

Date of issue: Wednesday, 17 January 2018

MEETING:

SLOUGH WELLBEING BOARD

Councillor Sabia Hussain (Chair), Cabinet Member for Transformation and Performance
Naveed Ahmed (Vice-Chair), Business Representative
Nicola Clemo, Slough Children's Services Trust
Cate Duffy, Director of Children, Learning and Skills
Darrell Gale, Interim Director of Public Health
Interim Chief Executive of Slough Borough Council
Ramesh Kukar, Slough CVS
Dr Jim O'Donnell, Slough Clinical Commissioning Group
Les O'Gorman, Business Representative
Lloyd Palmer, Royal Berkshire Fire and Rescue Service
Councillor Natasa Pantelic, Cabinet Member for Health and Social Care
Colin Pill, Healthwatch Representative
David Radbourne, NHS England Representative
Alan Sinclair, Director of Adults and Communities
Slough Youth Parliament Representative
Superintendent Gavin Wong, Thames Valley Police

DATE AND TIME:

THURSDAY, 25TH JANUARY, 2018 AT 5.00 PM

VENUE:

VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD,
SLOUGH, BERKSHIRE, SL1 3UF

**DEMOCRATIC
SERVICES OFFICER:**
(for all enquiries)

NABIHAH HASSAN-FAROOQ
(01753) 875018

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.



NEIL WILCOX

Director of Finance & Resources



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.

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| 2. | Minutes of the last meeting held on 15th November 2017 | 1 - 8 | - |
| 3. | Action Progress Report | 9 - 12 | All |

ITEMS FOR ACTION / DISCUSSION

- | | | | |
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| 4. | The Frimley Health and Care System- Moving Forward | 13 - 32 | All |
| 5. | Refreshed Overarching Information Sharing Protocol | 33 - 42 | All |

THEMED DISCUSSION

- | | | | |
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| 6. | Themed Discussion: Protecting Vulnerable Children | 43 - 46 | All |
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FORWARD PLANNING

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| 7. | Forward Work Programme | 47 - 54 | All |
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ITEMS FOR INFORMATION

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| 8. | Joint Strategic Needs Assessment (JSNA)- | 55 - 58 | All |
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AGENDA
ITEM

REPORT TITLE

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Refresh and Redesign Process 2017-2018

9.	Attendance Report	59 - 60	All
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SUMMARY

10.	What have we achieved tonight?	-	-
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11.	What do we want to achieve at the next meeting?	-	-
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12.	Date of Next Meeting		
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Wednesday 28th March 2018 at 5pm.

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. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings. 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, 15th November, 2017.

Present:- Naveed Ahmed (Vice-Chair, in the chair), Eric de Mello (deputising for Nicola Clemo), Cate Duffy, Rebecca Howell-Jones (deputising for Judith Wright), Ramesh Kukar, Les O'Gorman, Lloyd Palmer, Colin Pill and Alan Sinclair

Also present under Rule 30:- Councillor Hussain.

Apologies for Absence:- Dr Jim O'Donnell, Judith Wright, Nicola Clemo, Roger Parkin and Superintendent Wong

PART 1

32. Declarations of Interest

Minute 48 – Space Activities: Jan-Sept 2017 – 9 Month Highlight Report: Ramesh Kukar declared that he worked for Slough CVS, which was part of the Space consortium.

33. Minutes of the last meeting held on 27th September 2017

Resolved – That the minutes of the meeting held on 27th September 2017 be approved as a correct record.

34. Action Progress Report

The updated Action Progress Report was received that updated the Board on the recently completed and outstanding actions arising from previous meetings. It was requested and agreed that the format of the report be amended to clarify the status and timescale for the actions listed.

Resolved – That the Action Progress Report be noted.

35. Slough Safeguarding Adults Board Annual Report 2016/17

The Independent Chair of the Slough Safeguarding Adults Board, Nick Georgiou, presented the Slough Safeguarding Adults Board (SSAB) Annual Report for 2016/17 and provided an update on more recent priorities and activities.

It was the third annual report since the introduction of the Care Act, which had put the work of the Board on a statutory footing. The key areas of activity were reviewed and these included improved identification of risk, self-neglect, mental capacity and Deprivation of Liberty Standards (DOLS), making safeguarding personal and steps to improve the effectiveness of the Board. There had also been a focus on increasing the understanding and cohesion between adults and children's services and this was reflected in the fact that Mr Georgiou had been appointed as the Independent Chair of the Local

Safeguarding Children's Board and a joint business unit had been established.

Members raised a number of issues including the reasons for the continued pressure to the Council from the increased DOLS work and the factors contributing to the significant increase in safeguarding concerns received and enquiries undertaken. The number of Section 42 enquiries had doubled from 139 to 234 in the 2016-17. Factors included increased reporting and improved understanding and practice about what constituted a Section 42 enquiry. Many concerns received did not relate to safeguarding and referrals were made to partners in such instances. The conversion rate of concerns received and enquiries undertaken had risen from 19% in 2014-15 to 37% in 2016-17 and it was recognised that this increased the workload for social workers. At the conclusion of the discussion, the report was noted.

Resolved – That the Slough Safeguarding Adults Board Annual Report 2016/17 be noted.

36. Slough Local Safeguarding Children's Board (SLSCB) Annual Report 2017

The Independent Chair of Slough's Local Safeguarding Children's Board (LSCB), Nick Georgiou, presented the Annual Report for 2016/17 which summarised the actions taken since the negative Ofsted report in November 2015 which informed the 2016/17 Business Plan.

Six key themes had been identified to address issues including multi-agency threshold guidance; monitoring and quality assurance of safeguarding practice; the effectiveness of the response to children at risk of exploitation; a funding agreement; training; and wider community engagement. It was recognised that whilst progress had been made in all of these areas, more needed to be done to reach the goal of a good Ofsted rating and this was reflected in the priorities agreed for the current year.

The Board discussed a number of aspects of the Annual Report, particularly the timing and focus of future Ofsted inspections and their view of the overall progress that was being made to improve services for children in Slough. There were regular visits to the Trust on specific services and the next major Ofsted inspection was expected in the first half of 2018. It was recognised that improvements were evident in a number of areas, some services had been returned to the Council which was a positive sign, and work was continuing to address known weaknesses. A number of other actions being taken to address priorities in the current year were highlighted including the appointment of single independent chair for both adults and children's boards and the establishment of joint business unit.

At the conclusion of the discussion, the Annual Report was noted.

Resolved – That the Slough Local Safeguarding Children's Annual Report 2017 be noted.

37. Campaign Proposals for the Slough Wellbeing Board on the following wicked issues: Obesity, Poverty and Social Isolation (linked to mental health)

The Director of Adults & Communities introduced a report which proposed the launch of a number of public awareness campaigns on obesity, social isolation, poverty and mental health. The proposals had emerged from the working group established by the Board to take forward the 'wicked issues' identified at the Partnership Conference in September.

The group was proposing a series of actions, as detailed in paragraph 6.3 of the report, to run public information campaigns on each issue, linking in to existing national or local activity where possible and adopting the NHS "One You" branding. The first campaign would be focusing on obesity and would begin in the new year. Appendix B to the report set out the timing of the proposed campaigns for each quarter of 2018. The aim was to maximise the influence and reach of the partners on the Wellbeing Board to promote the campaigns in a co-ordinated way.

The Board welcomed the proposal and discussed some of the specific techniques and messages that could be most effective in influencing behaviour. In response to questions it was anticipated the campaigns would be supported from existing resources with no additional costs to partners and it was also agreed that evaluation should be considered at an early stage so that the effectiveness of the campaigns could be assessed. Members also suggested a number of forthcoming events and activities that could be linked to the campaigns.

At the conclusion of the discussion, the Board agreed the recommendations to launch the public awareness campaigns, to be overseen by the 'Sponsor Group, on obesity, social isolation, poverty and mental health.

Resolved –

- (a) That the key recommendations of the 'Sponsor Group' for a coordinated campaign proposal as set out in section 6 of the report be approved.
- (b) That a number of public awareness campaigns be run locally on behalf of the Wellbeing Board on obesity, social isolation, poverty and mental health.

38. Prevention Strategy

The Board held a themed discussion on the Prevention Strategy Implementation and Action Plan which aimed to prevent ill health and promote healthy lifestyles and self care. The Prevention Strategy had been presented to the Board on 27th September 2017 and the themed discussion was the next step in shaping actions and ensuring strong leadership at a strategic level.

The priorities discussed included drug and alcohol misuse, violence against women and girls and social isolation. The key points raised during the discussion can be summarised as follows:

- The wide variety of factors often contributing to poor health were considered and it was recognised that the determinants of health outcomes were often complex and generational.
- Helping people improve their self confidence and resilience were agreed to be important and the value of volunteering in achieving this was acknowledged. The issue of how to increase peoples resilience was a recurring theme raised during the discussion and it was considered to be a potential focus for further action.
- An effective local action plan would require a clearer understanding of local data and intelligence about Slough's population to ensure an evidence based approach was taken.
- Once the strategic approach had been agreed, there would need to be much more buy in from partners on the delivery of the prevention agenda if real change was to be achieved.
- Work with children and early years was agreed to be a key issue and the challenges of engaging parents and carers was raised.
- The prevention agenda could help improve outcomes for individuals and reduce or delay demands on the health and social care system, however, it was emphasised that the focus on the immediate needs of people in poor health should not be lost.
- The links between the prevention strategy and 'wicked issue' campaigns were noted and it was agreed that these would be built into the public awareness campaigns.
- The Wellbeing Board could contribute to the agenda by providing strategic support and helping to make the necessary connections between partners that would be essential to effective delivery.
- The private sector could be better engaged in campaigns to highlight key issues such as substance misuse which was a major factor in the levels of violence against women and girls.
- Slough Children's Services Trust should be an important partner in actions to tackle violence against women and girls and the Board encouraged more engagement on this issue. The Trust highlighted the significant amount of work they were already doing to address this issue and it was agreed that discussions should be held to ensure there was proper co-ordination rather than overlap of activity.

