

To: Members of the Shadow Oxfordshire Health & Wellbeing Board

Notice of a Meeting of the Shadow Oxfordshire Health & Wellbeing Board

Thursday, 22 November 2012 at 2.00 pm

Meeting Room 1& 2, County Hall, Oxford OX1 1ND



Peter G. Clark
County Solicitor

November 2012

Contact Officer: **Julie Dean Tel: (01865) 815322**
Email: julie.dean@oxfordshire.gov.uk

Membership

Chairman – Councillor Ian Hudspeth
Vice Chairman - Dr Stephen Richards

Board Members:

Councillor Mark Booty (West Oxfordshire District Council)	Chairman of the Health Improvement Board
Sue Butterworth	Chair of Oxfordshire Local Involvement Network (LINK)
Councillor Louise Chapman (Oxfordshire County Council)	Chairman of the Children & Young People's Board
Councillor Arash Fatemian (Oxfordshire County Council)	Chairman of the Adult Health & Social Care Board
John Jackson	Director for Social & Community Services
Dr Mary Keenan	Vice Chairman of the Children & Young People's Board
Dr Joe McManners	Vice Chairman of the Adult Health & Social Care Board
Dr Jonathan McWilliam	Director of Public Health
Councillor Val Smith (Oxford City Council)	Vice Chairman of the Health Improvement Board
Jim Leivers	Director for Children's Services

Notes:

- **Date of next meeting: 14 March 2013**

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 (Pages 1 - 6)**

To approve the Note of Decisions of the meeting held on 26 July 2012 (**HBO3**) and to receive information arising from them.

6. **Amendment to Terms of Reference**

2:10
5 mins

Person(s) Responsible: Members of the Health & Wellbeing Board
Oral report presented by: Peter Clark, Head of Law & Culture

Action Required: to appoint the Local Area Team Director for Thames Valley, as the representative of the NHS Commissioning Board, to the membership of the Health & Wellbeing Board and to amend the Terms of Reference accordingly.

7. **Performance Report (Pages 7 - 24)**

2:15
25 mins

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

To:

- (a) review current performance against all the outcomes set out in the Health & Wellbeing Strategy (**HWB7(a)**);
- (b) consider an in depth report on the Bowel Screening indicator which is not meeting target (**HWB7(b)**).

Action Required: Members of the Board are asked to note the reports and to consider any action required.

8. Public Involvement Network

2:40

15 mins

Person(s) Responsible: The Oxfordshire Health & Wellbeing Board
Person giving report: Chair of Oxfordshire Local Involvement Network (LINK)

Sue Butterworth, The Chair of LINK will update the Board on the range of communication methods the Public Involvement Network is using to ensure that the genuine opinions and experiences of people in Oxfordshire underpin the work of the Health and Wellbeing Board. Examples include the new PIN website, proposals for PIN briefing sessions, and a short film that reproduces the draft Older People's Commissioning Strategy in visual form and has helped people engage in its development.

Action Required: to note the work of the Public Involvement Network.

9. Frail Older People - Draft Action Plan (Pages 25 - 32)

2:55

50 mins

Person(s) Responsible: The Oxfordshire Health & Wellbeing Board
Reports presented by: The Director of Social and Community Services, Chief Clinical Officer, OCCG, Locality Clinical Director, OCCG

At the last meeting there was a themed discussion on the subject of Frail Old People. This joint paper, submitted by the John Jackson, Director for Social & Community Services, Dr Stephen Richards, Chief Clinical Officer, OCCG and Dr. Joe McManners, Locality Clinical Director, OCCG, identifies proposed actions to be taken in response to the discussion and continuing performance issues.

A background paper submitted by the Director for Social & Community Services is attached at **HWB9**.

Action Required: The Board is asked to endorse the draft action plan and agree to wider discussion with NHS providers, GP localities and representatives of older people and carers.

10. Reports from Partnership Boards

3:45

15 mins

Person(s) Responsible: The Oxfordshire Health & Wellbeing Board
Oral reports presented by: The Chairmen of the Children & Young People and Adult Health & Social Care Partnership Boards and the Health Improvement Board.

Action Required: To receive updates from each Partnership Board

PAPERS FOR INFORMATION ONLY

- Local Healthwatch – update on development (**attached**)
- Dates of Future Board Meetings 2013 - 14

Health Improvement Partnership Board

23 January 2013; all future meeting dates to be confirmed.

Children & Young People's Partnership Board

25 February 2013; 20 June 2013; 24 October 2013 and 13 February 2014

Adult Health & Social Care Partnership Board

26 February 2013; 13 June 2013; 10 October 2013 and 20 February 2014

Oxfordshire Health & Wellbeing Board

14 March 2013 (shadow); 25 July 2013; 21 November 2013; and 13 March 2014