



**TO COUNCILLOR:**

Miss A R Bond  
G A Boulter

J W Boyce (Chair)  
J Kaufman

Dr T K Khong  
Mrs H E Loydall

Dear Sir or Madam

I hereby **INVITE** you to attend a meeting of the **HEALTH AND WELLBEING BOARD** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **WEDNESDAY, 24 JANUARY 2018** at **1.30 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices  
Wigston  
**12 January 2018**

**Mrs Anne E Court**  
Chief Executive (Interim)

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**For more information, please contact:**

**Head of Health & Leisure Services**

Oadby and Wigston Borough Council  
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**MINUTES OF THE MEETING OF THE HEALTH AND WELLBEING BOARD HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 11 OCTOBER 2017 COMMENCING AT 1.30 PM**

**PRESENT**

Councillor J Kaufman (Chair)

**COUNCILLORS**

G A Boulter

J W Boyce

**OFFICERS IN ATTENDANCE**

Mrs A Lennox MBE (Head of Health & Leisure Services)

**OTHERS IN ATTENDANCE**

Sharon Rose	(Locality Manager, East Leicestershire CCG)
Dave Cliffe	(Voluntary Action)
Ruth Mann	(South Leicestershire School Sports Partnership)
Amy McCue	(Ingeus Diabetes Prevention Programme)
Claire Bradshaw	(Leicestershire County Council Libraries)
Rachel Barton	(Leicestershire Nutrition & Dietetics Service)
Nabiha Khalifa	(Leicestershire Nutrition & Dietetics Service)
Alison Maulin	(Commissioner for Mental Health)

**9. WELCOME BY CHAIRMAN, COUNCILLOR JEFFREY KAUFMAN**

The Chair, Cllr Jeffrey Kaufman, welcomed attendees to the meeting.

**10. APOLOGIES FOR ABSENCE**

Cllr Dr T Khong, Cllr Helen Loydall, Debbie Preston, Dr Varakantam, Kane Radford, Mark Braham, Malcolm Brown, James Naylor.

**11. MINUTES OF THE PREVIOUS MEETING HELD ON 15 AUGUST 2017**

The minutes of the meeting of the HWBB held on 15 August 2017 to be taken as read, confirmed and signed by the Chair.

**12. UPDATE ON OADBY AND WIGSTON HEALTH PRIORITY 1. DEMENTIA / MENTAL HEALTH**

DC from Voluntary Action provided an update on progress made on the Dementia/Mental Health priority, since the last meeting.

DC provided a hand-out (**see appendix 1**) about the Oadby & Wigston and Blaby District Mental Health Forum, in addition to information about the proposed Dementia Alliance for Oadby and Wigston.

The Mental Health Forum's key priorities are mapping; networking and disseminating good practice. The group has recently set up a Facebook page for information sharing and to raise awareness of some of the support that is available in the area. One of the key steps

is the proposed Wellbeing Café for Oadby and Wigston. This will be trialled before rolled out across the borough.

DC confirmed that following several discussions with dementia services in Oadby and Wigston, there has been an expression of interest for a Dementia Alliance model, which would complement the work on mental health. The first steps will be to bring interested parties together to map current work in the area, identify what support is required and how people could work together for the benefit of the community. The date for this meeting is to be confirmed. Further information can be obtained from Dave Cliffe, Community Development Officer at Voluntary Action Leicestershire, [dave.c@valonline.org.uk](mailto:dave.c@valonline.org.uk)

DC confirmed his Community Development post ends in December 2017; therefore he is not in a position to take forwards the Dementia agenda. However there may be an opportunity for the new Local Area Coordinators to do this once in post. DC confirmed there were key challenges including getting people together and building confidence within the groups to start their own projects, as well as working together to access funding. He confirmed that early intervention with children in respect to mental health issues was important.

AM confirmed that two new services have recently gone live; Dementia service for Leicester and Leicestershire, with an aligned service for Rutland. This will support those with a diagnosis who have been admitted to hospital and provide support on discharge. It will also provide advice to carers.

AM informed the group that the jointly commissioned model for Mental Health has provided 7 contracts with three providers (Richmond Fellowship, MKH and Voluntary Action South Leicestershire). Richmond Fellowship is a 3 year commissioned programme aiming to provide advice, as well as community recovery support. Promotion is via the Local Area Coordinators; First Contact; Voluntary Action and GP's. SR was concerned that the information has not yet filtered through to the GPs; SR to contact the Lead, John Singh.

