

HEALTHIER READING PARTNERSHIP BOARD MINUTES - 22 MARCH 2010

Present:

Bev Searle (Chair)	NHS Berkshire West
Councillor Orton	Reading Borough Council
Sarah Gee	Reading Borough Council
Anne Laing	Reading Voluntary Action
Jackie Lonsdale	NHS Berkshire West
Grant Thornton	Reading Borough Council
Chris Turner	Reading Citizens' Advice Bureau
Kim Wilkins	NHS Berkshire West

Also in Attendance:

Nicky Simpson	Reading Borough Council
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Apologies:

Councillor Ennis	Reading Borough Council
Councillor T Harris	Reading Borough Council
Melani Oliver	Reading Borough Council
Nina Sethi	Reading LINK

1. DRAFT HEALTH & WELLBEING ACTION PLAN

Further to Minute 6 of the last meeting held on 14 January 2010, Bev Searle, Director of Partnerships and Joint Commissioning, NHS Berkshire West, submitted the latest draft of the Reading Health & Wellbeing Strategy and Action Plan. Bev had also circulated copies of the PCT's full Strategic Plan, and an "at a glance" version of the PCT's Plan, to members of the Board prior to the meeting for information.

The Reading Health & Wellbeing Strategy had the following sections:

- Foreword
- Contents
- 1. Purpose
- 2. Understanding the Context
- 3. New Directions
- 4. Services Delivered in Partnership
- 5. Sustainable Community Strategy and Local Area Agreement
- 6. Moving Forward - Action Planning
- 7. Priorities for Action

The Board discussed the Strategy and the comments made included:

Foreword

- Should contain sections from the Council, PCT and voluntary sector, so the members of the HRP Management Group should draft this section.

1. Purpose

- Should include appropriate bits from the Joint Strategic Needs Assessment (JSNA).
- Should mention the strategy itself.
- The statement "some people's life expectancy was below average" should be changed to refer to national average and to better explain the inequalities issues.
- Remove the word "overarching" before "aims and objectives".

2. Understanding the Context

- Include appropriate context from the PCT Strategic Plan and the JSNA and add references to source documents at the end of the strategy.
- Highlight under-representations in service take-up to link to actions in the action plan.
- The Strategy would need to undergo an Equality Impact Assessment.
- In the first bullet point, the word "established" should be changed to "in existence".
- Sarah Gee agreed to draft some text for inclusion on Adult Social Care.
- Grant Thornton to draft some text for inclusion explaining the impact of the current economic climate on the population, the focusing of resources, empowerment of staff, etc.

3. New Directions

- This section should be renamed "Policy Framework" to avoid confusion with the Learning & Employment Service for Reading with the same name.
- References to policies and strategies should be separated, with strategies put in appendices.
- Council local priorities in Reading should be included, eg housing.
- References to the 2004 and 2006 white papers should be removed and replaced with the more recent white paper, whilst retaining relevant key themes.
- References to Healthy Lives, Brighter Future and the Marmot Review should be included.
- A reference to the PCT Strategic Plan should be included.
- Grant Thornton to ask Melani Oliver to draft some text for inclusion regarding the Think Family Programme.

4. Services Delivered in Partnership

- Reference to the Vision section should now refer to the Purpose section as it had been renamed.
- Sarah Gee to draft some text on joint working and joint commissioning to be included.

5. Sustainable Community Strategy and Local Area Agreement

- The Healthy People & Lifestyles chapter of the SCS was missing from the list.
- The abbreviation NI should be explained as National Indicator on first use.

6. Moving Forward - Action Planning & 7. Priorities for Action

- Section 6 to be amended and made into a pre-ambule to Section 7, noting HRP would monitor progress against LAA and SCS but its own Strategy for Reading had an action plan to focus on key areas where possible added value had been identified from the analysis of JSNA at the away day, with reference to work commissioning and joint commissioning.
- Priorities section to be expanded and more explanation included on how they were reached, eg highlighting areas where work not joining up and putting actions in place to deal with this. The notes on 7.3 to be explained more simply. Need to ensure the priorities were linked well to the actions in the plan.
- Grant Thornton to ask Melani Oliver to provide text on Think Families for inclusion in 7.4.
- Appendices to be linked to lists in the rest of the document.

The Action Plan set out in tabular form the four priorities listed in the Strategy, with columns for objectives, actions, outcome, lead and date. Some of the leads had been identified, but dates and further names were needed and comments on the other sections were also invited.

The Board discussed the Action Plan and the comments made included:

- Some of the objectives were too general and needed to be more specific. Where possible, the objectives/actions should not be the development of plans - "hows" not "whats" were need wherever possible.
- The date column should be the date for completion of the actions, and the outcome column should be changed to "desired outcome" as it was not within the HRP's control.
- The outcome and action columns should be swapped, so that the action could be clearly seen next to the lead and date for completion.

Initial draft leads were identified at the meeting for inclusion in the action plan, but these would need further consideration and confirmation.

Bev Searle reported that the PCT had appointed a new Head of Partnerships for Reading, Sam Otorepec, who had started in post on 22 March 2010, and she said she would ask Sam to coordinate the production of the final draft of the Action Plan with partners, to be tabled at the next meeting.

AGREED:

- (1) That the people specified above supply comments as agreed to Bev Searle for inclusion in the draft Reading Health & Wellbeing Strategy;
- (2) That Bev Searle incorporate the comments made at the meeting as set out above, and further comments to be received as referred to in (1)

above, into the draft Reading Health & Wellbeing Strategy and submit a final draft to the next meeting;

- (2) That Sam Otorepec update the draft Action Plan with the comments made above and the leads identified at the meeting and circulate it as a consultation draft to Board members as soon as possible, asking for comments in time for her to produce a final draft to be tabled at the next meeting.

2. JOINT STRATEGIC NEEDS ASSESSMENT (JSNA)

Further to Minute 4 of the last meeting held on 14 January 2010, Bev Searle, Director of Partnerships and Joint Commissioning, NHS Berkshire West, submitted the governance structure for the JSNA Strategy Group, which had been set up to provide the strategic leadership for the JSNA for Berkshire West and to agree upon joint and individual organisational priorities. The document set out the Group's roles and responsibilities, which included establishing a timetable for production of future JSNA reporting, to integrate with the other processes and reporting cycles of the partner agencies. Bev had also circulated the final full Reading JSNA 2009 to members of the Panel for information prior to the meeting.

It was reported that the next meeting of the Strategy Group was not until after the next Board meeting and it was suggested that the Board should therefore look at the JSNA again at its July 2010 meeting.

AGREED:

That the Joint Strategic Needs Assessment (JSNA) be considered at the meeting of the Board scheduled for 8 July 2010.

3. DATE OF NEXT MEETING

AGREED: That the next scheduled meeting of the Healthier Reading Partnership be held on Tuesday 13 April 2010.

(The meeting started at 5.00pm and closed at 6.50pm)

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