At the conclusion of the discussion, it was noted that an Innovation Café style discussion would be held with partners to take forward the key themes of the action plan and identify any further gaps. It was agreed that a report be brought back to the Board at a future date with any specific proposals about how the Board or partnerships could more directly contribute to the delivery of the strategy.

Resolved –

- (a) That the comments of the Board be noted and incorporated into the Prevention Strategy Implementation and Action Plan where appropriate.
- (b) That further engagement with partners take place in the form of an Innovation Café.

(Cate Duffy left the meeting)

39. Forward Work Programme

Members reviewed the Forward Work Programme for the Board. The following action was agreed:

- That reports on key statutory inspections and monitoring visits of partners be built into the work programme, focusing on ‘what happened’ and ‘how can the partnership help?’.
- The next themed discussion on protecting vulnerable children should focus on preventative work and support for all children, including wellbeing, employment and training opportunities.
- The Board be kept updated on the progress of the public information campaigns on the ‘Wicked Issues’.

Resolved – That the Slough Wellbeing Board’s Forward Work Programme be agreed, noting the above comments.

40. Frimley Health and Care Sustainability and Transformation Partnership

The Director of Adults & Communities gave a verbal update on the progress being made to deliver the Frimley Health and Care Sustainability and Transformation Partnership (STP) Plan. A Memorandum of Understanding between the partnership and NHS England had been agreed and work was ongoing to develop such agreements with statutory partners to set out how the arrangements would work locally. An update was also provided on the early work of the Health and Wellbeing Alliance Board.

Resolved – That the information report be noted.

41. Slough Youth Parliament Update

An update on the recent activities of the Slough Youth Parliament (SYP) was received and noted. The report set out the progress that had been made on the actions agreed during the themed discussion at the last meeting. Following a query from a member, it was agreed to that the status of the letter to the Minister on the importance of PHSE be clarified.

It was noted that the SYP had had the highest turnout of any in the country at the recent elections and the Board commended those involved for the

continued high levels of engagement. It was proposed that a representative of SYP be invited to join the Board and the process for agreeing it was confirmed. It was agreed to invite a representative to join the Board and that a recommendation be made to Council to approve the change to membership.

Resolved –

- (a) That the information report be noted.
- (b) That a representative of Slough Youth Parliament be invited to join the Board, initially on an informal basis pending an appointment by full Council as part of a wider review of the membership set out in the terms of reference.

42. Slough Multi Agency Protocol for Transition from Childhood to Adulthood

A report was considered that advised the Board of the arrangements put in place to manage the transition of young people with ongoing or long term health or social care needs into adult services. Agreement was sought for a protocol between key agencies including the Council, Slough Children's Services Trust and health partners to facilitate joint working to ensure the transition process worked effectively. The Board welcomed the work that had been done to strengthen partnership working in this important area and the protocol as at Appendix A to the report was agreed.

Resolved –

- (a) That the information report be noted.
- (b) That the implementation of the draft Transition Protocol at Appendix A to the report be agreed and endorsed.

43. Refresh of Slough's Pharmaceutical Needs Assessment 2015-2018

An information report was received on the arrangements put in place for refreshing the 2015 Pharmaceutical Needs Assessment (PNA) for Slough. It was a requirement that a revised assessment be published by 31st March 2018 and consultation on the draft PNA was underway with stakeholders. Partners were encouraged to respond to the consultation. It was anticipated that an update report would be provided to the Board at its meeting in January with the PNA being considered for approval at the meeting in March 2018.

Resolved –

- (a) That the arrangements put in place for carrying out a fit for purpose PNA for Slough be noted.
- (b) That it be noted that the consultation period would end on 31st December 2017.

- (c) That the Board receive a progress report in January 2018 and consider the final draft for endorsement in March 2018.

44. Slough Clinical Commissioning Group (CCG) Operational Plan 2017-19 Refresh

An information report was received and noted which updated the Board on the east Berkshire Clinical Commissioning Groups Collaborative Operational Plan 2017-19. The Health Scrutiny Panel would consider the plan at its forthcoming meeting and any relevant feedback would be provided to the Wellbeing Board.

Resolved – That the information report be noted.

45. Better Care Fund Plan 2017-2019

An information report was received on the Better Care Fund Plan 2017-2019 which had been submitted on behalf of the Board on 11th September 2017 under the delegated authority approved on 29th March 2017. The plan sought to make further progress on the ambition to integrate health and social care services. The update was noted and it was agreed that a report be brought to the Board as a discussion item at a future meeting.

Resolved – That the information report be noted.

46. Terms of Reference- Early Help Board

An information report was received and noted on the terms of reference of the Early Help Board (EHB), a multi-agency forum to oversee delivery of the Early Help Strategy and Local Area Collaboratives. It was noted that the EHB was accountable to the Wellbeing Board for escalation of partnership issues and reporting progress on the implementation of the strategy.

Resolved – That the information report be noted.

47. Housing Update: Key Elements and Recent Developments including Key Worker Housing

The Board received an update on the Housing Strategy Action Plan, particularly the progress made on special housing needs and vulnerable people. Any specific comments should be made to the Council's policy team. It was requested that the policy to assist key workers, referenced at paragraph 6.2 of the report, be circulated to members of the Board if possible. The Board would consider a further report on housing at the meeting in March 2018.

Resolved – That the information report be noted and that a further report be considered by the Board in March 2018.

48. Space Activities: Jan- Sept 2017- 9 Month Highlight Report

Ramesh Kukar summarised the key aspects of the SPACE Activities 9 month highlight report. The Board noted that good progress was being made including the establishment of the Slough Advice Centre, Slough Carers Support and the Wellbeing Prescribing Service.

Resolved – That the information report be noted.

49. Attendance Report

Resolved – That the Attendance Report be noted.

50. Meeting Review

The Board reviewed key outcomes from the meeting and learning points for future meetings.

51. Date of Next Meeting

The date of the next meeting was confirmed as 25th January 2018.

Chair

(Note: The Meeting opened at 5.03 pm and closed at 7.05 pm)

Slough Wellbeing Board – Action Progress Report 2017/18

15th November 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
6.	Campaign Proposals for the Slough Wellbeing Board on the following 'Wicked Issues': Obesity, Poverty and Social Isolation(linked to mental health)	<ul style="list-style-type: none"> That a number of public awareness campaigns be run locally on behalf of the Wellbeing Board on obesity, social isolation, poverty and mental health. 	Amanda Renn-	To be added to Forward Work Plan.
7.	Themed Discussion- Prevention Strategy	<ul style="list-style-type: none"> That further engagement with partners take place in the form of an Innovation Café. 	Rebecca Howell Jones/ Fatima Ndanusa	To return to Board- dependant on outcome of workshops
16.	Housing Update: Key Elements and Recent Developments including Key Worker Housing	<ul style="list-style-type: none"> Policy to assist key workers (referenced at 6.2 first bullet point) to be circulated to members of the Board if possible. 	Amanda Renn/Colin Moone	Policy still in development, will be circulated once available.

27th September 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
4.	Frimley Sustainability and Transformation Plan (STP) Integration	<ul style="list-style-type: none"> That Councillor Hussain invite Sir Andrew Morris to attend a Board Meeting in relation to discuss the STP agenda. 	Councillor Hussain	Invitation sent – awaiting response
11.	Local Safeguarding Children's Board (LSCB) (Progress Report)	<ul style="list-style-type: none"> An email to be sent to all safeguarding leads in respect of updating contact details and process. 	Rebecca Howell Jones	N/A

Slough Wellbeing Board – Action Progress Report 2017/18

19th July 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
6.	Slough Youth Parliament Manifesto	<ul style="list-style-type: none"> TVP and SYP to look for future opportunities to work together including the design of the next SYP survey into crime. That an update be provided to the Board on Young People's bus fare concessions. SYP to have a role in helping develop the Council's approach to mental health, wellbeing and diet. 	<p>Giovanni Ferri/Spt Wong</p> <p>Roger Parkin</p> <p>Giovanni Ferri & Alan Sinclair</p>	<p>Currently working with PC Tom Harman "Confidence in policing in Slough Survey"- Launch in February 2018. SYP will be involved in coordination.</p> <p>Own survey Safer Slough perceptions with Safer Slough Partnership by April 18 (questions to be finalised).</p> <p>To be referred to Savio D'Cruz for further discussion</p> <p>PHSE network agreed to implement PHSE curriculum to schools from the 24th January with input from SYP. Schools will work with SYP to design</p>

Slough Wellbeing Board – Action Progress Report 2017/18

				curriculum including mental health, wellbeing and diet. Update to come back to a future meeting.
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10th May 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
67.	Memorandum of Understanding (MOU) setting out an integrated approach to identifying and assessing the health and wellbeing needs of carers	<ul style="list-style-type: none"> That the MOU will be subject to annual review 	Amanda Renn	Added to the FWP
70.	Frimley Sustainability and Transformation Plan (STP) integration	<ul style="list-style-type: none"> To circulate the condensed A4 STP plan to all board members 	Alan Sinclair	N/A

29th March 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
54.	Themed Discussion: Protecting vulnerable children	<ul style="list-style-type: none"> SCST and CCG to discuss the potential package for care leavers to include a one-to-one advice based session with an appropriate health professional. 	CCG/SCST SBC/ DCS	N/A N/A

Slough Wellbeing Board – Action Progress Report 2017/18

		<ul style="list-style-type: none"> Future partnership arrangements and strategy on the Children and Young People's agenda to be progressed in discussion with the Commissioner. 		
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26th January 2017

No:	Item	Action(s):	For:	Update/Report Back to and date:
42.	Themed discussion: Mental Health	<ul style="list-style-type: none"> That further consideration be given to the practical issues and actions raised during the course of the discussion with a report back to the Board at a future meeting. 	Policy Team/ Geoff Dennis/ Susanna Yeoman	N/A

SLOUGH BOROUGH COUNCIL

REPORT TO: Slough Wellbeing Board **DATE:** 25th January 2018

CONTACT OFFICER: Alan Sinclair, Director Adults and Communities
(For all Enquiries) (01753) 875752

WARD(S): All

PART I

FOR COMMENT & CONSIDERATION

THE FRIMLEY HEALTH AND CARE SYSTEM – MOVING FORWARD

1. **Purpose of Report**

To update the Slough Wellbeing Board on the progress being made by the Frimley Health and Care Sustainability and Transformation Partnership (STP).

