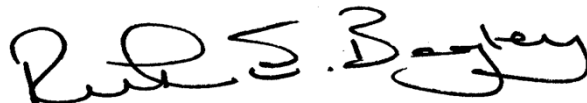


Date of issue: Tuesday, 20 September 2016

<b>MEETING:</b>	<b>SLOUGH WELLBEING BOARD</b> Councillor Sabia Hussain (Chair), Health & Social Care Commissioner Naveed Ahmed (Vice-Chair), Business Representative Ruth Bagley, Chief Executive Iain Harrison, Royal Berkshire Fire and Rescue Service Ramesh Kukar, Slough CVS Lise Llewellyn, Strategic Director of Public Health Councillor Sohail Munawar, Leader Dr Jim O'Donnell, Slough Clinical Commissioning Group Les O'Gorman, Business Representative Krutika Pau, Interim Director of Children's Services Colin Pill, Healthwatch Representative Rachel Pearce, NHS Commissioning Board Representative Alan Sinclair, Interim Director Adult Social Services Superintendent Gavin Wong, Thames Valley Police
<b>DATE AND TIME:</b>	WEDNESDAY, 28TH SEPTEMBER, 2016 AT 5.00 PM
<b>VENUE:</b>	VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	NICHOLAS PONTONE 01753 875120

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive



**AGENDA**

**PART I**

Apologies for absence.

**CONSTITUTIONAL MATTERS**

1. Declarations of Interest

*All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.*

*The Chair will ask Members to confirm that they do not have a declarable interest.*

*All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.*

2. Minutes of the last meeting held on 20th July 2016 1 - 6

**ITEMS FOR DISCUSSION (40 MINS)**

3. Feedback from the Partnership Conference held on 22nd September 2016 Verbal Report All
4. Slough Safeguarding Adult's Board (SSAB) Annual Report 2015/16 To Follow All
5. Refresh of Board's Overarching Information Sharing Protocol 7 - 14 All

**THEMED DISCUSSION (50 MINS)**

6. Housing 15 - 18 All

**FORWARD PLANNING (10 MINS)**

7. Forward Work Programme 19 - 24 All

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
<b>ITEMS FOR INFORMATION (10 MINS)</b>			
8.	Frimley Sustainability and Transformation Plan (STP)	25 - 30	All
9.	Preventing Violent Extremism Coordinating Group Progress Report	31 - 34	All
10.	Attendance Report	35 - 36	-
<b>SUMMARY (10 MINS)</b>			
11.	What have we achieved tonight?	Verbal Report	-
12.	What do we want to achieve at the next meeting?	Verbal Report	-
13.	Date of Next Meeting – 16 <sup>th</sup> November 2016	-	-

**Press and Public**

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

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**Slough Wellbeing Board – Meeting held on Wednesday, 20th July, 2016.**

**Present:-** Councillor Hussain, Naveed Ahmed, Mark Gaskarth (deputising for Iain Harrison), Ramesh Kukar, Dr Jim O'Donnell, Krutika Pau, Colin Pill, Alan Sinclair and Superintendent Wong

**Apologies for Absence:-** Councillor Munawar, Ruth Bagley, Iain Harrison and Les O'Gorman

**PART 1**

**1. Declarations of Interest**

No declarations were made.

**2. Election of Chair**

**Resolved -** That Councillor Hussain be elected Chair of the Board for the ensuing year.

*(Councillor Hussain in the Chair for the remainder of the meeting)*

**3. Election of Vice-Chair**

**Resolved -** That Naveed Ahmed be elected Vice-Chair of the Board for the ensuing year.

**4. Minutes of the last meeting held on 11th May 2016**

**Resolved –** That the minutes of the meeting held on 11<sup>th</sup> May 2016 be approved as a correct record.

**5. Frimley System Sustainability & Transformation Plan**

An update was received on the progress that had been made to develop the Sustainability and Transformation Plan (STP) for the Frimley footprint. The Council's Director of Adult Social Services commented that good progress had been made jointly between NHS and local authority partners. The Board noted the four priority areas for the STP were as follows:

1. Making a substantial step change to improve wellbeing, increase prevention, self care and early detection;
2. Improve long term conditions outcomes including greater self management and proactive management across all providers for people with single long term conditions;
3. Proactive management of frail patients with multiple complex physical and mental health long term conditions, reducing crises and prolonged hospital stays;

4. Redesigning urgent care, including integrated working and primary care models providing timely care in the most appropriate place;
5. Reducing variation and health inequalities across pathways to improve outcomes and maximise value for citizens across the population, support by evidence.

*(Superintendent Wong joined the meeting)*

The latest STP had been submitted to NHS England on 30<sup>th</sup> June 2016 and a feedback session had been held on 15<sup>th</sup> July. The overall feedback had been positive and had included a focus on tackling health inequalities in places with the greatest challenges such as Slough. The plan could be shared with the Board once it had been through the assurance process and further work would now take place to respond to the issues raised in the feedback and to further define key aspects of the plan including the initiatives, finances and children's services, with relevant commissioners from the CCGs and local authorities to be engaged in this process.

Six initiatives to support delivery of the priorities had been identified across the single plan for the Frimley footprint. It was recognised that populations had different needs and linkages with existing local plans would be explored to maximise impact. There were also opportunities to share good practice from localities across the plan area. The Board welcomed the progress that had been made and agreed to receive an update at the next meeting.

**Resolved –**

- (a) That the update report on the Frimley STP be noted.
- (b) That the Board receive a further update at the next meeting.

**6. Proposals to improve the Board's ways of working including refreshed Terms of Reference**

A report was considered setting out proposals to improve the Board's ways of working and revised terms of reference. The purpose was to enable the Board to be more strategic, maximise its influence and set the direction of the partnership.

Naveed Ahmed summarised the proposals of the Task & Finish Group, which were set out in Appendix A to the report. These included streamlined reports and a model agenda with themed discussions on the four key priorities as follows:

1. Increasing life expectancy by focusing on inequalities;
2. Improving mental health and wellbeing;
3. Housing; and
4. Children's safeguarding.

