

# WESTMINSTER HEALTH & WELLBEING BOARD

## Actions Arising

### Meeting on Tuesday 20<sup>th</sup> March 2018

Action	Lead Member(s) And Officer(s)	Comments
<b>Minutes and Actions Arising</b>		
Board to receive an annual report from the Care Quality Commission on its overall work.	Chris Neill / Bernie Flaherty / Dylan Champion	
<b>Local Area Special Educational Needs and Disability Brief</b>		
Chairman to receive information on source of funding received by Central and North West London NHS Foundation Trust on preventative work on mental health in primary schools.	Victor Roman / Alison Markwell	
<b>Suicide Prevention Action Plan 2018-2021</b>		
Chairman to receive further information on London wide social media campaign on suicide prevention.	John Forde	
<b>Any Other Business</b>		
Health and Wellbeing Centres Task Group report to be circulated to the Board.	Toby Howes	Completed.

### Meeting on Thursday 18<sup>th</sup> January 2018

Action	Lead Member(s) And Officer(s)	Comments
<b>Verbal Update on the work of the Safer Westminster Partnership</b>		
Mick Smith to discuss emergency care and ambulance callouts with NHS Central London Clinical Commissioning Group.	Mick Smith / Chris Neill	
<b>Suicide Prevention Strategy Refresh</b>		
Chris Neill to approach Like Minded to discuss linking up of their work with the Suicide Prevention Strategy.	Chris Neill	

### Meeting on Thursday 16<sup>th</sup> November 2017

Action	Lead Member(s) And Officer(s)	Comments
<b>Chairman's Verbal Update</b>		
Chairman to update Board on meeting she had with NHS Property representatives at next Board meeting.	Chairman	Completed.

**Pharmaceutical Needs Assessment**

Mike Robinson to contact NHS England to see if inviting pharmacy representatives to a future Board where the Pharmaceutical Needs Assessment is an item on the agenda is appropriate.

Mike Robinson

**Meeting on Thursday 14<sup>th</sup> September 2017**

Action	Lead Member(s) And Officer(s)	Comments
<b>Sustainability and Transformation Plan</b>		
Presentation on Sustainability and Transformation Plan to be circulated to the Community Safety Partnership.	Jane Wheeler / Chris Neill	
<b>Draft Annual Report of the Director of Public Health 2016-17</b>		
Members to make any further comments and suggestions about the draft annual report to Mike Robinson prior to the next Board meeting.	All Board Members / Mike Robinson	Completed.

**Meeting on Thursday 13<sup>th</sup> July 2017**

Action	Lead Member(s) And Officer(s)	Comments
<b>Update on Development of Better Care Fund Plan 2017-19</b>		
Better Care Fund Plan for 2017-19 to be circulated to Members for further comments and final approval to be delegated to Councillor Heather Acton and Dr Neville Pursell before the 11 September deadline.	Councillor Heather Acton / Dr Neville Pursell / Dylan Champion	Completed.
<b>Work Programme</b>		
Clarification to be provided on whether the meeting scheduled for 22 March 2018 needs to be moved forward.	Councillor Heather Acton / Dylan Champion	Completed.

**Meeting on Thursday 25<sup>th</sup> May 2017**

Action	Lead Member(s) And Officer(s)	Comments
<b>Delivering the Health and Wellbeing Strategy for Westminster</b>		
Information dashboard being developed by North West London Clinical Commissioning Groups' Strategy Transformation Team to be circulated at next meeting.	Harley Collins (Health and	Completed.

	Wellbeing Manager)	
Healthwatch to circulate research undertaken on behalf of the North West London Sustainability Transformation Plan that identified gaps in the Community Independence Service to Members.	Healthwatch	Completed.
Specific priorities and projects within the Strategy to be updated to incorporate suggestions made by Members.	Dylan Champion	To be provided at a future meeting.
<b>Work Programme</b>		
Updated work programme to be circulated to Members.	Dylan Champion	To be provided at a future meeting.
Primary Care Strategy to be circulated to Members.	Chris Neill (NHS Central London Clinical Commissioning Group)	

#### Meeting on Thursday 2<sup>nd</sup> February 2017

Action	Lead Member(s) And Officer(s)	Comments
<b>Health and Wellbeing Strategy for Westminster 2017 – 2022 Implementation</b>		
A joint implementation paper setting out a clear governance structure and providing details of actions being taken by NHS Central London and NHS West London Clinical Commissioning Groups to help deliver the implementation plan to be provided at next meeting.	Ezra Wallace, Chris Neill (NHS Central London Clinical Commissioning Group) and Louise Proctor (NHS West London Clinical Commissioning Group)	Completed.
<b>Pharmaceutical Needs Assessment – Introduction</b>		
Report on implications for funding for community pharmacies being reduced for 2016/17 and 2017/18 to be provided at a future meeting.	Colin Brodie	To be provided at a future meeting.

