

## **HEALTH AND WELLBEING BOARD**

### **Minutes of the Meeting held**

Thursday, 5th September, 2024, 10.30 am

Councillor Paul May	Bath and North East Somerset Council
Paul Harris	Curo
Laura Ambler	Integrated Care Board
Charles Bleakley	BEMS
Sophie Broadfield	Bath & North East Somerset Council
Kate Morton	Bath Mind
Sue Poole	Healthwatch BANES
Rebecca Reynolds	Bath and North East Somerset Council
Val Scrase	HCRG Care Group
Martin Sim	Bath College
Suzanne Westhead	Bath and North East Somerset Council
Jocelyn Foster	Royal United Hospitals Bath NHS Foundation Trust

#### **Observer:**

Councillor Robin Moss	Bath and North East Somerset Council
-----------------------	--------------------------------------

#### **14 WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting.

#### **15 EMERGENCY EVACUATION PROCEDURE**

The Democratic Services Officer drew attention to the emergency evacuation procedure.

## 16 **APOLOGIES FOR ABSENCE**

Apologies had been received from:

Cllr Alison Born – Bath and North East Somerset Council  
Saranna Burgess - AWP (Mental Health Care)  
Cara Charles Barks - Royal United Hospitals Bath NHS Foundation Trust  
Sara Gallagher - Bath Spa University  
Will Godfrey - Bath and North East Somerset Council  
Julia Griffith – BEMS  
Scott Hill - Avon and Somerset Police  
Mary Kearney-Knowles - Bath and North East Somerset Council  
Stephen Quinton - Avon Fire and Rescue Service  
Nic Streatfield – University of Bath

Substitutions:

Charles Bleakley for Julia Griffith - BEMS  
Joss Foster for Cara Charles Barks - Royal United Hospitals Bath NHS Foundation Trust

## 17 **DECLARATIONS OF INTEREST**

Cllr Paul May and Cllr Robin Moss stated that they were members of Avon and Somerset Fire Authority.

## 18 **TO ANNOUNCE ANY UPDATES OR URGENT BUSINESS AGREED BY THE CHAIR**

The Chair reminded the Board about the South West Health & Wellbeing Board Network Conference taking place on Friday 4 October at Somerset County Cricket Club.

There was no urgent business.

## 19 **PUBLIC QUESTIONS, STATEMENTS AND PETITIONS**

Tim Birkbeck of the Diversity Trust made a statement about the establishment of a LGBTQ+ network in Bath and its aims in relation to health as summarised below:

1. The Diversity Trust had been awarded 5-year funding to establish a LGBTQ+ network in the South West.
2. A big part of the role was identifying barriers and gaps for communities including access to health care with a particular focus on 21-45 year olds.
3. They were looking to work with organisations in the Bath and North East Somerset area.

The Chair suggested that a report come back to the Health and Wellbeing Board at a future date to report on progress.

## 20 **MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the meeting of 11 July 2024 be approved as a correct record and signed by the Chair.

### Matters Arising

Sue Poole (Healthwatch) reported back on actions taken since the previous meeting in relation to the item on Refugees/Asylum Seekers experiences of health services. She advised that the Council's Refugee Resettlement Manager had confirmed that the Resettlement Team did liaise closely with the Home office and the South West Migration Partnership and the following statement was agreed to summarise the views expressed at the previous meeting:

'The H&WB recognises the importance of good communications between all organisations concerned with the health and welfare of refugees and asylum seekers, especially where children and other vulnerable people are concerned, acknowledging the trauma that many will have experienced.

The H&WB Board values the benefits of strong and open partnership working between the local authority, health providers, local voluntary organisations, the South West Migration Partnership and the Home Office, in protecting people whilst they are living as refugees or asylum seekers in our area.'

## 21 **LITHIUM-ION BATTERY SAFETY BILL**

It was noted that Stephen Quinton (Avon Fire Rescue Service) was unable to attend the meeting to advise on lithium-ion battery safety from the perspective of the Fire Service but had undertaken to provide a briefing note for Board Members.

The Chair stated that as Cabinet Member for Children's Services, he was in support of the Lithium-ion Battery Safety Bill which was currently going through parliament. The Board endorsed the Chair's support for the safety bill.

## 22 **HEALTH AND WELLBEING STRATEGY IMPLEMENTATION PLAN - QUARTER 2 EXCEPTION REPORT**

Sarah Heathcote summarised the Quarter 2 Exception Reports and highlighted the main findings (presentation attached as an appendix to the minutes).

