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Minutes of a meeting of the Bradford and Airedale Health and Wellbeing Board held on Tuesday 25 November 2014 at City Hall, Bradford

Commenced 0935
 Adjourned 1150
 Reconvened 1200
 Concluded 1220

Members of the Board -

MEMBER	REPRESENTING
Councillor David Green (Chair)	Leader of Bradford Metropolitan District Council
Councillor Ralph Berry	Portfolio Holder for Children and Young People's Services
Councillor Amir Hussain	Portfolio Holder for Adult Services and Health
Councillor Simon Cooke	Bradford Metropolitan District Council
Suzan Hemingway	Interim Chief Executive of Bradford Metropolitan District Council
Dr Andy Withers	Bradford District Clinical Commissioning Group
Helen Hirst	Bradford City/ Bradford District Clinical Commissioning Group
Dr Philip Pue	Airedale, Wharfedale and Craven Clinical Commissioning Group
Dr Akram Khan	Bradford City Clinical Commissioning Group
Sue Cannon	NHS Area Commissioning Team Director
Anita Parkin	Director of Public Health
Janice Simpson	Strategic Director of Adult and Community Services
Michael Jameson	Strategic Director of Children's Services
Javed Khan	HealthWatch Bradford and District
Natasha Thomas	Bradford Assembly representing the Voluntary and Community sector
Simon Large	Representative of the main NHS Providers

Councillor Green in the Chair



16. **DISCLOSURES OF INTEREST**

No disclosures of interest in matters under consideration were received.

17. **MINUTES**

Resolved -

That the minutes of the meeting held on 25 November 2014 be signed as a correct record.

18. **INSPECTION OF REPORTS AND BACKGROUND PAPERS**

There were no appeals submitted by the public to review decisions to restrict documents.

19. **OPENING REMARKS**

The Leader welcomed the Local Government Association (LGA) Health and Wellbeing Board Peer Review Team to the meeting. He introduced the Review Team Members who were:

Graham Burgess, Chief Executive Wirral Council

Graham Earnshaw, Adult Social Care Workforce Programme Manager

Juliet Hancox, Chief Operating Officer for NHS Coventry and Rugby Clinical Commissioning Group

Carole Wood, Director of Public Health for Gateshead in April 2012

John Tench, Adviser LGA supporting local HealthWatch

Catherine West, Member Peer

Satvinder Rana

It was reported that the peer challenge team would undertake a four day on-site peer challenge and would seek to help the Council recognise and celebrate its strengths as well as identifying areas to explore. The team would feed back their conclusions and recommendations on the fourth day which would be followed by a written report.

20. **BRADFORD SAFEGUARDING CHILDREN BOARD ANNUAL REPORT 2013/14**

The Strategic Director Children's Services submitted **Document "H"** which reported on the Bradford Safeguarding Children Board (BSCB) annual report covering the period April 2013 – March 2014. The report set out the context of partnership work to safeguard children in the Bradford District. It also addressed some of the key priorities and challenges for Bradford Safeguarding Children Board (BSCB) and its partners. The report also contained information about the governance, resources and accountability of BSCB.

It was reported that the Bradford Safeguarding Children Board Annual Report had been submitted to the Department for Education and had also been presented to the Chief Executive of Bradford Council, the West Yorkshire Police and Crime Commissioner and the Bradford Council Children's Services Overview and Scrutiny Committee. It was produced in accordance with the requirements of "Working Together to Safeguard Children 2013", which was statutory guidance. It was a requirement of this guidance that the annual report was presented to the chair of the Health and Wellbeing Board.

Members were informed that BSCB had a small dedicated team of staff, led by the BSCB Manager. The BSCB team worked alongside officers in partner agencies to ensure that employees and volunteers in agencies that worked with children and families in the Bradford District had access to procedures, guidance, training, and other support to enable them to effectively safeguard children and promote their welfare. In order to do this, BSCB commissioned serious case reviews when a child had died or been seriously harmed and there were lessons to be learned about partnership working. Other types of review were also undertaken in order to improve services and BSCB also undertook multi-agency audits and “challenge panels” in order to understand the quality of partnership safeguarding work.

