

## HEALTHIER READING PARTNERSHIP BOARD MINUTES - 8 JULY 2010

### Present:

Bev Searle (Chair)	NHS Berkshire West
Councillor Benson	Reading Borough Council
Councillor Ralph	Reading Borough Council
James Momoh	Berkshire Legloma Association
Sam Otorepec	NHS Berkshire West
Nina Sethi	Reading LINK
Grant Thornton	Reading Borough Council
Chris Turner	Reading Citizens' Advice Bureau
Kim Wilkins	NHS Berkshire West

### Also in Attendance:

J'ulanta Carriere	Reading Borough Council
Julie Pett	Reading Borough Council
Nicky Simpson	Reading Borough Council

### Apologies:

Councillor T Harris	Reading Borough Council
Councillor Orton	Reading Borough Council
Sarah Gee	Reading Borough Council
Anne Laing	Reading Voluntary Action
Suzanne Westhead	Reading Borough Council

## 1. ELECTION OF VICE CHAIR

Further to Minute 3 of the last meeting, when the election of the Vice-Chair had been deferred until the Board's next meeting, the Chair reported that, although a formal process had then been followed, no nominations had been received for the position of Vice-Chair.

### AGREED:

- (1) That no Vice-Chair be elected for the Board for 2010/11 and, if the Chair was not able to attend a meeting, the Board elect one of the members of the Board present to Chair that meeting;
- (2) That the position of Vice Chair be reviewed as part of the next review of the Partnership Agreement.

## 2. MINUTES

The Minutes of the meeting held on 13 April 2010 were confirmed as a correct record and signed by the Chair.

## 3. MATTERS ARISING

Further to Minute 2 (2) of the last meeting, it was reported that a meeting had been held about Talking Therapies and, as a result, there was to be some pilot work with

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Talking Therapies using Reading Children's Centres as venues for providing services and building links with parents.

Further to Minute 2 (3) of the last meeting, Kim Wilkins reported that she would liaise with Community Development Workers regarding ensuring that Hearing Voices helped to inform the commissioning of mental health services.

Further to Minute 5 (3) of the last meeting, when it had been agreed that the Management Group should consider whether there would be benefit in a wider Council consultation on the development of a Joint Communication Plan for healthy lifestyle messages and signposting to services, it was reported that there were not currently resources to take this forward. It was noted, however, that all the partners should be considering informing the others of planned actions.

Further to Minute 5 (4) of the last meeting, it was noted that information on the Choose Well national campaign had not yet been circulated to members of the HRP for information and for them to pass on to appropriate sub-partnerships.

Further to Minute 9 (3) of the last meeting, the Board asked what progress had been made on investigating the situation with regard to one-hour HIV testing not being available in Reading.

It was noted that there had been a recent announcement about Talking Therapies, but partners had not been informed of this in advance.

### **AGREED:**

- (1) That the position be noted;
- (2) That Sam Otorespec circulate information on the Choose Well national campaign to members of the HRP for information and for them to pass on to appropriate sub-partnerships;
- (3) That Sam Otorespec check with Jackie Lonsdale regarding progress on investigating the situation with regard to one-hour HIV testing not being available in Reading;
- (4) That Sam Otorespec liaise with Nick Buchanan, Commissioning Manager for Mental Health, regarding what communications were planned around Talking Therapies.

## **4. ANNUAL REVIEW OF BOARD MEMBERSHIP**

Nicky Simpson, Committee Administrator, submitted a report setting out background information for an annual review of Board make-up and membership. Attached to the report at Appendix 1 was an extract of relevant information from the Partnership Agreement, and attached at Appendix 2 was a record of attendance over the previous 12 months.

The report set out the current membership of the Board and explained changes for 2010/11. Reading Borough Council's Cabinet had appointed three Observers to the Board for 2010/11 - the Labour Group Spokesperson and the two Policy Advisers for

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Community Care, Housing & Health. NHS Berkshire West were proposing that Jackie Lonsdale be replaced on the Board by Sam Otorepec, the new Head of Partnerships-Reading.

