

West Sussex Health and Wellbeing Board

27 April 2023 – At a meeting of the West Sussex Health and Wellbeing Board held at 10.30 am at County Hall, Chichester, PO19 1RQ.

Present: Cllr Bob Lanzer (Chairman), Cllr Amanda Jupp, Cllr Jacquie Russell, Alison Challenger, Emily King, Chris Clark, Pennie Ford, Natalie Brahma-Pearl, Helen Rice, Jess Sumner, Chris Cook and Kathryn Loughnan

Also in attendance (for all or part of the meeting): Paul Wagstaff (WSCC Assistant Director Education and Skills), Sara Corben (WSCC Interim Consultant in Public Health), Dan Barritt (WSCC Public Health Lead for Substance Misuse, Workplace Health & Emotional Wellbeing), Lisa Emery (NHS Sussex, Chief Transformation, Innovation and Digital Officer) and Paul Brewer (Worthing and Adur Councils, Director for Digital Sustainability & Resources).

Apologies were received from Dr Amy Dissanayake, Alan Sinclair, Lucy Butler, Catherine Howe, Siobhan Melia, Dr Jane Padmore, Annie Callanan and Cllr Garry Wall

Part I

50. Chairman's Welcome

50.1 In welcoming those attending the meeting the Chairman provided the following updates;

- It was reported that the County Council is providing a **Voluntary, Community and Social Enterprise (VCSE) Small Grants Fund (£100,000)** for West Sussex from the Contain Outbreak Management Fund (COMF). A small grant scheme for VCSE organisations, it provides financial support to VCSE organisations in West Sussex to enable them to support people and communities most affected by the COVID-19 pandemic and associated health inequalities, to improve their health and wellbeing.
- It was noted that **NHS Sussex has published its Joint Capital Resource Use Plan – 2023/24**. The Health and Care Act 2022 includes legislation that requires Integrated Care Boards to share a copy of the plan with Health and Wellbeing Boards. NHS Sussex had written to the Health and Wellbeing Board Chairman confirming the publishing of the plan, which could be found on the 'Significant Documents' section of the NHS website. A link to this page, along with the plan would be circulated to members of the Health and Wellbeing Board, for information, following this meeting.
- An update was provided on the **Spring Booster COVID-19 Vaccination programme**. It was explained that COVID-19 is more serious in older people and those with certain underlying health conditions. For these reasons, people aged 75 years and over (by 30 June 2023), those in care homes, and people aged five years

and over with a weakened immune system, are currently being offered a spring booster of the COVID-19 vaccine. It was noted that Booster appointments could be booked by either visiting the [NHS website](#), using the NHS app or calling 119. The Chairman encouraged those that had not received the first or second dose of the COVID-19 vaccine, to [book now to make sure both jabs were obtained before the offer ends on 30 June](#). It was noted there was a wait of several weeks between doses.

- Board Members were reminded that a **West Sussex Health and Wellbeing Board Seminar** took place on Monday, 20 February, which focused on the impact of COVID-19 so far on the homeless population across West Sussex, and new and emerging cross-cutting issues and developments, including cost of living pressures across our communities. The Chairman alerted that a more detailed update would be provided from West Sussex County Council's Director of Public Health, Alison Challenger and Crawley Borough Council CEO, Natalie Brahma-Pearl later at this meeting.

51. Declaration of Interests

51.1 There were no Declarations of Interest.

52. Minutes

52.1 Resolved – that the minutes of the meeting held on 26 January 2023 are approved as a correct record and are signed by the Chairman.

53. Actions and Recommendations Tracker

53.1 The Board considered the Recommendations and Actions Tracker (copy appended to the agenda available on the council's website) which had been updated from the last meeting on 26 January 2023. The Chairman invited comments. There were no outstanding actions or recommendations and no comments. The Board noted the Recommendations and Action Tracker to date.

54. Public Forum

54.1 The Chairman informed the Board that two questions had been received from West Sussex residents. One asked why free NHS health checks were not available to adults over the age of 75. The Chairman responded to the enquirer as follows;

'The NHS Health Check programme is a national programme in England for people between the ages of 40 and 74 who do not have certain pre-existing conditions. It is a free 30 minute check to assess an individual's risk of developing heart disease, stroke, diabetes and kidney disease. Finding out about your personal level of risk can be really helpful allowing you to take action to improve your health early. Evidence suggests that

spending time with a professional to discuss lifestyle issues can have long-term benefits.

