

West Sussex Health and Wellbeing Board

20 July 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, Cllr Garry Wall, Alan Sinclair, Alison Challenger, Lucy Butler, Emily King, Chris Clark, Pennie Ford, Natalie Brahma-Pearl, Catherine Howe, Jess Sumner, Sonia Mangan, Emma Cross and Annie Callanan

Apologies: Dr George Findlay, Siobhan Melia, Jo Tuck and Dr Jane Padmore

Absent: Dr A Dissanayake and Dr Angela Stevenson

Also in attendance: Ellie Evans

Part I

1. Chairman's Welcome

- 1.1 The Chairman welcomed attendees and those viewing the webcast to the meeting. It was announced that Natalie Brahma-Pearl, the Chief Executive of Crawley Borough Council, was standing down as a board member. The Chairman thanked Natalie for her many years of valuable service, as a member of the West Sussex Health and Wellbeing Board, which had been greatly appreciated and wished her well in her future endeavours.
- 1.2 The Chairman then outlined the following updates;
 - it was reported that Sussex health and care partners launched '[Our Plan for our Population](#)' on the 75th anniversary of the NHS, following ratification by the NHS Sussex Board on 5 July 2023. This was noted as the first time there has been an agreed long-term plan across health and care in Sussex. The draft plan was presented at the Health and Wellbeing Board meeting in April, with a large number of comments shared with the NHS following this, helping to shape the final version. The plan was also presented to the Health and Adult Social Care Scrutiny Committee (HASC) on 14 June and supported by the Council's Cabinet on 20 June. The Health and Wellbeing Board recognised that the plan is ambitious, particularly as it is for the whole of Sussex. However, the place of West Sussex, has a place in this plan, setting out how we will deliver services to meet our population's needs across the county;
 - on Saturday 1 July, the grand opening of the **new town centre location of the Horsham Wellbeing Hub** took place. Located in the heart of Horsham town in Unit 51, Swan Walk shopping centre it will enable more residents to access support tailored to their own needs and situation, make positive changes to their habits, and

support them to stay well. Anyone over 18 who lives or works in the Horsham District can access a wide range of free information, advice and support at the hub, and discover how a few small changes to their health and wellbeing routines can make big differences to their lives. The Hub builds upon a long-standing partnership between West Sussex County Council and Horsham District Council to improve the health of local residents and reduce inequalities, as part of the West Sussex Wellbeing Programme - a partnership with all district and borough councils across West Sussex. Further information is available on the [Horsham District Wellbeing website](#); and

- The **Notice of Motion at Full Council on 26 May regarding defibrillators was carried**. This focused on increasing access to the devices in communities and registering them on the British Heart Foundation's National Defibrillator Network, 'The Circuit', which provides NHS ambulance services with information regarding defibrillators across the UK, so they can be accessed quickly after a cardiac arrest, to help save lives. Utilising this network, a 999 operator may be able to signpost to the nearest defibrillator, if needed in an emergency. The Chairman informed the Board that as the Cabinet Member for Public Health and Wellbeing, he was working closely with his Cabinet colleagues as part of a cross-council approach, to progress actions that included relocating defibrillators, maintained by the County Council's Facilities Management team, to external locations that are accessible 24/7 to the public and arranging for them to be registered on 'The Circuit.' Further planned actions comprised of engagement with schools and communities to widen the publicly accessible defibrillator network across West Sussex, including highlighting to residents and communities the governments recently launched £1m defibrillator fund to which community organisations can submit an expression of interest.

2. Declaration of Interests

2.1 There were no declarations of interest.

3. Minutes

3.1 In receiving the minutes of the last meeting taken on 27 April 2023, comment was made that the recommendations at minute 59.4 required amendment to add a third recommendation. It was agreed that the Health and Wellbeing Board Seminar, held on 20 February 2023, suggested the exploration of the use of One Public Estate properties for housing use. As the Strategic Housing Group would not hold the jurisdiction to progress the use of these assets for social value purposes recommendations were amended as follows;

3.2 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;

- ii. the use of One Public Estate properties for housing provision be explored and reported back on; and
 - iii. 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, providing a progress update to the Health and Wellbeing Board during 2023/2024.
- 3.3 Following this amendment, it was resolved – that the minutes of the meeting held on 27 April 2023, are approved as a correct record and are signed by the Chairman.

4. Recommendations and Actions Tracker

- 4.1 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 27 April 2023. The Chairman asked Board Members to note the Chairman's Action that had been taken to approve the Better Care Fund End of Year Return (2022/23).

