

Health and Well-being Executive Board Minutes

20/05/09

2.00 – 4.00, Committee Room A, County Hall

Chair:	John Tomlinson	JT1	Deputy Director of Public Health, Notts County PCT
Present:	Cathy Harvey	CH	Healthier Communities Service Manager, NCC
	Joe Pidgeon	JP	Service Head, Inter-Agency Planning & Commissioning, NCC
	Pete McGavin	PMG	Service Head, Strategic Housing & Supporting People, NCC
	Chris Rowlston	CR	Head of Regulatory Services, Mansfield DC
	Paula Jezewski	PJ	LAA Partnership Officer, NCC
	Lynn Robinson	LR	Health Improvement Principal, Notts County PCT
Minutes:	Paula McManus	PLM	Project Support Officer, NCC

Item		Action
1.0	Apologies	
	David Hamilton, Nina Dauban and Jackie C. Ward	
2.0	Minutes of Last Meeting and Matters Arising	
2.1	Minutes of the last meeting held on 01/05/09	
2.2	PLM to remove action from items 3.11 and 3.16	PLM
2.2	<u>Item 4.6</u> PLM to send detailed email to the group regarding what information we require about lines of accountability with a deadline for responses	PLM
2.3	<u>Item 4.13</u> (draft response to Governance Paper) This is in progress. CH/JP to send to JT for review	CH/JP
2.4	<u>Item 6.0</u> (New Initiatives Fund) There is no further update on this	
3.0	LAA Governance <i>*refer to Nottinghamshire Partnership Constitution & Terms of Reference paper</i>	
3.1	It was noted that there are no major changes to this paper, and the comments made previously are still pertinent	Info
3.2	There was discussion regarding whether this group was or was	Discussion

	not a Board and as such what is the capacity of the group and its current members	
3.3	Resolved- the group will maintain the title 'Health and Wellbeing Partnership Board'.	Info
3.4	The group raised concerns regarding which National Indicators this group will have responsibility for. It was noted that should this group have responsibility for all of the Health and Wellbeing NI's this would represent a shift in the agenda of the group and membership of the group would have to be re-considered.	Discussion
3.5	<p>Agreed – CH/JP/PJ to feedback these concerns and suggest solutions in the response to the Governance paper, including:</p> <ul style="list-style-type: none"> • Terminology and inconsistent language used in the paper • Role of the chair of this group • Issues surrounding the paper asserting that the lead organisation will chose a lead officer and implications for the PCT taking this role • Inconsistent format in the paper • Whether this group has responsibility for all 65 Health and Wellbeing National indicators or the current 7 NIs • Performance management and how this links to LSPs • Accountability of LSPs- our role should be to provide leadership and advice • Relationship of LSPs with HWB Partnership Board • Performance management and the lack of clarity around accountability • The membership list of the Health and Well-being Partnership on pg 23 is out of date • Pg 23 – 'Bassetlaw District Council' is to be changed to 'Bassetlaw PCT' • Pg 23 – 'Health Improvement Principal (Smoking)' is to be changed to '(Tobacco Control)' • Pg 23- to reflect the organisations that attend the group rather than the specific job roles • The Nottinghamshire Partnership Thematic Structure diagram on pg 33 is incorrect – names of subgroups need to be corrected and modified to the correct groups • Pg 33 – agreed to change 'sub-groups' to 'relative groups' • The Core Strategy Development group is only related to Supporting People and this needs to be reflected • The paper needs to indicate the accountabilities and 	CH/JP/PJ

	relationship between the Health and Wellbeing partnership and the subgroups	
3.6	Agreed – CG to discuss the role of Bassetlaw with Penny Spring and will feedback	CG
3.7	Agreed- CH to review this groups TOR to ensure that these are consistent with roles and responsibilities	CH
3.8	Agreed- CH/JP/PJ to put together feedback and to circulate to the group	CH/JP/PJ
4.0	New Initiatives Fund	
4.1	The group discussed priorities for the funding. Two potential routes were discussed; indicators which are not going to reach their targets and areas which have been hit by the recession	Discussion
4.2	Agreed- No decisions can be made until the group knows the exact amount of money that will be available. This will not be clear until all data is available.	
4.3	Agreed- following this CH/JP will put together a short flyer to NI leads to advise that funding will be available and asking them for potential initiatives	CH/JP
4.4	Agreed- the group will then gather information regarding where funding is required and what needs to be prioritised	*Future Agenda Item
4.5	Agreed – CH to email PMG with 12 stretch targets	CH
4.6	Agreed- where bids have a cross cutting theme, joint funding will be requested from the different themes	
5.0	Health & Wellbeing Partnership Stakeholder Group	
5.1	Agreed- PLM to rearrange date of meeting because of a clash [<i>*Post meeting note – date is now 21st July 2009, 12.30 – 4.30, Arnold Town Football Club</i>]	
5.2	Agreed – New Initiatives Fund to go onto agenda	*agenda item
5.3	Agreed- to have a workshop on our approach to tackling health inequalities, focused around; what we are currently doing, what we have done so far and where gaps lie	*agenda item
5.4	Agreed- CH to meet with ND to discuss agenda	CH
6.0	Any other Business	
6.1	Agreed- PJ to put together table to show when data is available	PJ

	for each indicator	
7.0	Date of Next Meeting	
7.1	22 nd July 2009, 2.30 – 4.30, Committee Room A (Please note the revised time of this meeting)	