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

The Board is requested to note the contents of the report and presentation and discuss any issues arising for the local health and care system.

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 will focus on those priorities that can be delivered across the system and local areas will continue to address their own local priorities. The Slough JSNA has informed the work of the STP.

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

The STP will meet several of the current Slough Wellbeing Board strategy priorities including:

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

The STP will do this by delivering across 5 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. **Five Year Plan Outcomes**

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

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

4. **Other Implications**

(a) **Financial**

One of the aims of the STP is 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.

(b) **Risk Management**

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

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

This reports provides members with an opportunity to:

1. *Review and discuss recent activity to deliver the Frimley STP;*
2. *Receive a verbal report/feedback from Board members who attended the Wellbeing Board Alliance meeting held on 11th January 2018 and an all Boards workshop held on 16th January 2018; and*
3. *Consider next steps.*

6. Supporting Information

- a. The presentation outlines the role of the STP in delivering health and care for the local population. Covering 750,000 people and involving 30 statutory partners, the STP has clearly defined priorities and a series of initiatives to ensure these are enacted. The STP will be expected to become an Accountable Care System (ACS) as it fulfils the criteria for such recognition as laid out in the presentation.
- b. The Frimley STP has already defined the required governance, outcomes and metrics required to meet the expectations of NHS England. As these are put in place and reported, the move towards becoming an ACS will gather momentum. Progress on this will be reported to the Board as key milestones are reached.
- c. Part of the progress towards ACS status is the establishment of 8 initiatives. As well as the local work, this involves working with national leads and the establishment of contractual arrangements and memoranda of understanding. The first 7 of these initiatives are outlined in the diagram contained in the presentation, while a narrative on progress on all 8 initiatives is given in the following slides.
- d. There is also a clearly defined programme for communications and engagement. This is aimed at local service users and practitioners, as well as other key

stakeholders (e.g. Health and Wellbeing Boards across the Frimley footprint). Events have already been held and are also planned for the future as part of this.

- e. Members of the Board will be able to feedback at the meeting from two recent STP events – the Wellbeing Board Alliance meeting held on 11th January 2018 and an all Boards workshop held on 16th January 2018.

7. **Comments of Other Committees**

- 8.1 This presentation has been considered by the Slough Health Scrutiny Panel in November 2017. The STP is a regular item on the agenda of this meeting.
- 8.2 The Health Partnership Delivery Group (a sub group of the Slough Wellbeing Board) also has the STP as a regular agenda item and at the next meeting will be reviewing the impact for Slough of the integrated decision making proposal.

9. **Conclusion**

- 9.1 The Board is asked to comment on the key points made in this presentation. At the next board meeting members of the Board will be able to review some of the impacts of the programme proposals for Slough and the health of its residents.

10. **Appendices**

‘A’ - The Frimley Health and Care System – Moving Forward

11. **Background Papers**

None.

The Frimley Health & Care System - Moving Forward

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November 2017



Health & Wellbeing

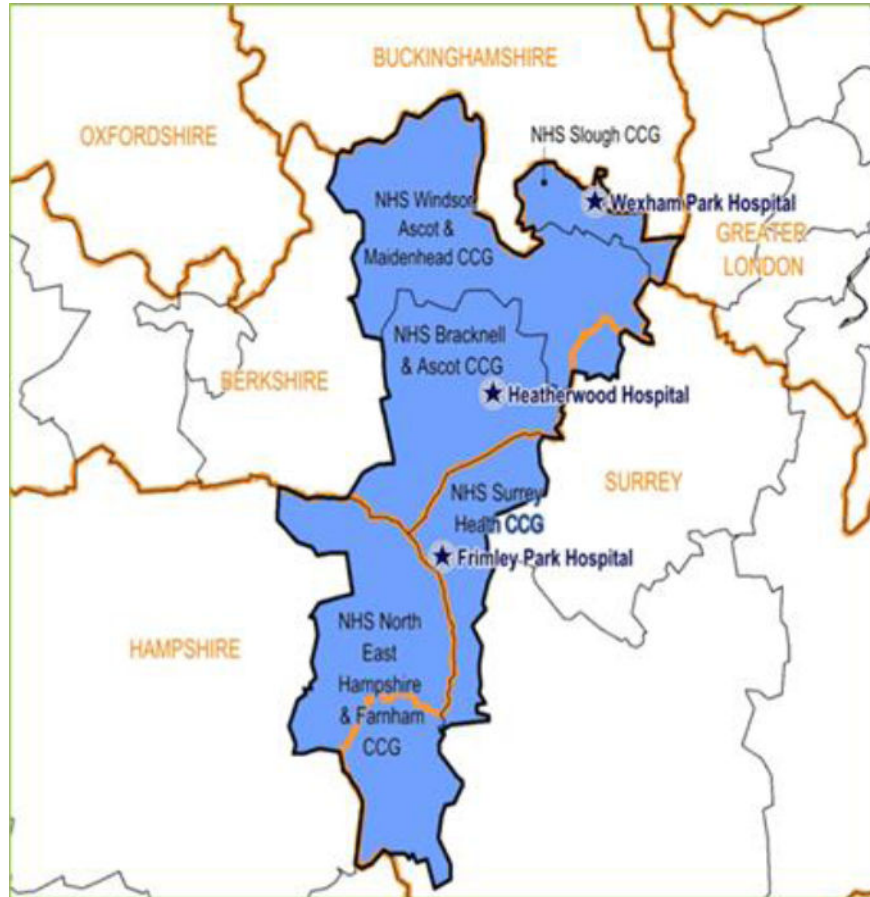


Care & Quality



Finance & Efficiency

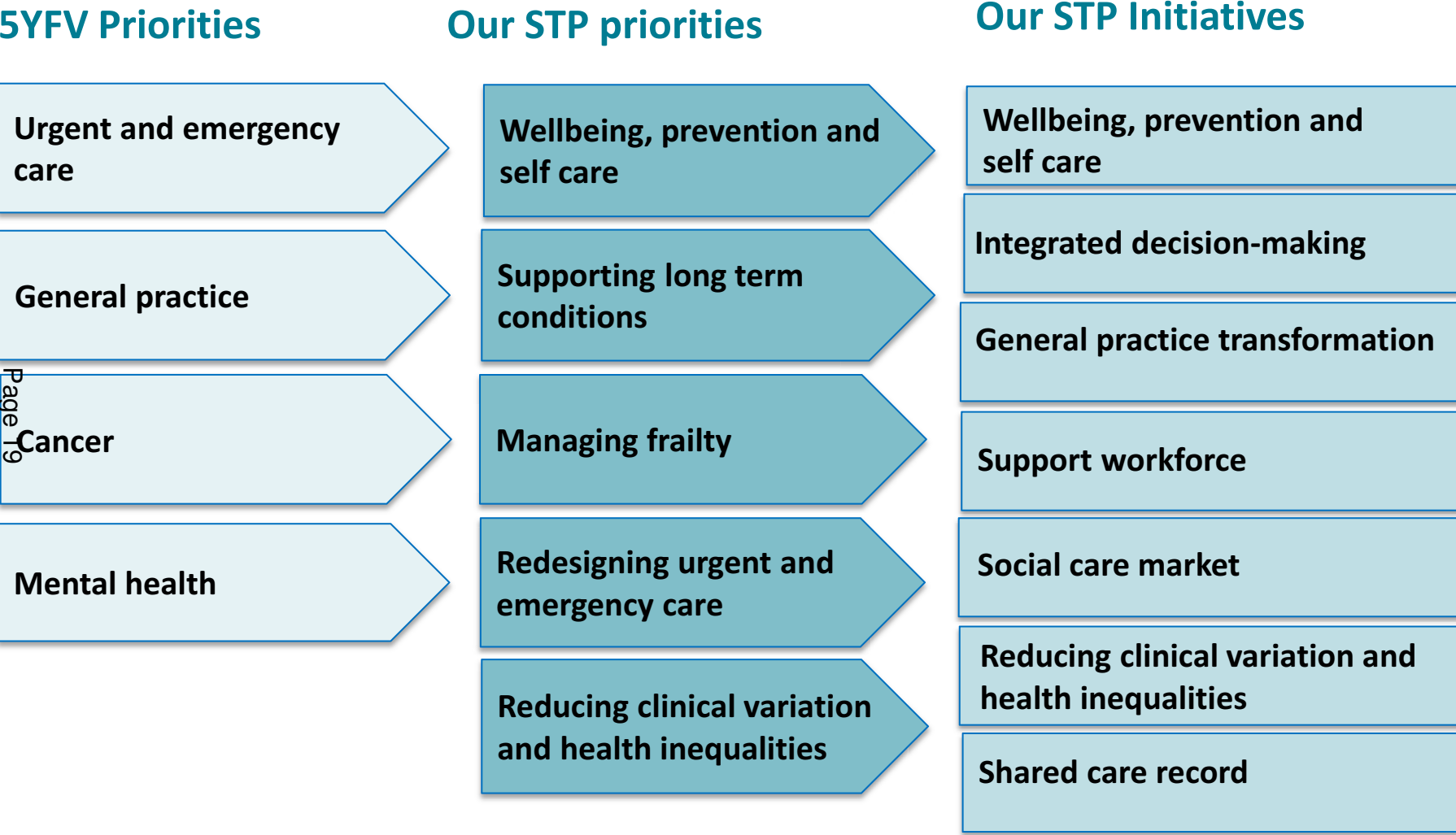
The Frimley Geography



Frimley STP
population of
750,000 people in
East Berkshire,
NEH&F and Surrey
Heath CCG's.
Involves 30
statutory bodies.



