

'Happy, Healthy & Involved'

Whitestone Health and Wellbeing Project Board Meeting

Thursday 13 July 2017 at 1pm

Meeting notes

Present:

Di Kent
Hay Sharma
Sacha Simon
Andrea Randall
Mike Slemensek
Rachel Robinson

Apologies:

Ian Cumming
Cllr Jeff Morgan

1. Notes from previous meeting and actions

1.1 A point of inaccuracy in the minutes was noted and it was agreed they should be amended accordingly by Mike. Otherwise the notes were agreed a true record.

2. Door knock survey – initial report

2.1 Mike spoke to the initial report he had produced and circulated to board members after the survey. The report summarises the results – focusing on the responses to the first 5 questions and question 10 of the survey form (these being considered the most important questions by the board, in terms of relevance to the project's objectives). The conclusion of the report contained sixteen key points, which were discussed by the board. The overall findings from the survey broadly confirmed and supported the original project objectives.

2.2 The board felt that the survey had been a most important and successful exercise and had produced some key findings for the board to now take forward.

2.3 Mike said the report was based on 56 responses but there were a further 10 responses received by post which needed to be analysed and results added to the report – after which he will circulate an updated version of the report to the board.

ACTION: Mike

2.4 The report had highlighted the time spent by respondents looking after their grand – children and their corresponding views about the importance of having suitable facilities and environments where grandparents can take children. Andrea related this point to the proposed remodelling of Children's Centres in Warwickshire and suggested that this finding from the survey was relevant information and should be passed on to Warwickshire County

Council as part of the consultation on the plans. It was agreed that Mike should pass this information on accordingly to senior management in WCC.

ACTION: Mike

- 2.5 The survey forms will be handed to Rachel for inputting as soon as Mike has finished. The Public Health team will then produce a full report. Arrangements will be made by public Health to put the respondents who have consented to more information/services in touch with the relevant providers.

Action: Mike and Rachel

3. Social prescribing and data capture issues

- 3.1 Rachel gave the board an overview of the approach to and purpose of social prescribing, the benefits and listed some of the provision sources currently in place. Because there are numerous providers in Warwickshire – there is a risk of duplication and difficulty on measuring outcomes. Service providers for example include Age UK, Connect Well (CAVA), the WCC Dementia navigators and the hospital discharge system. There is growing evidence that social prescribing is the right way forward; it releases pressure on general practice and helps deal with the underlying social causes of medical problems. The outcomes however are by no means clear and there is a countywide commissioners group that Rachel has convened - which will be issuing a position statement for social prescribing in Warwickshire.

- 3.2 In terms of measuring outcomes Rachel itemised four methods:

- Wellbeing scores
- Surveys
- Case studies
- Audit of impact e.g. an increase in referrals to providers

- 3.3 There is a 'toolkit' that will soon be available to help evaluate programmes working with providers to help flag up their impact. Rachel will keep the board updated on this and will start work on a stakeholder analysis to accompany and inform the project work going forward.

Action: Rachel

4. Actions going forward

- 4.1 The board discussed actions going forward. Sacha stressed the importance of getting the focus right and keeping the momentum of the project going following the recent survey and the distribution of the booklet to 10,000 households. The board agreed – especially in the light of the survey finding that many people were asking about local services or were unaware that work must take place to focus people back in to the services that we already have in place- to make sure these services are known to everyone and are being used as fully as possible.

- 4.2 A future schedule of work should now include the following key elements:

(1) Utilising existing local services to the full – raising awareness/publicity/promotion etc. This should also include promotion for example on the WCC dementia Portal and Public

Health website. The sub-group should be used to help promote information e.g. leaflet drops and the Dementia Care Navigator must be used to promote our services.

(2) Utilising existing services – but which are not in the immediate local area – we may need to promote for example transport to these or an outreach approach to get existing providers to offer something in our area.

(3) Following the roll-out of the above two – then consider any outstanding requirement for new provision.

- 4.3 The next project phase was seen as building upon this framework, taking into account survey results and to carry more surveys out as we go forward. Mike and Rachel will arrange a meeting to start work on an action plan to bring back to the board.

Action: Mike and Rachel

7. Finance report

- 7.1 Sacha produced information sheets on expenditure. These were considered and following discussion the board felt that the financial data should be categorised in a way that linked to the grant criteria – so the board can be fully satisfied that the grant funding is being spent fully in accordance with these. It was also important to be able to distinguish HHI expenditure from other PPG expenditure. Sasha is to look at this further. Also, Mike will find copies of the grant application and acceptance forms and bring these to the next meeting – so that they can be used to refine the financial documents presented to the board.

Action: Mike and Sacha

- 7.2 It was further agreed that a small committee should be set up to produce and review the finances and make recommendations and brief updates to the board.

Action: Board to agree committee membership

8. Any other business

- 8.1 None brought forward.

9. Next board meeting date

- 9.1 It was agreed to pencil in monthly meetings up until the end of the year, to take place at 1pm on the second Thursday of the month. Next meeting will therefore be 19th August 2017.