The West Sussex NHS Health Check programme follows national standards and eligibility criteria, including age criteria. Commissioned locally by our Public Health department, it is delivered in West Sussex by GP surgeries, pharmacies and the West Sussex County Council partnership with District and Borough Wellbeing teams. The programme is a mandated function resourced from the government's Public Health Grant allocation to the County Council.

Those not eligible for an NHS Health Check due to certain pre-existing conditions or are beyond the age limit, are welcome and encouraged to contact West Sussex Wellbeing for a discussion around their health and will be offered a Health MOT. We also encourage people with long term conditions such as high blood pressure to get checked regularly. Blood pressure checks can be done at home and in some pharmacies as well as at the GP practice. Please share readings with your practice for their records. If you have any concerns about your, health you are still able to contact your GP practice and seek support and treatment in the usual way'.

54.2 The Chairman confirmed that a full written response would also be sent to the enquirer following this meeting. The Chairman informed that a second question had been received on the location and purpose of the NHS Sussex mobile unit in Crawley town centre. (*This mobile unit is being used to offer the COVID-19 Spring vaccinations to the local population*). As this question was received at short notice it was noted that a full written response would be provided outside of the meeting.

54.3 The Chairman thanked the enquirers for their submissions and reminded that the Board invites questions and comments from the public for consideration at its formal, public meetings. The Chairman informed that questions should be submitted via Erica Keegan on Telephone: 033 022 26050 (a local call) or via email: erica.keegan@westsussex.gov.uk

55. Children First Board

55.1 It was proposed and agreed that the order of the agenda be amended to consider the Children First Board item prior to the Sussex Integrated Care Board Shared Delivery Plan whilst waiting for an attendee to arrive.

55.2 The Assistant Director of Education & Skills provided a verbal update on the progress of the Children First Board (CFB), being accountable to the West Sussex Health and Wellbeing Board, as a sub-group of the Board.

55.3 Key points made were;

- All partners on the CFB take a full and active role.
- Engagement with children and young people was described as a priority focus

- Governance processes had been under review. It was reminded that the CFB meets four times each year. There would be an annual review of governance arrangements.
- A new role had been implemented with the appointment of a partnership manager to coordinate workstreams. The Cabinet Member for Children and Young People would become the board's critical friend rather than undertaking the facilitation role of the Chairman.
- It had been agreed that a new Chairman would be appointed for the duration of each meeting so that the position could be rotated through all partners. A youth representative would continue in the Vice-Chairman role.
- The Cabinet Member for Children and Young People stated her agreement with the new arrangements to increase and improve upon CFB functionality as well as maximising opportunities with partners, recognising their significant contribution.

55.4 The Chairman thanked the Assistant Director of Education & Skills for this update.

56. Sussex Integrated Care Board Shared Delivery Plan

56.1 Pennie Ford, Executive Managing Director NHS Sussex presented the latest version of the Sussex Integrated Care Board Shared Delivery Plan to the Board, with Lisa Emery, NHS Sussex, Chief Transformation, Innovation and Digital Officer (joining online) and Chris Clark, WSCC Assistant Director (Health Integration) and Joint Strategic Director of Commissioning (West Sussex) NHS Sussex Integrated Care Board. In presenting this report an update on the West Sussex Health and Care Partnership Plan was provided to demonstrate how the Integrated Care Strategy and Shared Delivery Plan inform on the Place-Based Plan priorities for transformation.

56.2 It was noted that the draft plan focused on Year 1 actions with a strategic vision and roadmap for years 2-5. The focus was to develop the draft to reflect ongoing conversations and feedback from key stakeholders. The SDP was being presented, in draft form, to the Health and Wellbeing Board for members to consider the content and provide feedback and comment.

56.3 In presenting the SDP the following key points were made;

- The development of the first draft of the Sussex Shared Delivery Plan (SDP) was outlined. It was noted the SDP was the action plan on how the Sussex Integrated Health and Care Strategy, 'Improving Lives Together' would be delivered as well as responding to the NHS Operational Planning Guidance for 2023/2024.
- Proposed governance arrangements for delivery of the SDP from 2023/24 had been included and had been designed to make best use of resources and concentrate collective effort on key priorities which would make the biggest difference to people living and working in Sussex.