The Board welcomed the recommendations which it considered would be more strategic, focused and balanced on the wider determinants of health and wellbeing. A number of specific further suggestions and comments were made which are summarised as follows:

- Adjust meeting timings if necessary to ensure opportunity to follow up and progress check the outcomes of themed discussions.
- Appendix A – Theme 4 should be consistently referred to as “Protecting vulnerable children”. It was suggested re-ordering the priorities to list this priority at the top.
- Appendix A – the Health Scrutiny Panel (HSP) had also agreed to focus on themes at its meetings for the forthcoming year. It was important to link the HSP and SWB programmes together, where appropriate, to reduce any duplication and maximise engagement.
- Appendix A – in addition to “What have we achieved tonight?”, add provision for consideration of “What do we want to achieve at the next meeting?” to provide greater focus for both the Board and report authors.
- Appendix B – Terms of Reference. A gap was identified in Board membership given the new strategic priority for housing and it was proposed to invite the local authority strategic director responsible for housing to join the Board. It was agreed to hold a themed discussion at the next meeting on the housing priority and to consider future representation as part of that discussion.

The new ways of working and terms of reference were agreed, subject to the amendments to reflect the discussion at the meeting. The approach proposed in paragraph 5.3 of the report was also agreed in relation to the Overarching Information Sharing Protocol and the review of the Board’s protocols with Health Scrutiny Panel, Slough Local Safeguarding Children’s Board and Slough Adults Safeguarding Board.

**Resolved –**

- (a) That the recommendations of the Task & Finish Group to improve the Board’s ways of working, as at Appendix A to the report, be endorsed and implemented.
- (b) That the Council’s Strategic Director of Regeneration, Housing & Resources be invited to attend the next meeting of the Board to discuss the emerging Housing Strategy. Representation of a member with appropriate expertise on housing matters would be reviewed at that meeting.
- (c) That the revised Terms of Reference, as at Appendix B to the report, be approved and recommended to full Council.

## 7. Refresh of Slough Joint Wellbeing Strategy 2016-2020

The Board received an update on the refresh of the Slough Joint Wellbeing Strategy 2016-2020 and considered the latest draft as attached at Appendix A to the report.

The four priorities included in the strategy had been chosen as the areas where the partnership could make the biggest difference by working together. It was proposed that the document would be launched at a partnership conference on 22<sup>nd</sup> September and was intended to be a 'live' document, able to evolve to remain fresh and relevant through to 2020. The strategy would be reviewed annually. The revised partnership arrangements were described, with the Board setting the strategic direction and much of the delivery tasked to the Priority Delivery Groups and other partnerships.

The Board discussed the proposed governance structures and the arrangements for future meetings including the purpose of the themed discussions. In addition to the formal resolutions, the Board discussed and agreed the following points:

- Any specific comments on the draft strategy to be submitted to Dean Tyler before the end of August.
- Partners to assist the Policy Team with invitations to the September Conference, to include appropriate representation from schools and young people.
- Further consideration to be given to the issue of public/community engagement at a later date, both in relation to the work of the Board; the wider delivery of the strategy and activities to promote wellbeing in Slough.

At the conclusion of the discussion, it was agreed to recommend the strategy to full Council.

### **Recommended –**

- (a) That the draft Slough Joint Wellbeing Strategy 2016-2020, as at Appendix A to the report, be recommended to full Council, subject to any final textual amendments made by the Head of Policy, Partnerships & Programmes.

### **Resolved –**

- (b) That progress be reviewed annually to ensure the identified priorities were focused on issues to improve the health and wellbeing of residents in Slough.
- (c) That a partnership conference be held in September 2016 to launch the strategy and promote awareness of the wide range of partnerships and agencies operating in Slough.



**8. Healthwatch Slough Annual Report 2015/16**

The Board received the Healthwatch Annual Report for 2015/16 and Colin Pill summarised the key points. The report set out how Healthwatch Slough had delivered in terms of its statutory responsibilities and its other activities in being an independent champion for consumers and users of health and social care.

Members were informed that the number of interactions Healthwatch Slough was having with local service users was increasing as a result of the extensive engagement activity undertaken. All of the feedback was collated to identify trends and themes that could inform service improvements. A number of reports and factsheets had also been published. The recommissioning process for the service had also started.

**Resolved –** That the Healthwatch Annual Report 2015/16 be noted.

**9. Forward Work Plan**

The Board noted the draft work programme and agreed that it should be updated in line with the agreed changes to the ways of working and strategic priorities. The Chair and Vice-Chair would meet with Officers to shape the plan for the rest of the year and it would be reviewed at each meeting.

**Resolved –** That the work programme be further developed to reflect the agreed changes to the Board's Ways of Working and refreshed Strategy, following consultation with the Chair and Vice-Chair.

**10. Better Care Fund (BCF) Plan 2016 -17**

An information report was considered that updated the Board on the current position regarding the Better Care Fund.

**Resolved –** That the information report be noted.

**11. Date of Next Meeting**

The date of the next meeting was confirmed as 28<sup>th</sup> September 2016.

Chair

(Note: The Meeting opened at 5.04 pm and closed at 6.50 pm)

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Slough Wellbeing Board DATE: 28 September 2016

**CONTACT OFFICER:** Amanda Renn, Corporate Policy Officer, Policy Team,  
Slough Borough Council

**(For all Enquiries):** (01753) 875560

**WARD(S):** All

**PART I**  
**FOR DECISION**

**REFRESHED OVERARCHING INFORMATION SHARING PROTOCOL**

**1. Purpose of Report**

1.1 To recommend that the Slough Wellbeing Board adopts a refreshed multi-agency Overarching Information Sharing Protocol to strengthen and improve its current information sharing arrangements.

