

To: Members of the Oxfordshire Health & Wellbeing Board

Notice of a Meeting of the Oxfordshire Health & Wellbeing Board

**Thursday, 13 March 2025 at 2.00 pm
Room 2&3 - County Hall, New Road, Oxford OX1 1ND**

If you wish to view proceedings online, please click on this [Live Stream Link](#).



Martin Reeves
Chief Executive

March 2025

Contact Officer: **Democratic Services**
Email: committees.democraticservices@oxfordshire.gov.uk

Membership

Chair – Cllr Liz Leffman (Leader, Oxfordshire County Council)
Vice Chair – Sam Hart, Buckinghamshire Oxfordshire Berkshire West Integrated Care Board

Board Members:

Ansaf Azhar	Director of Public Health & Communities, Oxfordshire Co Co
Councillor Tim Bearder	Cabinet Member for Adult Social Care, Oxfordshire Co Co
Michelle Brennan	GP Representative
Stephen Chandler	Executive Director: People, Oxfordshire Co Co
Councillor Rachel Crouch	West Oxfordshire District Council
Councillor Rob Pattenden	Cherwell District Council
Councillor Maggie Filipova-Rivers	South Oxfordshire District Council
Karen Fuller	Director of Adult Social Care, Oxfordshire Co Co
Caroline Green	Chief Executive, Oxford City Council (District Representative)
Councillor John Howson	Cabinet Member for Children, Education & Young People's Services, Oxfordshire Co Co
Dan Leveson	Place Director for Oxfordshire, Buckinghamshire Oxfordshire Berkshire West Integrated Care Board
Councillor Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety, Oxfordshire Co Co
Lisa Lyons	Director of Children's Services, Oxfordshire Co Co
Grant MacDonald	Interim Chief Executive, Oxford Health NHS Foundation Trust

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Professor Sir Jonathan Montgomery	Chair, Oxford University Hospitals NHS Foundation Trust
Don O'Neal	Chair, Healthwatch Oxfordshire
Councillor Helen Pighills	Vale of White Horse District Council
David Radbourne	Regional Director Strategy and Transformation, NHS England
Councillor Chewe Munkonge	Oxford City Council

Notes:• *Date of next meeting: 26 June 2025*

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Welcome by Chair**
2. **Apologies for Absence and Temporary Appointments**
3. **Declarations of Interest - see guidance note below**
4. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on Friday 7 March. Requests to speak should be sent to jack.ahier@oxordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

5. **Note of Decisions of Last Meeting (Pages 1 - 12)**

To approve the Note of Decisions of the meeting held on 5 December 2024 and to receive information arising from them.

6. **Oxfordshire Health & Wellbeing Board - Update to Terms of Reference (Pages 13 - 16)**

Report by Director of Law and Governance and Monitoring Officer, and Director of Public Health and Communities

The Oxfordshire Health and wellbeing board (HWB) is a formal statutory committee where political, clinical, professional and community leaders from across the health and care system come together to improve the health and wellbeing of their local population and reduce health inequalities

There have been changes to the operating model and staffing structure of the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) and therefore membership of the HWB and its Terms of Reference (ToR) need to be updated accordingly.

The Health and Wellbeing Board is RECOMMENDED to:

- a) **Approve the update to the Terms of Reference of the Board (see Annex**

7. **Marmot Place Update (Pages 17 - 26)**

The Board is to receive a verbal update.

8. **ICB Update (Pages 27 - 36)**

The purpose of this paper is to provide an update on our planning activities across BOB, this will specifically cover:

1. BOB ICB Operating Model – next steps
2. Working with local people and communities
3. 10-Year Health plan for the NHS
4. New provider for BOB non-emergency patient transport services
5. NHS Operational Planning for 2025/26 and associated national priorities:
 - Priorities and operational planning guidance 2024/25
 - Development of a medium-term plan for transformation and improvement
6. Joint Forward Plan refresh – timescales and engagement

The above activities are a key part of BOB ICBs responsibility to plan and arrange health and care services to meet the needs of our population, working to improve their health and lives. This will require joint working with our partners to ensure we prioritise our resources effectively, based on evidence, to achieve the best outcomes for our residents and communities.

The Health and Wellbeing Board is recommended to note the content of this report and provide views or feedback on the ongoing planning process and development of the medium-term strategy.

9. **Implementation of Primary Care Strategy (Pages 37 - 54)**

In March 2024, the draft Primary Care Strategy was presented to the Oxfordshire Health & Wellbeing Board as part of the ICB's commitment to ensuring the contribution and engagement of system partners and the public in the development of its Primary Care Strategy.