#### Extraordinary Meeting on Tuesday 13<sup>th</sup> December 2016

Action	Lead Member(s) And Officer(s)	Comments
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## NHS Central London and NHS West London Clinical Commissioning Groups' Commissioning Plans

Members to provide any further comments on the Commissioning Plans by 20 December.	All Board Members	Completed.
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### Meeting on Thursday 17<sup>th</sup> November 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Update on the North West London Sustainability Transformation Plan and Westminster's Joint Health and Wellbeing Strategy</b>		
Board's comments in respect of the North West London Sustainability Transformation Plan to be fed back to the NHS Central and NHS North West London Clinical Commissioning Groups.	Chris Neill (NHS Central London Clinical Commissioning Group)	Completed.
<b>Work Programme</b>		
Board to receive first report on the next Pharmaceutical Needs Assessment at next meeting.	Mike Robinson / Colin Brodie	Completed.

### Meeting on Thursday 15<sup>th</sup> September 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Draft Westminster Health and Wellbeing Strategy Refresh</b>		
Final strategy to be put to the Board at the next meeting.	Meenara Islam	Completed.
<b>Housing Support and Care Joint Strategic Needs Assessment</b>		
Board to look at the Housing Support and Care Joint Strategic Needs Assessment in more detail and to support the recommendations, subject to any concerns raised by Members in the next two weeks.	All Board Members / Anna Waterman	Completed.

### Meeting on Thursday 14<sup>th</sup> July 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Draft Westminster Health and Wellbeing Strategy Refresh</b>		
Meenara Islam to circulate the dates that the consultation events and meetings are taking place to Members.	Meenara Islam	Completed.

<b>Tackling Childhood Obesity Together</b>		
Progress on the programme to be reported back to the Board in a year's time.	Eva Hrobonova	
<b>Health and Wellbeing Hubs</b>		
Details of the children's workstream to be reported to the Board at the next meeting.	Melissa Caslake	Completed.

#### Meeting on Thursday 26<sup>th</sup> May 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Draft Westminster Health and Wellbeing Strategy Refresh</b>		
Members to provide any further input on the strategy before it goes to consultation at the beginning of July.	All Board Members	Completed

#### Meeting on Thursday 17<sup>th</sup> March 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Westminster Health and Wellbeing Strategy Refresh Update</b>		
Members requested to attend Health and Wellbeing Board workshop on 5 April.	All Board Members	Completed.
Meenara Islam to circulate details of proposals discussed at an engagement plan meeting between Council and Clinical Commissioning Group colleagues.	Meenara Islam	Completed.
<b>NHS Central and NHS West London Clinical Commissioning Group Intentions</b>		
Clinical Commissioning Groups to consider how future reports are to be presented with a view to producing reports more similar in format and more user friendly.	Clinical Commissioning Groups	On-going.

#### Meeting on Thursday 21<sup>st</sup> January 2016

Action	Lead Member(s) And Officer(s)	Comments
<b>Commissioning Intentions: (A) NHS Central London Clinical Commissioning Group; (B) NHS West London Clinical Commissioning Group</b>		
Update on the Clinical Commissioning Groups' intentions to be reported at the next Board meeting.	Clinical Commissioning Groups	Completed.

<b>Westminster Health and Wellbeing Strategy Refresh</b>		
Draft proposals for the strategy refresh to be considered at the next Board meeting	Adult Social Care, Clinical Commissioning Groups and Policy, Performance and Communication	Completed.

### Meeting on Thursday 19<sup>th</sup> November 2015

Action	Lead Member(s) And Officer(s)	Comments
<b>Westminster Health and Wellbeing Hubs Programme Update</b>		
Update on the Programme to be reported at the next Board meeting.	Adult Social Care	Completed.
<b>Like Minded – North West London Mental Health and Wellbeing Strategy – Case for Change</b>		
Board to receive report on Future In Mind programme to include details of how it will impact upon Westminster and how the Board can feed into the programme to provide more effective delivery of mental health services.	Children's Services	Completed.
Board to receive report on young people's services, including how they all link together in the context of changes to services.	Children's Services	Completed.