It was reported that during the period being considered the current BSCB annual report, Ofsted completed an inspection of Early Help services, Child Protection, Looked After Children, Adoption and Care Leavers in Bradford. Alongside this, Ofsted undertook an evaluation of Bradford Safeguarding Children Board. This was the first time that Bradford Safeguarding Children Board had been separately evaluated by Ofsted.

The Ofsted inspection report rated the effectiveness of BSCB as good. Detailed information about the findings of the Ofsted inspection were contained in Section 4.1 of the annual report.

Board Members were informed that Section 3, of the annual report set out a summary of safeguarding children performance data which demonstrated that, following several years of reducing referrals to Children’s Social Care Services, 2013-14 saw a rise of 5361. Historically high levels of “Section 47” (child protection) enquiries noted in 2012-13 were maintained, whilst the numbers of initial child protection case conferences (568) and child protection plans at the end of the year (577) had risen significantly. This data illustrated the rising demand not only on Children’s Social Care Services, but also on partners such as West Yorkshire Police, schools and Health Trusts.

The Annual report focused on areas of partnership safeguarding that were key partnership priorities or there were significant developments or changes of approach during 2013-14. The areas highlighted were:

- Children who go missing.
- Safeguarding Looked After Children.
- Allegations against people who work with children.
- Multi-agency responses to Child Sexual exploitation.
- Strengthening safeguarding children arrangements in Mosques and Madrassah
- Learning from Serious Case Reviews.

Members commented on a number of issues which included:

- Attendance at meetings of some of the representatives on the Child Safeguarding Board was poor; attendance was important as it ensured that all agencies were aware of the work being undertaken by the BSCB.
- What was the plan of the future in tackling various issues such as child grooming ie were the Council and other agencies doing enough?
- Easy read version of the BSCB Annual Report would be helpful for members of the public, easy read version could have been used in the safeguarding week that was held; need to consider how such important information was disseminated to different audiences.

- What was being put in place in terms of communicating with certain communities such as Eastern European communities?
- Were there any other external assessments that looked at the work of the BSCB; were they self critical enough.
- What was being undertaken about non-engaging families ie children who do not see a doctor.
- GP's should be looking through records to see who had not been seen by a doctor but this was not being undertaken consistently.
- It was important that Social Services and Health shared information.
- A further report was required which explained what was being undertaken now and what would be undertaken in the future.
- Future reports should be asking HWBB to challenge and make recommendations and not just noted.
- What extent was the Joint Health and Wellbeing Strategy (JHWB) linked to this and the wider strategy on safeguarding?

A representative of the Police force commended the valuable work of the BSCB. He also felt it would be extremely useful if relevant agencies could have a system in place that flagged up any child that was at risk of child exploitation.

In response to Members' comments it was reported that:

- Some organisations had two representatives on the board, so if one were absent they were still represented.
- Attendance of certain Members would be looked at.
- Re-organisation affected attendance but officers would ensure that key messages were reaching each organisation.
- All organisations were working hard, the BSCB also had several sub groups who had representatives from each organisation on them.
- Attendance at meetings was important but there was a balance on the amount of good work being undertaken outside of the meetings and how key issues were responded to such as responding to historical cases of child sexual exploitation.
- Partnership work was being undertaken through Families First Project and using resources differently to target certain communities.
- There were other assessments in place to look at the work of the BSCB which included the Yorkshire and Humberside peer review process; BSCB also undertook Section 11 Audits which was a self-assessment toolkit.
- The BSCB had a healthy open relationship with the Police and Crime Commissioner's office.
- A bulk of the work undertaken on non-engaging families was through health visitors.
- It was difficult to get involved with a family who did not engage with services; there was a delay in finding families who were not registering children at school and families who moved out of the area.
- Information sharing across the various agencies was good.

In response to Members' comments it was reported that the Bradford Safeguarding Children Board (BSCB) self evaluated using two mechanisms which were through:

- Section 11 audit – Section 11 Audit was a comprehensive self-evaluation audit process; previously, BSCB required statutory partner agencies to complete a Section 11 audit on a bi-annual basis; however, during 2013-14 BSCB negotiated with the Safeguarding Children e-Academy to change to an electronic system; agencies would be able to complete the audit tool online and include links to key documents and at the same time, BSCB staff could monitor progress.
- Multi-agency themed Challenge Panels - Challenge Panels were a multi-agency forum where opportunity was given to analyse randomly selected cases focused on a central theme.