The final Primary Care Strategy was signed off by the ICB in May 2024 and the changes made were significant because of the extensive engagement that was undertaken. Slide 2 of the pack summarises how this insight has been used to inform the final version of the Primary Care Strategy.

The Health & Wellbeing Board are recommended to:

- a) **Note and discuss the progress made since BOB ICB initially engaged with system partners and the public on the Primary Care Strategy, including changes made to the document consequently, final themes and essentially implementation to date.**

10. Better Care Fund Update 2025-26 (Pages 55 - 68)

Report by Director of Adult Social Care

Better Care Fund [BCF] Plans are owned and approved by the Health & Wellbeing Board on behalf of the Council and Buckinghamshire, Oxfordshire and Berkshire [BOB] Integrated Care Board [ICB] and other partners. As such, the Board approves the Plan each year.

This report sets out the background to the national and local BCF Plan development process for 2025-26 and the proposed route to signing off the plan for Oxfordshire. NHS England has brought forward the planning timetable for 2025-26. The final plan must be submitted by 1200pm 31 March 2025, and it will be necessary to achieve sign off for the Plan outside of a formal Health & Wellbeing Board meeting.

The Planning guidance for 2025/26 was issued on 30 January and makes changes to the investment and expenditure, funding structure and metrics that must be delivered by the Plan. Broadly, the changes support Oxfordshire's existing ambitions as set out in the *Oxfordshire Way* and the Health and Wellbeing Strategy 2024-30. The policy guidance signals a shift from "sickness to prevention" and to support people living independently at home. These approaches are wholly consistent with Oxfordshire's ambitions.

The development of the 2025/26 Plan builds on the system approach to planning and engagement under the overview of the Oxfordshire Place Based Partnership established in 2023/24 and 2024/25.

The Health and Wellbeing Board is RECOMMENDED to:

- a) Note and approve the direction of travel set out in this report for the Oxfordshire Better Care Fund Plan for 2025/26 and the decision-making process set out at paragraph 13.**
- b) Delegate approval of the Oxfordshire Better Care Fund Plan for 2025/26 and decision on the assurance statements set out at paragraph 16 to the Chair of the Board for submission by 31 March 2025.**

11. Community Profiles - Latest Publications, Evaluation and Implementation Tools (Pages 69 - 78)

Report by Director of Public Health and Communities

This paper presents three elements of the Community Insight Profiles programme of work, which includes:

- (a) Two further Community Insight Profiles within Phase four of the programme: Wood Farm (Oxford City) and a bespoke area of Witney (West Oxfordshire) referred to as Witney Central Community Insight Profile area. The report highlights the links to the Marmot Places programme.

- (b) A report on the first phase of evaluation of the Oxfordshire County Council funded Community Health Development Officer programme and the NHS ICB funded Well Together programme.
- (c) Enablers to address inequalities as a legacy of the Community Insight Profiles, including the first iteration of an interactive Community Insight Profile Dashboard to increase accessibility to the data and insight and a draft toolkit to support the development of partner led Community Insight Profiles in other areas.

Since 2021, Public Health have been working with partners to carry out a programme of work to develop Community Insight Profiles (CIP). The work was initiated after the publication of the [Director of Public Health \(DPH\) Annual Report](#) for 2019/20 which highlighted ten wards in Oxfordshire which have small areas (Lower Super Output Areas) that were listed in the 20% most deprived in England in the Index of Multiple Deprivation (IMD) update (published November 2019) and are most likely to experience inequalities in health. The publication of Community Insight Profiles for all ten areas was completed in December 2023.

Following on from this, a further four Community Insight Profiles are being developed for areas across the county identified as falling within the 30-40% most deprived nationally according to the IMD (2019) and where local partners identified that there would be added benefit to developing a profile. Wood Farm and a bespoke area of Witney are included in these areas. A CIP for Berinsfield was published in September 2024 and a further CIP for Bicester West is in development and will be published in June 2025, which will bring the Public Health led programme of this work to a close.

The Health and Wellbeing Board is RECOMMENDED to:

- a) **Use the findings and rich insight contained within the Community Insight Profiles for Wood Farm and Witney Community Insight Area (CIA) and their relevance to the Marmot Place programme of work to inform service delivery plans of partner organisations on the Board and support the promotion and sharing of the findings with partners and colleagues across the system.**
- b) **Support the promotion of the interactive Community Insight Profile (CIP) Dashboard and the Community Insight Profile (CIP) development toolkit that will serve as a legacy of the CIP programme of work.**
- c) **Support the promotion and sharing of the findings from the first phase of an evaluation of the Community Health Development Officer (CHDO) and Well Together programmes with partners and colleagues across the system.**

12. Director of Public Health Annual Report (Pages 79 - 92)

The Board is to receive a verbal update on the Director of Public Health Annual Report.

