.	Action	Person
1.	9a	HEALTH INEQUALITIES IN RUTLAND The Group welcomed the plan for a development session on health inequalities and agreed that Mitch Harper should arrange the development session for a date after the publication of the expected census data.	Mitch Harper

2.	11	Councillor Harvey, Debra, Katherine and John to meet to identify an agreed format for the update reports.	Councillor Harvey, Debra Mitchell, Katherine Willison and John Morley
3.	11	Katherine to collate falls data and distribute a briefing to Board members for their information.	Katherine Willison
4.	15	Councillor Harvey, Dr James Burden and Mike Sandys to arrange a joint communication regarding the winter vaccination to give the public clear guidance.	Councillor Harvey, Dr James Burden and Mike Sandys

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Chairman closed the meeting at 4.55 pm.

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