5. Public Forum

- 5.1 The Chairman informed the Board that three questions had been received from West Sussex residents. One asked why there are no more exercise classes for the senior people at the sheltered schemes in Crawley and felt that Crawley needed a hub office like Horsham as there are so many empty shops around Crawley including the shopping mall.
- 5.2 The Chairman responded to the enquirer as follows; 'To provide some context, Board members will be aware that Horsham District Wellbeing, part of the West Sussex Wellbeing Programme, recently launched its new town centre location in Swan Walk shopping centre, Horsham, providing access to a wide range of health and wellbeing information, advice and support.
- 5.3 Crawley Wellbeing, also part of the West Sussex Wellbeing Programme, is based at the K2 Leisure in Crawley, and in March this year, launched the Wellbeing Mobile Unit, which visits different neighbourhoods in Crawley, making its' services more accessible for our residents and communities. Today it is in Queens Square, Crawley, with appointments available for a range of health and wellbeing issues. If residents would like further information, please visit the Crawley Wellbeing website at crawley.westsussexwellbeing.org.uk
- 5.4 In addition to the Mobile Wellbeing Unit and provision at K2, Wellbeing staff signpost to a variety of physical activity provision within Crawley and surrounding areas to suit all abilities. More information can be found on the Crawley Wellbeing website or by calling Crawley Wellbeing on 01293 585317. The [Crawley Older Peoples Directory](#) is an additional useful resource (produced jointly

by Crawley Wellbeing, Crawley Community and Voluntary Service (CVS) and Crawley Borough Council), which includes helpful information regarding local exercise classes and other services.

- 5.5 Residents, or anyone who works in West Sussex, can access any of the wellbeing programmes based in each district and borough, further information on what's available can be found at www.westsussexwellbeing.org.uk `

The Chairman confirmed that a full written response would also be sent to the enquirer following this meeting. The Chairman informed that a further question had been received from West Sussex County Councillor, Brenda Burgess regarding improving joining-up information between health care services, ensuring the patient remains informed throughout their healthcare journey, and the importance of the patients' voice. The Chairman thanked Councillor Brenda Burgess for raising this and confirmed a written response would be provided.

- 5.6 The Chairman had been informed, today, that a further question had been submitted, via Facebook, on the provision of exercise classes in sheltered housing. It was noted that a response would be prepared outside of the meeting.

6. Children First Board

- 6.1 The Director of Children, Young People and Learning presented the report on the progress of the Children First Board (CFB), being accountable to the West Sussex Health and Wellbeing Board, as a subgroup of the Board.
- 6.2 It was noted that governance arrangements were being reviewed with respect to children with special educational needs and disabilities. An inspection by OFTED and CQC was expected. The Director of Children, Young People and Learning requested that the Health and Wellbeing Board received a report from the SEND Governance Board on a six monthly basis. The Chairman agreed this request.
- 6.3 In being invited to comment, Cllr Jaquie Russell, as a member of the Board and as Cabinet Member for Children, Young People and Learning highlighted that, as part of a review of governance arrangements, the CFB were in the process of securing an independent chair: a role profile had been created and Officers were currently working with colleagues in the voluntary and community sector to recruit a suitable candidate. Attention was also drawn to the focus on CFB engagement with its stakeholders as well as the continued priority of engagement with children and young people.
- 6.4 The Chairman thanked the Director of Children, Young People and Learning for this report.

7. Public Health Update

- 7.1 The Director of Public Health's update to the Health and Wellbeing Board on current public health matters, focused on the issue of vaping, which has received recent media attention and consideration.
- 7.2 In clarifying key messages, the Director of Public Health highlighted Sir Professor Chris Whitty's recent statement – three key areas, with the main message being, if you smoke, vaping is going to be substantially safer [*full Sir Prof Chris Whitty quote: "The key points about vaping (e-cigarettes) can be easily summarised. If you smoke, vaping is much safer; if you don't smoke, don't vape; marketing vapes to children is utterly unacceptable"*]. She emphasised that smoking is still one of the key reasons for avoidable ill-health; vaping is an effective quitting tool and is substantially safer than continuing to smoke cigarettes.
- 7.3 The exposure and promotion of vaping to young people, and particularly some disposable vapes, is a concern, and has recently been in the media. The environmental impact is another element to consider. Whilst the Local Government Association (LGA) has called for a ban on disposable vapes, it was recognised that this is one step and there are other approaches too, but we are all joined up in our key ambition to try and reduce exposure of vaping to our young people. It was noted that Public Health are working with the Council's Trading Standards service, across our local health and care system, with members of our communities, and nationally and regionally to tackle these issues.
- 7.4 The local Public Health response would continue whilst waiting for national guidance. It was highlighted resources had been developed for schools (to be released in September) by the South East Public Health Tobacco Control Network, and the Department of Health and Social Care had produced a national resource pack focused on Years 7 and 8. The Director of Public Health confirmed that West Sussex schools had been written to, to inform them, with a surgery/discussion seminar offered to support them in their approach in September.
- 7.5 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.

