

Lincolnshire Health and Wellbeing Board – Actions from 9 May 2014

Meeting Date	Minute No.	Agenda Item & Action Required	Update on Action taken
09.05.14	62	<p>Lincolnshire Health and Care (Formerly known as the Lincolnshire Sustainable Services Review) Officers agreed to look into the assurance process.</p> <p>Officers agreed to revisit the dates for the formal decision making process for July 2014. (David O'Connor)</p>	<p>Lincolnshire Health and Care has been subject to an assurance process involving NHS England, Health, Gateway Reviews and the Clinical Senate. Lincolnshire Health and Care was the first one to go through the process.</p> <p>Following a re-profiling of the programme there was no longer a requirement for additional Board meetings in July 2014 or January 2015.</p>
10.06.14	9(1)	<p>Lincolnshire Health and Wellbeing Board Development Toolkit – Current Position That a small Task and Finish Group should be formed to help develop an Action Plan; and that expression of interests should be sent to Alison Christie, the Health and Wellbeing Board's Advisor. (Alison Christie/All Board Members)</p>	<p>Expressions of interest were received from Cllrs Mrs Woolley and Worth.</p> <p>The Task and Finish Group was established and met on 25th July 2014. The Development Assessment Action Plan was presented to the Board on 30th September 2014 and the improvement actions agreed.</p>
11.09.14	13	<p>Better Care Fund Final Re-Submission 1. That the BCF Task Group be delegated to make any final iteration to the final submission between this meeting and 19 September 2014. (Glen Garrod)</p> <p>4. That an expression of interest on behalf of the Council should be made to participate in the national pilot scheme for personal health budgets (Glen Garrod)</p>	<p>The BCF Task Group completed the final iteration to the BCF re-submission. The documentation was submitted to the Department of Health by the 19th September 2014 deadline.</p> <p>An expression of interest to take part in the national pilot scheme for the Integrated Personal Commissioning (IPC) Programme was submitted to the Department of Health by the deadline.</p>
30.09.14	18	<p>Chairman's Announcements <u>Better Care Fund</u> That a standing update item would be included on future agendas of the Board (Katrina Cope)</p> <p><u>Integrated Personal Commissioning (IPC) Programme</u> That a detailed submission should be submitted by 7 November and that this would need to be agreed by the Board (Glen Garrod)</p> <p><u>Letter from Lincolnshire Partnership Foundation Trust</u> The Chairman to provide an update on outcome of a meeting with LPFT. (Chairman)</p>	<p>Standing item on the Board's agenda from the 9th December 2014.</p> <p>Detailed submission sent to the Department of Health by the 7th November 2014 deadline. The Chairman of the Board provided a supporting statement.</p> <p>The Chairman and Board Business Manager met with Eileen Ziemer-Cottingham on 3rd October. The meeting covered how LPFT could support the refresh of the Joint Strategic Needs Assessment and the</p>

		<p><u>Mental Health Crisis Care Concordat: making change happen in your area</u> That a Declaration for Lincolnshire would be present to the Board for endorsement (Colin Warren)</p> <p><u>Safeguarding of Children</u> Copy of the ministerial statement to be circulated to all the Board members (Alison Christie)</p> <p><u>Neighbouring Health and Wellbeing Board Pharmaceutical Needs Assessments (PNA)</u> Draft response from the PNA Steering Group to be circulated to members of the Board (Alison Christie)</p>	<p>development of the Mental Health Crisis Care Concordat. Wider engagement through the People's Partnership was also discussed</p> <p>A cross agency working group has been established and work is currently underway to develop a Declaration for Lincolnshire, which needs to be in place for April 2015. The Forward Plan has been updated to receive a report on the Declaration on the 24th March 2015.</p> <p>A copy of the ministerial statement was circulated to Board Members on 29th September 2014.</p> <p>The PNA Steering Group has met to consider neighbouring HWB PNAs (received from Leicestershire, Nottinghamshire, Rutland and North East Lincolnshire). The proposed responses were circulated to Board Members for any further comments on 12th November. Formal responses to the consultations on behalf of the Board were submitted on 21st November 2014.</p>
	19a	<p>Lincolnshire Health and Wellbeing Board Development Assessment Action Plan That progress against the Development Assessment Action Plan should be reported to the Bard as part of future annual assurances updates (Alison Christie)</p>	<p>An update on progress against the Assessment Action Plan will be included in the Annual Assurance Report 2014-15 to be presented to the Board on 9th June 2015.</p>
	19b	<p>Joint Health and Wellbeing Strategy Assurance Report 2014</p> <ul style="list-style-type: none"> • Each theme should review their suite of indicators, and to identify any additional actions that can be taken by the theme • Each current Board sponsor roles and support mechanisms should be reviewed • A full review of the Joint Strategic Needs Assessment should be undertaken during 2015/16, and that proposals for undertaking the work should be presented to a future meeting of the Board 	<p>Work is ongoing to review each of the themes; this includes looking at the suite of indicators and any additional actions that can be taken. The outcome of this review will be presented to the Board on 24th March 2015.</p> <p>Proposals are being drawn up and will be presented to the Board on 9th June 2015 as part of the annual review of the Terms of Reference.</p> <p>A paper setting out the process and timescales for reviewing the JSNA and JHWS will be presented to the Board on 24 March 2015.</p>

