

West Sussex Health and Wellbeing Board (HWB) Action and Recommendations tracker

The action and recommendations tracker allows the HWB to monitor responses, actions and outcomes against their recommendations or requests for further action. The tracker is updated following each meeting and circulated to Board Members electronically. Once an action/recommendation has been completed, it will be removed from the tracker.

Recommendation/ Action Topic	Meeting (date raised)	Recommendation/ Action	Responsible Officer/ Member	Follow up	Response/ Progress/ Deadlines	Status
Better Care Fund Q4 22/23	20.7.23	(1) the West Sussex Better Care Fund Plan for 2023-25, be approved; and (2) the West Sussex performance against the national BCF metrics at Q4 2022/23, be noted.	Joint Strategic Director of Commissioning	N/a	N/a	Completed
Development of the HWB	20.7.23	(1) the key role that the West Sussex Health and Wellbeing Board has within the Sussex Health and Care Integrated Care System (ICS) and the significant impact this can have on improving the health and wellbeing of the local population and reducing inequalities be recognised; (2) the Local Government Association's (LGAs) support offer to Health and Wellbeing Boards to refocus the purpose of the Health and Wellbeing Board (HWB), operate effectively in the new context, and strengthen	All HWB Members			In progress

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		<p>its role in the new system architecture, be accepted with time lined preparatory work undertaken by the HWB before its first LGA support session;</p> <p>(3) the need to begin to develop a new Joint Local Health and Wellbeing Strategy (JLHWS) for the next period (to be published in 2024) be noted and a timeline developed and presented to HWB members for clear direction of this process; and</p> <p>(4) the recommended approach and timescales to developing the new strategy outlined in this report be approved.</p>				
West Sussex Safeguarding Adults Board Annual Report 2022-2023	20.7.23	<p>The HWB</p> <p>(1) actively supports the WSSAB's strategic plan to improve prevention services and the experience of adults in West Sussex County Council who are at risk of abuse and/or neglect;</p> <p>(2) has provided feedback on how the Health and</p>	Adults Social Care Assistant Director Safeguarding, Planning and Performance	N/a	N/a	Completed

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		Wellbeing Board, as representative of the partner agencies and, within the Collaborative Working Agreement, will contribute to the WSSAB's priorities for 2023-24; and (3) agreed that learning and improvement, which interfaces with Adult Safeguarding, be shared.				
Public Health Update	20.7.23	In discussion, a multi-agency task force/forum was suggested to include the Voluntary, Community and Social Enterprise (VCSE) sector, connecting with communities, and a focus on climate and environmental issues of disposable vapes to young people, to deter them from vaping.	Director of Public Health			To be updated at Agenda Item 7 - Public Health Update on 2.11.2023
Minute Amendment 27.4.23	20.7.23	The West Sussex Strategic 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,	All			In Progress

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		providing a progress update to the Health and Wellbeing Board during 2023/2024.				
Integrated Care Board Shared Delivery Plan	27.4.23	(1) the information provided in relation to the development of and engagement on the draft Shared Delivery Plan (SDP) be noted; (2) 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 (3) board members provide further feedback or comment by email to Chris Clark by Thursday 4th May 2023.	Chris Clark	N/a	N/a	Completed
Local Outbreak Engagement Board	27.4.23	(1) 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; (2) the LOEB resolution to move to a 'standby' position and reactive if required, reflecting the progression through the living with	Alison Challenger	N/a	N/a	Completed

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		Covid-19 stage of the pandemic be agreed; and (3) the value of the LOEB throughout this time maximising its collaborative strength to engage with residents and communities across West Sussex be recognised.				
West Sussex Health and Wellbeing Board Seminar - Monday, 20 February 2023	27.4.23	(1) housing and environments be continued as ongoing key priorities in the refreshed Joint Health and Wellbeing Strategy from 2024; and (2) 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.	Alison Challenger	N/a	Progress update requested during 23/24 to be added to Work Programme	Completed
West Sussex Combating Drugs Partnership (CDP),	27.4.23	Recommendations Approved	Alison Challenger	N/a	N/a	Completed

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Better Care Fund End of Year Return 2022/23	27.4.23	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.	Chris Clark	Democratic Services	Chairmans Action reported at the HWB meet on 20.7.23	Completed
Better Care Fund	27.4.23	(1)the update on the West Sussex Better Care Fund Plan for 2022/23, be noted; (2) the Better Care Fund Planning requirements for 2023-25, be noted; and (3) the West Sussex Performance against the national Better Care Fund metrics at Quarter 3 2022/23, be noted.	Chris Clark	N/a	Resolved at meeting	Completed
Local Outbreak Engagement Board	26.1.23	Resolved that the Board has considered how the LOEB can continue to engage with residents and communities across West Sussex, maximising its collaborative strength through the 'Living with COVID-19' phase of the pandemic.	Alison Challenger	Regular updates at HWB meetings	Resolved at meeting	Completed
Cost of Living	26.1.23	Resolved – that the Health and Wellbeing Board notes the cost of living report and	All HWB Members	N/a	Resolved at meeting	Completed

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		continues to identify opportunities to work collaboratively, as key systems leaders across West Sussex, to mitigate potential adverse impacts of cost of living pressures on the local population				
Children First Board	3.11.22	(1) Note the contents of this report. (2) Promote key message from Children First SEND Sub-group	Lucy Butler/Cllr Russell	N/a	Resolved at meeting	Completed
JHWS, Cost of Living	3.11.22	(1) Acknowledge the potential impacts of cost of living pressures on our local population's health and wellbeing. (2) Provide feedback on the proposed strategic approach and principles to tackle cost of living pressures in West Sussex as outlined in the Public Health Specialty Registrar's presentation. (3) Approve the Public Health Specialty Registrar to progress inclusion of the proposed cost of living addendum in the West Sussex Joint Health and Wellbeing Strategy 2019-2024 (JHWS).	Dani Plowman/Alison Challenger	N/a	Resolved at meeting	Completed

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Better care Fund	3.11.22	(1) Approve the West Sussex Better Care Fund Plan for 2022/23. (2) Approve the West Sussex Capacity and Demand Plan for Intermediate Care Services Q3 & Q4 2022/23. (3) Note the West Sussex performance against the national BCF metrics at Q1 2022/23.	Chris Clark	N/a	Resolved at meeting	Completed
Cost of Living	3.11.22	Establish a Health and Wellbeing Working Group on Cost of Living	Chairman will consider item for inclusion	At agenda prep meeting 5.1.23	The establishment of a working group is not required; a comprehensive programme of work is already underway to address cost of living pressures across West Sussex. Regular updates to be provided at quarterly Health and Wellbeing Board meetings	Completed

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Work Programme	3.11.22	(1)Request to add item on work programme for next meeting to update on Cost of Living (2)Request to add item on Health and Care workforce planning	Chairman will consider item for inclusion	At agenda prep meeting 5.1.23	(1) Cost of Living Item added to Work Programme (2) This item to be dealt with and included in Integrated Care System updates on the work programme.	Completed