**2. Recommendation(s)/Proposed Action**

2.1 The Slough Wellbeing Board is requested to:

- a) Adopt the refreshed Overarching Information Sharing Protocol at Appendix A; and
- b) Agree to review these arrangements in 12 month's time, or once the Pan Berkshire Information Sharing Protocol (which is currently under development) has been finalised, which ever occurs first.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**

The refreshed Protocol relates to all aspects of the Wellbeing Board's Joint Wellbeing Strategy and the council's Five Year Plan 2016 - 2020, in so far as they relate to the sharing of personal information, as set out below.

**4. Other Implications**

**(a) Financial** - There are no financial implications directly resulting from the recommendation of this report.

**(b) Risk Management** - Slough Wellbeing Board, the council and other organisations and agencies could be open to challenge if they fail to comply with their duties regarding the confidentiality of personal information. The refreshed Protocol sets out the *principles* for using personal and/or sensitive information lawfully (when there is a clear and legitimate reason to do so).

**(c) Human Rights Act and other legal implications** - Slough Wellbeing Board, the council and other organisations and agencies are required to comply with the following legislation concerning the protection and use of personal information:

- The Human Rights Act 1998 (Article 8) (HRA)
- The Data Protection Act 1998 (DPA)
- The Freedom of Information Act 2000 (FOIA)

- The Common Law Duty of Confidentiality

The refreshed Protocol will ensure that the Wellbeing Board complies with these duties by requiring them to implement and follow appropriate principles and procedures when dealing with personal information.

**(d) Equalities Impact Assessment (EIA)** – An EIA is not required for the suggested protocol.

## **5. Supporting information**

5.1 The Board's current Overarching Information Sharing Protocol (with accompanying guidance and Information Sharing Agreement template) was adopted in July 2015. It provided a framework to facilitate the appropriate sharing of information between partner organisations within the Board's structure and appropriate statutory agencies.

5.2 This Protocol has recently been reviewed and updated as necessary to take account of Information Commissioner's Offices (ICO) guidance and best practise, the introduction and implementation of the Care Act, the publication of new safeguarding children's guidance (in 2015) and information provided by NHS South, Central and West Commissioning Support Unit's Senior Information Governance Manager (on behalf of Slough CCG) in 2016.

5.3 Members are asked to adopt the refreshed Protocol at Appendix A. Separate guidance (including a template for information sharing between the partnerships and boards working under the Board) is currently being refreshed.

5.4 A Pan Berkshire Information Sharing Protocol is currently being developed and will most likely become the main vehicle for systematic information sharing from 2017 onwards. This is as a result of the Connected Care project which involves all health providers (including CCGs/GPs), emergency services and local authorities across Berkshire. The Board will need to consider how its arrangements will work in conjunction with the Pan Berkshire approach once it has been finalised. A further report will be brought to the Board on this once details are known.

## **6. Conclusion**

Sharing information and data is vital to ensure residents receive appropriate services, care and treatments; to prevent the harm or neglect of vulnerable people; to deliver our statutory functions; and to deliver services in a more effective and efficient way. The refreshed Protocol sets out the Board's shared ethos and ambitions in this area to ensure that these happen across the broader partnership in a safe, lawful and efficient way.

## **7. Appendices**

'A' - Slough Wellbeing Board's Overarching Information Sharing Protocol

## **8. Background papers**

15 July 2015 – Report to the Slough Wellbeing Board about its Overarching Information Sharing Protocol

## Appendix A

### Slough Wellbeing Board's Overarching Information Sharing Protocol 2016

Date created: September 2016

Version number:

Date last reviewed:

Date of next review:

Approved by:

# Slough Wellbeing Board's Overarching Information Sharing Protocol 2016

## 1. Background

This Protocol is a high level agreement between a number of public sector organisations in Slough. It has been created by the [Slough Wellbeing Board](#) and aims to facilitate more effective data sharing across organisational boundaries in Slough, where this is needed to improve service delivery and resident outcomes and to support safeguarding, when it is appropriate and legal to do so.

It sets out the common principles and standards that need to be observed and which help ensure that any information that is shared is managed consistently and securely. It also commits all those who sign up to it to share information lawfully, ethically and effectively at all levels within their organisation.

This Protocol helps to ensure that each participating organisation understands and complies with their obligations in this area.

It is based on the recommendations in the Information Commissioner's recent [Code of Practice on Information Sharing](#) and also builds on information sharing best practice in other Local Authority areas.

## 2. Scope

The following organisations are included in this Protocol:

- Slough Borough Council
- Slough Council for Voluntary Service
- Thames Valley Police
- Royal Berkshire Fire and Rescue Service
- Public Health Berkshire
- Slough Healthwatch
- Clinical Commissioning Group Slough

Other organisations will be invited to sign up to this Protocol as and where appropriate.

## 3. Aims

This Protocol aims to:

- a) Improve outcomes in service delivery and people's health and wellbeing.
- b) Bring about a greater understanding of, and compliance with, public sector data sharing principles and legislation.
- c) Establish efficient and reliable processes to enable information to be shared more quickly and securely, while respect the rights of individuals and the need to protect the security of their information.
- d) Encourage the wide scale use of Information Sharing Agreements that clearly and transparently set out the specific purposes of the data sharing activity to be undertaken and the responsibilities of each participating organisation.

- e) Manage risks more effectively and provide assurance for staff and service users alike.
- f) Protect partner organisations from allegations of the wrongful use of data.
- g) Monitor and review the information that flows between participating organisations.

#### **4. Information covered by this Protocol**

This Protocol covers the sharing of personal, sensitive personal and business sensitive data only. It covers all electronic and manual information including audio and visual information.