### **13. OADBY AND WIGSTON HEALTH PRIORITY 2. DIABETES / HEALTHY WEIGHT**

Meeting attendees were split into two groups to provide an opportunity to discuss the following in relation to priority 2. Diabetes and Healthy Weight:

- How we can better work together to help our residents
- What support/action is needed
- How will this action be measured

**Diabetes:** Feedback from the groups confirmed the need to have GP's on board particularly for diabetes testing. It was clear that more work needed to be carried out to identify the hard to reach groups. Suggestions included setting up a Road show, to include diabetes testing, and information about healthy eating. Lloyds Chemist is one of the few pharmacists that carry out diabetes testing, encouraging others to do likewise would be beneficial. SR suggested a discussion should take place with the Pharmacists Association. Targeting advice to people's needs is key. Lifestyle issues are not about lack of knowledge; it is more about a lack of time. Discussion also took place about the referral process and whether this could be simplified.

**Healthy weight:** Breakfast clubs in schools to address obesity levels in children (play sport and have breakfast), especially in the lead up to exams/SATS.

More education for secondary schools pupils, campaigns etc. On-going messages about the importance of drinking water. Utilise the Unified Prevention Board's, up seasonal campaigns, which includes keeping active, staying warm, flu jabs and healthy eating.

#### **14. ANY OTHER BUSINESS**

CB from Leicestershire Libraries confirmed there are changes to the Libraries moving forwards, in order to cut costs. 'Library Plus' will be a facility that is not staffed, but visitors can self operate (taking out books and returns). There will be times however when staff will be on site and opening times will be longer and include evenings. This is running as a pilot scheme in Syston currently.

A number of other attendees provided information/leaflets about the range of programmes being delivered locally including FLiC, LEAP, Dementia Carers Support Group and Leicestershire Libraries launch of Reading Well Long Term Conditions. AL highlighted the opportunity for organisations to promote their campaigns, activities and events via the Council's newsletter 'Letterbox'. All information to be forwarded to AL by Monday 16 October, at the latest, in order to be considered for inclusion.

SR provided an update about the new 2.1 NHS Summary Care Records (SCR) **see appendix 2**. The SCR is an electronic summary of key clinical information, (including medicines, allergies and adverse reactions about a patient), sourced from the GP record. It is used by authorised healthcare professionals, with the patient's consent, to support their care and treatment. SCR 2.1 is a second version which is being distributed, following on from the original SCR posted out to individuals 3 to 4 years ago. It is a more detailed record, which requires individuals to opt in. This version will provide access to more detailed records, vital in time of need. There will be no mail-out this time, due to costs. Forms are available at GP surgeries, or can be downloaded from the website.

#### **15. FUTURE MEETINGS**

Next meeting to be held on Wednesday 24 January 2018.

**THE MEETING CLOSED AT 3.00 PM**



Chair

**Wednesday, 24 January 2018**

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# Agenda Item 6a

## **Oadby and Wigston Health & Wellbeing Board Terms of Reference**

### **1.0 Purpose**

To provide an annual Health Summit and regular Board meetings (three per year in line with identified local Health & Wellbeing priorities). To bring key decision makers together from a range of local health providers to review local health data, share information on service provision and lobby for change.

### **2.0 Functions**

- To review and increase understanding of local health information and data for Oadby, Wigston and South Wigston
- To promote partnership working throughout the Borough and encourage understanding of the different agencies roles and responsibilities
- To provide an opportunity for partners to update on their services, to raise questions and lobby for change
- To promote local health services via the Active Oadby & Wigston website and other media opportunities including Letterbox

### **3.0 Health & Wellbeing Priorities**

- Local health and wellbeing priorities will be determined annually following the April Health Summit. Individual health focused meetings will then be held throughout the year.

### **4.0 Membership**

- Members will include local Councillors and representatives of organisations from all sectors that work with residents of Oadby, Wigston and South Wigston to improve health & wellbeing outcomes
- Members will be invited to attend Board meetings and are expected to give notice if they are unable to attend

### **5.0 Accountability**

- The Chair of the Board will be a Councillor appointed at each AGM of OWBC annually.
- The lead Council Officer is the Head of Health & Leisure Service

### **6.0 Frequency**

- Oadby & Wigston Borough Council (OWBC) will host an annual Health Summit on behalf of the Oadby and Wigston Health & Wellbeing Board
- In addition, there will be three (quarterly) Board meetings in line with the local health and wellbeing priorities

## **7.0 Reporting / Strategic Fit**

- The Board will report regularly to the OWBC Service Delivery Committee
- The strategic fit is with OWBC Corporate Priorities / County Health & Wellbeing Strategy / Sport and Physical Activity Commission Plan

## **8.0 Budget**

- There is no dedicated budget to support or deliver projects

## **9.0 Communication & Partnership Working**

- OWBC will maintain an up-to-date health partnership list. This list will be used to send out relevant communications to local health partners and also be available for partners to contact each other to develop joint working
- Oadby & Wigston Borough Council's Health & Leisure Team will organise the regular Board meetings

## **10.0 Review of Terms of Reference**

- The Terms of Reference will be reviewed as required