

West Sussex Health and Wellbeing Board

7 October 2021 – At a virtual meeting of the West Sussex Health and Wellbeing Board held at 10.30 am

Present: Cllr Bob Lanzer (Chairman), Cllr Amanda Jupp, Cllr Jacquie Russell, Keith Hinkley, Alison Challenger, Emily King, Chris Clark, Pennie Ford, Dr Laura Hill, Natalie Brahma-Pearl, Samantha Allen, Sally Dartnell, Helen Rice and Jess Sumner

Also in Attendance: Andrew Heeps, Sonia Mangan, Mark Greening and Diana Bernhardt

Apologies were received from Cllr Crow, Lucy Butler, Catherine Howe and Marianne Griffiths (sent representative)

Part I

13. Chairman's Welcome

13.1 In welcoming those attending this virtual meeting of the Board, the Chairman noted apologies. The Chairman then informed that Nigel Lynn, Chief Executive of Arun District Council, was leaving to take up a new post at West Berkshire Council and, as a result, had stood down as a member of the West Sussex Health and Wellbeing Board. The Chairman gave his thanks to Nigel Lynn for his valued contribution to this Board during his time at Arun District Council.

13.2 In opening the meeting, the Chairman reflected on the national and local progress that had been made in relation to the pandemic since the last meeting of the Board in July. During the summer Public Health had worked in collaboration with Goodwood Estate and key partners to implement good practice measures for delivery of their events. The NHS Covid19 Vaccination Programme continued at pace with those aged 12 years and over eligible for vaccination as well as the Booster Programme which began roll out on 16 September for priority groups. Local NHS Teams had also been delivering the annual flu vaccination to eligible groups. This vaccine was seen as more important than ever this year as it was expected that this would be the first winter where Covid19 would circulate alongside the Seasonal Flu Virus.

13.3 The Chairman concluded his welcome with a focus on the Covid19 response: Autumn and Winter Plan 2021 which included promotion of vaccination and encouraging safe behaviours such as good ventilation, hand washing, face coverings.

14. Declaration of Interests

14.1 There were no declarations.

15. Minutes

15.1 Resolved – that the minutes of the meeting held on 24 June 2021 are approved as a correct record and are signed by the Chairman.

16. Public Forum

16.1 The Chairman informed that no questions had been received for response by the Board. Members of the public were invited to submit any questions, following this meeting, via the contact published on the agenda.

17. Children First Board (a sub-group of the Health and Wellbeing Board)

17.1 The Cabinet Member for Children and Young People provided a verbal update on the Children First Board, being accountable to the West Sussex Health and Wellbeing Board, as a sub-group of the Board.

17.2 Key points highlighted were:

- The Children First Board had met on 8 July 2021 and were due to meet again the evening of 7 October 2021. The Cabinet Member for Children and Young People was pleased to announce that a member of the West Sussex County Council's Youth Parliament had been elected as Vice-Chairman of the Children First Board.
- The meeting of 8 July 2021 had considered a Holiday Activities and Food Programme which the Director of Communities and Director of Education & Skills were supporting. The aim was to use community partners to reach vulnerable children and help meet their needs.
- The meeting of 7 October would focus on an update from the Emotional Well-Being and Mental Health Sub-Group outlining the need for single point of contact for Mental Health Support services as well as considering the draft development of the Children and Young People's Plan.

17.3 The Chairman thanked the Cabinet Member for Children and Young People's and the Board noted the update.

18. West Sussex COVID-19 Local Outbreak Engagement Board

18.1 The Health and Wellbeing Board received its quarterly update report from the Covid19 Local Outbreak Engagement Board (LOEB). The Director of Public Health informed that local authorities remained central to the pandemic response and therefore the LOEB continued to actively bring together key systems leaders, applying collective strength and resources to reduce the spread of infection and save lives across the county.

18.2 It was reminded that the Government had published the [COVID-19 Response: Autumn and Winter Plan 2021](#) detailing Plan A, a comprehensive approach to steering the country through autumn and winter 2021/22, including promoting vaccines and focusing on encouraging safer behaviours e.g. ventilation, hand washing, testing, face coverings and Plan B, should it be required, if the data suggests the NHS

is likely to come under unsustainable pressure. This included introducing mandatory vaccine only COVID-status certification and legally mandating face coverings in some settings and asking people to work from home for a limited period if they can.