#### **5. Purposes for which information may be shared**

This Protocol applies to the sharing of information between the organisations listed in section 2 above and for the following purposes:

- Improve the well being and life opportunities through educational, health and social care opportunities
- Protect peoples and communities
- Supporting people in need
- Crime reduction
- Violence reduction
- Preventing health inequalities
- Provide seamless provision of children and young people's services
- Enabling service users to access universal and specialist services
- Enabling staff to meet statutory duties across organisations
- Safeguarding children, young people, parents and carers<sup>1</sup>
- Safeguarding adults<sup>2</sup>
- Prevention and detection of crime
- Data integrity and information quality improved
- Investigating complaints
- Managing and planning services
- Commissioning and contracting services
- Developing inter agency strategies
- Performance management and audit
- Research relating to clinical, educational or social care objectives

#### **6. How we will work together**

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<sup>1</sup> Separate government guidance for children safeguarding practitioners is available at [www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice](http://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice)

<sup>2</sup> Separate government guidance for adult safeguarding practitioners is available at [www.scie.org.uk/care-act-2014/safeguarding-adults/sharing-information/](http://www.scie.org.uk/care-act-2014/safeguarding-adults/sharing-information/)

Each of the parties covered by this Protocol share a common interest in improving the health and wellbeing of people living in the borough and in reducing health inequalities.

The next section sets out the information sharing **principles** we will all follow to achieve the best possible outcomes for people in Slough:

## Key Principles

- We will adhere to the “Fair Processing” and “Best Practice” standards that are in the Information Commissioner’s Data Sharing Code of Practice and checklists<sup>3</sup>.
- We will only share information in a manner that is compatible with the requirements of the Data Protection Act 1998, the Human Rights Act 1998 (Article 8), the common duty of confidentiality, the Freedom of Information Act (2001) and any other specific statute<sup>4</sup>, set of principles<sup>5</sup> or guidance that authorises or restricts disclosure.
- We will encourage the wide scale use of Information Sharing Agreements that set out the specific purposes of the data sharing activity to be undertaken and the responsibilities of each participating organisation.
- We will ensure that where other ‘Protocols’ and /or information sharing agreements already exist, this Protocol (and any associated service level agreement created in support of it) will run concurrently with them. However, when these documents expire we would expect them to be reviewed and where necessary brought into line with this Protocol at the earliest opportunity in order to maintain a consistent approach.
- We will seek the consent of individuals to use their data wherever possible, unless there is a proper legal reason to prevent us for doing so.
- We will ensure that any information that is shared is necessary for the purpose for which it has been requested, that it is shared only with those people who need it, that it is accurate and up-to-date and is shared in a timely fashion.
- We will not keep the information for longer than it is needed.
- We will only share information that is complete (but not excessive), accurate and up-to-date so that it can be easily used for the purposes for which it is required

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<sup>3</sup> [www.ico.gov.uk/for\\_organisations/data\\_protection/topic\\_guides/data\\_sharing.aspx](http://www.ico.gov.uk/for_organisations/data_protection/topic_guides/data_sharing.aspx)

<sup>4</sup> Such as The Children Act (1989), The Children Act (2004), Civil Contingencies Act (2004), Police Act (1996), Crime and Disorder Act (1998), Local Government Act (2000) and The Gender Recognition Act (2004)

<sup>5</sup> Such as Caldicott Principles - All statutory Health and Social Care organisations /providers must have a Caldicott Guardian who, for the purposes of information sharing, will be the Designated Officer. Other organisations must nominate a Designated Officer.



- We will make it a condition of employment that our employees abide by the rules and policies on the protection and use of personal and/or sensitive personal information.
- We will ensure that any contracts we enter into with external service providers include a condition that they will abide by our respective rules and policies concerning the protection and use of personal and/or sensitive personal information.
- We will request proof of identity, or take steps to validate the authorisation of another, before disclosing any information requested under this Protocol.
- We will ensure that adequate security measures are in place to protect any information that is shared under this Protocol.
- We will ensure that any decisions we take about whether to share information or not and the reasoning behind these are recorded. If we do decide to share information we will record exactly what data is shared, with whom and for what purpose.
- We will use this Protocol in conjunction with local service level agreements and any other formal agreements between partner organisations, as well as existing Information Sharing Agreements where appropriate.
- We will provide training and guidance for staff who have to handle or share information so that they are aware of and comply with their respective responsibilities and obligations to maintain the security and confidentiality of personal information and can undertake their duties confidently, efficiently and lawfully.
- We will investigate all complaints about an information disclosure from service users (or their representatives) in accordance with our respective complaints procedures. All violations of privacy or breaches of confidentiality that are a disciplinary matter could lead to dismissal, and potentially, criminal proceedings.
- We will share good practice and resources in order to help us develop and improve in this area. This could include policies and practices, including those identified by other authorities, public sector organisations or localities.
- We will monitor the effectiveness of this Protocol and any associated documents and update its contents when appropriate.

## **7. Review arrangements**

This Protocol will be reviewed on an annual basis to determine its effectiveness, unless new legislation or national guidance necessitates an earlier review.

Members may also request an extraordinary review of this Protocol at any time should they consider it necessary.

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**SLOUGH BOROUGH COUNCIL****REPORT TO:** Slough Wellbeing Board **DATE:** 28<sup>th</sup> September 2016**CONTACT OFFICER:** Mike England, Interim Director of Housing, Regeneration and Resources**(For all Enquiries):** (01753) 875301**WARD(S):** All**PART I**  
**FOR INFORMATION, COMMENT & CONSIDERATION****HOUSING****1. Purpose of Report**

This report provides the Slough Wellbeing Board with an opportunity to input into the emerging priorities for the Council's Housing Strategy.

**2. Recommendation(s)/Proposed Action**

The Slough Wellbeing Board is recommended to provide input to help shape the Housing Strategy.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**

Housing is a key determinant of health and wellbeing and it is a priority in the new Wellbeing Strategy. It also reflects a number of key outcomes in the Five Year Plan.

**4. Other Implications**

(a) **Financial** – None.

(b) **Risk Management** – None.

(c) **Human Rights Act and Other Legal Implications** - There are none identified at this point.

(d) **Equalities Impact Assessment** - This will be undertaken as specific plans are developed to deliver the priorities.

(e) **Workforce** – None.