13. Health & Wellbeing Strategy Update - Live Well (Pages 93 - 110)

Report by Director of Public Health and Communities

The Health and Wellbeing Board approved a [new strategy](#) in December 2023, with the priorities split between four thematic areas of Start Well, Live Well, Age Well and Building Blocks of Health. Delivery against the ambitions within the strategy is the responsibility of all organisations represented on the Board and is supported by an Outcomes Framework agreed by the Board in [March 2024](#).

The Board has agreed to receive a rotating update on delivery of 1 of the 4 strategy themes at its quarterly meetings, meaning that over the course of a 12-month period an update on each theme would be presented once. This report is the first annual report of the thematic domain of Live Well covering:

Priority 3 - Healthy People, Healthy Places

- The length and quality of people's lives in Oxfordshire should not be negatively impacted by exposure to tobacco, alcohol, or unhealthy weight.
- People in Oxfordshire should live in healthy environments where they can thrive free from these harms.

Priority 4 - Physical Activity and Active Travel

- Residents of Oxfordshire should be able to be and stay physically active, for example by walking and cycling, especially in our most deprived areas.

As agreed by the HWB, it is the Health Improvement Board that is the key partnership forum that drives forward implementation of the strategy under these two areas.

The implementation progress report in Annex 1 provides an update on key activities, challenges and plans for the year ahead against each theme and Annex 2 presents data for the Key Outcome and Supporting Indicators selected for these two priorities within the Board's Outcomes Framework.

The Health and Wellbeing Board is RECOMMENDED to:

- a) Note the progress of the delivery of priorities 3 and 4 under the thematic domain of Live Well within the Health and Wellbeing Strategy along with key challenges.

14. PNA Update (Pages 111 - 114)

Report by Director of Public Health and Communities

Every Health and Wellbeing Board (HWB) has a statutory duty to carry out a Pharmaceutical Needs Assessment (PNA) every three years. The last PNA for Oxfordshire was published in 2022 and has been kept up to date with supplementary statements reflecting changes in provision. The 2025 PNA is now due for publication in

October 2025.

The Health and Wellbeing Board is RECOMMENDED to:

- a) To note that the process to produce a revised Pharmaceutical Needs Assessment (PNA) by 1st October 2025 has commenced.**
- b) To receive an update on progress and the project plan timelines on the production of the 2025 Oxfordshire PNA.**
- c) To agree the approach to the approval of the final PNA.**

15. JNSA Update (Pages 115 - 120)

Report by Director of Public Health and Communities

The Joint Strategic Needs Assessment (JSNA) is a statutory annual report provided to the Health and Wellbeing Board and published in full on the [Oxfordshire Data Hub](#). It provides an evidence-base for the Health and Wellbeing Strategy and is an opportunity for an annual discussion about the key issues and trends from a review of a very wide range of health-related information about Oxfordshire. It should be used as a tool by all partners of the health and wellbeing board to ensure that services provided by their organisations are suitably tailored to the local needs in Oxfordshire identified by the JSNA.

Producing the JSNA is a collaborative project with contributions from many analysts and sector specialists from Oxfordshire's Local Authorities, NHS, Thames Valley Police, Healthwatch Oxfordshire and Voluntary Sector organisations.

Following the proposal at the March 2024 Health and Wellbeing Board, this year's JSNA will be available through a collection of interactive dashboards and accompanying narrative on Oxfordshire County Council's new Data Hub website.

The JSNA is a contemporary assessment of the health and wellbeing needs of the population. However, information about services needed to address population needs is beyond the scope of the JSNA. In some cases, the data may not be recent enough to reflect changes in services.

The Health and Wellbeing Board is RECOMMENDED to

- a) Provide feedback on the proposed design of the 2025 Joint Strategic Needs Assessment (JSNA).**
- b) Advise on the content of the 2025 JSNA and to highlight any additional topics/ themes of research and intelligence interest that they would like to see included.**
- c) Via relevant officers in their organisations, contribute information and intelligence to the JSNA to further its development and participate in making information more accessible to everyone.**

16. Report from Healthwatch Oxfordshire (Pages 121 - 128)

To report on views of health care gathered by Healthwatch Oxfordshire.

17. Reports from Partnership Boards (Pages 129 - 134)

To receive updates from Partnership Boards. Reports from –

- Health Improvement Board (verbal); and
- Children's Trust Board (verbal); and
- Place Base Partnership Board

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.