	19c	<p>Protocol Between the Lincolnshire Health and Wellbeing Board, Healthwatch Lincolnshire and the Health Scrutiny Committee for Lincolnshire</p> <ul style="list-style-type: none"> The draft protocol should be referred to the Health Scrutiny Committee for Lincolnshire and Healthwatch Lincolnshire for consideration and approval. (Alison Christie) That delegated authority was given to the Health and Wellbeing Board Business Manager, in consultation with the Chairman to make any necessary amendments following consideration by the Health Scrutiny Committee for Lincolnshire and Healthwatch (Alison Christie/Chairman) 	<p>The draft Protocol was considered by the Health Scrutiny Committee for Lincolnshire on 22nd October 2014. The protocol was agreed subject to the addition of information detailing the makeup of the Health and Wellbeing Board and Health Scrutiny Committee for Lincolnshire. The Protocol has been amended to reflect the comments from Health Scrutiny Committee for Lincolnshire. The protocol was formally signed by all parties in November 2014..</p>
	19d	<p>Protocol Between the Lincolnshire Health and Wellbeing Board and the Lincolnshire Safeguarding Children Board</p> <ul style="list-style-type: none"> That delegated authority was given to the Health and Wellbeing Business Manager in consultation with the Chairman to make any necessary amendments following consideration by the Lincolnshire Safeguarding Children Board (Alison Christie) 	<p>As requested by the Board, a number of amendments were made to the protocol and agreed by the Chairman.</p> <p>The protocol was formally signed by the Chairmen of both Boards on 16th October 2014.</p>
	21a(2)	<p>Action Log of Previous Decisions</p> <p>That in future only decision relating to the previous 12 months should be presented to the Board</p>	<p>Effective from 9th December 2014.</p>
	21c	<p>Lincolnshire Health and Wellbeing Board – Forward Plan</p> <p>Items for inclusion on the agenda for 24 March 2015</p> <ul style="list-style-type: none"> Proposal for reviewing the JSNA for 2015/16 CCG's Operational Plans Rochdale Action Plan regarding Child Exploitation (9 December 2014) 	<p>All items added to the Forward Plan apart from the Child Exploitation Action Plan which was circulated to the Members of the Board by email for information.</p>
09.12.14	26	<p>Chairman's Announcements</p> <ul style="list-style-type: none"> That a copy of the letter from the Department of Health and NHS England concerning Clinical Commissioning Group progress on dementia 	<p>Letter circulated to Board Members on 11 December 2014.</p>