8. West Sussex Safeguarding Adults Board Annual Report 2022-2023

- 8.1 The Board received the West Sussex Safeguarding Adults Board (WSSAB) Annual Report for 2022-23 (copy appended to the agenda available on the council's website) presented by Annie Callanan, Independent Chairman of the West Sussex Safeguarding Adults Board and Ellie Evans, Adults Social Care Assistant Director

Safeguarding, Planning and Performance for West Sussex County Council. The following key points were highlighted;

- It was noted that the report reflected progress on the priorities for 2022/23: safeguarding older people, safeguarding those with complex needs, and communications and promotions for community engagement. The Independent Chairman praised and thanked WSSAB members for their high levels of commitment, and the benefit of their expertise.
- It was reported that real progress has been made on the WSSAB work programme with high levels of engagement from all of the Board Members who were willing to have frank discussion as well as embracing research to aid the Board's continued development. The Independent Chairman was pleased to welcome two lay persons onto the WSSAB.
- The WSSAB had progressed a number of reviews, increasing the involvement of carers and their families ensuring action plans were delivered. It was noted that the adult reviews were an opportunity to learn and avoided laying blame.
- It was reported that in order to share learning widely and effectively all reviews were published with accompanying learning briefings and a multi-agency action planning meeting for each one was held to agree how both individually and collectively safeguarding practice would be improved. This method ensured multi-agency ownership and accountability for the changes that are needed to reduce safeguarding risk.

8.2 In discussing this report Health and Wellbeing Board Members;

- praised the WSSAB for a comprehensive report which recorded achievements as well as raising awareness and thanked the Independent Chairman and the Adults Social Care Assistant Director Safeguarding, Planning and Performance for the Board's strong position;
- noted that learning was being shared with partners such as Changing Futures, influencing and supporting strong engagement;
- recognised that Adult Social Care was challenged in terms of people needing support for a range of conditions and so a good WSSAB with effective procedures was welcomed;
- reminded that the CQC would be inspecting West Sussex Adult Social Care for the first time and safeguarding would be a key element of this;
- shared that research was key so that the WSSAB could develop learning to achieve a trauma based understanding of people's lives. The WSSAB were working pan Sussex with partners to understand lived experience and had introduced a thematic review of the repeating theme of neglect to identify why it keeps repeating and what the challenges are.
- commented that the NHS was starting a new strand of work around population frailty, with the knowledge that people suffering from neglect/self-neglect may be high service users, and welcomed join up with the WSSAB;

- acknowledged the Cost of Living's possible impact on the health of the vulnerable and suggested that a systems approach to making connections be extended to include District and Borough Councils who may not always be sighted on vulnerable residents. It was also mentioned that there was an opportunity to work with the Voluntary Sector Food Banks to share live data. It was confirmed that the WSSAB would be happy to explore these ideas;
- reassured that community connections were being made with the support of the West Sussex County Council Assistant Director (Communities) and the Community Support Team;
- thanked the WSSAB for including carers/family/friends in the annual report, noting that every WSSAB meeting begins with a case study, sometimes hearing from front line services, which helped to anchor the focus where it needs to be.

8.3 The Chairman thanked Annie Callanan, Independent Chairman of the West Sussex Safeguarding Adults Board and Ellie Evans, Adults Social Care Assistant Director Safeguarding, Planning and Performance for the WSSAB Annual Report 2022/23.

8.4 Resolved – that the West Sussex Health and Wellbeing Board;

- 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;
- has provided feedback on how the Health and 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
- agreed that learning and improvement, which interfaces with Adult Safeguarding, be shared.

9. Development of the West Sussex Health and Wellbeing Board

9.1 A report was received, from the Director of Public Health, regarding the development of the West Sussex Health and Wellbeing Board, including its' key role within the Sussex Integrated Care System (ICS), and the opportunities this presented to further strengthen partnership working with key systems leaders across the local health and care system. It also outlined the proposed approach to development of the Joint Local Health and Wellbeing Strategy to be published in 2024. In receiving this report the following key points were made;

- It was noted that the process for developing a new Joint Local Health and Wellbeing Strategy (JLHWS) for the next period (to be published in 2024) needed to begin. It was recognised as important that this refresh of the strategy reflect the emergence of the ICS.

