

Health and Well-being Partnership Board Minutes

22nd July 2009

2.30- 4.30, Committee Room A, County Hall

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| Chair: | John Tomlinson | JT1 | Deputy Director of Public Health, NHS Nottinghamshire County |
| Present: | Dave Hamilton | DH | Service Director, Older People & Strategic Partnerships, NCC |
| | 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 |
| | John Taylor | JT2 | Strategic Alcohol Lead, Notts County DATT |
| | Paula Jezewski | PJ | LAA Partnership Officer, NCC |
| | Lynn Robinson | LR | Health Improvement Principal, Notts County PCT |
| | Fiona Callaghan | FC | Health Improvement Principal, NHS Nottinghamshire County |
| | Lance Juby | LJ | Partnership Performance Officer, NCC |
| Minutes: | Paula McManus | PLM | Project Support Officer, NCC |

| Item | | Action |
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| 1.0 | Apologies | |
| | Penny Spring, Nina Dauban, Cheryl George and Derek Ward | |
| 2.0 | Minutes of Last Meeting and Matters Arising | |
| 2.1 | Minutes of the last meeting held on 20/05/09 were agreed as accurate | |
| 2.2 | Item 4.0 New Initiatives Fund CH informed the meeting that the LAA Management Group has not progressed any further. As a result the Board agreed to defer any further action on this until after the summer | *Future Agenda Item |
| 3.0 | Presentation from Lance Juby on LAA Performance Management | |
| 3.1 | Lance provided the group with an update of the performance management work that he is currently undertaking as part of his 6 month secondment. The proposed electronic performance management system will allow people to logon to the PRISM | Info |

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| | <p>system and enter details about work progress on National Indicators. The system will flag targets, using red, amber and green to indicate whether targets have been met. The system will also allow for additional commentary and links, showing what is happening locally to deliver the target.</p> | |
| 3.2 | LJ informed the group that he is currently using NI 136 to pilot the system | |
| 3.3 | <p>Agreed – LJ to will raise the following concerns with the Nottinghamshire Partnership:</p> <ul style="list-style-type: none"> • How the system is to be managed • Who will be responsible for monitoring and compiling information • How the resources will be allocated • What level of detail will be required • That the system will create increased bureaucracy and duplicate work • Who the intended audience will be • How will the Partnership ensure continuity of approach • Where will accountability lie • How often will the system need to be updated • How much will the system cost both to put in place and maintain • Issues regarding printing from the PRISM system • Can the board ensure that only one system will be used across the LAA | LJ |
| 3.4 | Agreed – detailed criteria will be put together to establish what links and additional commentary will be used | LJ |
| 3.5 | Agreed- detailed criteria will be used to clarify the traffic light system used to indicate target progress | LJ |
| 3.6 | Agreed – LJ to change “reducing performance management burden” to “assisting performance management” | LJ |
| 3.7 | Agreed –if this Board is going to utilise this system indicator leads will be responsible for completing their section, reports will come to the Board for summary and will then be sent to the LAA Management group. | Info |
| 4.0 | <p>Annual Review <i>Refer to documents ‘LAA 1 2006-2008’ & ‘LAA 2 2008 – 2011’</i></p> | |
| 4.1 | CH informed the group that she presented LAA 1 and LAA 2 documents to the LAA Management Group. Although all data is not yet available, there is an expectation that we will reach both LAA 1 and 2 targets. | Info |

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| 4.2 | Action - The LAA 2 paper will be going to the Nottinghamshire Partnership Board on 14 th September, H& WB Partnership Board members to send any additional comments or data to Cathy Harvey and Paula Jezewski by Friday 14th August. | ALL |
| 4.3 | Action- CH to contact Nicola Peace regarding Learning Disability targets | CH |
| 4.4 | Action- CH to amend overall progress and summary sections of LAA 2 2008-2011 | CH |
| 5.0 | Governance Paper Response | |
| 5.1 | The Board signed off the response to the Nottinghamshire Partnership Governance Paper and Terms of Reference. | Info |
| 5.2 | Agreed- PLM to send in letter format before the deadline with JT1 signature | PLM |
| 6.0 | Updates | |
| 6.1 | NI 39 – Alcohol Related Harm (John Taylor) JT2 provided the group with papers (<i>* find attached</i>). The main concern noted with this indicator is an increase of 7.3% in admission rates, however it was noted that this is on a par with Nottingham City who have experienced an increase of 7.9%. Agreed – JT2 to email CH to clarify the source of his data which breaks figures down by district and whether this data is correct, as it had previously been believed that the data was too complex to break down on a district basis | Info JT2 |
| 6.2 | NI 120 – All Age All Cause Mortality (John Tomlinson) JT1 noted that this target is on track for both males and females. Agreed- at the next meeting JT1 will report to the Board with a comparison between the worst five local indicators and the England average. | JT1 |
| 6.3 | NI 123 – Smoking Prevalence (Lynn Robinson) LR noted that she is currently working with GOEM to clarify the population criteria for NI 123 to ensure accurate figures. | Info |
| 6.4 | Local Indicator – Adult Obesity (Cathy Harvey) FC noted that the PCT has currently produced an obesity action plan for both children and adults. This is being used as a pilot for the PCT Tiger Teams and is using a more ambitious target than the LAA obesity target. | Info |

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| <p>6.5</p> | <p>CH raised concerns that during the LAA refresh this Board needs to be clear with GOEM what the agreed LAA target is</p> <p>NI 136 – People supported to live independently through SS (Joe Pidgeon)</p> <p>This indicator is has met its 08/09 target and quarter 1 figures indicate that it is proceeding well. The indicator is currently being used as a pilot in the LAA Performance Management Programme.</p> | <p>Info</p> |
| <p>6.6</p> | <p>NI 141 – Percentage of vulnerable people achieving independent living (Pete McGavin)</p> <p>This indicator is currently off trajectory, but an action plan has been put in place to address this. PMG noted that in comparison with national figures we are doing well and we have the best figures data.</p> | <p>Info</p> |
| <p>6.7</p> | <p>NI 146 – Improve employment outcomes for adults with learning disabilities (Nicola Peace)</p> <p>No update provided</p> | <p>Info</p> |
| <p>7.0</p> | <p>Future Agenda Items</p> | |
| <p>7.1</p> | <p>The following Agenda items were agreed for the next meeting:</p> <ul style="list-style-type: none"> • NI updates from indicator leads • New Initiatives Fund • Reply from Nottinghamshire Partnership to Governance response • Update on delivery plans • Performance Management | |
| <p>8.0</p> | <p>Date of Next Meeting</p> | |
| <p>8.1</p> | <p>25th September 2009, 12.30 – 2.30, Committee Room C (Please note the revised date of this meeting)</p> | |