18.3 In considering the report's recommendations the Director of Public Health welcomed advice and feedback. The Health and Wellbeing Board;

- noted that the voluntary sector had worked well with health care colleagues to support the pandemic response and that this offer was ongoing providing valuable links into the community;
- commended the voluntary sector as well as District and Borough Councils in their engagement work with communities across West Sussex, during the ongoing pandemic, with provision of local links which was acknowledged as pivotal to the work of the LOEB.
- suggested that Age UK could assist in the promotion of the Covid19 Booster Vaccine with a communications campaign working in line with partners to ensure correct messaging. This was welcomed by the Director of Public Health who would work with Age UK to develop this idea. As it could also be a potential bad year for seasonal flu it was considered beneficial for the promotion of flu vaccines to be included. It was noted that the Covid19 Booster Vaccine and the flu vaccinations could be taken at the same time.
- acknowledged the importance of local partnerships to communicate with communities especially those experiencing health inequality. It was agreed that the Director of Public Health, the Executive Managing Director, West Sussex Clinical Commissioning Group and the Chief Executive of Crawley Borough Council would meet to consider winter communications in more detail.
- were invited by the Chairman of the Health and Wellbeing Board and Local Outbreak Engagement Board to continue to feedback any suggestions outside of the meeting.

18.4 Resolved – that the Health and Wellbeing Board;

- (1) had provided feedback on the progress of the West Sussex COVID-19 Local Outbreak Engagement Board (LOEB) since the last quarterly report to the Health and Wellbeing Board in June 2021; and
- (2) considered how the LOEB can further maximise its' strength in partnership working to maintain and increase engagement with residents and communities across the county, aligned to the Government's plans set out in the COVID-19 Response: Autumn and Winter Plan 2021.

19. Learning Disability Awareness Report

19.1 The Health and Wellbeing Board received a report and presentation from the West Sussex Senior Commissioning Manager Learning Disabilities and Autism on learning disability awareness.

19.2 It was reminded that at the Health and Wellbeing Board Meeting on 28 January a report was presented on behalf of the Learning Disability

Partnership Board which asked Members to consider what actions each could take forward to improve accessibility and outcomes for people with a learning disability. It had been agreed that all partners would develop learning disability inclusion into their plans and share progress at this meeting. The focus was on life expectancy, reasonable adjustments to make sure people can access services and digital inclusion.

19.3 Ten responses had been received which showed that Members had a wide range of plans, ideas and promises. It was noted that the responding organisations were:

- Identifying an organisational Lead for Learning Disability Awareness
- Providing Staff Training
- Using Hospital Passports - allowing health staff to understand the needs of the individual, and help them make the necessary reasonable adjustments to the care and treatment they provide
- Placing markers on records
- Generally increasing awareness which was seen as a responsibility for everyone in an organisation

19.4 The Easy Read report (copy appended to the agenda and available on the [West Sussex County Council website](#)) outlined the responses from each organisation. It was noted that there was more work to do including;

- Increase involvement of people with lived experience
- Continue work to raise awareness
- Monitor impact and identification

The Board noted that Employment opportunities were also important in order to break down barriers.

19.5 Councillor Amanda Jupp, Cabinet Member for Adults Services and Chairman of the Learning Disability Partnership Board commended the response and emphasised the importance of the Health and Wellbeing Board's continued attention to this matter. It was agreed that the health and Wellbeing Board would review progress on an annual basis.

19.6 The Executive Director, Adults and Health confirmed that the Learning Disability Partnership Board would develop a specific set of targets, focusing on a broad range of issues such as access to healthcare, health inequalities and digital inclusion. Once targets had been set it was noted that the next stage would be to identify the actions required to achieve the set of proposals so that the Health and Wellbeing Board could monitor progress as partners over the next year. The Chairman was particularly keen to see an improvement in digital inclusion, ensuring that those with learning disabilities were provided with access to tech that would help to bridge the digital divide.

19.7 Resolved – that the Health and Wellbeing Board;

- (1) notes the content of the report;
- (2) requests that organisations who did not send in a report to follow this up; and

(3) commits to revisit the important issues coming from the Learning Disability Partnership Board in 2022.

20. Sussex Wide Covid19 Voluntary, Community and Social Enterprise Sector Review

20.1 The Health and Wellbeing Board received a report and presentation from the Chief Executive of Community Works, Chairman of the West Sussex Voluntary and Community Sector Infrastructure Alliance, on the Sussex Wide Covid19 Voluntary, Community and Social Enterprise (VCSE) Review.

20.2 It was noted that this review was produced on behalf of the Sussex Health and Care Partnership (SHCP) as part of NHS England funded work to explore VCSE Leadership and Integrated Care Structures (ICS) working collaboratively. The Review Oversight Group comprised representative members of SHCP, including local authorities and NHS organisations from across Sussex along with VCSE organisations. The review sought to:

- Identify how VCSE and statutory organisations and other partners (such as funders) can collaborate to inform and participate in emerging system changes; and
- Capture the scale of change within VCSE organisations in order to meet the needs of their communities and service users during the Covid-19 crisis.