### Meeting on Thursday 1<sup>st</sup> October 2015

Action	Lead Member(s) And Officer(s)	Comments
<b>Central London Clinical Commissioning Group – Business Plan 2016/17</b>		
West London Clinical Commissioning Group to circulate their Business Plan 2016/17 to the Board.	West London Clinical Commissioning Group	Completed.
<b>Westminster Health and Wellbeing Hubs Programme Update</b>		
Board to nominate volunteers to be involved in the Programme and to be on the Working Group.	Meenara Islam	Completed.
Update on the Programme to be reported at the next Board meeting.	Adult Social Care	Completed.

**Dementia Joint Strategic Needs Assessment – Commissioning Intentions and Sign Off**

Board to receive and update at the first Board meeting in 2016.	Public Health	Completed.
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**Meeting on Thursday 9<sup>th</sup> July 2015**

Action	Lead Member(s) And Officer(s)	Comments
<b>Five Year Forward View and the Role of NHS England in the Local Health and Care System</b>		
That a document be prepared comparing NHS England's documents with the Clinical Commissioning Groups to demonstrate how they tie in together.	Clinical Commissioning Groups/NHS England	Completed.
Board to receive regular updates on the work of NHS England and to see how the Board can support this work.	NHS England	To be considered at future meetings.
<b>Westminster Housing Strategy</b>		
Housing Strategy to be brought to a future meeting for the Board to feed back its recommendations.	Spatial and Environmental Planning	Completed.
<b>Update on Preparations for the Transfer of Public Health Responsibilities for 0-5 Years</b>		
Board to receive an update in 2016.	Public Health	Completed.

**Meeting on Thursday 21<sup>st</sup> May 2015**

Action	Lead Member(s) And Officer(s)	Comments
<b>North West London Mental Health and Wellbeing Strategic Plan</b>		
That a briefing paper be prepared outlining how the different parts of the mental health services will work and how various partners can feed into the process.	NHS North West London	Completed.
Adult Social Care representative to be appointed onto the Transformation Board.	NHS North West London Adult Social Care	Completed.
<b>Children and Young People's Mental Health</b>		
A vision statement be produced and brought to a future Board meeting setting out the work to be done in considering mental health services for 16 to 25 year	Children's Services	Completed.

olds, the pathways in accessing services and the flexibility in both the setting and the type of mental health care provided, whilst embracing a multidisciplinary approach.		
<b>The role of pharmacies in Communities and Prevention</b>		
Public Health Team and Healthwatch Westminster to liaise and exchange information in their respective studies on pharmacies, including liaising with the Local Pharmaceutical Committee and the Royal Pharmaceutical Society.	Public Health Healthwatch Westminster	Completed.
<b>Whole Systems Integrated Care</b>		
That the Board be provided with updates on progress for Whole Systems Integrated Care, with the first update being provided in six months' time.	NHS North West London	Completed.
<b>Joint Strategic Needs Assessment</b>		
Consideration be given to ensure JSNAs are more line with the Board's priorities.	Public Health	Completed.
The Board to be informed more frequently on any new JSNA requests put forward for consideration.	Public Health	On-going.
<b>Better Care Fund</b>		
An update including details of performance and spending be provided in six months' time.		Completed.
<b>Primary Care Co-Commissioning</b>		
Further consideration of representation, including a local authority liaison, to be undertaken in respect of primary care co-commissioning.	Health and Wellbeing Board	In progress
<b>Work Programme</b>		
Report to be circulated on progress on the Primary Care Project for comments.	Holly Manktelow Health and Wellbeing Board	Completed.
The Board to nominate a sponsor to oversee progress on the Primary Care Project in between Board meetings.	Health and Wellbeing Board	To be confirmed.
NHS England to prepare a paper describing how they see their role on the Board and to respond to Members' questions at the next Board meeting.	NHS England	Completed.



Action	Lead Member(s) And Officer(s)	Comments
<b>Pharmaceutical Needs Assessment</b>		
Terms of reference for a separate wider review of the role of pharmacies in health provision, and within integrated whole systems working and the wider health landscape in Westminster, to be referred to the Board for discussion and approval.	Adult Social Care	Completed

### Meeting on Thursday 22<sup>nd</sup> January 2015

Action	Lead Member(s) And Officer(s)	Comments
<b>Better Care Fund Plan</b>		
Further updates on implementation of the Care Act to be a standing item on future agendas.	Adult Social Care	Completed.
<b>Child Poverty</b>		
Work to be commissioned to establish whether and how all Council and partner services contributed to alleviating child poverty and income deprivation locally, through their existing plans and strategies – to identify how children and families living in poverty were targeted for services in key plans and commissioning decisions, and to also enable effective identification of gaps in provision.	Children's Services	In progress.
To identify an appropriate service sponsor for allocation to each of the six priority areas, in order to consolidate existing and future actions that would contribute to achieving objectives.	Children's Services	In progress.
<b>Local Safeguarding Children Board Protocol</b>		
Protocol to be revised to avoid duplication and to be clear on the different and separate roles of the Health & Wellbeing Board and the Scrutiny function.	Local Safeguarding Children Board	Completed.
<b>Primary Care Commissioning</b>		
A further update on progress in Primary Care Co-Commissioning to be given at the meeting in March 2015.	Clinical Commissioning Groups.  NHS England	Completed.

