

To: Members of the Oxfordshire Health & Wellbeing Board

Notice of a Meeting of the Oxfordshire Health & Wellbeing Board

Thursday, 21 November 2013 at 2.00 pm

County Hall, New Road, Oxford



Peter G. Clark
County Solicitor

November 2013

Contact Officer: **Julie Dean, Tel: (01865) 815322**
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Membership

Chairman – Councillor Ian Hudspeth
Vice Chairman - Dr Stephen Richards

Board Members:

Councillor Mark Booty (West Oxfordshire District Council)	Chairman of the Health Improvement Partnership Board
Councillor Mrs Judith Heathcoat (Oxfordshire County Council)	Chairman of the Adult Health & Social Care Partnership Board
Councillor Hilary Hibbert-Biles	Member of Health Improvement Partnership Board
John Jackson	Director for Social & Community Services
Dr Mary Keenan	Chairman of the Children & Young People's Partnership Board
Jim Leivers	Director for Children, Education & Families
Dr Joe McManners	Vice Chairman of the Adult Health & Social Care Partnership Board
Dr Jonathan McWilliam	Director of Public Health
Matthew Tait	Area Director, Thames Valley NHS Commissioning Board
Councillor Melinda Tilley (Oxfordshire County Council)	Vice Chairman of the Children & Young People's Partnership Board
Councillor Ed Turner (Oxford City Council)	Vice Chairman of the Health Improvement Partnership Board
Larry Sanders	Chairman of Healthwatch Oxfordshire

Notes:

- **Date of next meeting: 13 March 2014**

County Hall, New Road, Oxford, OX1 1ND

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Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.

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 Chairman, Councillor Ian Hudspeth**
2. **Apologies for Absence and Temporary Appointments**
3. **Declarations of Interest - see guidance note opposite**
4. **Petitions and Public Address**
5. **Note of Decisions of Last Meeting**

To approve the Note of Decisions of the meeting held on 25 July 2013 (**HBW5**) and to receive information arising from them.

6. **Performance Report**

2:05
20 minutes

Person(s) responsible: Members of the Health & Wellbeing Board
Person giving report; Director of Public Health

There will be a review (**HWB6**) of current performance against all the outcomes set out in the Health & Wellbeing Strategy. Performance of each Partnership will be presented in turn:

- Children & Young People (Jim Leivers and Cllr Melinda Tilley (in Dr Keenan's absence))
- Adult Health & Social Care (John Jackson and Cllr Mrs Judith Heathcoat)
- Health Improvement Board (Dr. Jonathan McWilliam)

Action Required: The Board is asked to note the report and presentations and to consider any action required.

7. **Quality in Health and Social Care Services**

2:25
10 minutes

Person(s) responsible: Chief Executive Officer, OCCG; Director for Social & Community Services
Person giving report: Director of Public Health

To discuss the current systems for monitoring quality and proposed developments (HWB7).

8. Financial Challenge

2:35

5 minutes

Person(s) responsible: Chief Executive Officer, OCCG; Chief Executive, Thames Valley Area Team, NHS England; Director for Social & Community Services, OCC

Person giving report: Dr Stephen Richards, Chief Executive Officer, OCCG.

To brief the Health and Wellbeing Board on the financial performance of the OCCG for the 2013 -14 financial year to September 2013 and the ongoing financial challenge now faced (HWB8).

Action Required: To note the report.

9. Integration Transformation Fund

2:40

15 minutes

Persons responsible: Director for Social & Community Services, OCC; Chief Executive Officer, OCCG.

Persons giving the report: John Jackson, Director for Social & Community Services; Dr. Stephen Richards, Chief Executive Officer, OCCG.

To establish the process by which the Health and Wellbeing Board can agree a plan to use the resources allocated to Oxfordshire through the Integration Transformation Fund by April 2014 (HWB9).

Action Required: to

(a) agree the proposed process as set out in paragraphs 18-23; and

(b) agree to consider the final Integration Transformation Fund plan at its meeting on 13 March 2014, alongside proposals for the Health to Social Care funding transfer for 2014/15.

10. Clinical Commissioning Group Strategy and Operating Plan

2:55

15 minutes

Person(s) responsible: Chief Executive Officer, OCCG

Person giving report: Dr. Stephen Richards, Chief Executive Officer, OCCG

OCCG has prepared a strategic overview document entitled 'Improving the Health of Oxfordshire' that is out for consultation (a copy of which is attached to the Agenda and colour copies will be available at the meeting).

This is aligned to seeking views on the NHS England 'Call for Action'. A report is attached at **HWB10** which provides an outline of this forthcoming national consultation on priorities in the light of restricted funding.

The following background documents are attached – for information only and not for discussion at the meeting.

- Letter to CCG Clinical Heads from Professor Robert Harris, Director of Strategy, NHS England
- Slideset 'A Call to Action – A Briefing for HWB'
- 'Consolidated Strategy – Planning Products by Process Box.'

11. Annual Reports from the Children's and Adults Safeguarding Boards

3:10

20 minutes

Persons responsible: Andrea Hickman and Donald McPhail, Independent Chairs of the Children's (OSCB) and the Adults Safeguarding Boards (OSAB) respectively

Persons giving reports: Vice - Chairman of OSCB, Peter Clark and John Jackson and Hugh Ellis (in Chairman of OSAB, Donald McPhail's absence)

To present the Annual reports from the OSCB and the OSAB respectively (attached at **HWB11**)

Action Required: *To receive the reports.*

12. Oxfordshire Children & Young People's Plan 2013/14

3:30

10 minutes

Persons responsible: The Oxfordshire Health & Wellbeing Board

Person giving report: Jim Leivers, Director of Children's Services

The Oxfordshire Children & Young People's Plan 2013/14 was considered by the

Children & Young People's Partnership Board on 24 October 2013. It is attached at **HWB12** for approval.

Action Required: to approve the Children & Young People's Plan 2013/14.

13. Local Healthwatch

3:40

10 minutes

Persons responsible: Larry Sanders, Chairman of Healthwatch, Oxfordshire and David Roulston, Director of Healthwatch Oxfordshire;
Director of Social & Community Services, OCC

Persons giving reports: Larry Sanders, Chairman of Healthwatch Oxfordshire and John Jackson, Director for Social & Community Services, OCC

The Chairman of Healthwatch, Larry Sanders, will give an oral update on recent developments.

John Jackson will also deliver an oral update on the procurement of Healthwatch, Oxfordshire from April 2014.

14. Reports from Partnership Boards

3:50

10 minutes

Oral reports on activities since the last meeting in July will be presented by:

- The Vice - Chairman of the Children & Young People Partnership Board, Cllr Melinda Tilley (in Dr Keenan's absence);
- the Chairman of the Adult Health & Social Care Partnership Board, Cllr Mrs Judith Heathcoat; and
- the Chairman of the Health Improvement Partnership Board, Cllr Mark Booty.

Action Required: To receive updates from each Partnership Board.

PAPERS FOR INFORMATION ONLY

- Letter on Transforming Care for people with learning disabilities and/or autism and mental health conditions or behaviours described as challenging (attached).
- Summary of correspondence received by the Chairman of the Board and how it was responded to (attached).