The make-up of the Board for 2010/11 would therefore be:

Category	Person/Organisation & Number	Names for 2010/11
RBC (5)	Executive Elected Members x 2	Cllr Benson & Cllr Ralph
	Adult Care x1	Sarah Gee
	Children's Services x1	Melani Oliver
	Chief Exec's Dept x1	Grant Thornton
	Elected members from the two other main political parties	Cllrs Lockett, T Harris & Orton
PCT (3)	Director of Partnerships & Joint Commissioning x1	Bev Searle
	Locality Public Health Lead - Reading x1	Kim Wilkins
	Head of Partnerships - Reading x1	Sam Otorepec
Voluntary/Community sector (4)	RVA officer	Anne Laing
	Vol/Comm Sector rep x 2 (selected via sector election process for 2 years until June 2012)	Chris Turner & James Momoh
	LINK x1 (Board Member)	Nina Sethi

The Board noted that, due to pressures of work, Melani Oliver had only been able to attend one Board meeting in the past year, and it was suggested that she be asked to send an alternative representative to attend Board meetings or to suggest an alternative Children's Services representative.

Nina Sethi reported that Reading LINK would be holding its AGM in October 2010, and it was possible that the LINK representative on the HRP Board might change following that meeting.

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### AGREED:

- (1) That the Board membership for 2010/11 be endorsed as set out above;
- (2) That the attendance record for the last year be noted and Grant Thornton speak to Melani Oliver about nominating an alternative representative to attend Board meetings, or changing the Children's Services representative.

### 5. JOINT STRATEGIC NEEDS ASSESSMENT (JSNA)

Further to Minute 6 of the last meeting, Kim Wilkins, Locality Public Health Lead - Reading, NHS Berkshire West, updated the Board on the development of the Joint Strategic Needs Assessment (JSNA).

She said that the JSNA Steering Group had started by working on the area of Older People and Long Term Conditions. The chapter on Dementia was now almost fully formed, and was expected to be completed by the end of July 2010, along with a further four chapters on long term conditions. Once that section was completed, depending on timescales, it was hoped to report it back to the Older People's Partnership. There would be liaison with communications colleagues and people with responsibility for demographic information, in order to ensure consistency, and the next area of work would be on Children & Young People.

**AGREED:** That the progress on the JSNA process to date be noted.

### 6. NICE GUIDANCE

- a) **School Based Interventions to Prevent the Uptake of Smoking Among Children**
- b) **Interventions in Schools to Prevent and Reduce Alcohol Use Among Children and Young People**

Kim Wilkins, Locality Public Health Lead - Reading, NHS Berkshire West, submitted details of two sets of recently-published guidance from the National Institute of Clinical Excellence (NICE) in relation to School-Based Interventions to Prevent the Uptake of Smoking Among Children and Interventions in Schools to Prevent and Reduce Alcohol Use Among Children and Young People.

She explained that, at the meeting held on 14 January 2010, the Board had agreed that the NHS Berkshire West Public Health team would be responsible for reviewing public health NICE guidance and bringing guidance to the HRP as necessary. An appropriate individual would then be tasked to review the guidance, look at current provision, and bring back a report with recommendations to the HRP Board for further actions (Minute 8 refers).

### AGREED:

That Kim Wilkins speak to Melani Oliver to identify an appropriate person in Children's Services to review the two sets of NICE Guidance and bring a report back to the Board with recommendations for further action.

**7. FINAL DRAFT HEALTH & WELLBEING STRATEGY 2010-13 AND ACTION PLAN**

Further to Minute 5 of the last meeting, Bev Searle, Director of Partnerships and Joint Commissioning, NHS Berkshire West, submitted the latest draft of the Reading Health & Wellbeing Strategy and Action Plan for the Board's approval.

Bev said that, although there were currently uncertainties about future plans, due to the Sustainable Communities Strategy refresh and the current difficult budget situation, including the Spending Review, it would be sensible to agree the Strategy as a baseline, and to take account of any future changes by amending the Action Plan as necessary. It was suggested that the Strategy should be for 2010-13 and that it could be refreshed during the three year period as necessary.

Councillor Ralph reported that there were to be major in-year funding cuts in the Directorate of Education and Children's Services (DECS), and so the core objectives for DECS had had to be revised and reduced from thirteen to eight, which was likely to have an impact on some of the areas in the Strategy and Action Plan.