### Meeting on Thursday 20<sup>th</sup> November 2014

Action	Lead Member(s) And Officer(s)	Comments
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<b>Primary Care Commissioning</b>		
The possible scope and effectiveness of establishing a Task & Finish Group on the commissioning of Primary Care to be discussed with Westminster's CCGs and NHS England, with the outcome be reported to the Health & Wellbeing Board.	Clinical Commissioning Groups  NHS England	Completed
<b>Work Programme</b>		
A mapping session to be arranged to look at strategic planning and identify future agenda issues.	Health & Wellbeing Board	Completed.

### Meeting on Thursday 18<sup>th</sup> September 2014

<b>Action</b>	<b>Lead Member(s) And Officer(s)</b>	<b>Comments</b>
<b>Better Care Fund Plan 2014-16 Revised Submission</b>		
That the final version of the revised submission be circulated to members of the Westminster Health & Wellbeing Board, with sign-off being delegated to the Chairman and Vice-Chairman, subject to any comments that may be received.	Director of Public Health.	Completed.
<b>Primary Care Commissioning</b>		
The Commissioning proposals be taken forward at the next meeting of the Westminster Health & Wellbeing Board in November	NHS England	Completed.
Details be provided of the number of GPs in relation to the population across Westminster, together with the number of people registered with those GPs; those who are from out of borough; GP premises which are known to be under pressure; and where out of hours capacity is situated.	NHS England	Completed.
<b>Measles, Mumps and Rubella (MMR) Vaccination In Westminster</b>		
That a further report setting out a strategy for how uptake for all immunisations could be improved, and which provides Ward Level data together with details of the number of patients who have had measles, be brought to a future meeting of the Westminster Health & Wellbeing Board in January 2015.	NHS England Public Health.	Completed.

### Meeting on Thursday 19<sup>th</sup> June 2014

<b>Action</b>	<b>Lead Member(s) And Officer(s)</b>	<b>Comments</b>
<b>Whole Systems</b>		

Business cases for the Whole Systems proposals to be submitted to the Health & Wellbeing Board in the autumn.	Clinical Commissioning Groups.	Completed.
<b>Childhood Obesity</b>		
A further report to be submitted to a future meeting of the Westminster Health & Wellbeing Board by the local authority and health partners, providing an update on progress in the processes and engagement for preventing childhood obesity.	Director of Public Health.	Completed.
<b>The Health &amp; Wellbeing Strategy</b>		
A further update on progress to be submitted to the Westminster Health & Wellbeing Board in six months.	Priority Leads.	Completed.
<b>NHS Health Checks Update and Improvement Plan</b>		
Westminster's Clinical Commissioning Groups to work with GPs to identify ways of improving the effectiveness of Health Checks, with a further report on progress being submitted to a future meeting.	Clinical Commissioning Groups	Completed.
<b>Joint Strategic Needs Assessment Work Programme</b>		
The implications of language creating a barrier to successful health outcomes to be considered as a further JSNA application.  <i>Note: Recommendations to be put forward in next year's programme.</i>	Public Health Services  Senior Policy & Strategy Officer.	Completed.

### Meeting on Thursday 26<sup>th</sup> April 2014

Action	Lead Member(s) And Officer(s)	Comments
<b>Westminster Housing Strategy</b>		
The consultation draft Westminster Housing Strategy to be submitted to the Health & Wellbeing Board for consideration.	Strategic Director of Housing	Completed.
<b>Child Poverty Joint Strategic Needs Assessment Deep Dive</b>		
A revised and expanded draft recommendation report to be brought back to the Health & Wellbeing Board in September.	Strategic Director of Housing Director of Public Health.	Completed.
<b>Tri-borough Joint Health and Social Care Dementia Strategy</b>		
Comments made by Board Members on the review and initial proposals to be taken into account when drawing up the new Dementia Strategy.	Matthew Bazeley Janice Horsman Paula Arnell	Completed.
<b>Whole Systems</b>		

A further update on progress to be brought to the Health & Wellbeing Board in June.	Clinical Commissioning Groups	Completed.
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