

To: Members of the Oxfordshire Health & Wellbeing Board

Notice of a Meeting of the Oxfordshire Health & Wellbeing Board

Thursday, 22 March 2018 at 2.00 pm
Rooms 1&2 - County Hall, New Road, Oxford OX1 1ND



Peter G. Clark
Chief Executive

March 2018

Contact Officer: **Julie Dean, Tel: 07393 001089**
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Membership

Chairman – Councillor Ian Hudspeth (Leader, Oxfordshire County Council)
Vice Chairman - Dr Kiren Collison (Clinical Chair, Oxfordshire Clinical Commissioning Group)

Board Members:

Councillor Anna Badcock	Chairman, Health Improvement Partnership Board
Lucy Butler	Director for Children's Services
Dr Matthew Gaw	Vice-Chairman, Children's Trust
Cllr Steve Harrod	Chairman, Children's Trust
Councillor Hilary Hibbert-Biles	Cabinet Member for Public Health & Education
Dr Jonathan McWilliam	Strategic Director for People & Director of Public Health
Dr Paul Park	Vice-Chairman, Older People's Joint Management Group
David Radbourne	NHS England, Director of Commissioning Operations (South Central)
Prof George Smith	Chairman, Healthwatch Oxfordshire
Councillor Lawrie Stratford	Chairman, Older People's Joint Management Group
Kate Terroni	Director for Adult Services
Councillor Marie Tidball	Vice Chairman, Health Improvement Partnership Board

In Attendance: Peter Clark, Chief Executive, OCC
Louise Patten, Chief Executive, OCCG

Notes: • - **Date of next meeting: 19 July 2018**
- **Please note a special meeting has been arranged for 2pm, 10 May 2018**

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 Glenn Watson on **07776 997946** or glenn.watson@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 Vice Chair, Dr Kiren Collison**
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 (Pages 1 - 18)**

To approve the Note of Decisions of the meeting held on 9 November 2017 (HBW5) and to receive information arising from them.

6. **Performance Report (Pages 19 - 34)**

2:05
20 minutes

Progress against Joint Health and Wellbeing Strategy Outcome Measures agreed for 2017-2018

Persons responsible: Strategic Director for People & Director of Public Health, Director for Adult Services, Director for Children's Services, Oxfordshire County Council (OCC); Chief Executive, Oxfordshire Clinical Commissioning Group (OCCG)

Person giving report: Strategic Director for People & Director of Public Health

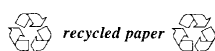
To receive an update on performance against the outcomes agreed for 2017-2018 in the Joint Health & Wellbeing Strategy (HWB6).

The Board is RECOMMENDED to hold members to account for performance against key indicators.

7. **Joint Strategic Needs Assessment (JSNA) (Pages 35 - 244)**

2:25
10 minutes

Persons responsible: Strategic Director for People & Director of Public Health, Chief Executive, OCCG; Chief Executive



Person giving report: Strategic Director for People & Director of Public Health;
Chief Executive, OCCG

The annual Joint Strategic Needs Assessment is attached for consideration and acceptance (**HWB7**).

Please note that the Annex containing the Health Inequalities basket of Indicators are available on the website under this item but have not been printed. A printed copy will be available at County Hall Reception and in the meeting itself.

The Board is asked to consider, comment on and approve the Joint Needs Assessment for 2018 -19.

8. Pharmaceutical Needs Assessment (Pages 245 - 328)

2:35
10 minutes

Person responsible: Director of Public Health
Person giving report: As above

The updated Oxfordshire Pharmaceutical Needs Assessment is before the Board for review and approval (**HWB8**).

Please note that Appendices A – E and the Maps are available on the website under this item but have not been printed. A printed copy will be available at reception and at the meeting itself.

The Board is RECOMMENDED to review and approve the updated Pharmaceutical Needs Assessment.

9. Special Educational Needs & Disability (SEND) Policy Review (Pages 329 - 368)

2:45
10 minutes

Person responsible: Director for Children's Services, OCC
Person giving report: As above

The report and Local Area Written Statement of Action is attached at (**HWB9**) for consideration.

The Board is RECOMMENDED to consider the outcomes of Oxfordshire's inspection and its responsibilities in relation to the joint area accountability for the delivery of the Written Statement of Action.

10. Healthwatch Oxfordshire (HWO) - Update (Pages 369 - 370)

2:55
10 minutes

Persons responsible: Chief Executive Officer and Chairman of HWO
Person giving report: Chairman of HWO

There will be an update on HWO activities given by the Chairman of HWO, Professor George Smith (**HWB10**).

The Board is RECOMMENDED to note the report.

11. Reports from Children's Trust, Joint Management Groups for Adults and Health Improvement Partnership Board (Pages 371 - 390)

3:05
10 minutes

Attached are the written reports on activities to deliver the priorities set out in the Joint Health & Wellbeing Strategy since the last Board meeting in November (**HWB11**) from:

- Children's Trust Board
- Health Improvement Partnership Board
- Joint Management Groups for Adults

The Board is RECOMMENDED to:

- (a) receive the above reports and assess progress in delivering the Joint Health & Wellbeing Strategy priorities; and*
- (b) approve the amended draft Terms of Reference for the Health Improvement Partnership Board and the Children's Trust.*

12. Care Quality Commission (CQC) Inspection Report and Required Actions (Pages 391 - 468)

3:15
30 minutes

Persons responsible: Director for Adult Services, OCC; Chief Executive, OCCG; Chief Executive, OH; Chief Executive, OUH; Chief Executive, OCC

People giving report: As above

A report on the CQC inspection carried out in November 2017, together with the Action Plan is attached at **HWB12**.

The Board is RECOMMENDED to note and discuss the report and Action Plan and approve the governance arrangements.

13. Older People Strategy (Pages 469 - 474)

3:45
10 minutes

Persons responsible: Director for Adult Services, OCC; Chief Executive, OCCG
Person giving report: As above

To consider a report which sets out the process whereby the new Older People Strategy will be co-produced. This will include the timetables for this in the light of the CQC report and the refreshed JSNA (**HWB13**).

14. Health & Wellbeing Board Governance Review (Pages 475 - 490)

3:55
10 minutes

Person responsible: Strategic Director for People, OCC
Person giving report: As above

To discuss and seek the Board's agreement to the prospective review of the Health & Wellbeing Board's governance (**HWB14**).

The Board is RECOMMENDED to note and discuss the emerging findings and approve the proposed next steps.