

Joint Public Health Board

Minutes of a meeting held at The Civic Centre, Poole
on 17 July 2014.

Present:-

Janet Walton (Chairman – Borough of Poole)
Jane Kelly (Vice-Chairman – Bournemouth Borough Council)

Bournemouth Borough Council

Blair Crawford

Dorset County Council

Jill Haynes and Colin Jamieson


Borough of Poole

Karen Rampton

Officers:

Dr David Phillips (Director of Public Health), Catherine Driscoll (Director for Adult and Community Services, Dorset County Council), Phil Rook (Group Finance Manager, Dorset County Council), Jan Thurgood (Strategic Director – People Theme, Borough of Poole), Nicky Cleave (Assistant Director of Public Health (Dorset), Sophia Callaghan (Assistant Director of Public Health (Poole), Sam Crowe (Assistant Director of Public Health (Bournemouth), Rachel Partridge (Consultant - HP), Paul Compton (Senior Communications Officer, Public Health Dorset) and Helen Whitby (Principal Democratic Services Officer).

(Notes:(1) In accordance with Rule 16(b) of the Overview and Scrutiny Procedure Rules the decisions set out in these minutes will come into force and may then be implemented on the expiry of five working days after the publication date. Publication Date: **23 July 2014**.

(2) The symbol () denotes that the item considered was a Key Decision and was included in the Forward Plan.

(3) These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Joint Board to be held on **6 November 2014**.)

Election of Chairman

Resolved

32. That Janet Walton be elected Chairman for the meeting.

Appointment of Vice Chairman

Resolved

33. That Jane Kelly be appointed Vice-Chairman for the meeting.

Apology for Absence

34. An apology for absence was received from Nicola Greene (Bournemouth Borough Council).

Code of Conduct

35. There were no declarations by members of any discloseable pecuniary interests under the Code of Conduct.

Public Participation**Public Speaking**

36.1 There were no public questions received at the meeting in accordance with Standing Order 21(1).

36.2 There were no public statements received at the meeting in accordance with Standing Order 21(2).

Petitions

36.3 There were no petitions received in accordance with the County Council's petition scheme at this meeting.

Minutes

37. The minutes of the meeting held on 8 May 2014 were confirmed and signed.

Matter Arising**Minute 31.5 – Public Health Performance Monitoring 2013/14**

38. The Director of Public Health referred to previous discussion about scrutiny of obesity on a cross authority basis and the need for this to be progressed. Members supported the establishment of a group of members to identify terms of reference for the group and the way forward. The Group would comprise three members from each local authority, these being nominated by the Joint Board's current membership. Names were to be submitted to the Principal Democratic Services Officer following the meeting.

Resolved

39.1 That a small working group be established to identify the terms of reference for scrutiny of obesity and the way forward.

39.2 That the group comprise three members from each local authority nominated by current members of the Joint Public Health Board

Forward Plan of Key Decisions

40.1 The Joint Board considered its draft Forward Plan, which identified key decisions to be taken by the Joint Board and items planned to be considered in a private part of the meeting either on or following the Board's meeting on 6 November 2014. The draft plan would be published on 8 October 2014.

40.2 The Director of Public Health explained that items on Health Protection, sexual health and the Director's Annual Report would be added to the Forward Plan for the meeting on 6 November 2014.

Noted**Budget Monitoring 2014/15**

41.1 The Joint Board considered a report by the Director for Corporate Resources, Dorset County Council, which provided an update on the current budget position for 2014/15.

41.2 The Group Finance Manager reported that at present there was a projected underspend for the year 2014/15 of £1m. He then reminded members that they had agreed at their last meeting to the underspend at the end of the financial year 2013/14 of £1.4m being transferred to a Public Health reserve. Following additional underspends the reserve

had increased from £1.4m to £1.7m which could be spent during the following two years. It was suggested that £1.4m be allocated to the two Health and Wellbeing Boards to support existing strategies and make a difference at a local level by addressing inequalities and local priority outcomes. The £1.4m would be split on the basis contained in the legal agreement, i.e. on population.