The Frimley Health & Care STP



Frimley Health & Care: STP to ACS



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Between six and 10 sustainability and transformation plan areas set to become “accountable care organisations or systems, ***which will for the first time since 1990 effectively end the purchaser provider split***, bringing about integrated funding and delivery for a given geographical population”.

Simon Stevens, Public Accounts Committee, 27 February 2017

To become ACSs, STPs must take accountability for delivery in exchange for additional freedoms

ACSs must be able to:

- 1 Agree an **accountable performance contract** with NHS England and NHS Improvement;
- 2 Commit to shared performance goals and a **financial system 'control total'**;
- 3 Create an effective collective decision making and **governance structure**;
- 4 Demonstrate they are **integrated**;
- 5 Deploy rigorous and validated **population health management capabilities**;
- 6 Establish clear mechanisms for **patient choice**.

In return, the NHS national bodies will offer:

- a **Delegated decision rights** in respect of commissioning of primary care and specialised services;
- b A **devolved transformation funding package**;
- c A **single 'one stop shop' regulatory relationship** with NHS England and NHS Improvement;
- d The **ability to redeploy attributable staff and related funding** from NHS England and NHS Improvement to support the work of the ACS.

Developing the Frimley Accountable Care System

Focus

- On delivering the priorities agreed across all partners from health and social care
 - Place-based, person-centred approach to delivery of health & care
 - Relationships at all levels
-

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Governance

- Governance designed to support delivering the changes, using local MOU
- Move towards shadow ACS governance structure, including providers, CCGs and local authorities
- Working with King's Fund and with other systems across England to share ideas in ACS development
- Clinical involvement at all levels, including STP Board

Developing the Frimley Accountable Care System

Financial management

- Financial transparency across partners and shadow system control total approach
- Shared investment decisions across the STP
- Challenge of LA versus health budgets

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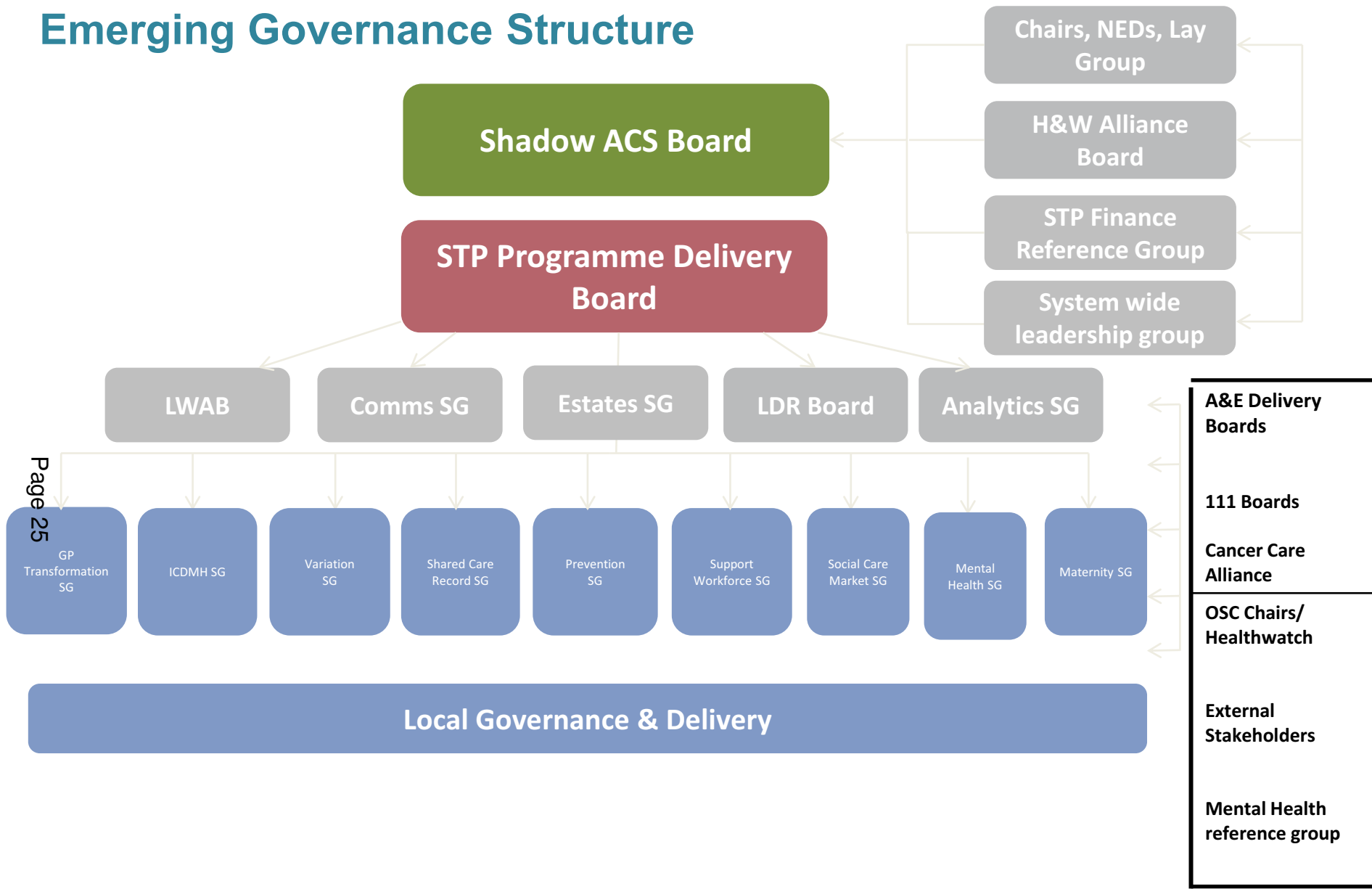
Outcomes and metrics

- STP view of system outcomes and metrics being developed
- Focus on measuring what will drive the change, using logic models
- Shared care record initiative driving opportunities for delivery and for evaluation, measurement and future population management

NHS England expectations of delivery:

- Improvements to mental health services, for example, eliminating out-of-area placements and employing mental health therapists in general practice.
- Invest in and strengthening general practice, including employing more GPs, and deliver extended access.
- Improving the elective pathway by managing demand, reducing unwarranted variation through RightCare and ensuring that care is prioritised to those most able to benefit.
- Accelerating the implementation of the urgent and emergency care plan.
- Improving cancer care; for example, by taking action to diagnose cancers earlier and increasing access to radiotherapy.
- Continuing to improve hospital productivity by implementing Carter productivity recommendations and 'Getting it Right First Time', as well as working together as chains or groups to standardise care and share support and back office functions.

Emerging Governance Structure



Frimley Health & Care STP – Ambition and ACS status

There are seven initiatives in place



The Frimley ACS is one of the exemplars included in **wave 1**. There is a robust approach to evolving governance, operationalising ACS ambitions including system-wide approaches to business intelligence and digital for performance and forecasting. **ACS support includes** closer working with national ACS leads, performance contract/MoU development, development of a single regulatory framework with NHSE and NHSI.

Summary Progress on Priorities

Programme Update: Focus is on integrated care and working with communities. Patient involvement is clear throughout all programmes with strong governance structures. Primary care quality framework adopted and targeted work with specific GP practices. Spinal and pain is working to STP level and Frimley have identified community models which include a psychological approach.

Successful STP bids for cancer, diabetes, learning difficulties and mental health . Frimley STP looking to 'grow their own' in respect to succession planning to enable sustainability on pace and delivery.

Initiative (1) Prevention & Self Care: Successful investment bid for social prescribing securing £300k to reduce variation across the footprint and bring all areas to a minimum of level 2. Working group has been established and the process for devolvement of funds confirmed. Work has progressed in the Frailty subgroup for the mildly frail. Alcohol liaison nurses agreed with East Berkshire CCG's and recruitment process underway. Successful circulatory workshop over the summer. Hypertension project focus on a broader bid to increase clinical pharmacy workforce (which if successful should add capacity in the area of CVD risk factor management), interfacing with the variation work stream. Obesity work stream scope and objectives to be finalised at next steering group. Currently on track for delivery

Initiative (2) Integrated Care Decision Making: Following the alignment of local models to the STP an action plan with a phased approach is under construction in order to progress at pace. Analysis of local and national evidence has been used to define the STP evidence base including local evidence from Farnham ICT, Surrey Heath Integrated Care Scheme and Sloughs complex case management. Community frailty project was approved and local stakeholder and engagement plans are in progress. Joint workforce bid (150k) was approved by LWAB and the STP workforce strategy is near completion with an in depth focus on ICDM & Primary Care.

Initiative (3) GP Transformation: Logic modelling for integrated working, LTC and complex patients completed. Following dialogue with GP Federations an initial investment has been made to support an organisational development programme for general practice. Programme structure along with defined outcomes is in progress and will help to progress 'GP at scale'. Each local area has developed engagement plans to cascade information and local GP Forward View Plans are shared on the CCG website / public engagement events.

Summary Progress on Priorities

Initiative (4) Support Workforce: Steering board and work streams in place with task and finish groups providing clearly defined objectives for; recruitment & retention; learning & development; New ways of working. Working closely with Skills for Care on a proposal for the Enhanced Care Worker role. Training & Development passport in progress.