It was suggested that the Management Group should meet soon (and that a representative from Children's Services be asked to attend that meeting) to tighten up and finalise the action plan and ensure all the actions were deliverable and had appropriate timescales and owners. The Management Group could also check for any changes needed where there were references which were now out of date, such as to Local Area Agreement National Indicator targets.

**AGREED:**

- (1) That the Reading Health & Wellbeing Strategy for 2010-13 be agreed;
- (2) That the Management Group meet as soon as possible to produce a final draft Action Plan for circulation to members of the Board;
- (3) That a representative from Children's Services be asked to attend the Management Group referred to in (2) above.

**8. IMPLEMENTATION OF THE ALCOHOL HARM REDUCTION STRATEGY**

J'ulanta Carriere, Drug & Alcohol Action Team (DAAT) Joint Commissioning Manager, submitted a report giving an update on the Berkshire West Alcohol Harm Reduction Strategy 2008-11 in Reading. The report gave details of actions to date on the recommendations made by the Corporate, Community & External Affairs (CCEA) Scrutiny Panel on 14 April 2010 (Minute 95 refers) as a result of its Alcohol Scrutiny Review, which had included an Alcohol Scrutiny Day on 6 March 2010 and information gathering via a questionnaire.

The report explained that NHS Berkshire West had developed the Alcohol Harm Reduction Strategy in 2008, in partnership with local statutory and voluntary sector providers. From this, the DAAT had developed an action plan, which had been captured in the Alcohol Scrutiny Day.

The report set out the following six areas for action which had been recommended by the scrutiny review and gave an update of progress in each of these areas:

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- (a) Further joint working between Adult Services and Children's Services to educate whole families to limit the affects of alcohol on inter-generational alcohol use within families and support parents to encourage responsible alcohol use in young people;
- (b) Local information campaigns to educate residents, particularly young adults and students, about safe drinking levels, potential health risks of moderate and heavy alcohol use, and promote existing treatment services which might help to reduce anti-social behaviour and the effects of alcohol use in the workplace and on communities;
- (c) Increased education for GPs which might improve routes into treatment;
- (d) Support for businesses or education institutions to support staff or students who used alcohol, which might help to reduce effects of lost workdays, poor quality standards and future career and employment prospects;
- (e) A review of penalties/sanctions on shops selling alcohol to young people, especially large supermarkets, might be useful to ensure that these were in line with requirements;
- (f) Closer working with the Drug and Alcohol Action Team (DAAT) and the Directorate of Environment, Culture & Sport (ENCAS) to review licensing restrictions.

The meeting discussed the report and the points made included the following:

- 85 people had been through an alcohol programme in the first two months of 2010, which had been a significant increase in numbers, but there had now been a dip in numbers. It was noted that it was important to have accurate figures to prove the effectiveness of the programme, as these would be needed to make the case for future funding.
- The report stated that negotiations were currently taking place with Berkshire Healthcare Trust to secure two detox beds in Prospect Park Hospital. Bev Searle said that she thought that agreement had been reached on this matter, but J'ulanta Carriere confirmed that negotiations had not yet been completed.
- It was noted that, in the current financial climate, the contributions made by the services provided by the voluntary sector would become even more important, although care should be taken not to start seeing the sector as a "cheap" solution to the problems of service provision. The sector could have a key role in preventing alcohol problems by behaviour change eg providing advice services to help people solve problems, and in encouraging people to access formal services, such as seeing a GP. It was reported that the DAAT Team had started to look at building links with the voluntary sector regarding alcohol aftercare and treatment, and would be holding a mapping day on this with the voluntary sector in August 2010. It would, however, be important to collate outcomes from interventions, as this data was not currently collected from the voluntary sector. Bev asked that those at the mapping day be asked to consider what added value the HRP could bring, in terms of projects under development, specific risks etc, so that the HRP could target its efforts. She asked that specific information on the services and

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actions to be provided by the voluntary sector in relation to alcohol harm reduction be sent to her following the mapping day, so that they could be included in the Action Plan.