41.3 With regard to whether the Health and Wellbeing Boards had executive authority to use the funding and whether it would go to localities, it was explained that the allocation would be for the Bournemouth Borough Council, the County Council and the Borough of Poole areas but the Health and Wellbeing Boards would consider how it should be spent with advice from the appropriate Assistant Director of Public Health as to where this would make most difference. Members supported this approach.

Noted

Performance Monitoring

42.1 The Joint Board considered a report by the Director of Public Health which proposed a new structure for the monitoring of performance across the spectrum of Public Health responsibilities transferred to local authorities on 1 April 2014.

42.2 The Director of Public Health proposed that in future national routine data be reported annually to the Joint Board with progress against work plans and commissioning intentions reported quarterly. He recognised that by the time national data was produced it was usually out of date and of limited use, but the reporting structure could be reviewed if necessary.

Resolved

43. That the revised timetable and content for performance reports be agreed.

Reason for Decision

44. Improved effectiveness of Board decision making.

Communications Strategy 2014/15

45.1 The Joint Board considered a report by the Director of Public Health on the plans for supporting the work of Public Health Dorset through communications, marketing and engagement in 2014/15.

45.2 The Senior Communications Officer presented the Strategy drawing attention to the priorities for 2014/15.

45.3 One member referred to his contact with the Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust which indicated that it was unaware of the work of Public Health Dorset and he suggested that this might be true of other local NHS Trusts. The Senior Public Relations Officer explained that a meeting with Communications Leads from local NHS Trusts would take place shortly.

45.4 In response to questions, it was confirmed that Public Health Dorset was involved in health related emergency planning activities and was working with Children's Services to engage more with young people. Although there was no specific budget for communications, officers worked effectively together to find the best and most cost effective way of engaging with people.

45.5 Members were concerned about the many different ways the public could access information and amount of duplication this involved. They asked that efforts be made to reduce this where possible by better sign posting and linkages to other websites. The

“NHS Choices” website was highlighted as a popular source of information. The Senior Communications Officer agreed with this and confirmed that efforts were being made to avoid and reduce duplication.

Resolved

46. That the Communications Strategy be agreed.

Reasons for Decision

47.1 Protect and enrich the health and wellbeing of Dorset’s most vulnerable adults.

47.2 Provide innovative and value for money services.

Commissioning Development Update

48.1 The Joint Board considered a report by the Director of Public Health which provided an update on commissioning developments for the last quarter.

48.2 The Director of Public Health stated that good progress was being made with the public health work plan. He suggested that the Joint Board consider work force and programmes for 0-5 year olds in anticipation of when health visitors were commissioned under the Public Health budget from 2015. The Chairman suggested that a dedicated meeting be held for this purpose.

48.3 One member raised the concern that issues for children started in pregnancy and it was a question of working with families to identify and address issues through intervention. The Joint Board noted that this was being addressed through a number of different schemes by the three local authorities, whilst commissioners were working together across the area to give children and families a positive start in life.

48.4 The Assistant Director of Public Health (Bournemouth) then presented the report in detail and sought the Joint Board’s agreement to the development of a Dorset Health Improvement Hub and the use of a dynamic purchasing system for commissioning community health improvement services in support of the Hub. Members were provided with a copy of “Health improvement in Dorset – an integrated lifestyles offer” which explained how the hub would work and how new services would support residents to make changes to their lifestyles and improve their health. The new system would provide advice, supported by a clear offer of help within the locality at a low cost and capture data to demonstrate whether the new system was reaching more people than the current arrangements and whether it provided value for money. Currently data on the number of people who took action as a result of health checks was not collected, neither was information about the support provided in the community by the third section and information held by GPs on the impact of health checks was not routinely accessible. The Hub would support a range of organisations in the community and provide a means of evaluating and measuring the work they undertook. It was hoped that over time the Hub would support and develop the delivery of health improvement interventions. No increase on the current funding levels would be necessary.

48.5 One member referred to money the Citizens’ Advice Bureau (CAB) in Dorset had been given to provide a similar scheme and asked that a joined up approach be taken so as to avoid duplication. The Assistant Director agreed to follow this up with the CAB.

48.6 With regard to whether there was any potential for income from the new arrangements, the Assistant Director of Public Health explained that Dorset was the first area to try this approach and, if it was successful, it could be offered as a commissioning solution to others. He agreed to explore potential income opportunities. The Director of

Public Health added that the hub model would go beyond the current arrangements and focus on people and places rather than on specific risks and conditions.