		<p>diagnosis rates in Lincolnshire would be forwarded on to members of the Board after the meeting.</p> <ul style="list-style-type: none"> That a copy of the full and summary reports from the Dalton Review – Examining new options and opportunities for providers of NHS care published on 5 December 2014 would be forwarded onto members of the Board after the meeting. 	<p>Briefing note, along with a copy of the full and summary reports on the Dalton Review, circulated to Board Members on 10 December 2014.</p>
	27a	<p>Protocol between Lincolnshire Health and Wellbeing Board and Lincolnshire Safeguarding Adults Board</p> <ul style="list-style-type: none"> That authority be delegated to the Health and Wellbeing Business Manager, in consultation with the Chairman, to make any necessary alterations following consideration by Lincolnshire Safeguarding Adults Board do not fundamentally affect the intentions of the Protocol. 	<p>As requested by the Board, a number of amendments were made to the protocol and agreed by the Chairman.</p> <p>The protocol was formally signed by the Chairmen of both Boards on 17th December 2014.</p>
	27b	<p>Health and Wellbeing Grant Fund</p> <ul style="list-style-type: none"> That a Sub-Group should be established to review and endorse the formal project proposal ahead of final sign off by the Board 	<p>HWB Fund Sub Group established. Membership included Cllr Woolley (LCC representative) and Gary James (CCG representative). The Sub Group met on 25th February to review 20 Project Proposals. 10 Project Proposals have been recommended to the HWB for agreement at the Board meeting on 24 March 2015.</p>
	28b	<p>Better Care Fund</p> <ul style="list-style-type: none"> That agreement be given for the BCF re-submission as detailed in the accompanying papers, be delegated to the Chairman of the Lincolnshire Health and wellbeing Board to sign off, subject to there being no material change to the BCF affecting performance of finances and subject to agreement by the four CCG's and the Director of Adult Social Services (Appendix A) That subsequent reports be received to each of the next four Lincolnshire Health and Wellbeing Board formal meetings throughout 2015. 	<p>The BCF Task Group completed the final iteration to the BCF re-submission. The documentation was submitted to the Department of Health by the deadline.</p> <p>BCF is now a standing item on the HWB agenda.</p>

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	28c	<p>Lincolnshire's All-Age Autism strategy 2015 – 2018</p> <ul style="list-style-type: none"> That Board members were invited to provide feedback on the content of the document. 	Details of an engagement event circulated to HWB Members after the meeting.
	28d	<p>Lincolnshire Safeguarding Adults Board Business Plan</p> <ul style="list-style-type: none"> That a copy of the LSAB 2014/16 Strategic Plan to be presented to the after April 2015 That a copy of the LSAB 2015/16 Annual Report to be presented to the Board during the summer of 2016 	<p>Item added to HWB Forward Plan. To be tabled as an item for information at the June 2015 meeting. (Update 18.05.15 – the LSAB Strategy is currently out for consultation. Details have been circulated to Board Members and they have been encouraged to contribute to the consultation.)</p> <p>Item added to HWB Forward Plan as an item to be programmed once date confirmed.</p>
	28e	<p>Draft Lincolnshire Unit of Planning 5 Year Strategic Plan</p> <p>That a final draft of the strategic plan to be presented to a future meeting of the Board.</p>	The CCG Operational Plans 2015/16 were discussed at the Informal Health and Wellbeing workshop on 24 th February 2015 and presented to the Health and Wellbeing Board on 24 th March 2015.
24.03.15	37a	<p>Lincolnshire Pharmaceutical Needs Assessment</p> <p>The Chairman to write to NHS England to reflect the view of the Board.</p>	A letter from the Chairman was sent to NHS England on 27 th March 2015 and a response was received from NHS England on 2 nd April 2015. Details of the correspondences circulated to Board Members as part of Chairman's Announcements on 9 June 2015.
	37c	<p>Better Care Fund Section 75 Agreements</p> <p>That delegation was made to the Chairman of the Lincolnshire Health and Wellbeing Board to make any final iteration prior to the documents submission on 31 March 2015.</p>	Changes to the BCF Section 75 Agreements were endorsed by the Chairman prior to the documents being submitted on 31 st March 2015.
	37d	<p>Health and Wellbeing Grant Fund</p> <p>That the title 'Get Started and Get into Healthy Lives" needs amending to 'Princes Trust'</p>	Details amended accordingly.

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		Also, that the 'Step Forward Project' the age requirement being reduced from 18 to 16	A discussion has taken place with the Project Manager who is happy to accommodate this request. The procurement of sub-contractors to run the project will start in October 2015 and the provisional start date is January 2016. The requirement to include 16 years+ will be built into the Service Specification.
	42	<p>Lincolnshire Health and Wellbeing Board – Forward Plan</p> <p>That the Joint Health and Wellbeing Strategy and the Public Health Plan to a Page be included on the 9 June 2015 agenda</p> <p>That a progress report concerning the outcomes relating to the selected Projects from the Health and Wellbeing Grant Fund be reported to a future meeting</p> <p>A further suggestion was also made for a report on what was being commissioned in each of the CCG areas so that the Board can have an overview of all commissioning.</p>	<p>Actioned – on the agenda for 9th June 2015</p> <p>Included on the Forward Plan and a six month update is scheduled for September 2015</p> <p>A paper from Public Health on 'Meeting the Prevention Challenge in Lincolnshire' presented to the Board on 9th June 2015.</p>