**5. Summary**

This item provides members with an early opportunity to:

- Understand the existing and anticipated housing challenges facing the borough;
- Discuss and influence the draft outcomes and objectives that are being considered for

- |  |
|--|
| <p>inclusion in the Council's forthcoming Housing Strategy to tackle these challenges; and</p> <ul style="list-style-type: none"><li>• Understand the role of the Wellbeing Board and our partnership network in addressing housing issues to improve outcomes for people in Slough.</li></ul> |
|--|

## **6. Supporting Information**

In looking at improving its ways of working the Board has restructured the format of its meetings to allow for a themed discussion. Housing is the first subject for such as discussion and there will be a presentation at the Board meeting to facilitate the conversation.

Housing has been identified as one of four key priorities in our new Wellbeing Strategy. At the last Wellbeing Board there was some discussion around what the Board could practically do to make a difference to Housing outcomes in Slough over the next year.

The presentation will explain that there are five initial objectives -

- Objective 1: Supply of New Homes
- Objective 2: Private Rented Sector
- Objective 3: Council Homes and the Housing Revenue Account
- Objective 4: Homelessness and Housing Need
- Objective 5: Special Housing Needs and Vulnerable Groups

The Council is required to produce a Housing Strategy that sets out its strategic approach for housing services and details how the Council will enable the delivery of these services.

The forthcoming Strategy will provide a comprehensive picture of the current housing needs and demands in Slough and set out how the Council will counter existing and anticipated challenges.

Whilst the primary focus of this Strategy is housing, the scope will reach far beyond: poor housing or lack of a home has a detrimental impact on many areas of strategic importance to Board, including mental and physical health and wellbeing, employment, education and community safety.

## **7. Comments of Other Committees**

None at this stage but Health Scrutiny Panel have requested to look at aspects of Housing.

## **8. Conclusion**

We will be working up the detail of the Strategy and it is important that we reflect the needs and perspectives of our partners. The views of the Board are therefore important in shaping the Strategy.

The Board is also reminded that it considered whether a lead officer for housing should be a member of the board. This can be discussed in light of the outcome of the discussion and whether attending on occasion is an option.

**9. Appendices**

None.

**10. Background Papers**

None.

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# **Slough Wellbeing Board's Work Programme**

**November 2016 - May 2017**

## Slough Wellbeing Board Forward Work Programme (November 2016 – May 2017)

### 16 November 2016

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
<b>Discussion</b>				
Report from the Health and Social Care PDG on the Board's improving mental health and wellbeing priority Tbc	The Board is asked to note and comment on the PDGs report	Alan Sinclair Director Adult Social Care	Public Health	No
Slough Local Safeguarding Children's Board (SLSCB) Annual Report 2015/16	The Board is asked to consider the Annual Report of the SLSCB	Nick Georgiou, Chair of SLSCB	Director Children Services Chair of Safer Slough Partnership	No
Refreshed Scrutiny Protocol between the Board, Healthwatch Slough and the Council's Health Scrutiny Panel (HSP)	The Board is asked to consider the updated Protocol and endorse it for use	Policy team, SBC	Director Adult Social Care Cllr Natasha Pantelic, Chair of Health Scrutiny Panel	No
Refreshed Safeguarding People Protocol outlining the relationship between the Board and, Slough Children Services Trust, Slough Local Safeguarding Children's Board, Slough Adults Safeguarding Board, Safer Slough Partnership Board, Preventing Violent Extremism Group and the Council's Corporate Parenting Panel	The Board is asked to consider the updated Protocol and endorse it for use	Policy team, SBC	Director Children Services Director Adult Social Care Chief Executive Slough Children's Services Trust	No



<b>Discussion continued...</b>				
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Policy team, SBC	Policy team, SBC Democratic Services	No
<b>Themed discussion</b>				
Engaging People – public and community engagement*	To explore how the Board can inform, consult and involve local people in its work and in making decisions that affect the future wellbeing of people in Slough	Policy team, SBC	Director Adult Social Care	No
<b>Note</b>				
Frimley Sustainability and Transformation Plan (STP)	The Board is asked to note and comment on the Frimley Sustainability and Transformation Plan	John Lisle, Accountable Officer, Berkshire East CCG's	Director Adult Social Care	tbc
BCF quarterly report	The Board is asked to note the quarterly report	Mike Wooldridge SBC	Director Adult Social Care	No
Berkshire Transforming Care Programme's August edition of the Transforming Care Partnership Briefing	The Board is asked to note the update	Sarah Rowland, Programme Manager for the TCP Board	Director Adult Social Care	No

## 26 January 2017

<b>Subject</b>	<b>Decision requested</b>	<b>Report of</b>	<b>Contributing Officers(s)</b>	<b>Key decision *</b>
<b>Discussion</b>				
Frimley Sustainability and Transformation Plan (STP)	The Board is asked to note and comment on the Frimley Sustainability and Transformation Plan	John Lisle, Accountable Officer, Berkshire East CCG's	Director Adult Social Care	tbc
SBC 5 year plan refresh of outcome plans	To note and comment on an early draft	Policy team, SBC	Policy team, SBC	No
Draft of the Board's Annual Report for 2016/17	To note and comment on an early draft	Policy team, SBC	Policy team, SBC Chairs of subgroups	Yes
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Policy team, SBC	Policy team, SBC Democratic Services	No
<b>Themed discussion</b>				
<b>Note</b>				