20.3 The Board was informed that the review identified five development opportunities:

- Opportunity 1: Create more opportunities for VCSE and public sectors to work together at all levels of system transformation
- Opportunity 2: Engage as equal partners
- Opportunity 3: Make better use of data
- Opportunity 4: Strengthen preventative approaches to health and care
- Opportunity 5: Create accessible and diverse volunteering opportunities

20.4 In receiving the presentation and report, the Board noted content and reflected on the opportunities and recommendations. The Board;

- welcomed this excellent, extensive report, noting the existing good relationship between all partners and the voluntary sector;
- agreed to share this report within and across their organisations and take action to progress the opportunities in a collaborative and solution focussed way;
- requested that West Sussex County Council ensures residents are made aware of the range of services on offer;
- commended VCSE support on the recent refugee resettlement programme noting that early collaboration assisted an efficient response;

- acknowledged that the codesign work during the pandemic needed to be normalised with early collaboration as this enabled partners to move at pace in response to Covid19;
- called for open and honest discussion to challenge capabilities, provide a balanced view, whilst recognising the opportunities across all VCSE from both large and small organisations

20.5 Resolved – that the Health and Wellbeing Board;

- (1) notes the content of the report;
- (2) having reflected on the recommendations within the report, agreed the report be shared across organisations;
- (3) agrees opportunities be sought to strengthen future collaboration and take action to progress in a solution focused way; and
- (4) agrees planning and frameworks at all levels of the Sussex Health and Care Partnership be used to embed collaborative working to address health and wider inequalities.

21. Joint Carer Strategy 2021-2026

21.1 The West Sussex County Council Joint Commissioning Manager, Carers and the Chief Executive, Carer Support presented the Joint Carer Strategy 2021-2026 to the Board for comment, endorsement and progress monitoring. In March 2020, the Health and Wellbeing Board agreed to;

- provide a clear shared vision and strategic priorities for the delivery of support for carers for a further 5 years;
- enforce the identification and support of carers as everyone's responsibility with a whole system approach; and
- improve the co-ordination of resources and joint working of organisations supporting carers across West Sussex

21.2 It was noted that the refreshed strategy would provide a clear direction of travel for carer identification and support in West Sussex, having been developed with carer engagement of all ages as well as wider stakeholders. The strategy also incorporated statutory guidance, key policy documentation and national research for an overarching six pillared approach to tackle the issues carers face:

- ensure carer recognition
- provide targeted support
- advance equality of access
- contingency planning for young carers
- limit financial hardship
- reduce carer isolation

21.3 In receiving this report the Board;

- noted that carers wanted to be supported with information and benefits guidance and so a benefits advisor had been piloted;
- agreed that partners would develop their own action plans and milestones and feedback progress via the Carers Strategic Partnership Group, which has a mix of statutory and voluntary sector membership;
- acknowledged that the new strategy had reset goals and objectives that would help target resources effectively and encourage all stakeholders to work more cohesively together. It would also interface other key strategies, such as the new Joint Dementia Strategy, published last autumn, and the developing Strategy for Adult Social Care;
- assured that the West Sussex Clinical Commissioning Group endorsed this work and would include in the NHS plan especially in the context of GP recognition of carers;
- recognised the significant role Carers have, welcoming the strategy to help raise their profile;
- suggested the encouragement of employer support for Carers noting the standard available through free membership by Employers for Carers UK;
- agreed to monitor progress and revisit at a formal meeting of the Health and Wellbeing Board in one year.

21.4 Resolved – that the Health and Wellbeing Board;

- (1) endorses the new Joint Carer Strategy 2021-2026, with its aims and ambitions; and
- (2) agrees progress be monitored against the strategy whilst championing its goals and objectives.

22. Public Health Update

22.1 The Health and Wellbeing Board received a verbal update on current public Health matters from the Director of Public Health. The following updates were received;

- Covid19 rates were fluctuating since schools returned for the autumn term. Three hundred and fifty positive cases per day had been linked to the school term. Schools were praised for their efficient work in assisting with the roll out of vaccinations for 12 – 15 year olds. Question and Answer sessions had been held with School Headteachers. The Covid19 rate in the over 20 age range had continued to fall in line with vaccination success.
- The rate of Covid19 in West Sussex was reported as 295 cases per 100k population with the highest rates in the 10-14 year old age group. There had been some cases in care homes but no large outbreaks and the Booster Covid19 vaccine was being prioritised in this setting.
- Hospitals were reported as incredibly busy but this was not Covid19 specific. The vaccination programme had increased resilience across

the County. NHS colleagues were thanked for the continued vaccination campaign which now included Seasonal Flu vaccine communications.

