

**MINUTES OF THE  
EAST LANCASHIRE HEALTH AND WELLBEING PARTNERSHIP**  
held at  
Walshaw House, Nelson  
Monday 29<sup>th</sup> September 2014 @ 2.30pm

<b>NAME</b>	<b>REPRESENTING</b>
Councillor Tony Harrison – in the Chair	Burnley Council
Azhar Ali	Lancashire County Council
Mike Banks	Lancashire County Council
Christine Blythe	BPR CVS
Mick Cartledge	Burnley Council
Ian Clark	Together Housing
Dianne Gardner	LCC
Rob Grigorjevs	Hyndburn Council
Councillor Bridget Hilton	Ribble Valley Council
Councillor Helen Jackson	Rossendale BC
Helen Lockwood	Rossendale BC
Philip Mousdale	Pendle Council
Di van Ruitenbeek	East Lancs CCG
Imelda Grady	Burnley Council

<b>1.</b>	<b>Apologies</b>
	Apologies were received from Mike Ions, Colin Hirst and Mike Wedgwood.
<b>2.</b>	<b>Minutes</b>
	The minutes of the meeting held on 22 <sup>nd</sup> July 2014 were confirmed as a correct record.
<b>3.</b>	<b>Matters Arising</b>
	<p>1. Di van Ruitenbeek circulated for information a list detailing examples of engagement activities that the CCG had hosted during 2013/14. She also distributed a post card which was being used to <b>seek the public's views on local health care services</b> and which had been placed in various public areas.</p> <p>Members said that the postcards should be sent to all Parish Councils in order to reach the rural communities. Di said she would check if a wider circulation of the postcards could be done.</p> <p>2. Azhar Ali referred to the overspend on A&amp;E admissions which was</p>

	<p>being met from the CCG's transformational budget. He asked how much was in the transformational fund and how much had been used on A&amp;E admissions. Di agreed to respond to Azhar with this information. Councillor Hilton said that this situation at A&amp;E was mainly due to a national shortage of GPs and asked if there was a shortage in East Lancashire. Di said that the CCG was doing a lot of engagement work and hoped to produce a new model of primary care which could be rolled out across the 5 districts. She added that NHS England was responsible for funding GP services and not the CCG. Councillor Hilton agreed that a whole system approach was required and spoke about the amount of unnecessary GP contacts that came about because of people living in isolation.</p>
4.	<p><b>Revised Lancashire Health and Wellbeing Strategy</b></p>
	<p>Azhar Ali presented the revised Lancashire Health and Wellbeing Strategy which had been refreshed to address issues and provide a more outcome based approach.</p> <p>Dianne Gardner said that there still needed to be clarity on the interface between this Partnership and the Strategy and what expectations the Board had of the Partnership.</p> <p>Helen Lockwood said that she was working with LCC and others on what the strategy meant in practical terms for Rossendale. She suggested that a report should be brought which reflected the strategic framework and how it could be translated into practical actions which the Partnership could deliver on.</p> <p>Azhar said that the Partnership needed to focus more on strategic issues which would help East Lancs, such as lobbying the LEP for additional money and influencing the economic agenda.</p> <p><b>It was agreed: That the revised strategy be noted.</b></p>
5.	<p><b>Six Shifts Workshops</b></p>
	<p>Mick Cartledge said that all councils had been invited to a workshop to consider the six shifts to improve the health and wellbeing of citizens that had been agreed by the Lancs Health and Wellbeing Board.</p> <p>Dianne Gardner explained that this had been one of many sessions that</p>

	would be held with the aim of gathering evidence from partners which would be pulled together and reported to JOG and the HWB Board before being brought back to the Partnership.
<b>6.</b>	<b>Notes from the East Lancs Partnership Workshop day</b>
	Mick Cartledge and Dianne Gardner provided summary notes from the workshop that had been held to determine the priorities for inclusion in the Partnership's framework. The notes had also been used to inform the Partnership's revised Terms of Reference.
<b>7.</b>	<b>East Lancashire Health and Wellbeing Partnership Framework 2014-2016</b>
	<p>Dianne Gardner reported on the first draft of the ELWBP framework 2014–2016 and sought feedback from members on its content and timescales. Members suggested that the Framework should</p> <ul style="list-style-type: none"> <li>• include some wording about the added value that the Partnership brought</li> <li>• expand partners' roles and responsibilities and what each partner organisation contributed</li> <li>• include a commitment to share resources</li> </ul> <p>Members agreed that the Framework needed to be realistic and something partners could own. They asked for the table on shared actions and approaches to be reordered, to include the key actions/interventions and details of the partners and the expected timescales of delivery.</p> <p>Members agreed that the length of the document was appropriate and the way it was laid out was helpful. They asked that the language be kept simple as partners would need to share it within their own organisations.</p> <p>Mike Banks referred to four data sets that had been agreed by LCC and said that the partnership should consider its contribution to these and include them in the framework. Dianne said she would contact Mike Leaf for this information.</p> <p><b>It was agreed: That Dianne Gardner restructure the framework and submit it to the Partnership for comment.</b></p>
<b>8.</b>	<b>Terms of Reference</b>
	<p>Mick Cartledge submitted the revised Terms of Reference for approval. Members agreed that the membership should include representatives from the East Lancs Hospital Trust, Lancs Care Foundation Trust and Calico housing.</p>

	<p>Members asked that the partnership's objectives include its role in increasing democratic accountability and include linkages to the Children and Adult Safeguarding Board, Police and Fire and Rescue.</p> <p>Members were invited to nominate a vice chair for the partnership and Councillor Hilton was duly appointed.</p> <p>Christine Blythe agreed to pull together details of the work being undertaken by voluntary groups and bring it back to the Partnership.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li><b>(1) That subject to the amendments suggested at the meeting the revised Terms of Reference be approved.</b></li> <li><b>(2) That the Chair write to the Chief Executives of the East Lancs Hospital Trust and Lancs Care Foundation Trust asking them to nominate a representative to sit on the Partnership.</b></li> <li><b>(3) That BPR CVS bring a report to the next meeting detailing the work being undertaken by the third sector.</b></li> <li><b>(4) That Councillor Bridget Hilton be appointed Vice-Chair of the Partnership.</b></li> </ul>
<b>9.</b>	<b>Better Care Fund update and templates</b>
	<p>Members considered the Better Care Fund revised templates which had been submitted to the Government for approval.</p> <p>Mike Banks said that he expected feedback on the document by 1<sup>st</sup> October.</p> <p><b>It was agreed: That the update be noted.</b></p>
<b>10.</b>	<b>Active East update</b>
	<p>Dianne Gardner said that Clive would attend the next meeting to give an update on the Active East project.</p> <p><b>It was agreed: That a presentation be made at the next meeting.</b></p>
<b>11.</b>	<b>AOB</b>
	<p>Mick Cartledge referred to LCC's consultation document on the development of the Integrated Wellbeing Service across Lancashire.</p> <p>Dianne Gardner explained that the aim was to provide an initial point of contact for everyone and to then map out specialist interventions required to deliver a more integrated wellbeing service for adults and children across Lancashire.</p>

	<b>It was agreed: that Dianne Gardner circulate a paper with further details of the Integrated Wellbeing Service.</b>
<b>12.</b>	<b>Dates of future meetings</b>
	The date of the next meeting was agreed as Tuesday 18 <sup>th</sup> November 2014 at 2.30 p.m.at Walshaw House Nelson.

**Lancashire Health and Wellbeing Board  
Minutes  
1<sup>st</sup> September 2014**