48.7 With regard to the dynamic purchasing system (DPS), the Assistant Director explained that this would bring new providers into the market and reduce timescales for the tendering process. Any providers of services would have to demonstrate the quality of their services before they were added to the database where they would remain until their services were needed. The new system would be more flexible and efficient in ensuring the commissioning of health improvement pathways whilst limiting risk. It would also reduce the demands for the administration of health improvement services on the Public Health team.

48.8 The Joint Board supported this new approach.

Resolved

49.1 That the progress against the public health work plan be noted.

49.2 That the commencement of a procurement and award of an arrangement for the creation of a Dorset Health Improvement Hub be approved.

49.3 That the use of a dynamic purchasing system (DPS) in relation to the community health improvement services be approved.

49.4 That "Going to market" by placing a Contract Notice in the OJEU in early January 2015 be approved. This signalling the commencement of the process by which the DPS will be established and allows for the appointment of the first tranche of providers.

49.5 That the publication of an earlier Prior Information Notice in the OJEU be approved. This will reduce the overall timescale of the procurement process.

Reason for Recommendations

50. To enable future development of the health improvement system and for procurement processes to commence.

Locality Updates

51.1 The Joint Board received the minutes of Bournemouth Borough Council's Health and Adult Social Care Overview and Scrutiny Panel meeting held on 11 June 2014 and the Borough of Poole's Children and Young People Overview and Scrutiny meeting held on 28 April 2014. It was noted that changes to Public Health overview arrangements were being made at the County Council.

51.2 Concern was expressed that Public Health items were currently not being considered at the County Council and that this could lead to important items being overlooked. The Director of Public Health explained that Public Health arrangements at the County Council were changing and reports would be provided once these were agreed by the County Council on 24 July 2014. The Director for Adult and Community Services, Dorset County Council, agreed to clarify the new working arrangements with the Director for Children's Services and the Director of Public Health.

51.3 It was also agreed that in future minutes of local authority committees would be appended to a front sheet which would highlight any pan-Dorset issues for the Joint Board to consider. The need for such matters to be timely was emphasised.

51.4 The Director of Public Health reminded the Joint Board of its previous agreement to receive reports on issues common to all three local authorities and he would be reporting on a themed topic at the meeting on 6 November 2014.

51.5 With regard to how local members could identify issues for discussion at overview committees, the Strategic Director, Borough of Poole, explained that they had

enabled other local authorities to take part in discussions where there were items of common interest.

51.6 One member remained concerned about how the three local authorities worked very differently and yet needed to be able to work together on Public Health issues. The Director of Public Health explained that this issue was “work in progress” for all three authorities, highlighting that the thematic issues being brought to the Joint Board were an agreed approach to getting wider engagement on issues of common interest.

Noted

Questions from Members of the Councils

52. No questions were asked by members under Standing Order 20(2).

Exempt Business

Exclusion of the Public

Resolved

53. That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for minute numbers 54-56 because it was likely that if members of the public were present, there would be a disclosure to them of exempt information as defined in the paragraph indicated of Part 1 of Schedule 12A and the public interest in withholding the information outweighed the public interest in disclosing that information

Inpatient Detoxification Update (Paragraph 3)

54.1 The Joint Board considered an exempt report by the Director of Public Health which summarised the progress to date in the development of a spot purchase specification and framework for inpatient detoxification which provided assurance about the quality of treatment for local residents and the responsibilities that providers would have for their local communities.

54.2 The Assistant Director of Public Health (Dorset) summarised the report. The new arrangements would meet quality requirements and provide flexibility through a range of providers and the different types of provision needed to meet service users’ needs whilst ensuring that there was no over-provision in one geographical area.

54.5 With regard to quality, the Strategic Director, Borough of Poole, stated that there would need to be a continuing dialogue with the Care Quality Commission to ensure that their standards were met and reinforced with providers.

54.6 The Joint Board supported the approach being taken.

Resolved

55.1 That the progress to date be noted.

55.2 That the proposed route to market and service specification contents be supported.

Reason for Recommendations

56. To enable ongoing development of the offer for detoxification and for procurement processes to commence.