Initiative (5) Care & Support Market: Market review completed. Data for high cost placements collated and action plan being developed. Care Home Quality steering group is now fully established with clear goals in place including the roll out of the red bag scheme. Recent investment bid (£109k) for the purchase of red bags, an interventions recording database and a training coordinator post and some leadership coaching. The next stage is looking to support a robust medicine management approach in care homes involving care home pharmacists and technicians

Initiative (6) Reducing Variation: Rightcare approach across STP for Cardiology, Respiratory, MSK, GI , Neurology & Diabetes). In order to provide equity across the system diabetes has been given a small addition to the initial diabetes specific investment which now allows patients with diabetes at Frimley Park Hospital to receive an improved service and support these patients to manage their condition more successfully, All pathways have progressed utilising the Rightcare packs as the evidence base for workshops and determining clear outcomes. STP wide Business planning process developed to provide assurance to the ACS Board that the business cases submitted for transformation funding are robust – Neurology is the test case to go through this process.

Initiative (7) Shared Care Record: Connected Care Progress: BFC & RBWM enhanced feed has potential to slip due to Bracknell Forest Council upgrading their LAS system. Successful LWAB bid for a digital leadership course with programme in the design phase.

In the past few weeks we have developed an 8th initiative – deliverables to be signed off by STP Programme Delivery Board on 15th Nov

Initiative (8) Mental Health: Steering group established, Agreed priorities include; Out of area placements; Perinatal mental health, Early intervention in psychosis services and Eating disorders in children. Task & finish groups established and key milestones to be identified.

Communications & Engagement

- Local Government are fully engaged with plans with membership in all key governance and assurance meetings. We have committed SROs aligned for the Prevention Work stream and Care & Support Market.
- Workshop in the summer explored comms & engagement across the system, in particular looking at how this will support development of the ACS. It is intended that comms & engagement for the Frimley H&C ACS will be held up as exemplary and used as a model for replicating elsewhere
- Health & Wellbeing Alliance established with representation made up of the Chairs and vice chairs of the five Health & Well-Being Boards covered by the footprint.
- Mental Health Co production event took place in August with key outcomes agreed for the delivery of the MH5YFV
- Liaising with the Care Provider Alliance (CPA) to enhance engagement with and by the independent and voluntary adult social care sector. Further event planned.

Engaging local people and clinicians



- **70 community ambassadors** in Vanguard ensuring patient views are integral to service development and shaping our engagement activity
- **Clinical leads** co-design all service changes and developments
- Frimley Health and Care is being highlighted as a **Communications and Engagement Exemplar**.

Frimley Health and Care

Developing our STP workforce



- 2020 Leadership Programme – supporting STP partners to innovate and make real on the ground changes to improve joined up services

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SLOUGH BOROUGH COUNCIL

REPORT TO: Slough Wellbeing Board

DATE: 25th January 2018

CONTACT OFFICER: Amanda Renn, Corporate Policy Officer, Strategy and Performance

(For all Enquiries): (01753) 875560

WARD(S): All

PART I

FOR COMMENT & CONSIDERATION

REFRESHED OVERARCHING INFORMATION SHARING PROTOCOL

1. Purpose of Report

- 1.1 To recommend that the Slough Wellbeing Board adopts a refreshed multiagency 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;
- b) Note the work undertaken to review the Board's other Protocols; and
- c) Agree to a further review of these documents in 12 month's time.

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

- 3.1 The Wellbeing Board's Overarching Information Sharing Protocol relates to all aspects of its Joint Wellbeing Strategy and the council's Five Year Plan 2017 - 2021, 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 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 sharing 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
- d) The refreshed Protocol will ensure that Wellbeing Board members comply with these duties by requiring them to implement and follow appropriate principles and procedures when dealing with personal information.
- e) Equalities Impact Assessment (EIA) – An EIA is not required for the suggested Protocol.

5. Summary

This report provides members with an opportunity to review the Board's:

- 1) *Overarching Information Sharing Protocol;*
- 2) *Safeguarding People Protocol; and*
- 3) *Protocol for relations between Slough Wellbeing Board, Healthwatch Slough and Health Scrutiny Panel*

and consider next steps.

6. Supporting information

6.1 Overarching Information Sharing Protocol

The Board approved its current Information Sharing Protocol (setting out the **principles** members agreed to follow when sharing individual's personal data in September 2016, with a request that this documentation should be reviewed, and where necessary updated, annually. The Protocol also includes a generic Information Sharing Agreement Template (ISA) and Guidance for colleagues to use when developing an individual information sharing agreement to sit under the Protocol.

Each of these documents have been reviewed and a number of minor changes have been made to the Protocol. A copy of the refreshed Protocol is attached at Appendix A and subject to any final comments from members it will be published on the council's website at <http://www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx> immediately after the meeting.

6.2 Impact of the Core Agreement Berkshire Provision of Care Information Sharing Agreement 2020 on the Wellbeing Board's Protocol

An individual Information sharing agreement, known as the 'Core Agreement Berkshire Provision of Care Information Sharing Agreement 2020' is currently being rolled out across Berkshire. This document sets out the specific terms and conditions under which the providers of health and social care information may make individuals personal / confidential information available for the delivery of care.

We anticipate that a number of the organisations currently comprising the Slough Wellbeing Board, and with a specific health and social care focus (including Slough Borough Council); will be invited to sign up to this agreement in due course. However, as the Core Agreement is based on the same legislative requirements and information sharing principles as those set out in the Wellbeing Board's Information Sharing Protocol, we understand that no changes are required to the Board's Protocol or agreed way of working and it can effectively run concurrent to (i.e. alongside) it.

We will, however, keep this situation under review and if any changes are subsequently needed to the Board's Protocol, members will be notified.

6.3 Other Protocols

The Wellbeing Board has two other Protocols which are published on the council's website at <http://www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx>:

1) Safeguarding People Protocol

This document sets out the roles and responsibilities of the Slough Wellbeing Board, Slough Local Safeguarding Children's Board, Slough Adults Safeguarding Board, Safer Slough Partnership, the Preventing Violent Extremism Group and the Joint Parenting Panel and the inter relationships between each in terms of safeguarding the people of Slough.

2) Protocol for relations between Slough Wellbeing Board, Healthwatch Slough and Health Scrutiny Panel

This document sets out the roles and statutory responsibilities of the Slough Wellbeing Board, Healthwatch Slough and the council's Health Scrutiny Panel and provides a framework for handling key issues and information between them in light of their individual functions.

Both of these Protocols were approved by the Board in November 2017 (and with an annual review date). While a review of both of these documents has found that no amendments are required to either at the present time, we would recommend that increased opportunities for each of the named Board's and Partnerships to operate by these terms should be sought through 2018/19.

6.4 Since their introduction, these Protocols have been used as follows:

- a) To encourage the regular and timely flow of information between each of the named partnerships;
- b) To encourage the organisations and individuals who arrange for the provision of health and social care services in the area, and who have positions the named partnerships, to work in a more integrated, joined up and collaborative way (ie CCG, Healthwatch Slough, the Council);

- c) To identify opportunities for more collaborative working (particularly on issues such as the STP), between the Health Scrutiny Panel and Wellbeing Board (the Joint STP workshop held in 2017);
- d) To help coordinate the discussion of various cross cutting themes and issues (such as the Wellbeing Boards 'protecting vulnerable children' priority) amongst the various partnerships with responsibilities towards this group (i.e. the Safer Slough Partnership, Slough's Joint Parenting Panel and the Local Children's Safeguarding Board);
- e) To ensure various statutory functions are effectively carried out (i.e. it is a statutory function of the health and wellbeing boards to receive the annual reports of the Adults Safeguarding and Local Children's Safeguarding Boards and ensure that any strategic issues arising from these discussions, inform the future work of the Wellbeing Board);
- f) To inform and support the recommissioning of the Slough Healthwatch contract in 2017.

7. Comments of other Committees

The outcome of these reviews will be shared with the lead officers for each of the Boards and Partnerships listed in section 6.3 shortly.

8. Conclusion

8.1 Sharing information and data is vital to:

- Ensure residents receive appropriate services, care and treatments;
- Prevent the harm or neglect of vulnerable people;
- Deliver our statutory functions; and
- Deliver services in a more effective and efficient way.

8.2 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.

9. Appendices

A – Refreshed Slough Wellbeing Board's Overarching Information Sharing Protocol

10. Background papers

- '1' 28 September 2017 - Report to the Slough Wellbeing Board about its refreshed Overarching Information Sharing Protocol
- '2' 15 July 2016 – Report to the Slough Wellbeing Board about its Overarching Information Sharing Protocol

**Appendix A: Slough Wellbeing Board's
Overarching Information Sharing Protocol
2018**

Date created: September 2016
Version number: 2
Date last reviewed: January 2018
Date of next review: January 2019

Slough Wellbeing Board's Overarching Information Sharing Protocol 2018

1. Background

This Protocol is a high level agreement between a number of public sector organisations in Slough (listed in section 2 below). 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 a flowchart of key **principles** for information sharing (taken from the Information Commissioner's Information Sharing: Practitioner's Guide (HM Government 2006) and builds on information sharing best practice in other Local Authority areas).

A copy of this flow chart is included at Appendix 1 to this Protocol.

Throughout the Protocol and the flow diagram the terms data and information are synonymous.