- In recognition of the implications for local government and Health and Wellbeing Board involvement in Integrated Care Systems the Local Government Association (LGA) had revised its support offer to refocus the purpose of the HWB to be able to operate effectively in the new context. This free tailored and flexible support to HWBs, could be delivered as a workshop or peer challenge activity, either as a series of workshops or a one-off session, for a group of HWBs or a single HWB.
- It was agreed that the LGA offer should be accepted with workshop style sessions as a single HWB. Board members agreed preparation was required prior to the LGA support sessions to ensure clarity on the West Sussex HWB role in the system, its collaborative approach and strategic links, its vision and timeline to avoid bringing confusion into a facilitated process.
- Board Members acknowledged that alignment across health and care partnerships would be an invaluable benefit to strengthen service delivery and assist with the strategic development for the JLHWS refresh.
- Comment was made that ICS representation from the district and borough councils had not been invited and so the Sussex ICS was being lobbied for an adjustment on this position. Board members were informed that the District Councils' Network sponsored a study by The King's Fund on why partnering with district councils is essential to achieve better health outcomes. It was recognised that as district councils deliver services that affect people's health such as housing, planning, economic development, welfare, leisure and environmental health, this made district councils key partners in integrated care systems at place level. HWB members welcomed local conversations with district and boroughs as well as the voluntary sector recognising the importance of these place based partners.
- The Director of Public Health was requested to produce a timeline on what work needed to be achieved for the JLHWS refresh and HWB review to focus the approach.

9.2 In turning to the report's recommendations the Chairman, with agreement from those present, made slight amendment to reflect discussion.

9.3 The Health and Wellbeing Board resolved that;

- i. 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;
- ii. 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 its role in the new system architecture, be accepted with time lined preparatory work undertaken by the HWB before its first LGA support session;

- iii. 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
- iv. the recommended approach and timescales to developing the new strategy outlined in this report be approved.

10. Better Care Fund Monitoring Quarter 4 2022/23

- 10.1 The Board received the West Sussex 2023-25 Better Care Fund (BCF) Plan, for approval, and regular update on performance against the Better Care Fund national metrics, for Quarter 4 2022/23.
- 10.2 The report outlined that the Better Care Fund (BCF) is one of the government's national vehicles for driving health and social care integration. It requires integrated care boards (ICBs) and local government to agree a joint plan, owned by the Health and Wellbeing board (HWB). These are joint plans for using pooled budgets to support integration, governed by an agreement under section 75 of the NHS Act (2006).
- 10.3 It was noted that the schemes listed in the plan covered a broad range of areas with a focus on enabling people to stay well, safe and independent at home for longer and providing people with the right care, at the right place, at the right time. In addition, it was noted that the programme supports key priorities in the NHS Long Term Plan and the government's plan for recovering urgent and emergency care (UEC) services, and the continued delivery of more joined-up care across health and social care, aligning with key priorities for the health and care system:
 - Improving overall quality of life for people, and reducing pressure on UEC, acute and social care services through investing in preventative services; and
 - Tackling delayed discharge and bringing about sustained improvements in discharge outcomes and wider system flow.
- 10.4 It was reported that tackling the heart of health inequality experienced by communities within West Sussex, using public health data to target resources to close the gaps in health inequalities within communities was also a priority.
- 10.5 A review of the two year plan would be undertaken at the end of year one to allow for the consideration of any change.
- 10.6 In receiving this report Board members;
 - gave thanks to Chris Clark as the Assistant Director (Health Integration) West Sussex County Council, Joint Strategic Director of Commissioning (West Sussex) NHS Sussex

- Integrated Care Board and Paul Keogh, Better Care Fund Manager (West Sussex) and team for their work in the development of this plan and preparing the BCF reports;
- drew attention to the Local Community Networks (LCN's) noted as delivering strong collaborative, partnerships which provide opportunities to tackle health inequalities and develop effective preventative approaches responsive to local need and assets and was seen as a strong foundation for future models of care;
 - welcomed this comprehensive report and highlighted the Disabled Facilities Grant (DFG) which was seen as beneficial in assisting the hospital discharge pathway. Joined up, innovative working was agreed as imperative to tackle future health issues that may arise from an increasingly elderly population and using all resources across the County, such as One Public Estate properties, assistive technologies and the DFG programme was seen key to securing the health of the population. With this in mind, it was noted that the Telecare Commissioning Strategy was being reviewed which held a synergy with the DFG.

10.7 It was resolved – that

- i. the West Sussex Better Care Fund Plan for 2023-25, be approved; and
- ii. the West Sussex performance against the national BCF metrics at Q4 2022/23, be noted.

11. Health & Wellbeing Board Work Programme 2023-24

11.1 In receiving the work programme 2023/24, it was requested that an item be put forward for the November meeting on winter preparedness which the chairman confirmed would receive consideration. It was also requested that the timing of the item on Housing be provided. The Director of Public Health confirmed that as this had been discussed at the last meeting of the HWB further action was required with the Strategic Housing Group before an update could be given.

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

12. Date of next Meeting

12.1 The date of the next meeting of the Board was confirmed as 10.30am on 2 November 2023.

The meeting ended at 12.13 pm

Chairman