- The Sussex Health and Care Assembly approved the Sussex Integrated Health and Care Strategy, Improving Lives Together with full support and engagement from system partners at its meeting in public on 14 December 2022. It was formally launched in early January 2023.
- In late December 2022, the Department for Health & Social Care published guidance for Integrated Care Boards to develop a five-year SDP. The SDP draft was endorsed at the NHS Sussex Integrated Care Board 29 March 2023 for further development to enable final submission to NHS England 30 June and publication in July 2023.
- It was informed that Sussex Integrated Care System (ICS) partners have together agreed the immediate and long-term priorities for improvement to health and care services. These priorities covered the longer-term ambitions set out in our Sussex Integrated Care Strategy, and immediate priorities for this year (2023-24). This would focus work this year, alongside ongoing work that is set out in the draft Year One Shared Delivery Plan.
- The key delivery areas were identified under 4 areas of; Long Term Improvement priorities, Immediate Improvement Priorities, continuous Improvement Priorities and Health and Wellbeing Board Strategies and Place-based partnerships. A Crawley programme had been used as a frontrunner in leading on 'Improving Lives Together' as part of a health inequalities programme. Core parts of this programme were developing digital access, use of data and workforce.
- Care was being taken to set out milestones and measure performance on the expected impact for improved population health outcomes.

56.4 In receiving this report, board members;

- recognised the broad Sussex arrangements, making comment that West Sussex residents' health outcomes would need to be represented;
- reminded that the Joint Health and Wellbeing Strategy reaches the end of its term in 2024 and this would be revised to align with broader planning;
- noted that the SDP is a 5 year plan that would be reviewed on an annual basis;
- identified the need to focus on short term priorities as well as the longer term ones in an ambitious plan;
- requested a timeline be incorporated into the SDP so that expected delivery dates would be known;
- suggested that the NHS focus of the SDP be broadened to include the important role of Adult Social Care, to include an Adult Social Care workforce strategy as well as an NHS workforce strategy;
- agreed that the SDP needed to broadly concentrate on improving the health and wellbeing of the population with NHS and Adult Social Care and all partners working collaboratively;
- pleased to note that supporting children and young people was a specific focus in the SDP and is a key area for improvement across Health and Wellbeing Strategies;

- welcomed the immediate improvement priorities including increasing capacity across GP services, improving quality of service and patient outcomes;
- discussed how technology could aid improvement in Primary Care with the aim to increase cloud telephony coverage to improve service access;
- pointed out the West Sussex demographic of having higher than the national average of older adults and called for a targeted response to this at a local level. It was confirmed that the digital, data agenda would be used to analyse data and respond to local needs;
- requested that the SDP be clear on all partners involved and where place-based activity occurs so that place-based modelling can be used in any redesign of services. It was agreed that all partners needed to be reflected within the SDP. An example was given in terms of the collaborative work around Hospital Discharge between the voluntary sector, NHS and Adult Social Care as well as District and Borough support systems;
- It was seen as important that all partner's plans linked and worked well together for efficient integrated working;
- cited housing as an important area of focus for Health and Wellbeing to avoid the postcode lottery on life expectancy;
- confirmed the need to strengthen the content of the SDP to focus on health inequalities and how cross boundary services are addressed with NHS catchments going beyond the Integrated Care Systems.

56.5 In summing up, the Chairman emphasised the need for plurality of access so that systems did not become digital to the detriment of those not online. The Chairman thanked board members for their responses and confirmed that the deadline for further feedback and comment had been extended slightly to 4th May 2023.

56.6 The Health and Wellbeing Board – Resolved that;

- i. the information provided in relation to the development of and engagement on the draft Shared Delivery Plan (SDP) be noted;
- ii. the draft SDP for year 1 and roadmap for years 2-5 be considered and feedback provided for inclusion in material to inform on the final version of the plan in June 2023; and
- iii. board members provide further feedback or comment by email to chris.clark@westsussex.gov.uk by Thursday 4th May 2023.