2. Scope

The following organisations are included in this Protocol:

- Slough Borough Council
- Slough Children's Services Trust
- 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 (ISAs) 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:

- a) Improving the well being and life opportunities through educational, health and social care opportunities
- b) Protecting people and communities
- c) Supporting people in need
- d) Reducing crime
- e) Reducing violence
- f) Detecting crime
- g) Preventing health inequalities
- h) Providing seamless provision of children and young people's services
- i) Enabling service users to access universal and specialist services
- j) Enabling staff to meet statutory duties across organisations
- k) Safeguarding children, young people, parents and carers¹
- l) Safeguarding adults²
- m) Improving data integrity and information quality
- n) Investigating complaints
- o) Managing and planning services
- p) Commissioning and contracting services
- q) Developing inter agency strategies

¹ Separate government guidance for children safeguarding practitioners is available at www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice

² Separate government guidance for adult safeguarding practitioners is available at www.scie.org.uk/care-act-2014/safeguarding-adults/sharing-information/ 4

- r) Performance management and audit
- s) Research relating to clinical, educational or social care objectives

6. How we will work together

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 common information sharing **principles** we will all follow to achieve the best possible outcomes for people in Slough:

Key Principles

- a) We will follow the flowchart of key principles for information sharing, set out in the Information Commissioner's Information Sharing: Practitioners Guide (HM Government 2016).
- b) We will also adhere to the "Fair Processing" and "Best Practice" standards included in the Information Commissioner's Data Sharing Code of Practice and related checklists³.
- c) 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 statute⁴, set of principles⁵ or guidance that authorises or restricts disclosure.
- d) We will encourage the wide scale use of Information Sharing Agreements (ISAs) that set out the specific purposes of the data sharing activity to be undertaken and the responsibilities of each participating organisation.
- e) We will ensure that where other 'Protocols' and /or information sharing agreements already exist,⁶ 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.
- f) 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.
- g) 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.
- h) We will not keep the information for longer than it is needed.

³ www.ico.gov.uk/for_organisations/data_protection/topic_guides/data_sharing.aspx

⁴ 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)

⁵ 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.

⁶ This includes the **Core Agreement Berkshire Provision of Care Information Sharing Agreement 2020** currently being rolled out across Berkshire.

- i) 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
- j) 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 that they undertake their duties confidently, efficiently and lawfully.
- k) We will ensure that our employees abide by the rules and policies on the protection and use of personal and/or sensitive personal information.
- l) 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.
- m) We will request proof of identity, or take steps to validate the authorisation of another, before disclosing any information requested under this Protocol.
- n) We will ensure that adequate security measures are in place to protect any information that is shared under this Protocol.
- o) 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.
- p) 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 (ISAs) where appropriate.
- q) We will investigate all complaints about an information disclosure from service users (or their representatives) in accordance with our respective complaints procedures.
- r) All violations of privacy or breaches of confidentiality that are a disciplinary matter could lead to dismissal, and potentially, criminal proceedings.
- s) 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.
- t) We will regularly monitor the effectiveness of this Protocol and any associated documents and update its contents when appropriate.

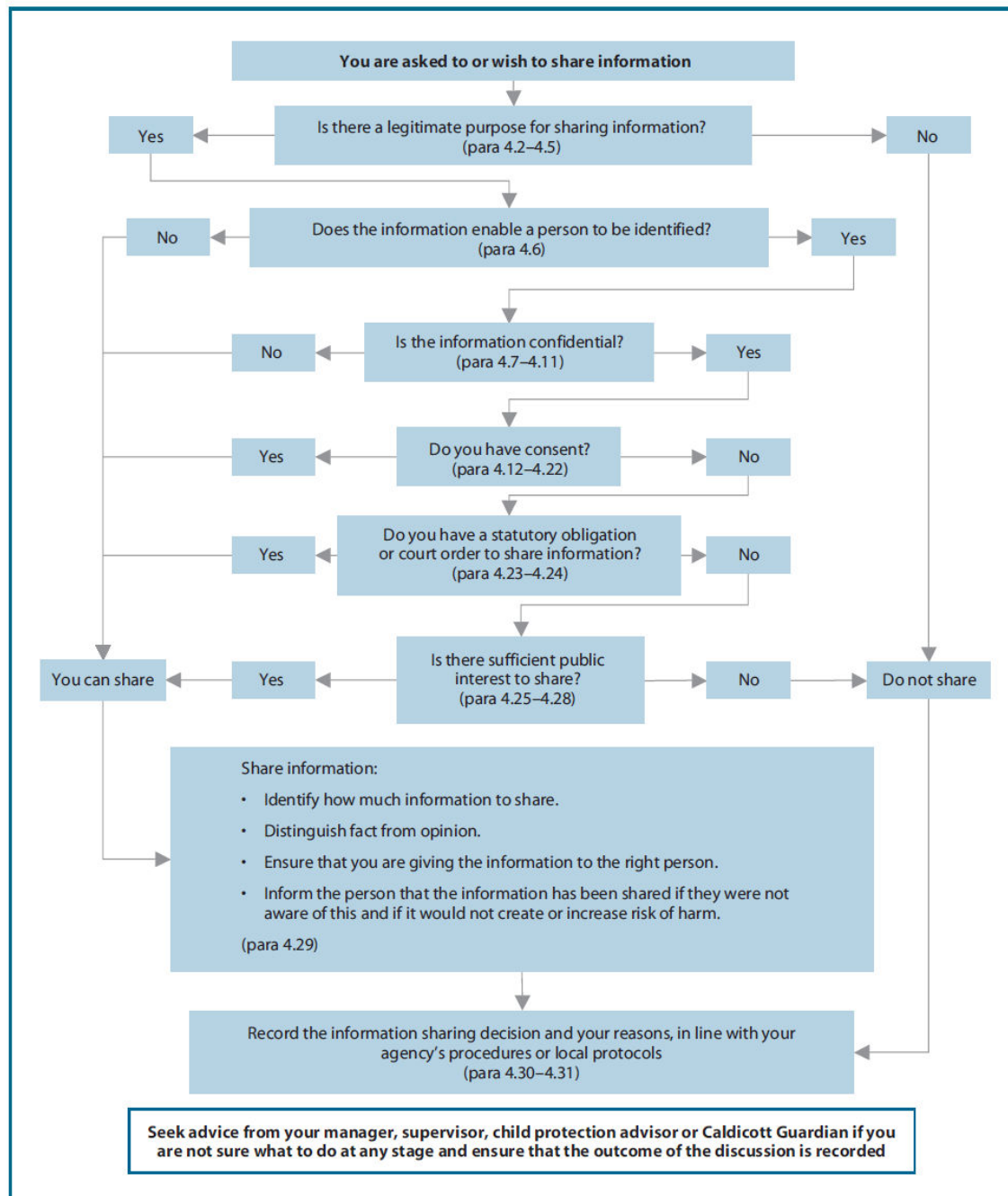
7. Review arrangements

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.

Appendix 1: Flow chart of key principles for sharing information (reproduced from Information Sharing: Practitioners guide (HM Government 2006))

The paragraph numbers below refer to those in the Practitioners guide not this Protocol



SLOUGH BOROUGH COUNCIL

REPORT TO: Slough Wellbeing Board **DATE:** 25th January 2018

CONTACT OFFICER: Cate Duffy, Director of Children, Learning & Skills
Nicola Clemo, Chief Executive - Slough Children's Services Trust
Rodney D'Costa, Service Lead Children's Commissioning, Partnerships & Performance

(For all Enquiries) (01753) 875751; 875395; 787649

WARD(S): All

PART I

FOR COMMENT & CONSIDERATION

THEMED DISCUSSION: PROTECTING VULNERABLE CHILDREN

1. Purpose of Report

- 1.1 This report provides an overview and update of the work since the 29 March 2017 report to Slough Wellbeing Board (SWB). In particular this update focuses on Early Help; Young People's Emotional Health and Wellbeing; keeping Young People Safe; the Joint Parenting Panel (Corporate Parenting); and the Education, Employment and Training Strategy for Children Looked After (CLA) and Care Leavers (CL).

2. Recommendation(s)/Proposed Action

- 2.1 The Slough Wellbeing Board (SWB) is recommended to note and comment as appropriate on the work amongst partners in Slough to safeguard children and young people.

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

- 3.1 "Protecting Vulnerable Children" is one of four key priorities in the Slough Joint Wellbeing Strategy (SJWS).
- 3.2 In turn, the SJWS is based on an analysis of needs contained in the Joint Strategic Needs Analysis (JSNA), specifically children in need and children young people subject to a Child Protection Plan.
- 3.3 The Council's Five Year Plan priorities "Putting People First" specifically seeks an Outcome that "Our children and young people will have the best start in life and opportunities to give them positive lives". Slough Children's Service Trust's (SCST) social work model is reflected in its vision statement "Safe, Secure and Successful".

4. Other Implications

- a) Financial – None directly related to this report.

- b) Risk Management – None directly related to this report.
- c) Human Rights Act and Other Legal Implications – None directly related to this report.
- d) Equalities Impact Assessment – None directly related to this report.
(Compulsory section to be included in all reports which relate to a new or substantially revised policy, procedure or function).
- e) Workforce – None directly related to this report.

5. **Summary**

This report* provides members with an opportunity to:

- a) Note the breadth of work that has been undertaken amongst partners (since the 29 March 2017) to safeguard children and young people in Slough; and
- b) Discuss and influence (where appropriate) the strategic direction and activities undertaken to address this issue locally.

*It will be complemented by a slide presentation from officers at the meeting).

6. **Supporting Information**

- 6.1 The **Slough Local Safeguarding Children's Board*** (SLSCB) plays a key role in coordinating the work of statutory partners in helping, protecting and caring for children in Slough. For example, its remit includes: monitoring the effectiveness of local arrangements; that multi-agency training in the protection and care of children is effective; that policies and procedures in respect of thresholds for intervention are understood and operate.
- 6.2 The SLSCB also has a challenge role in terms of practice between and amongst partners, including casework auditing, and that serious case reviews, management reviews and reviews of child deaths are used by the Council / SCST and other partners as opportunities for learning and feedback that drive improvement.
- 6.3 The relationship between the SLSCB and other Boards, including the Wellbeing Board, has been set out and agreed by all partners in the protocol Slough's Safeguarding People Protocol.