29 March 2017

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
<b>Discussion</b>				
Frimley Sustainability and Transformation Plan (STP)	The Board is asked to note and comment on the Frimley Sustainability and Transformation Plan	John Lisle, Accountable Officer, Berkshire East CCG's	Director Adult Social Care	tbc
Report from the Health and Social Care PDG on the refresh of the JSNA Tbc	The board is asked to note and comment on the PDGs report	Alan Sinclair Director Adult Social Care	Public Health	No
Public Health Annual Report 2017/18	To note and comment draft	Director of Public Health	Director of Public Health	No
Sign off of the Board's Annual report for 2016/17	To agree the final draft	Policy team, SBC	Policy team, SBC Chairs of subgroups	Yes
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Policy team, SBC	Policy team, SBC Democratic Services	No
<b>Themed discussion</b>				
<b>Note</b>				
BCF quarterly report	The Board is asked to note the quarterly report	Mike Wooldridge SBC	Director Adult Social Care	No
Prevent Action Plan	The Board is asked to note the action plan that is being prepared by the Prevent Violent Extremism Group	Naheem Bashir, Prevent Coordinator, SBC	Assistant Director, Strategy and Engagement	No

**10 May 2017**

<b>Subject</b>	<b>Decision requested</b>	<b>Report of</b>	<b>Contributing Officers(s)</b>	<b>Key decision *</b>
<b>Discussion</b>				
Frimley Sustainability and Transformation Plan (STP)	The Board is asked to note and comment on the Frimley Sustainability and Transformation Plan	John Lisle, Accountable Officer, Berkshire East CCG's	Director Adult Social Care	tbc
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Policy team, SBC	Policy team, SBC Democratic Services	No
<b>Themed discussion</b>				
<b>Note</b>				

**Criteria**

*Does the proposed item help the Board to:*

- 1) *Deliver one its statutory responsibilities?*
- 2) *Deliver agreed priorities / wider strategic outcomes / n the Joint Wellbeing Strategy?*
- 3) *Co-ordinate activity across the wider partnership network on a particular issue?*
- 4) *Initiate a discussion on a new issue which it could then refer to one of the key partnerships or a Task and Finish Group to explore further?*
- 5) *Respond to changes in national policy that impact on the work of the Board?*

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**SLOUGH BOROUGH COUNCIL****REPORT TO:** Slough Wellbeing Board**DATE:** 28<sup>th</sup> September 2016

**CONTACT OFFICER:** Alan Sinclair, Interim Director Adult Social Care SBC  
John Lisle, Accountable Officer Slough, Windsor, Ascot and  
Maidenhead, Bracknell and Ascot CCG's  
**(For all Enquiries):** (01753) 875752

**WARD(S):** All**PART I**  
**FOR INFORMATION****PROGRESS UPDATE ON THE FRIMLEY SUSTAINABILITY AND TRANSFORMATION PLAN****1. Purpose of Report**

This report provides the Slough Wellbeing Board with an update on the progress being made to deliver the Sustainability and Transformation Plan (STP) for the Frimley footprint.

**2. Recommendation(s)/Proposed Action**

The Slough Wellbeing Board is recommended to note the report and the progress being made in developing the STP and comment on any aspect of the plan where appropriate.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**

The priorities in the STP reflect the need to improve the health and wellbeing of the population. The STP focuses on those priorities that can be delivered across the system and local areas will continue to address their own local priorities.

**3a. Slough Joint Wellbeing Strategy Priorities**

The STP meets several of the Joint Slough Wellbeing Strategy 2016 - 2020 priorities including:

- Protecting vulnerable children and young people
- Improving healthy life expectancy
- Improving mental health new wellbeing

The STP will do this by delivering across five **priority** areas:

1	Making a substantial step change to improve wellbeing, increase prevention, self care and early detection.
2	Improve long term conditions outcomes including greater self management and proactive management across all providers for people with single long term conditions.
3	Proactive management of frail patients with multiple complex physical and mental health long term conditions, reducing crises and prolonged hospital stays.
4	Redesigning urgent care, including integrated working and primary care models providing timely care in the most appropriate place.
5	Reducing variation and health inequalities across pathways to improve outcomes and maximise value for citizens across the population, supported by evidence.

### **3b. Joint Needs Assessment (JSNA)**

The Slough JSNA has informed the work of the STP.

### **3c. Five Year Plan Outcomes**

The STP will support the delivery of the following Five Year Plan outcomes:

- More people will take responsibility and manage their own health, care and support needs
- Children and young people in Slough will be healthy, resilient and have positive life chances

### **4. Other Implications**

**(a) Financial** - To bring financial balance to the Frimley footprint by 2020 – across health and social care. There is a significant financial pressure facing all parts of the system and the plan will address how these pressures will be managed. Any future investment from the NHS in local systems will come via the STP process. A high level financial analysis was included in the June submission of the STP plan.

### **(b) Risk Management**

<b>Risk Area</b>	<b>Risk/Threat/Opportunity</b>	<b>Mitigation(s)</b>
<b>Financial</b> <i>All parts of the system are facing financial challenge due to increasing demand and rising costs</i>	<i>Priority areas do not manage the financial pressures – or actions cause additional financial pressures across one part of the system or service area</i>	<i>The STP gives a system wide view and management of the whole of the footprint. The aim is to bring the whole system into financial balance</i>
<b>Property</b> <i>Decisions are not made about current or future use of assets that help deliver the STP ambitions</i>	<i>Each part of the system or individual service continue to make decisions on their own irrespective of STP ambitions</i>	<i>STP will support via system leaders group to have a cohesive few of assets and estates</i>
<b>Employment Issues</b> <i>Not having sufficient or trained staff to deliver new ways of working</i>	<i>Each organisation already has issues of recruitment and retention of staff</i>	<i>STP priority focus on our workforce, health and social care staff will be reviewed as a whole for resident's care optimising workforce with new roles and ways of working considered.</i>
<b>Equalities issues</b> <i>Health inequalities</i>	<i>The specific health issues of the Slough population will not be met by the STP priorities.</i>	<i>STP focusses on the main health issues across the footprint and this will include Sloughs health issues. Slough specific issues will be looked at in a review of areas of health inequality across the footprint. Non Slough specific issues will still be a priority for the Slough health and care system to deliver.</i>

<p><b>Communications</b> The ambitions of the STP are not well understood by all parts of the system</p>	<p><i>Different parts of the system, workforce, residents, providers and communities have differing understanding and knowledge of the changes.</i></p>	<p><i>Regular comms and workshops, briefings across the system. A unified approach of strategic direction will enable clearer communication to staff and residents.</i></p>
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**(c) Human Rights Act and Other Legal Implications** - There are none identified at this point.