Resolved –

- (1) **That a further report be presented to the Board on the progress made with the Bradford Safeguarding Children Board Work Plan for 2014/15.**
- (2) **That a further report be presented to the Board on whether relevant agencies could have a system in place that flags up any child that is at risk of child sexual exploitation so that any agency that had access to records could immediately be alerted of a child at risk.**

ACTION: Strategic Director, Children's Services

21. SAFEGUARDING VULNERABLE ADULTS INCLUDING THE BRADFORD SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2013/14

The Strategic Director of Adult and Community Services submitted **Document "I"** which updated the Health and Wellbeing Board on a range of issues relating to adult safeguarding, including challenges posed by the implementation of the Care Act 2014. The Safeguarding Adults Board Annual Report for 2013/14, published in November, was also attached to the report.

It was reported that the prominent issues for safeguarding vulnerable adults included: the Care Act 2014 implications, which meant a greater focus on quality and outcomes for adult services, particularly in relation to adults at risk. Also, the prominence of child sexual exploitation on the national agenda had prompted closer collaboration between adult's and children's safeguarding in Bradford to promote better sharing of information and intelligence. Deprivation of Liberty Safeguards and the challenges posed by the Supreme Court ruling in March 2014 also had implications for safeguarding, as did the development of the Crisis Care Concordat and the forced marriage issues raised by the Anti-Social Behaviour, Crime and Policing Act 2014.

Members were informed that 2013/14 Bradford Safeguarding Adults Board Annual Report was the last in which such a report would be discretionary, rather than mandatory because of the requests of the Care Act that came into force in April 2015.

It was reported that the Annual Safeguarding week ran jointly with the Safeguarding Children's Board which continued to be a successful and informative event.

Members commented on a number of issues which included:

- What was meant by vulnerable?
- How people with mental health needs were supported required improvements.
- Police cells were not a suitable place to hold people suffering from mental health.
- Issues around the care and treatment of people suffering from mental health needed looking at.
- A further report on safeguarding vulnerable adults was required which explained what was being undertaken now and what would be undertaken in the future.

In response to Members' questions it was reported that:

- The Care Act made it clear that vulnerable people were people who were at risk and in need of some kind of support services and not able to support themselves without additional support from someone else/agency.
- The Local Authority was working with its partners in the NHS, Police, Public Health and the not-for-profit sector to redesign and improve the way that agencies responded to people who were in crisis due to mental health problems. This was being built around the work undertaken as part of the Crisis Care Concordat (CCC). The CCC was a directive from the Department of Health, which challenged local areas to review and redesign crisis services to meet the principle "that people in crisis because of a mental health condition are kept safe and helped to find the support they need – whatever the circumstances in which they first need help and from whichever service they turn to first".

Resolved –

- (1) That the Board has a themed meeting at least annually that looks at safeguarding issues across Adults and Children's Services as part of its responsibilities for the health and wellbeing of the district.**
- (2) That a further report be presented to the Board on the progress made with the Bradford Safeguarding Adults Board Work Plan for 2014/15 and priorities for 2015/16.**
- (3) That progress on the Crisis Care Concordat and the improvements being made to enhance the way that services responded to people who are in crisis due to mental health needs be presented to the Board meeting in February 2015.**

**ACTION: Strategic Director Adult and Community Services/
Director of Public Health**

22. FUNDING TRANSFER FROM THE NHS TO SOCIAL CARE

The Strategic Director of Adult and Community Services submitted **Document "J"** which outlined the proposals to use the funding transfer from the NHS to social care and to seek agreement from the Health and Wellbeing Board on the funding proposals.

The report informed Members of the Board that the three Clinical Commissioning Groups covering Bradford District were in agreement with the funding proposals (detailed in Document "J"). Guidance provided by NHS England required that Clinical Commissioning Groups and the local authority bring this joint report to agree what the funding would be used for, along with any measurable outcomes and agree the monitoring arrangements.

The report also updated the Health and Wellbeing Board on the Better Care Fund plan for Bradford.