** Note: The SLSCB is now part of a Joint Adults and Children's Safeguarding arrangement chaired by an independent chair and with a joint safeguarding business manager common to both. Work is underway to refresh to the content of it's website to reflect this change. In addition, SBC has appointed an Education Safeguarding Officer to support all schools in Slough with their safeguarding training and compliance needs.*

- 6.4 There is a wealth of work which merits mention, including:

- SLSCB Exploitation Conference – 22nd November 2017
- CSE awareness Project

- Cyberbullying Project
- LIME (Healthy Choices) Project: where 4 Slough schools are co-developing a range of educational tools with the Lime organisation to help encourage healthier relationships, positive influences and behaviours amongst young people

6.5 **Joint Improvement Board (JIB)** – This is a joint Board between the Council and the Trust with Department for Education (DfE) and partner agencies as key members on the Board. The JIB has responsibility for the oversight and management of the Ofsted Delivery Plan. Its principal task is to ensure that Slough is on track to deliver all the improvements required post the Ofsted inspection in 2015. Whilst the lead agency for safeguarding children rests with the Trust this cannot be achieved without the support and action of partner agencies and therefore the Board also has a responsibility to identify blocks and barriers to success across the whole system. The LSCB Chair sits on this Board to ensure that there is no duplication of effort and to ensure that the work of the two Boards is integrated.

6.6 Within SCST, combining the traditional Early Help and Children in Need services to create a new **Early Intervention Service (EIS)** means that problems can be caught earlier with increased opportunities to build positive relationships with all children and families as soon as the issues are identified. The outcome is a more dynamic 7-day service for vulnerable families. Similarly, SCST successfully bid for Innovation Funding (DfE 2016) to create an Enhanced (Innovation) Hub, which provides a bigger multi-agency wrap around team, including representatives from the Police, Adult mental Health and Substance Misuse. This allows the EIS to better focus on “pure” early help issues, leaving the Enhanced Hub to deal with the more complex cases on the continuum of need.

6.7 **Early Help Strategy** – The Council is the lead partner for this strategy. Developed and agreed by the new Early Help Board at its meeting on 18 September 2017, this strategy is now being implemented to ensure there is clarity on the early help “offer” in Slough, and to identify gaps and opportunities so that the Board can prioritise what services need to be commissioned, reshaped and / or decommissioned. Officers will be working in synergy with the LSCB to align threshold criteria with the early help offer and implement key recommendations from Ofsted’s thematic inspection, “Early help: whose responsibility?” (March 2015).

6.8 **Education, Employment and Training (EET) Strategy** – This is a joint Council / SCST strategy which focuses on four key outcomes for young people, consistent with our commitment to Children in Care (including Care leavers), as follows:

- Ensuring there is access to the best possible education, training and job opportunities;
- Supporting young people to attend and achieve their potential whether at school/ college, university in training or work;
- Support to make a successful transition into adult life;
- Placing the voice of the young person at the centre of what we do).

6.9 There is good cross agency work relating to the **emotional health and wellbeing of our Children in Care** (including Care leavers). In addition to

collaborative commissioning amongst East Berkshire authorities, the CAMHS (Child & Adolescent Mental Health Service) transformation group have produced the 'Little blue book of Sunshine,' which has been distributed to children via schools across Berkshire and details the services that are available. CLA and CLs from across Berkshire were consulted on the development of a health passport (a record of their health history based on their previous health assessment). This resulted in a new Health passport being designed and distributed for our Children in Care.

- 6.10 **Joint Parenting Panel (JPP)** – Significant recent progress has been made in the corporate parenting agenda at Slough (overseen by a multi-agency JPP). This is perhaps best captured by feedback from Ofsted who conducted a Monitoring Visit (MV) of SCST on 20th and 21 September 2017. The MV focussed on Children in Care. As part of the formal feedback, Inspectors commented on the JPP as follows:

“The engagement of the joint parenting panel with children looked after has improved markedly since the inspection. Using a themed approach, the panel routinely considers progress against the promises to children looked after that are contained within their ‘Pledge’. Involvement of partners is good. Children in the ‘Reach out!’ group have not always enjoyed the format of the joint parenting panel. In response, members of the panel have worked with children to develop a children’s scrutiny committee. The committee, which will be chaired by children and participation workers, is due to be launched in October 2017. Children are excited about this new development”.

7. **Comments of Other Committees**

- 7.1 Not applicable.

8. **Appendices attached**

None.

9. **Background Papers**

- ‘1.’ Protocol Agreement between Health & Wellbeing Board and the SLSCB
<http://www.slough.gov.uk/downloads/SLSCB-protocol-for-HWBB-and-safeguarding-boards.pdf>
- ‘2.’ Slough Multi-Agency Early Help Strategy for Children, Young People and their Families 2017 – 2021
<http://www.slough.gov.uk/council/strategies-plans-and-policies/slough-multi-agency-early-help-strategy-for-children-young-people-and-their-families-2017-2021.aspx>

Slough Wellbeing Board's Work Programme

March 2018 - November 2018

Contact officer: Amanda Renn, Policy Officer,
Strategy and Performance, Slough Borough Council

For all enquiries: (01753) 8755660

28 March 2018

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
Constitutional matters				
Nominations for the election of the chair and vice chair for 2018/19 municipal year	Members are invited to put forward their nominations for the positions of chair and vice chair in accordance with the Board's Terms of Reference (TOR)	Democratic Services		Yes
Discussion				
Final draft of Pharmaceutical Needs Assessment (PNA) (Statutory)	The Board is asked endorse the final draft of Slough's Pharmaceutical Assessment, so that it can be published by 31 March 2018	Rebecca Howell-Jones, Consultant Public Health		No
Frimley Sustainability and Transformation Partnership (STP) integration	The Board is asked to note and comment on recent activity to deliver the STP	Alan Sinclair, Director of Adults & Communities		No
Director of Public Health's Annual Report 2018/19 (Draft) (Statutory)	The Board is asked to note and comment on the draft report	Judith Wright, Interim Director of Public Health, Berkshire		No
Draft SWB Terms of Reference (TOR) (tbc)	The Board is asked endorse the final draft of it's refreshed Terms of Reference (TOR) (tbc)	Dean Tyler, Service Lead Strategy & Performance		No
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Dean Tyler, Service Lead Strategy & Performance		No
Themed discussion				
Housing strategy (with a specific focus on tackling homelessness)	The Board is asked to review and provide input into the partnership work that is underway to develop a new homelessness prevention strategy for the borough.	Colin Moore, Service Lead, Strategic Housing Services	Eric De Mello, Head of Service Improvement, SCST	No
Information				
Prevent Action Plan	The Board is asked to note recent activity by the Prevent Violent Extremism Group	Naheem Bashir, Prevent Coordinator	Assistant Director,	No

					Strategy and Engagement	
BCF quarterly report (Statutory)		The Board is asked to note the quarterly report		Mike Wooldridge, BCF Programme Manager	Director Adult Social Care	No
Draft Autism Strategy (tbc)		The Board is asked to note and approve the draft Strategy. This is a referral from the Health PDG(tbc)		Geraldine Smith, Autism Practice Lead		No
Council's Five Year Plan (2018)		The Board is asked to note the refreshed Plan prior to it being taken to council for endorsement in March 2018		Dean Tyler, Service Lead Strategy & Performance		No
Draft Terms of Reference (TOR) for the SEND Partnership Board		The Board is asked endorse the final draft of the SEND Partnership Board's Terms of Reference (TOR)		Vikram Hansrani, Service Lead SEND, Children Learning & Skills		No
Draft SWB Annual Report for 2017/16		The Board is asked to note the steps taken to prepare the Board's annual report and provide examples of cross partnership working that can be added to the current draft.		Dean Tyler, Service Lead Strategy & Performance	Chairs of subgroups	No

9 May 2018

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
Constitutional matters				
Election of the chair and vice chair for 2018/19 Municipal Year	The Board is asked to elect the chair and vice chair for the 2018/19 Municipal Year	Democratic Services		Yes
Discussion				
Frimley Sustainability and Transformation Partnership (STP) integration	The Board is asked to note and comment on recent activity undertaken to deliver the STP	Alan Sinclair, Director of Adults & Communities		No
SWB Annual report for 2017/18	The Board is asked to endorse the final draft of its annual report so that it can be taken to full council for endorsement	Dean Tyler, Service Lead Strategy & Performance	Chairs of subgroups	No
Forward Work Programme	The Board is asked to review and update	Dean Tyler, Service		No

	the Forward Work Plan	Lead Strategy & Performance	
Feedback on the One you: get active (obesity) campaign	The Board is asked to note and comment on the report from the one you: get active (obesity) task and finish group on their recent campaign	One you: get active (obesity) task and finish group chair	No
Feedback from the Prevention Strategy/action plan innovation cafés (tbc)	The Board is asked to discuss and comment on feedback from the innovation cafes and agree next steps (tbc)	Rebecca Howell-Jones, Consultant Public Health	No
Themed discussion			
To be confirmed	To be confirmed	To be confirmed	
Information			
Carers MOU – one year on	The Board is asked to review how the MOU is operating and receive an update on the outcomes achieved for carers.	Commissioning team	Director, Adult Social Care
SPACE annual report 2017 (including 2018 plans for VS support to Slough CCG and Slough's Adult Social Care Services)	The Board is asked to note the annual report and comment on SPACE's plans for 2018	Commissioning team and SCVS	Director, Adult Social Care

18 July 2018

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
Discussion				
Feedback on the One you: get connected (loneliness) campaign	The Board is asked to note and comment on the report from the one you: get connected (loneliness) task and finish group on their recent campaign	One you: get connected (loneliness) task and finish group chair		No
Frimley Sustainability and Transformation Partnership (STP) integration	The Board is asked to note and comment on recent activity undertaken to deliver the STP	Alan Sinclair, Director of Adults & Communities		No
BCF annual report 2017/18 (statutory)	The Board is asked to discuss and endorse the BCF's annual report	Mike Wooldridge, BCF Programme Manager	Director Adult Social Care	Yes
Healthwatch Slough Annual Report 2017/2018 (Statutory)	The Board is asked to discuss and endorse Healthwatch's annual report	Nicola Strudley		Yes
Annual review of Joint Wellbeing Strategy priorities and preparation for the October	The Board is asked to endorse the approach being taken to review and agree	Dean Tyler, Service Lead Strategy &	Democratic Services	No