**(d) Equalities Impact Assessment** - This will be undertaken as specific plans are developed to deliver the priorities.

**(e) Workforce** - There are no specific issues identified at this point but as workforce is one of the enablers for the delivery of the plan this will have significant focus over the coming months.

## **5. Summary**

- Latest STP plan submitted to NHS England (NHSE) on 30th June.
- Plan received positive feedback at NHSE feedback session on 15th July.
- Discussions concerning next steps in relation to communication and engagement are ongoing.
- Finance submissions including more detail on capital, efficiency sources and investments for all STPs to be submitted 16 September.

## **6. Supporting Information**

### ***6.1 Progress since last meeting***

- At the 15<sup>th</sup> July feedback session NHSE were very impressed by the commitment to system-wide working.
- They felt our proposals have great potential to deliver the Five Year Forward View and provide a route to sustainably improve services for patients.
- The footprint should continue to push the level of ambition for services given the strong foundation of the footprint, and in particular what 21st century primary care and community care should look like. This would involve revisiting the primary care and community strategy and in particular the plans to increase workforce resilience for GPs and the development of new primary care roles.
- It was also recommended that as a system we need to set out more fully the plans for engagement with local communities, clinicians and staff and the implication for the timing of implementation
- A financial modelling meeting with designated leads took place on 6 September to inform the financial template which must be submitted by 16 September.
- The first meeting of the Lay Members Group took place on 7<sup>th</sup> September with excellent attendance from across the footprint.

- Seven STP work streams (see appendix B) have now been established to provide an impetus to achieve the five priority areas listed in section 3 above.
- Updates on these work streams will be included in future progress reports to the Board.

### **6.2 Next steps**

- Further submission of the plan to NHSE on 21 October including an updated finance template
- There are plans for a wider communications event to take place early October with representation from each of the organisations within the Frimley footprint.
- A further meeting of NHS Lay Members Group will take place in November to discuss the implementation phase.
- A Patient Participation Group meeting will be held in early October.

### **7. Comments of Other Committees**

A 2<sup>nd</sup> productive discussion and challenge session was held with the Elected Members Group on 5<sup>th</sup> September. The STP was also discussed at the 1<sup>st</sup> September Health Scrutiny Panel. The main comments made were in relation to ensuring the needs of non paid carers are met and also increasing the engagement with residents.

### **8. Conclusion**

The Slough Wellbeing Board is asked to note the progress made since its last meeting on 20 July 2016.

### **9. Appendices**

A - List of STP Work streams

### **10. Background Papers**

None



## Appendix A: List of STP Work streams

Work stream	Summary of activities & list of up and coming events
Shared Care Record	<ul style="list-style-type: none"> <li>This work stream will provide traction to enable the system-wide sharing of patient level information which will underpin the proactive management of frail and complex patients'.</li> </ul>
Integrated Care Decision Making Hubs	<ul style="list-style-type: none"> <li>A workshop has been scheduled for 27 September to showcase local models, create a single definition of the 'hubs' and agree common design principles for local implementation and tailoring.</li> <li>A system wide cohort of nominated leads has successfully been accepted onto a new NHS Improvement leadership training programme with a focus on implementing the agreed model.</li> </ul>
GP Transformation	<ul style="list-style-type: none"> <li>Financial &amp; activity modelling has recently begun for the financial submission.</li> <li>A workshop has been scheduled for 27 September to define GP transformation, identify common themes and areas of good practice and establish a set of principles that can be agreed on a system wide basis.</li> </ul>
Unwarranted Variation	<ul style="list-style-type: none"> <li>Financial modelling has begun following a meeting on 31 August with clinicians and finance managers where priority areas were discussed.</li> <li>Two workshops have been set up for 20 September &amp; 4 October to provide an overview of the right care methodology and CSU data and confirm how the right care priorities will be taken forward.</li> </ul>
Social Care Support	<ul style="list-style-type: none"> <li>This work stream will look at initial modelling of demand and activity in order to define scope of projects. It will also agree the STP financial submission.</li> </ul>
Support Workforce	<ul style="list-style-type: none"> <li>A financial submission meeting has been set up for 13 September in order to complete modelling for submission.</li> </ul>
Prevention	<ul style="list-style-type: none"> <li>A system wide Prevention Steering Group has now been set. It will look at activity and financial modelling completed for submission.</li> </ul>

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Slough Wellbeing Board **DATE:** 28<sup>th</sup> September 2016

**CONTACT OFFICER:** Naheem Bashir, Prevent Coordinator, Slough Borough Council  
(For all Enquiries) (01753) 875201

**WARD(S):** All

**PART I**  
**FOR INFORMATION**

**PREVENTING VIOLENT EXTREMISM COORDINATING GROUP PROGRESS REPORT****1. Purpose of Report**

To inform the Committee about the work of the Preventing Violent Extremism (PVE) Coordinating Group including activity to meet the Prevent Duty created by the Counter Terrorism and Security Act (CTSA) 2015 .

**2. Recommendation(s)/Proposed Action**

2.1 The Committee is requested to note the work of the PVE Coordinating Group and the Group's Prevent action plan (at appendix A).

**3. The Slough Joint Wellbeing Strategy, the Joint Strategic Needs Assessment and the Five Year Plan****3a. Slough Joint Wellbeing Strategy Priorities 2016 - 2020**

The action plan at appendix A supports delivery of the following Joint Wellbeing Strategy 2016 – 2020 priority: Protecting vulnerable children and young people.

**3b. Joint Strategic Needs Assessment (JSNA)**

The Wellbeing Board's Safeguarding Protocol 2016/17 recommends that the PVE Coordinating Group will contribute information to the Joint Strategic Needs Assessment as part of its annual update.