- Testing for Covid19 continued to be important in the ability of partners to understand and monitor where positive cases were occurring and why.
- The Board was informed that Public Health England (PHE) ceased to be an organisation in October 2021 and was replaced by the [UK Health Security Agency](#) and [Office for Health Improvement and Disparities](#). It was expected that this change would not be noticed at delivery level.
- The annual Stoptober campaign for smoking cessation was highlighted as part of West Sussex wellbeing supported by the Public Health Team.

22.2 The Chairman thanked the Director of Public Health for this update.

23. Integrated Care System/Place Based Planning

23.1 The Health and Wellbeing Board received a verbal update on Integrated Care System (ICS) from the Executive Managing Director, West Sussex Clinical Commissioning Group (CCG) and West Sussex County Council's, Executive Director Adults and Health. It was noted that;

- partners were waiting for completed guidance from government in order to realise how the system would operate;
- CCGs would not exist from April 2022 as the system would transition to an ICS model with commissioning functions potentially transferred to NHS England;
- the process was underway for the appointment of an ICS Chairman and Chief Executive in the coming months;
- partners would receive key documents so that changes could be collectively understood as the ICS is being developed, collaboratively across all relevant sectors;
- partnership working would be developed across West Sussex and Sussex, progressing from existing work, with the Place Based Plan remaining an important element;
- the development of ICS would need to be managed alongside the critical challenges of seasonal pressures, pandemic recovery and growth of demand;
- the Voluntary Sector was recognised as a collaborative partner and invited to contribute to ICS development.

23.2 In summing up it was agreed that a substantive discussion would be put forward to the next Health and Wellbeing Board meeting on 27 January 2022 when a Place Based Plan would be presented.

23.3 Resolved – that the Health and Wellbeing Board notes this verbal update.

24. Better Care Fund Monitoring Quarter 1 2021-22

24.1 The Joint Strategic Director of Commissioning, West Sussex Clinical Commissioning Group and West Sussex County Council presented a summary of the planning requirements, funding sources and expenditure plan for the West Sussex Better Care Fund in 2021/22, along with the regular monitoring of performance, Quarter 1 2021/22.

24.2 The Board was informed that the Better Care Fund (BCF) Policy Framework 2021/22 was published on 19 August 2021 and showed minimal change for the BCF with a few new metrics and focus on Hospital Discharge. Board Member's attention was drawn to Appendix 1 of the report which set out the Budget for this year with the new schemes;

- **Stroke Recovery Service** – meeting national standards and supporting the ambitions of the NHS Long Term Plan
- **Combined Placement and Sourcing Team** – coordinated approach hosted by West Sussex County Council's Adult Social Care working with the NHS to form a single point of referral, triage and tracking team for all patients leaving hospital. It was explained that the D2A (Discharge to Assess) Model which was successfully used to alleviate pressures during the pandemic focused on minimising hospital discharge delay and helped keep people recover in their own homes
- **Community Admission Avoidance (CCG)** – supporting patients who wish to remain at home for their end of life care

24.3 With respect to Better Care Fund planning requirements 2021/22 it was noted that, under National Condition 4, a joint plan needed to be submitted by 19 November 2021 as approved by the Health and Wellbeing Board (HWB). This plan had been drafted and was compliant, describing how HWB partners would work to deliver health and social care services that support improvement in outcomes for people being discharged from hospital. It was agreed that this plan would be approved on behalf of the Health and Wellbeing Board by Chairman's Action with a full report provided to the next formal meeting on 27 January 2022.

24.4 Details of the Better Care Fund metrics performance for Quarter 1 2021/22 were then outlined by referring Board Members to Appendix 2 of the report.

24.5 Resolved – that the Health and Wellbeing Board;

- (1) notes the West Sussex Better Care Fund funding sources, proposed expenditure plan and planning requirements;
- (2) notes the West Sussex performance against the Better Care Fund metrics at Quarter 1 2021/22; and
- (3) agrees the Better Care Fund Plan 2021/22 will be approved by Chairman's Action with a full report submitted to the Health and Wellbeing Board meeting on 27 January 2022.

25. Work Programme

25.1 The Chairman referred Board Members to the work plan 2021/22 and were asked to mention any items believed to be of relevance to the business of the Health and Wellbeing Board.

25.2 In discussing the work plan, the Chairman agreed that an update on the impact of Covid19 on homeless populations would be presented by the Chief Executive of Crawley Borough Council at the next meeting of the Board on 27 January 2022.

25.3 It was also agreed that the learning from the pandemic, in terms of knowledge and intelligence, was also an item to be kept in mind for future discussion.

25.4 Resolved – that the Health and Wellbeing Board work plan 2021/22 be noted.

26. Date of next Meeting

26.1 The date of the next meeting of the Health and Wellbeing Board was confirmed as 27 January 2022.

The meeting ended at 12.37pm

Chairman