Laura Ambler reported that there was a pause on Priority action 4.4 "Improve equitable access to physical and mental health services for all ages via the development of Integrated Neighbourhood Teams (INTs), community-based specialist services and our specialist centres" due to a current procurement process.

The Board raised the following comments:

1. Welcomed the exception reporting and opportunity for the Board to monitor progress in implementing the Joint Health and Wellbeing Strategy.
2. There was a question about whether the RAG ratings should measure progress or outcomes. It was noted that for some of the green ratings the

action had been completed but there was still work required to reach an outcome. It was agreed that the outcome rather than progress should be measured and that this could be considered through a refresh of the JHWS Implementation Plan and a review of the monitoring process subject to agreeing a timeframe and capacity.

3. In terms of how the Council's Children, Adults, Health and Wellbeing Scrutiny Panel was kept informed about progress, there was a regular update from the ICB as well as a deeper dive on specific items.
4. In relation to Priority 3.1.1 "Implement Community Wellbeing Hub (CWH) strategy", it was noted that this was part funded by the Better Care Fund and it was unknown if this source of funding would be continued under the new Government. Links were being made with the new Government/LGA to promote the CWH and it was hoped that the benefits of this approach would be recognised in the upcoming CQC Inspection.

## 23 WINTER PLANNING

Emma Smith, Lead for Urgent Care BSW ICB gave a presentation on the BSW Winter Plan – 2024/25 including:

1. An overview of the B&NES programme which focused on embedding a culture of "Home is best" to reduce reliance on bed-based care and preventing de-conditioning to improve patient experience and reduce patient harm.
2. A summary of B&NES Locality funded schemes 24/25.
3. Additional capacity plans over Winter.
4. Vaccination Programme.
5. Details of communications plans and governance structure.

Daniel Noad, Emergency Planning Team Manager B&NES gave a presentation on Local Resilience Forums Winter Preparedness and B&NES Council Emergency Planning, Preparedness & Response including details of a programme and events.

The Board was asked to promote the information to ensure that communities engaged with the programme and events on offer.

## 24 PHARMACIES AND THE PREVENTION AGENDA

Uzo Ibechukwu, Chief Pharmacist – BSW ICB and Helen Wilkinson, ICS Community Pharmacy Clinical Lead gave a presentation on Community Pharmacy Priorities.

The Board raised the following comments:

1. It would be useful to see some figures relating to the uptake of people accessing Pharmacy First services.
2. There was a need to manage expectations of people accessing pharmacy services e.g., timelines for following up blood pressure checks with a GP

appointment.

3. It was noted that access to pharmacy services in rural areas was a challenge.
4. In terms of challenges around workforce, it was noted that this was less of an issue within the B&NES area compared with other areas due to links with local education providers such as the University of Bath.

25 **BATH AND NORTH EAST SOMERSET COMMUNITY SAFETY AND SAFEGUARDING PARTNERSHIP (BCSSP) ANNUAL REPORT**

Fiona Field, Independent Chair of the BCSSP presented the report.

The Board raised the following comments/questions:

1. In terms of safeguarding, what did success look like and what was the message to share with the public? Fiona Field acknowledged that it was difficult to have a positive message around safeguarding. An increase in the number of referrals did not equate to an increase in the number of incidents, but rather a better awareness and confidence around reporting incidents. There was also a positive message that there was a lot of preventative work being undertaken in relation to safeguarding.
2. It was noted that the BCSSP would be inspected as part of the upcoming CQC adult services inspection.

26 **BETTER CARE FUND UPDATE**

Suzanne Westhead introduced the report and asked the Board to ratify the Q1 Better Care Fund submission.

The Board **RESOLVED** to ratify the Q1 Better Care Fund submission.

The meeting ended at 12.23 pm

Chair .....

Date Confirmed and Signed .....

Prepared by Democratic Services

This page is intentionally left blank

---

# B&NES Joint Health and Wellbeing Strategy 2023-2030 Implementation Plan

## Q2 Exception Reporting 5/9/24

Page 7

**Sarah Heathcote**, Health Inequalities Manager  
**Paul Scott** Assoc Director & Consultant in Public Health

---

**Bath & North East  
Somerset Council**

---

Improving People's Lives



# Agreed process for monitoring progress

JOINT HEALTH AND  
WELLBEING STRATEGY  
IMPLEMENTATION PLAN  
JUNE 2023

Page 8



Bath & North East  
Somerset Council  
Improving People's Lives

1. Reports and updates from partners to the HWB
2. Biannual exception reporting on actions in the Implementation Plan in Q2 and Q4
3. Annual monitoring impact through the set of priority indicators in Q4
4. Development Sessions with the HWB