57. West Sussex COVID19 Local Outbreak Engagement Board

57.1 The Director of Public Health presented the report providing a quarterly update on the West Sussex Covid-19 Local Outbreak Engagement Board (LOEB), as a subgroup of the Health and Wellbeing Board.

57.2 In presenting the report, board members were reminded that the LOEB had been established in July 2020 as part of the Government's requirements for the Covid-19 National Test and Trace Programme. The LOEB had worked well in West Sussex and the learning on collaborative strength to engage with communities had been recognised.

57.3 It was noted that at the LOEB meeting on 23 February 2023 it had been recommended and agreed that the LOEB move to a 'standby' position and is in a state of readiness to be activated again, if needed, in reflection of the current Covid-19 situation. Covid-19 updates would continue to be received through the Health and Wellbeing Board and the local authority would remain vigilant and meetings re-instated if required. A question was asked if other infectious diseases could be communicated to the public using the LOEB. The Director of Public Health welcomed a further, broader conversation on continued engagement and communication for other diseases, noting existing public health structure such as the Health Protection Team whilst recognising the success of the LOEB in its collaborative work. It was agreed that the DPH would further explore how collaborative engagement would continue to effectively lead the public face of the local response in the event of an infectious outbreak.

57.4 In receiving this report, the Health and Wellbeing Board Resolved – that;

- i. Feedback on the progress of the West Sussex Covid-19 Local Outbreak Engagement Board (LOEB) since the last quarterly report in January 2023, be provided;
- ii. the LOEB resolution to move to a 'standby' position and reactive if required, reflecting the progression through the living with Covid-19 stage of the pandemic be agreed; and
- iii. the value of the LOEB throughout this time maximising its collaborative strength to engage with residents and communities across West Sussex be recognised.

58. Public Health Update

58.1 The Director of Public Health provided a verbal update on current public health matters. Key points made were:

- Communications to residents around National No Smoking Day on 8th March 2023 had been circulated. It was stated that the annual National No Smoking Day had been proved to encourage attempts to quit.
- Public Health would also champion the forthcoming World No Tobacco Day on 31 May 2023. Members were informed that

smoking was still one of the biggest health issues that leads to early death and so it was important that services were put in place to support quitting.

- The Gro Health app will offer an additional local programme for those wanting access to free digital support who do not qualify for the NHS digital weight management offer. The app can help people make healthier food choices, set weight loss goals and encourage activity to burn calories.
- It was noted that Crawley Wellbeing's new mobile unit was supporting the health and wellbeing of people who live and work in the town by making the service more accessible.

58.2 The Chairman thanked the Director of Health for this update.

59. West Sussex Health and Wellbeing Board Seminar - Monday, 20 February 2023

59.1 The Director of Public Health introduced this report which provided an overview of the West Sussex Health and Wellbeing Board Seminar that took place on Monday, 20 February 2023. Health and Wellbeing Board Seminars were regularly held, informal meetings, focusing on key topic areas to support the delivery of the Joint Health and Wellbeing Strategy. This seminar focused on the impact of Covid-19 on the homeless population, across West Sussex, and new cross-cutting issues such as cost of living pressures.

59.2 The Chief Executive of Crawley Borough Council had chaired the Seminar and outlined content and feedback as follows;

- There was excellent work across West Sussex during the pandemic to ensure all 450 homeless individuals were supported into accommodation. These individuals were now being migrated, through pathways, to other suitable housing but some were returning to the streets.
- The seminar had recognised that system pressures following Covid-19 were contributing to homelessness. The Cost of Living had meant rent and mortgages had gone up and repossessions were happening. There was also a lack of available private rented sector housing which also impacted on the availability of temporary accommodation.
- It was noted as difficult to place people in areas where they wished to live due to the system pressures. It was also noted that people were often moved from one hotel to another within the temporary accommodation offer which did not provide a good quality of life.
- Local authorities had seen their housing costs significantly increase with £12m spent across the district and boroughs in the past year.
- It was recognised that people were presenting as homeless at crisis point and early intervention was seen as a keyway of helping with homeless prevention.
- The Seminar discussed how partners could get ahead and move from a reactionary position to prevention. Work that could be achieved collaboratively was identified such as looking at property assets, encouraging allocation of land for social housing as well as handling Hospital Discharge processes effectively. The Memorandum

of Understanding produced just before the pandemic in November 2019 was being revisited to refocus priorities.

- Predictive analytics was welcomed as a way of using data to target early intervention support.
- Other key actions identified at the seminar including collaborative work between housing and adult social care, longer term planning using a range of data sources and exploration of the Disabled Facilities Grant (DFG) which could be used proactively to support residents to maintain independent living in their own homes.

59.3 In receiving this update board members;

- stated that it would be helpful to revisit the 2019 Memorandum of Understanding (MOU) as part of the Joint Health and Wellbeing Strategy review and update;
- referred to the Creating Healthy and Sustainable Places: A Public Health and Sustainability Framework for West Sussex, presented to the Health and Wellbeing Board on 28 January 2021, and noted the good planning principles which would be encouraged to be adopted by all district and boroughs;
- commented that more could be done collectively on extra care challenges in accommodation;
- noted that there were various housing support strands across partners where strategies would need to be aligned and the MOU updated.

59.4 The Health and Wellbeing Board resolved that;

- i. housing and environments be continued as ongoing key priorities in the refreshed Joint Health and Wellbeing Strategy from 2024; and
- ii. the West Sussex Housing Group be asked to take forward the key actions identified at the seminar, working collaboratively with stakeholders and partners across the county's health and social care system, providing a progress update to the Health and Wellbeing Board during 2023/2024.

60. West Sussex Combating Drugs Partnership

60.1 Board Members received a presentation on the West Sussex Combating Drugs Partnership (CDP) (copy appended to the agenda, available on the website). The report and presentation provided an overview of the roles and responsibilities of the CDP which had been established as part of the government's 10 year drug strategy in 2012 and is accountable to the national Joint Combating Drugs Unit.

60.2 In delivering this presentation, the following key points were made;

- it was noted that the CDP is the local delivery structure for the implementation of the national 10 year drug strategy;
- there has been a significant rise [nationally over the past decade] in drug and alcohol use with increased harm from substance misuse

being experienced in the population such as homelessness, imprisonment, deprivation and reduced funding for treatment and recovery services which exacerbated health inequalities;

- the CDP was described as a multi-agency forum that provides a single setting for understanding and addressing shared challenges related to drug and alcohol harm,
- chaired by the West Sussex County Council Director of Public Health the CDP included representation from elected members, local authority officials, the NHS, Jobcentre Plus, substance misuse treatment providers, the Police and Crime Commissioner, the National Probation Service and the secure estate (e.g., prisons and young offender institutions)
- responsibilities of the CDP were outlined as undertaking a joint local needs assessment, producing and agreeing on ongoing local drugs and alcohol strategy delivery plan and regularly reviewing progress on local delivery of the strategy's objectives.

60.3 In receiving the report, Board Members noted that its purpose was to provide an overview of the roles and responsibilities of the newly mandated West Sussex CDP. Board Members views were sought and key points were made as follows;

- it was established that, as the partnership was currently forming, the Terms of Reference were being drafted. It was expected that quarterly meetings would be held with minutes shared. Sub-groups and short task and finish groups could be used to focus on areas of local need.
- it was pointed out that the lived experience was very important in order to inform and it was agreed that any information of this nature would be approached with sensitivity.
- Community Support were keen to be actively involved and continue to build upon work already achieved as well as assisting with linking collaborative partners.
- Board Members were pleased to see work in this area being reinvigorated in response to societal trends.

60.4 The Health and Wellbeing Board – Resolved that;

- i. the West Sussex Combating Drugs Partnership (CDP), chaired by the Director of Public Health, as Senior Responsible Owner for the partnership, is the local delivery structure for the implementation of the national 10-year drugs strategy and mechanism that central government will draw upon to track and support delivery of the strategy, be noted;
- ii. the significant impact that this new partnership can have on improving the quality of life for residents and communities and reducing future demand and costs for services across the wider health and care system in West Sussex, be recognised; and
- iii. the West Sussex Health and Wellbeing Board has considered how, as key systems leaders, the West Sussex CDP can be supported to gain representation and full involvement of local people with lived experience, to maximise collaboration and impact for this

important agenda (e.g., people who are using/have used drugs, family members/carers who have been impacted by substance misuse harms, professionals/services affected by drug related harm).