2018 Conference	refreshed priorities for the Strategy and to comment on the early arrangements being made for the 2018 partnership conference	Performance		
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Dean Tyler, Service Lead Strategy & Performance		No
Themed discussion				
To be confirmed	To be confirmed	To be confirmed		
To be confirmed	To be confirmed	To be confirmed		
Information				

26 September 2018

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
Discussion				
Planning for October 2018 Partnership Conference	The Board is asked to agree the programme for, and the arrangements being made, for the 2018 partnership conference	Dean Tyler, Service Lead Strategy & Performance		No
Feedback on the One you: be resourceful (poverty) campaign	The Board is asked to note and comment on the report from the one you: be resourceful (poverty) task and finish group on their recent campaign	One you: be resourceful (poverty) task and finish group chair		No
Frimley Sustainability and Transformation Plan (STP) integration	The Board is asked to note and comment on recent activity undertaken to deliver the STP	Alan Sinclair, Director of Adults & Communities		No
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Dean Tyler, Service Lead Strategy & Performance		No
Themed discussion				
To be confirmed	To be confirmed	To be confirmed		
Information				

BCF quarterly report (Statutory)	The Board is asked to note the quarterly report	Mike Wooldridge, BCF Programme Manager	Director Adult Social Care	No
Prevent Action Plan	The Board is asked to note recent activity by the Prevent Violent Extremism Group (tbc)	Naheem Bashir, Prevent Coordinator	Assistant Director, Strategy and Engagement	No
Berkshire Suicide Prevention Strategy and Action Plan update	The Board is asked to note recent activity under Berkshire's Suicide Prevention Strategy's Action Plan (annual update)	Rebecca Howell-Jones, Consultant Public Health		No

14 November 2018

Subject	Decision requested	Report of	Contributing Officers(s)	Key decision *
Discussion				
Feedback on the mental health campaign	The Board is asked to note and comment on the report from the mental health task and finish group on their recent campaign	Mental health task and finish group chair		No
Frimley Sustainability and Transformation Plan (STP) integration	The Board is asked to note and comment on recent activity undertaken to deliver the STP	Alan Sinclair, Director of Adults & Communities		No
Slough Safeguarding Adult's Board (SSAB) Annual Report 2017/18 (Statutory)	The Board is asked to note the annual report and comment on the SSAB's plans for 2018/19	Nick Georgiou, Independent Chair of SSAB		Yes
Slough Local Safeguarding Children's Board (SLSCB) Annual Report 2017/18 (Statutory)	The Board is asked to note the annual report and comment on the SLSCB's plans for 2018/19	Nick Georgiou, Independent Chair of SLSCB		Yes
Forward Work Programme	The Board is asked to review and update the Forward Work Plan	Dean Tyler, Service Lead Strategy & Performance		No
Themed discussion				
Feedback from the October 2018 Partnership Conference	The Board is asked to discuss and comment on feedback from the conference and agree next steps	Dean Tyler, Service Lead Strategy & Performance		No
To be confirmed	To be confirmed	To be confirmed		

Information			
BCF quarterly report (Statutory)	The Board is asked to note the quarterly report	Mike Wooldridge, BCF Programme Manager	Director Adult Social Care
			No

Criteria

Does the proposed item help the Board to:

- 1) *Deliver one its statutory responsibilities?*
- 2) *Deliver agreed priorities / wider strategic outcomes / in 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: 25th January 2018

CONTACT OFFICER: Fatima Ndanusa, Public Health Programme Manager
(For all Enquiries): (01753) 875148

WARD(S): All

PART I

FOR INFORMATION

**JOINT STRATEGIC NEEDS ASSESSMENT (JSNA) - REFRESH AND REDESIGN
PROCESS 2017– 2018**

1. Purpose of Report

To provide assurance to the Slough Wellbeing Board that the JSNA refresh/redesign programme is underway and is on target to deliver a finished product by July 2018.

2. Recommendation(s)/Proposed Action

The Slough Wellbeing Board is requested to note the report and feedback any comments they may have on it to Fatima Ndanusa or Amanda Renn after the meeting.

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

The JSNA redesign process supports the fulfilment of the statutory requirement to conduct a JSNA to inform the Slough Joint Wellbeing Strategy and subsequent commissioning plans, as set out in the Health and Social Care Act (2012).

4. Other Implications

- a) Financial – None directly related to this paper.
- b) Risk Management – None at this time. Further risk assessment and management will be carried out for specific actions on an ongoing basis.
- c) Human Rights Act / Other Legal Implications – The JSNA redesign and refresh supports the requirement to conduct a JSNA to inform the Slough Joint Wellbeing Strategy and subsequent commissioning plans as set out in the Health and Social Care Act (2012).
- d) Equalities Impact – the Slough Wellbeing Board must meet the Public Sector Equality Duty under the Equality Act 2010 and consideration will be given to this throughout the JSNA refresh process.

5. Supporting Information

5.1 *Background*

The Health and Social Act (2012) states that there is a requirement for all Health & Wellbeing Board's working through local authorities and the Clinical Commissioning

Group's (CCG's) to produce a Joint Strategic Needs Assessment (JSNA) of the health and wellbeing of their local community.

5.2 **JSNA iterations since 2013/14**

- The transfer 2013/14 of Public Health into the six Unitary Authorities (UA's) across the Berkshire region presented a new opportunity to create a web-based JSNA. This involved transforming a paper based JSNA document into a distinct web based JSNA with updated, relevant data and the inclusion of ward profiles and links to the Clinical Commissioning Group Profiles.
- In 2015/16 JSNA web created above was refreshed and made up to date.
- In 2016/17 a new feature - an infographic summary was added to the JSNA; partners have found this to be very useful in general.

5.3 **Current position**

In 2017/18 it was agreed that as well as refreshing the data, the JSNA will be redesigned to give it a fresher modern look and to make its information more accessible to users by based on evolving needs.

To take this forward, a JSNA stakeholder workshop was held in October 2017. The aim of the workshop was to understand how the JSNA is used in its present state and how it might be used going forward. The half-day session was well attended and involved partners from various sectors across Slough including CCG, Slough Children's Services Trust; as well as Berkshire Public Health shared team who produce the datasets and templates for the JSNA chapters.

5.4 **Stakeholder workshop feedback included:**

- JSNA Infographic summary considered very useful and could be enhanced by being interactive e.g. with clickable links.
- Build various products to increase accessibility, such as 'mind maps', charts, reports, more infographics, videos and briefing notes

Links between the JSNA and the 5YP (and other strategic documents) and accountability/governance regarding JSNA recommendations should be clear.

5.5 **Steps for JSNA development – Activity timelines**

Activity 1	<u>Infographic Summary Update</u> Update JSNA infographic summary with new template and updated data - underway and on target to be delivered March 2018
Activity 2	<u>Create Dashboard</u> Develop new JSNA dashboard with key trend data from across JSNA – in development. Initial discussions have been had with the shared team and SBC performance Manager
Activity 3	<u>Chapters refresh</u> Key staff to review the existing JSNA text and data and update

	these as is required – ongoing until June 2018.
	JSNA programme task and finish group to coordinate, collate and review and sign-off chapters – February to June 2018
Activity 4	<u>Upload and Go Live!</u> Upload finalised chapters and supporting information - completion July 2018

6. **Comments of other Committees**

No other committees have to date commented on the JSNA update. Progress on the JSNA refresh is due to be considered at the next Health and Social care PGD on 1 March 2018.

7. **Conclusion**

The redesigned JSNA will provide an up to date way of presenting information and data that is more accessible to a wider audience. It will have the ability to be used as a tool for planning local services and the ability to provide data to key stakeholders for commissioning intentions.

The redesigned JSNA will be a usable web based assessment of the current and future health and social care needs of the people of Slough. It will be owned by the SWB and will be used to inform the Slough Wellbeing Strategy and will continue to consider emerging wider factors that impact on health and wellbeing.

It can also provide a platform for developing opportunities to identify local assets, which will over time contribute to improving outcomes and reduce inequalities.

8. **Appendices attached**

None.

9. **Background Papers**

‘1.’ - <http://www.slough.gov.uk/council/joint-strategic-needs-assessment/jsna-summary-and-why-we-need-it.aspx>

‘2.’ - <http://www.slough.gov.uk/council/joint-strategic-needs-assessment/>

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SLOUGH WELLBEING BOARD - ATTENDANCE RECORD 2017/18

MEMBER	19/07	27/09	15/11	25/01	28/03	09/05
Naveed Ahmed	P	P	P			
Nicola Clemo	Eric De Mello (Sub)	P	Eric De Mello (Sub)			
Cate Duffy	Ap	Ap	P			
Cllr Pantelic						
Cllr Sabia Hussain	P	P				
Roger Parkin	P	P	Ap			
Ramesh Kukar	P	Jesal Dhokia(Sub)	P			
Lise Llewellyn	Ap					
Dr Jim O'Donnell	Ap	P	Ap			
Les O'Gorman	Ap	Ap	P			
Lloyd Palmer	Ap	P	P			
Colin Pill	Ap	Arunjot Mushiana (Sub)	P			
Judith Wright	Ap	Rebecca Howell Jones(Sub)	Rebecca Howell Jones (sub)			
SYP Representative						
Alan Sinclair	P	P	P			
Supt. Wong	P	CI Spencer (Sub)	Ap			
NHS England representative	Ap	Ab	Ab			

P = Present Sub = Substitute sent Ap = Apologies given Ab = Absent, no apologies given

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