Resolved –

That the Health and Well Being Board are aware of the funding from the Clinical Commissioning Groups and the NHSE (National Health Service Executive) and agree to the preparation of the S256 agreement with NHS England.

ACTION: Strategic Director Adult and Community Services

23. BRADFORD DISTRICT BETTER CARE FUND

The Strategic Director Adult and Community Services submitted **Document “K”** which set out the current arrangements for submission of the Bradford District Better Care Fund. The report detailed the national assurance process all Better Care Fund Submissions were subject to. The report further detailed the level of approval the Bradford submission had achieved to date and set out the further stages of approval the submission needed to go through for final approval.

Resolved –

- (1) That the Health and Wellbeing Board endorse the Bradford Better Care Plan approved by the Chair of the Health and Well Being Board on the 19th September 2014.**
- (2) That the Health and Well Being Board delegate to the Chair of the Board in consultation with the Strategic Director Adult and Community Services and the representatives of the Clinical Commissioning Groups the authority to approve the next iteration of the Bradford Plan for submission.**

ACTION: Strategic Director Adult and Community Services

24. INTEGRATION AND CHANGE BOARD AND BRADFORD HEALTH AND CARE COMMISSIONERS

The Director of Collaboration, NHS Airedale, Wharfedale and Craven, Bradford City and Bradford District CCG submitted **Document “L”** which reported on the Integration and Change Board.

In line with the established governance arrangements, and the requirements of the Health and Wellbeing Board terms of reference, the report updated Health and Wellbeing Board on the key messages emerging from, and the main work areas being progressed through, the Integration and Change Board through receipt of the minutes of the meetings held in June and August 2014.

As part of the required governance arrangements, the annual review of the Integration and Change Board Terms of Reference took place at the October meeting and these were required to be endorsed by the Health and Wellbeing Board.

Resolved –

- (1) That the Board receives the minutes of the Integration and Change Board (June and August 2014).**
- (2) That the Board endorses the Integration and Change Board Terms of Reference.**

ACTION: Director of Collaboration, NHS Airedale, Wharfedale and Craven, Bradford City and Bradford District CCG

25. LOW EMISSIONS ZONE FEASIBILITY STUDY

In summer 2011 Environmental Health Services successfully made a bid to Defra for a grant allocation to develop a Low Emission Strategy for the Bradford District. Funds were also obtained to carry out a feasibility study for a Low Emission Zone within the District.

The Strategic Director Environment and Sport submitted **Document “M”** supported by a presentation which reported on the findings of a recent Low Emission Zone Feasibility Study which had been undertaken for the Bradford District.

It was reported that old buses produced high pollution levels as buses gave off 43 per cent of the nitrogen oxide emissions within Bradford’s inner ring road and old buses were often the most polluted.

The Leader stressed that First Bus should start buying new buses for Bradford and not using cast-offs from everywhere else.

Members were informed that the results of the study suggested that the most cost efficient measure to improve lowering emissions and improving public health would be to get bus operators to improve their fleet particularly through using compressed natural gas as fuel instead of diesel.

The Leader emphasised the need to write to the West Yorkshire Combined Authority, which was responsible for public transport, to let it know the potential benefits of cleaning up the buses.

Resolved –

- (1) That the Board is asked to consider the contents of the study and the conclusions which it draws in relation to the health of the District.**
- (2) That the Board makes representation to the West Yorkshire Combined Authority (WYCA) about the findings of the study and the improvements which can be achieved by “cleaning up the buses”. In particular that this be considered as part of the negotiations about the bus quality contract or partnership.**
- (3) That the Board supports any opportunities which arise to seek funding to tackle issues identified within this study. This is particularly relevant in light of the Office for Low Emissions Vehicles funding which is currently available (£500million).**

- (4) That the Board acknowledges that further work is needed following the conclusions of the study to develop policies that focus on the following areas that would deliver improved air quality and health improvements through the reductions in;
- bus emissions
 - heavy goods vehicle emissions
 - the proportion of diesel cars within the Districts passenger car fleet
 - the overall number of passenger vehicles by increasing levels of active travel and public transport uptake

ACTION: Strategic Director Environment and Sport/Interim Chief Executive

Chair

Note: These minutes are subject to approval as a correct record at the next meeting of the Committee.

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER