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MINUTES OF A MEETING OF THE HEALTH & WELLBEING BOARD Committee Room 2 - Town Hall 27 January 2016 (1.00 - 3.00 pm)

Board Members present:

Councillor Wendy Brice-Thompson, Cabinet Member Adult Social Services and Health (Chair) **(WBT)**
Councillor Roger Ramsey, Leader of the Council **(RR)**
Councillor Meg Davis – Cabinet Member, Children & Learning **(MD)**
Councillor Gillian Ford **(GF)**
Cheryl Coppell – Chief Executive, LBH **(CC)**
Isobel Cattermole, Deputy Chief Executive, Children's, Adults and Housing, LBH **(IC)**
Dr Susan Milner, Interim Director of Public Health, LBH **(SM)**
Dr Gurdev Saini, Clinical Director, Havering CCG **(GS)**
Dr Atul Aggarwal, Chair, Havering CCG **(AA)**
Alan Steward, Chief Operating Officer, Havering CCG (AS)
Anne Marie Dean, Havering Healthwatch **(AMD)**

Also Present:

Phillipa Brent-Isherwood, Head of Business and Performance **(PB)**
Elaine Greenway, Acting Consultant in Public Health, LBH **(EG)**
Dr Jacqui Lindo, Interim Consultant in Public Health, LBH **(JL)**
Keith Cheesman, Interim Head of Service for Integration, LBH **(KC)**
Lorna Spike-Watson, Interim PA to Interim Director of Public Health (minutes)

One member of the public was present.

28 WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting and introductions were made.

The Chairman advised of arrangements in case of fire or other event that would require evacuation from the meeting room.

29 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Connor Burke, Accountable Officer, BHR CCGs
John Atherton, Head of Assurance North Central and East London, NHS England

30 **DISCLOSURE OF INTERESTS**

No pecuniary or personal interests were disclosed.

31 **MINUTES OF LAST MEETING AND MATTERS ARISING**

The minutes of the meeting held on 11 November 2015 were agreed, subject to the amendment of Councillor Brice-Thompson's name being added as an attendee. The Chairman agreed to sign the minutes once this amendment had been made.

Action: SM to arrange for WBT to sign an amended set of minutes.

There were no matters arising additional to those actions recorded in the action log.

32 **ACTION LOG**

The action log was discussed and updated.

It was agreed that the action log would be revised to make for easier reference.

Action: SM to revise action log

33 **CHANGES TO BOARD MEMBERSHIP**

It was noted that Councillor Brice-Thompson has replaced Councillor Kelly as Chairman of the Board. It was also noted that Councillors Roger Ramsey and Gillian Ford had joined the Board.

The Board recorded its thanks to Councillor Steven Kelly for his past work as Chairman.

Action: WBT to write letter of thanks to Councillor Steven Kelly on behalf of the Board

34 **END OF LIFE STRATEGY**

JL and GS presented the End of Life Care Strategy. The following matters were discussed:

- A report is awaited from CQC on its inspection of End of Life Care in Havering.
- GS informed the Board that a 'Death Café' has been established in the Borough, which takes place at Havering College. This is a safe space

where members of the public can attend to discuss issues relating to death and dying.

- GS informed the Board that further work is being done on performance indicators to monitor progress of the strategy. There was a discussion that performance could also consider qualitative information, including audit findings.
- GF suggested that people who are homeless and lesbian, gay, bisexual and transgender communities should be specifically considered in the strategy.
- It was agreed that there would be joint governance of this strategy by the Health and Wellbeing Board and Havering CCG Governing Body.

The Board thanked GS, JL and Laidon Shapo for their work in developing the strategy.

35 ACCOUNTABLE CARE ORGANISATION

KC presented an update report on progress being made to develop a business case for the ACO. CC highlighted some further developments since the report was produced. KC will provide a further update on most recent developments for Board members.

Action: KC to provide update to SM for circulation to Board members

36 HEALTH AND WELLBEING BOARD TERMS OF REFERENCE AND STRATEGIC PRIORITIES

The Board agreed that both the terms of reference and the Board's strategic priorities needed updating. Early drafts of possible changes to both were tabled to prompt initial discussion. It was agreed that all Board members will send comments on content to SM by 10 February 2016. SM would then liaise with Board members to redraft the documents for discussion at the Board's next meeting

Action: All Board members to send comments to SM by 10 February 2016

Action: SM to collate comments for consideration at next Board meeting

37 HEALTH PROTECTION FORUM ANNUAL REPORT

The report was noted.

38 FORWARD PLAN

The following was agreed for the Health and Wellbeing Board agenda for 23 March 2016:

- CCG Planning
- Case for change for stroke services
- Vanguard report
- Draft HWB Terms of Reference and Strategic Priorities
- Obesity strategy
- Drugs and Alcohol strategy
- Accountable Care Organisation update
- Children's Services update

39 **DATE OF NEXT MEETING**

23rd March 2016, CR2, 1pm – 3pm

It was agreed that future Health and Wellbeing Board meetings will be held bi-monthly, and the duration will remain at 2 hours in length. Future dates to be agreed and circulated to members.

Chairman