### AGREED:

- (1) That the recommendations from the CCEA Scrutiny Panel's Scrutiny Review of Alcohol and the actions to date on these be noted;
- (2) That J'ulanta Carriere confirm the numbers of people going through alcohol programmes;
- (3) That J'ulanta Carriere send Bev Searle details of the latest situation with regard to securing two detox beds at Prospect Park Hospital, in order for Bev to take this issue forward;
- (4) That J'ulanta Carriere send to Bev Searle specific information on the services and actions to be provided by the voluntary sector in relation to alcohol harm reduction, following the mapping day in August 2010, so that they could be included in the Action Plan.

### 9. PRACTICE-BASED COMMISSIONING

Sam Otorespec, Head of Partnerships - Reading, NHS Berkshire West, gave a verbal update on Practice-Based Commissioning (PBC).

She reported that the government was planning a move to GP-focussed commissioning, and a White Paper was expected later in July 2010. NHS Berkshire West would need to determine what the PBC Consortia would need from it and, in Reading, the South Reading Consortium had already produced a Commissioning Plan. GP Practices were being asked to look at management of referrals and particularly unplanned admissions to Accident & Emergency ("zero" day admissions, where people did not really need to be admitted so stayed less than one day, and had not been referred by a GP). Once numbers were collated, work could be done to prevent such admissions.

### AGREED:

- (1) That Sam Otorespec circulate information on the existing PBC Consortia to members of the HRP;
- (2) That a Practice-Based Commissioning GP be invited to attend a future HRP meeting.

### 10. COMMUNICATIONS

Kim Wilkins, Locality Public Health Lead - Reading, NHS Berkshire West, reported that the Local Strategic Partnership website was due to go live in week beginning 12 July 2010 and information on the Healthier Reading Partnership was being included in the new website.

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Sam Otorepec reported that she had met with the NHS Berkshire West Communications Team, who were keen to reach out to the unitary authorities and send out a briefing paper on what they were doing. It was suggested that she liaise with Sally Swift, Head of Communications at the Council.

It was suggested that all members of the Partnership keep each other informed as far as possible of planned activities and events.

### AGREED:

- (1) That the position be noted;
- (2) That Sam Otorepec speak to Sally Swift, Head of Communications at the Council, regarding liaising with the NHS Berkshire West Communications Team;
- (3) That all members of the Partnership keep each other informed as far as possible of planned activities and events.

### 11. FORWARD PLAN

Grant Thornton, Head of Community Planning, tabled a draft forward plan of items to be considered at future meetings of the Board. The forward plan included a proposal to hold the Board's two out of cycle meetings in November 2010 (to review priorities in the context of budget and policy changes) and February/March 2011 (to review and roll forward the Health & Wellbeing Strategy and develop a work programme linked to budgets and priorities for 2011/12). The Management Group would need to identify leads and report authors for each of the items.

It was suggested that Mental Health should be added to the list of items and that the Family Intervention Project (FIP) item should be changed to Think Family, as this was wider than just the FIP.

Councillor Ralph said that, with reference to the budget changes being made in Children's Services that he had reported earlier in the meeting (see Minute 6 above), it was possible that the Children's Trust might have changed priorities which could affect the HRP. He suggested that, after the Children's Trust Board meeting on 21 July 2010, Melani Oliver be asked to provide details of the updated priorities.

### AGREED:

- (1) That the forward plan be agreed, subject to adding an item on Mental Health and changing Family Intervention Project to Think Family;
- (2) That the Management Group identify leads and report authors for each item on the forward plan;
- (3) That Melani Oliver be asked to provide details of the updated Children's Trust priorities to members of the HRP Board after the Children's Trust Board meeting on 21 July 2010.

**12. READING LINK**

Nina Sethi, from Reading LINK, updated the Board on the work of the LINK. She said that the LINK was holding an event on 14 July 2010 to encourage wider reference groups who were part of the LINK to take part in more activities, and that the community survey, which had been started with a pilot in 2009, was continuing. Preliminary analysis of the results of the pilot survey had identified that mental health services, social services for the elderly and access to NHS dental services were issues of concern in Reading, and these would help inform the LINK's future work plan.

Nina circulated copies of the LINK leaflet, survey questionnaire and Annual Report 2009/10.

**AGREED:** That the position be noted.

**13. DATE OF NEXT MEETING**

**AGREED:** That the next scheduled meeting of the Healthier Reading Partnership be held on Tuesday 5 October 2010.

(The meeting started at 6.00pm and closed at 8.10pm)

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