# Process for monitoring progress

Exception Reporting- Priority theme leads & Sponsors – **note changes**



Page 9

## Theme One

Reporting Lead – Sarah McClusky  
Sponsor - Mary Kearney-Knowles

## Theme Two

Reporting Lead – Claire Lynch  
Sponsor – **Sophie Broadfield (Jackie Clayton)**

## Theme Three

Reporting Lead – Amy McCullough  
Sponsor – Becky Reynolds

## Theme Four

Reporting Lead 4.1 – **Amy McCullough**  
Reporting Lead 4.2, 4.3 - Chris Mordaunt  
Reporting Lead 4.4 – ?  
Reporting Lead 4.5 - Paul Scott  
Sponsor - Laura Ambler

# Exception reporting



The process provides some assurance that the JHWS implementation plan is on track and where there are challenges.



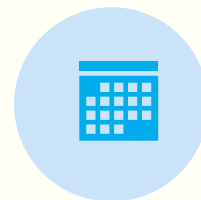
Surfaces key issues which could be picked up through a future board paper or deep dive at a development session



Sponsors can field questions/points of clarification and agree what needs to be logged as 'open' in next round of reporting in 6 months



Reporting leads follow up on points raised and if required escalate a rapid response to queries raised



A log is being maintained to enable the Board to track progress on implementation over time

## Open RED & AMBER actions from previous Q4 reporting – current position

RAG	Strategy action	Progress	comments
<b>PRIORITY ONE</b>			
RED (still)	1.3.1 improving education outcomes for disadvantaged CYP	Work ongoing	<i>Should the RAG be based on the Outcome or Actions to address (or both)?</i>
AMBER	1.4.1 safety valve plan	Taking forward revised plan	
	1.4.4 Designated Social Care Officer	Progressing plans for role	
GREEN	1.2.2 emotional health and wellbeing	New Family therapy provision	
	1.3.2 reducing exclusions among CYP open to social care	continuing to work with schools and Virtual School	
	1.4.2 EWMH	Resource identified	
<b>PRIORITY TWO</b>			
GREEN	2.2.2, 2.3.2		
AMBER	2.2.1	Encouraging businesses to sign up to GEC	

## Open RED & AMBER actions – current position (cont)

RAG	Strategy action	Progress	comments
<b>PRIORITY THREE</b>			
<b>NONE</b>			
<b>PRIORITY FOUR</b>			
<b>AMBER</b>	4.5.3 influence population outcomes group to left shift	Some strategic progress e.g. the Integrated Community Based Care Programme. Also CYP Core20plus5 will be focus for ICB for 24/25. Less progress on delivery	Again brings out issue of strategy and plans vs outcomes and delivery

### Summary

Four of the strategy actions previously highlighted are now GREEN and on track

Three remain AMBER and one RED

## Q4 Exception Reporting, Feb 2024

**23 Strategy Actions were GREEN**  
**13 AMBER**  
**1 RED**

Most of the AMBER actions were related to

- Delay/pause to projects
- Capacity and resource pressures
- Securing sustainable funding (e.g. Community Wellbeing Hub)
- Need for greater focus on prevention (left shift)

Priority One had the most pressures and the only RED RAG'd action

Page 13



## Current Q2 Round of Reporting\*

**24 Actions GREEN**  
**10 AMBER**  
**1 RED**

*\*Pending Update for*

4.4.1 Design and implement Integrated Neighbourhood teams & 4.4.2 Ensure visibility of wide range of services that are available

Priority One continues to have pressures  
1.3.1 remains RED

Many of the AMBER actions relate to the same pressures as at Q4

### RAG rating summary

**GREEN** If yes, no further detail required

**AMBER** (broadly on track/resolvable), **brief** narrative on the issue and steps to turn 'green'

**RED** Nature of the issue, level of risk and impact and mitigating action/s

# Next Steps

1. **Board members invited to raise and discuss issues**
2. Board to note any requests e.g. to promote and encourage schools to engage in the Affordable Schools Programme (1.3.3), continue to champion the Community Wellbeing Hub etc
3. Clarity on RAG rating regarding progress on actions vs outcome or expectation that reporting lead makes it clear which the RAG refers to (i.e. why it has been escalated)

## Process

- Ensure consistency in approach to completion of reports
- Update master exception reporting log
- Agree timeframe and capacity to refresh JHWS Implementation Plan (due to be updated in 2024) and review of the monitoring process