**3c. Five Year Plan Outcomes 2016 - 2020**

The action plan at Appendix A supports delivery against each of the following Five Year Plan outcomes:

- 4 - Slough will be one of the safest places in the Thames Valley.
- 5 - Children and young people will be healthy, resilient and have positive life chances.

**4. Other Implications**

(a) Financial - There are no financial implications directly resulting from the recommendation of this report.

(b) Risk Management - There are no risk management implications associated with this report.

(c) Human Rights Act and other legal implications - There are no Human Rights Act implications associated with the proposed action.

(d) Equalities Impact Assessment (EIA) – An EIA is not required for this report.

## 5. **Supporting Information**

5.1 The public sector has a key role to play in preventing people from being drawn into terrorism. In September 2014 Slough Borough Council established a new multi-agency group, the PVE Coordinating Group, to bring together partners in the public and voluntary and community sectors to coordinate work in this area and provide strategic oversight. The group includes Thames Valley Police, health, Slough Children's Trust, East Berkshire College, schools, Slough Council for Voluntary Service and Aik Saath representation. The Group developed an action plan which was monitored regularly.

5.2 Following the introduction of the new Prevent Duty for local authorities and other parts of the public sector, contained within the Counter-Terrorism and Security Act 2015, which sets out the need for partners to have "due regard to the need to prevent people from being drawn into terrorism" the PVE Group reviewed its action plan.

5.3 As part of the review of the Slough Wellbeing Board (SWB) it has been agreed that the PVE Coordinating Group should sit under the SWB and report to the Board twice a year about its activities. This is the first of those reports.

5.4 From 2015/16 Slough became an area funded by the Home Office for Prevent work. This meant that the council received funding for a Prevent Coordinator, who started in September 2015 and for project work. Two projects were funded in 2015/16, a Young Leaders' Programme run by the Active Change Foundation and a women's project run by the Workers' Educational Association. Both projects were successful and very positive feedback was received by participants. The Home Office have confirmed that the council will continue to receive funding in 2016/17 both for the Prevent Coordinator and for two further young people and women's projects. These are both starting in September.

5.5 The action plan at Appendix A sets out the various ways in which the PVE Coordinating Group is ensuring that the Duty is met. The SWB will note work to engage local communities, including faith intuitions, staff training, and work with schools. The emphasis in all this activity is that it is set within the context of safeguarding.

## 6. **Comments of Other Committees**

6.1 The action plan will also be shared with the following partnerships and boards in Slough shortly:

- Slough Local Safeguarding Children's Board (SLSCB)
- Slough Adult Safeguarding Board (SASB)
- Safer Slough Partnership Board (SSPB)
- Children and Young People's Partnership Board (CYPPB))
- The Council's Corporate Parenting Panel (CPP)

## 7. **Appendices Attached**

'A' - Prevent action plan

## 8. **Background Papers**

None

## Appendix - Prevent Action Plan 2016/17 – September 2016

Action	Progress update/comments
Agree a programme to engage with faith and other community organisations to raise awareness	<ul style="list-style-type: none"> <li>○ Engagement with all faith institutions has taken place on a regular basis over the past 12 months.</li> <li>○ Key individuals have been invited to meetings/events involving Prevent organised by Prevent Coordinator, as well as, events run by Partner agencies.</li> </ul>
Schools training programme to be completed and kept under review	<ul style="list-style-type: none"> <li>○ Ongoing WRAP and Prevent Awareness sessions to Primary and Secondary schools taking place on a regular basis.</li> <li>○ Improved communication has led to a better understanding of the referral process.</li> </ul>
Develop and implement training plan for SBC staff and Members: <ul style="list-style-type: none"> <li>○ Induction</li> <li>○ e-learning for all staff</li> <li>○ Targeted training for staff with contact with vulnerable people</li> <li>○ Members' briefing</li> </ul>	<ul style="list-style-type: none"> <li>○ Members' briefings held</li> <li>○ Built into corporate induction</li> <li>○ WRAP training ongoing, so far 422 SBC staff have completed the Prevent E-learning. 560 staff have attended WRAP training sessions as of 17/08/16.</li> <li>○ Further WRAP sessions scheduled until end of 2016.</li> </ul>
Develop a joint communication plan including: <ul style="list-style-type: none"> <li>○ consistent messages for all partners</li> <li>○ messages on travel to Syria</li> <li>○ charitable giving</li> <li>○ community's role "what is your contribution to the solution"</li> </ul>	<ul style="list-style-type: none"> <li>○ Regular communications and briefings by the SBC Senior Leadership Team and Members is communicated through the SBC website, local Press and Twitter.</li> <li>○ National key messages on Prevent and travel to conflict zones is communicated through the SBC website, local Press and Twitter.</li> <li>○ Advice and guidance on donating safely is available on the SBC website, under 'Charitable Collections'.</li> </ul>
Prevent Coordinator	<ul style="list-style-type: none"> <li>○ Engagement with key community individuals takes place on a regular basis.</li> <li>○ Information and update provided in relation to Prevent and it's implications</li> <li>○ Organise community meetings/events to provide a two way dialogue in relation to the Prevent Strategy and Duty.</li> </ul>

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**SLOUGH WELLBEING BOARD - ATTENDANCE RECORD 2016/17**

<b>MEMBER</b>	<b>20/7</b>	<b>28/9</b>	<b>16/11</b>	<b>26/1</b>	<b>29/3</b>	<b>10/5</b>
Naveed Ahmed	P					
Ruth Bagley	Ap					
Iain Harrison	Sub (Mark Gaskarth)					
Cllr Sabia Hussain	P					
Ramesh Kukar	P					
Lise Llewellyn	Ab					
Cllr Sohail Munawar	Ap					
Jim O'Donnell	P					
Les O'Gorman	Ap					
Krutika Pau	P					
Colin Pill	P					
NHS England representative	Ab					
Alan Sinclair	P					
Supt. Wong	P					

P = Present

Ap = Apologies given

Sub = Substitute sent

Ab = Absent, no apologies given

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