

**Health and Well-being Board
Monday 29th June 2009
4:00 - 7:00pm, Conference Room A, CAP Centre, Smethwick**

Minutes

Present:

Cllr Darren Cooper (Chair), Cabinet Member, Sandwell MBC
 Rob Bacon Chief Executive, Sandwell PCT
 Surrinder Bains, Performance Management Lead, Sandwell Partnership
 Susan Davis, Chair of Sandwell & West Birmingham Hospitals NHS Trust
 Alan Dean, Head of Health and Well-being Services
 Glynn Dixon, Head of Inclusion and Improvement, Sandwell MBC
 Karen Dowman, Chief Executive, Sandwell Mental Health & Social Care Foundation Trust
 Mary Fairfield, Choosing Health Manager, Sandwell PCT
 John Garrett, Executive Director, Adult and Community Services, Sandwell MBC
 Keith Heyes, Head of Cultural Services, Sandwell MBC
 Pam Jones, Chair of Sandwell Local Involvement Network
 Joy Massey, Head of Partnering and Improvement
 John Middleton, Director of Public Health, Sandwell PCT
 Richard Nugent, Chair, Sandwell PCT
 Praful Patel, Thematic Liaison Manager, Sandwell MBC
 Ian Walton, Chair of PCT Professional Executive Committee
 Shane Ward, Voluntary Sector Representative
 Andy Williams, Director of Commissioning, Sandwell PCT
 Tony Zaman, Interim Head of Older People and Partnerships, Sandwell MBC

In attendance:

Carl Griffin, Consultant in Public Health (workshop item 5)
 Lynn Jackson, Joint Planning & Policy Manager (item 4.1)
 Ann-Marie McElhone, Health and Well-being Unit (Minutes)
 Paul Sheldon, Senior Finance Manager (workshop item 5)
 Les Williams, Right Care Right Here Programme Director (item 2)
 Richard Wilson, Head of Information and Intelligence (workshop items1,6)

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| 1. | <p>Introductions and Apologies</p> <p>Richard Nugent acted as Chair until Cllr. Darren Cooper was in attendance.</p> <p>Apologies were received from Jacqueline Aldred, Alison Barrett, Mark Davis, Susan Davis, John Edwards, Cllr. Linda Horton, Peter John, Ian Jones, Andrea Pope-Smith, Paul Wright and Richard Young.</p> |
| 2. | <p>Minutes and Matters Arising</p> <p>a) Previous meeting minutes - 11th May 2009 These were agreed as a true reflection of proceedings.</p> |

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| | <p>b) Action Log</p> <p>Alan Dean described how the green items were those which would be covered on today's agenda. He clarified that future proposals on anti-poverty would come to the Board in September and arts and health would come in the autumn, both items are captured on page 2 of the action log.</p> <p>Pam Jones indicated LINK's annual report would be available to come to the Board in August and Joy Massey added that the final report of the Peer review visit would also be available for August meeting.</p> <p>Tony Zaman informed the meeting that he will now be the responsible officer for reporting on the Safeguarding annual report. The Health and Well-being Board forward log will be amended to include these dates and information.</p> <p>c) Tobacco Control Stakeholder event - 17th September</p> <p>Alan gave a brief verbal report on this item. He described this as a partner event to raise all issues faced by partners and it will be taking place on 17th September, 1pm – 4pm, National Metal Forming Centre, 47 Birmingham Road, West Bromwich, West Midlands B70 6PY.</p> <p>Alan referred to a briefing which Joanna Luxmore, Tobacco control lead, prepared for him, and added that some speakers have been lined up and they are currently working to make the event fun and informative.</p> |
| 3. | <p>Progress since Health and Well-being event held on 31st October 08</p> <p>Alan Dean referred to enclosure 3 which had been provided to members prior the meeting. He went on to say that the reason for bringing this to the Board was to remind people what was said that would be done. GP packs, free phone telephone number and several other pieces of work have either been completed or are well underway. A poster campaign and ongoing work with Multistory has already been agreed. He informed members that it had initially been thought about having a follow up stakeholder event in the summer and the possibility of linking in with the Sandwell Show was considered, however due to time constraints the proposal is to hold the event in November at the Public.</p> <p>Lynn Jackson added, that following the previous meeting, some members expressed an interest in seeing one of the GP Packs. Lynn therefore circulated a sample of this pack for members to look at.</p> <p>The Board: Agreed that a follow up stakeholder event would take place in November at the Public.</p> |

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| 4. | <p><u>For Information</u></p> <p>Darren Cooper joined the meeting and took over as Chair for the rest of the proceedings.</p> <p>4.1 Proposed way forward on Sandwell Plan - Critical Factors Lynn Jackson began by saying that this was part of a mapping exercise and the general approach was that those reports that go to the Local Strategic Partnership (LSP) would come to the Board to annotate. The proposal was that the next reports would come to the Board in September.</p> <p>The Board: Agreed to that LSP reports would come to the Board for annotation from September.</p> <p>4.2 Sandwell Hub - referral arrangements Alan Dean expressed the importance of this service and acknowledged the great investment of time which West Midlands Fire Service dedicated to this. Darren Cooper commented that the referral form was very good and straight forward.</p> <p>Rob Bacon voiced his concern that he had not recalled this being discussed with the PCT and queried what consultation had been done. Alan Dean suggested Ann-Marie McElhone follow up on this matter with the Fire Service and feedback to members in this regard.</p> <p>Ian Walton asked for clarification around the Falls Safety Check. He wanted to know what the expectations were from GP practices in this regard. Alan confirmed that this will also be clarified for members.</p> <p>Rob added that in principle this approach seemed to be the right thing to do, however he was wary about what extent frontline staff had been made aware of this and how to use it.</p> <p>The Board: Agreed that queries around the Sandwell Hub will be reported back to the next meeting.</p> |
| 5. | <p>Next meeting</p> <p>Monday 10th August 4:30-6:30pm Room 2F, Second Floor Front Kingston House, 438 High Street, West Bromwich</p> |