61. Development of draft West Sussex Suicide Prevention Framework and Action Plan, and draft pan-Sussex Suicide Prevention Strategy and Action Plan

61.1 The Board received a presentation (copy appended to the agenda on the council's website) on the development of a draft West Sussex Suicide Prevention Framework and Action Plan, and draft pan-Sussex Suicide Prevention Strategy and Action Plan which provided the background and context as well as highlighting progress and how the framework and strategy align to ensure a joint approach locally and Sussex-wide.

61.2 Key points highlighted were;

- there were two main areas of focus; stakeholder engagement at Sussex level (consultation with mental health workforce in Summer 2022) and review of the latest evidence;
- evidence showed that main areas for prevention would be for those most at risk of committing suicide and/or self-harm; middle aged and older men; children and young people; those with existing mental illness, people who self-harm and for people more vulnerable to mental illness such as the neurodiverse, victims and perpetrators of domestic abuse, people who misuse alcohol and drugs including children and young people; and
- it was noted that this would be a working document, regularly reviewed to ensure local population needs are met and so it is aligned with national suicide prevention strategy when published.

61.3 In receiving the presentation, Board Members welcomed the plan and noted the importance of gathering the views of people who may be at risk and the need to include their voice when planning. It was suggested that commissioning could be joined up across local authorities and the NHS as there was a high amount of provider overlap. Multi-agency partnership work was seen as a key feature of the plans.

61.4 In summing up, it was noted that Public Health held responsibility for Suicide Prevention and recent learning was being taken forward into planning now whilst waiting for the publication of national guidance. Final editing of the draft West Sussex Suicide Prevention Framework and Action Plan 2023-2026 would be completed for publication in Spring 2023. The Director of Public Health welcomed any further feedback to be forwarded outside of the meeting.

62. Better Care Fund Monitoring Quarter 3 2022-23

62.1 The Board received a report that updated on the West Sussex 2022/23 Better Care Fund Plan (BCF), highlighted Better Care Fund

planning requirements for 2023-25 and summarised performance against the Better Care Fund national metrics for Quarter 3 2022/23.

62.2 Key points were highlighted as follows;

- Due to the late publication of planning guidance reporting on the BCF programme is limited to an end of year return. The full submission will need Health and Wellbeing Board sign off, in line with normal BCF requirements, by 23 May 2023. An advance submission covering the Adult Social Care Discharge Fund would be required by 2 May 2023. It was noted that a Chairman's Action decision would be taken on behalf of the Health and Wellbeing Board and reported to the next formal meeting of the Board.
- It was noted that West Sussex Health and Wellbeing Board is required to submit a 2-year Better Care Fund plan covering 2023/24 and 2024/25, jointly agreed by West Sussex County Council and NHS Sussex, following engagement with local stakeholders by 28 June 2023. The first year would focus on the growth of social care capacity to have the greatest impact on reducing delayed hospital charges, workforce capacity, learning from evaluation of previous discharge funding, improving collaboration across health and social care.
- Members were informed that there would be an additional piece of work on a Capacity and Demand Plan for Intermediate Care Services, initially for 2023-24 only with a winter update due in October 2023. It was confirmed that plans would demonstrate alignment with Integrated Care System planning.
- Better Care Fund Performance, Quarter 3 - 2022/23 was noted. Attention was drawn to the gradual trend of upward performance in hospital discharge to usual place of residence.

62.3 Following consideration of the report it was

Resolved – that

- i. the update on the West Sussex Better Care Fund Plan for 2022/23, be noted;
- ii. the Better Care Fund Planning requirements for 2023-25, be noted; and
- iii. the West Sussex Performance against the national Better Care Fund metrics at Quarter 3 2022/23, be noted.

63. Health and Wellbeing Board Work Programme 2023-2024

63.1 In considering the work programme, it was requested that an update on the West Sussex Suicide Prevention Framework and Action Plan be presented at a future meeting.

63.2 Resolved – that the Health and Wellbeing Board Work Programme 2023/2024 be noted.

64. Date of next Meeting

64.1 The date of the next meeting of the Health and Wellbeing Board was confirmed as 20 July 2023.

The meeting ended at 1.09pm

Chairman