

To: Members of the Oxfordshire Health & Wellbeing Board

## ***Notice of a Meeting of the Oxfordshire Health & Wellbeing Board***

**Thursday, 13 November 2014 at 2.00 pm**

**County Hall, New Road, Oxford**



Peter G. Clark  
County Solicitor

November 2014

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### **Membership**

Chairman – Councillor Ian Hudspeth (Leader, Oxfordshire County Council (OCC))  
Vice Chairman - Dr Joe McManners (Clinical Chair, Oxfordshire Clinical Commissioning Group (OCCG))

### **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 Older People's Joint Management Group
Councillor Hilary Hibbert-Biles	Cabinet Member for Public Health & Voluntary Sector
John Jackson	Director for Social & Community Services
Dr Matthew Gaw	Vice-Chairman of the Children's Trust
Jim Leivers	Director for Children, Education & Families
Dr Jonathan McWilliam	Director of Public Health
Dr Paul Park	Vice-Chairman of the Older People's Joint Management Group
Matthew Tait	Area Director, Thames Valley NHS Commissioning Board
Councillor Melinda Tilley (Oxfordshire County Council)	Chairman of the Children's Trust
Councillor Ed Turner (Oxford City Council)	Vice Chairman of the Health Improvement Partnership Board
Jean Nunn-Price	Chair of Healthwatch Oxfordshire

**In Attendance:** Joanna Simons, Chief Executive, OCC  
David Smith, Chief Executive, OCCG

**Notes:** • **Date of next meeting: 5 March 2015**

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 Glenn Watson on (01865) 815270 or [glenn.watson@oxfordshire.gov.uk](mailto: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 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 (Pages 1 - 4)**

To approve the Note of Decisions of the special meeting held on 16 September 2014 (**HBW5**) and to receive information arising from them.

6. **Better Care Fund (Pages 5 - 6)**

**2:05**

5 minutes

Board Member(s) responsible: Director for Adult Social Services and Clinical Chair, OCCG

Persons giving the report: Director for Social & Community Services and Clinical Chair, OCCG

An update will be given, following the decisions made at the special meeting of this Board on 16 September (**HWB6**).

7. **Single Health and Social Care Plan for Oxfordshire and Financial Challenges (Pages 7 - 16)**

**2:10**

55 minutes

Board Members responsible: All Board Members

Person(s) giving reports: Director for Adult Social Services and Chief Executive, OCCG

A presentation will be made to stimulate discussion on principles for producing a single Health and Social Care Plan. The process for drawing up the plan will be considered (**HWB7**). This item will include a discussion on the financial challenges facing Oxfordshire in the social care and health sector. A financial briefing paper is also attached at **HWB7 (please note – this paper to follow)**.

Chief Executive Officers of Oxford Health Foundation Trust and Oxford University Hospitals Trust have been invited to participate in discussion of this item.

**Action Required: the Board is RECOMMENDED to agree the proposed principles for the single Health and Social Care Plan for Oxfordshire as the basis for a high level conversation in the New Year, and the next steps in developing the Plan further.**

## 8. Annual Report from the Oxfordshire Children Safeguarding Board 2013/14 (Pages 17 - 68)

**3:05**

20 minutes

Member(s) responsible: Councillor Melinda Tilley, Chairman, Children's Trust  
Person giving reports: Independent Chair of Children Safeguarding Board,  
Maggie Blyth

Maggie Blyth will present the Children Safeguarding Board Annual Report 2013/14 (**HWB8**). She will also provide a verbal update on work in response to increased awareness of female genital mutilation.

The Adult Safeguarding Board Annual Report 2013/14 will be presented to the 5 March 2015 meeting of this Board following its consideration at the Adult Safeguarding Board.

**Action Required: to receive the above report.**

## 9. Housing Related Support (Pages 69 - 124)

**3:25**

15 minutes

Member(s) responsible: Director for Adult Social Services  
Persons giving report: Councillor Mark Booty, Chairman, Health Improvement  
Partnership Board

Following the closure of the housing-related support proposals consultation, the Health Improvement Partnership board held an additional meeting in public on 20 October to discuss the consultation report and the proposed next steps and to make a recommendation to the Health & Wellbeing Board.

The outcome of this meeting was to:

**RECOMMEND** the Oxfordshire Health & Wellbeing Board to accept the proposed way forward, but to also note the summary of its discussion where more detailed concerns were raised and actions committed to.

To aid consideration the following papers are attached at **HWB9**.

- **Housing Related Support Consultation Report – October 2014.**
- **Housing Related Support Services in Oxfordshire – proposed way forward following the consultation (report to the Health Improvement Partnership Board on 20 October).**
- **A summary of notes of the 20 October Health Improvement Partnership Board meeting on Housing Related Support proposals.**
- **Updated Social & Community Impact Assessment.**

***Action Required: to consider the recommendations of the Health Improvement Partnership Board and to advise the Oxfordshire County Council Cabinet on the way forward for the re-commissioning of housing-related support.***

## **10. Performance Report (Pages 125 - 146)**

**3:40**

10 minutes

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

The regular review of current performance against all the outcomes set out in the Health & Wellbeing Strategy is attached at **HWB10** for consideration.

## **11. Healthwatch Oxfordshire (Pages 147 - 154)**

**3:50**

5 minutes

Board Member responsible: Chair, Healthwatch Oxfordshire  
Person giving report: Chair, Healthwatch Oxfordshire

Jean Nunn Price will present a report updating the Board on recent activities (**HWB11**).

## **12. Mental Health Crisis Care Concordat (Pages 155 - 168)**

**3:55**

5 minutes

Board Member(s) responsible: Chair, OCCG  
Person giving report: David Smith, Chief Executive, OCCG

The Board is asked to sign up to the Concordat whilst asking the Mental Health Joint Management Group to oversee the ongoing work with stakeholders (**HWB12**).

***Action Required: to***

- (a) agree that Oxfordshire County Council and the Oxfordshire Clinical Commissioning Group will sign off the Declaration and Action Plan on behalf of the Board; and***

***(b) approve the proposed governance arrangements and submission of the final Plan prior to the 31 December 2014 deadline.***

**13. Terms of Reference - Children's Trust (Pages 169 - 172)**

**4:00**

5 minutes

Board Member(s) responsible: All Members

Person giving report: Peter Clark, Head of Law & Culture, OCC

The new Terms of Reference for the Children's Trust are attached at **HWB13** for approval.

***Action Required: to approve the Terms of Reference for the Children's Trust.***

**14. Reports from Sub-Groups (Pages 173 - 178)**

**4:05**

10 minutes

Written reports on activities since the last Board meeting in July (**HWB14**) from:

- Children's Trust;
- Older People Joint Management Group
- Health Improvement Partnership Board

***Action Required: to receive the reports.***

**15. PAPERS FOR INFORMATION ONLY (Pages 179 - 184)**

The following papers are attached for information:

- A summary of correspondence with the Chairman is attached for information (**HWB15**).
- Healthwatch Oxfordshire Outline report on the 'Patient Voice and Healthwatch Oxfordshire Discharge' Project.