

HEALTH & WELLBEING BOARD ACTION LOG: NOVEMBER 2017

MINUTE & ITEM TITLE	ACTION REQUIRED / UPDATE	STATUS
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Meeting Date: 6 July 2017		
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7. A Person's Story	<p>To circulate a link to the newsletter produced by the Community Safeguarding Network to all members of the Board.</p> <p style="text-align: right;">Action: R Greenhill</p> <p>Update 26.10.17: A copy of the summer 2017 edition of the 'Safeguarding Matters' newsletter sent to Board members by email.</p>	Completed
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8. Safeguarding Adults Board Annual Report 2016/17	<p>To explore the possibility of future voluntary sector representation on the Safeguarding Adults Board with the Board's Independent Chair.</p> <p style="text-align: right;">Action: C Bruin</p> <p>Update 26.10.17: The Cambridgeshire & Peterborough Safeguarding Adult Boards are merging from January 2018 and the membership is being reviewed and will take into consideration the involvement of the voluntary sector.</p>	Completed
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	<p>To circulate information about the Modern Slavery and Discrimination course offered by the SAB to all members for information</p> <p style="text-align: right;">Action: C Bruin</p> <p>Update 26.10.17: An information sheet about the training on modern slavery and discrimination developed by the LGSS training team was circulated to Board members by email for information. Claire Bruin (Assistant Director: Adults) is looking at the responsibilities of the Local Authority in response to the Modern Slavery Act 2015 and how best to raise awareness, including the use of this training offer.</p>	Completed
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Item 13: Forward Agenda Plan	<p>To approach Winter Comfort to invite a representative to provide the Person's Story at the meeting on 23 November 2017.</p> <p style="text-align: right;">Action: Julie Farrow</p> <p><u>Update 19.10.17:</u> Attendance by a representative of Winter Comfort confirmed.</p>	Completed
Meeting Date: 8 September 2017		
Item 4: Better Care Fund Plan 2017	<p>The Health and Wellbeing Support Group to discuss future reporting arrangements on the BCF and proposals to be brought back to the Board for consideration.</p> <p style="text-align: right;">Action: Geoff Hinkins</p> <p><u>Update 20.09.17:</u> A report on Future Monitoring Arrangements for the BCF added to the agenda for 23 November 2017.</p>	On-going
	<p>To delegate authority to the Director of Public Health in consultation with the Chairman of the Board for any final amendments to be made to the Plan before submission.</p> <p style="text-align: right;">Action: Liz Robin</p>	Completed
Meeting Date: 21 September 2017		
Item 6: Local Safeguarding Children Board Annual Report 2016-17	<p>To provide Dr Pai with a copy of the template being provided to GP's to capture their input for initial case conferences where they were unable to attend in person.</p> <p><u>Update 13.11.17:</u> Copy sent to Dr Pai.</p> <p style="text-align: right;">Action: Andy Jarvis Natalie Fenton, CCG</p>	Completed

Item 7: Local Transformation Plan Refresh 2017-18	To circulate a final draft of the Plan to all members of the Board for final comments. Action: Kate Parker	Completed
	Update 16.10.17: The draft circulated to all members of the Board by email seeking comments by 23 October 2017.	
	To sign off for the plan in consultation with the Chairman prior to the publication deadline 31 October 2017. Action: Liz Robin	Completed
Item 8: Cambridgeshire Annual Public Health Report 2017	To send a printed version of the report to all members of the Board when available. Action: Liz Robin	Completed
	Update 13.10.17: A copy sent to all members of the Board for information.	
	To provide Cllr Richards with further information on data relating to educational attainment and those taking free school meals in Cambridge City. Action: Liz Robin	On-going
	Update 29.10.17: Information commissioned.	
	To make the Annual Public Health Report 2017 available to GPs via the NHS Gateway. Action: Liz Robin	On-going
	Update 29.10.17: Work in progress.	

	<p>To draw the APHR to the attention of the Local Enterprise Partnership.</p> <p style="text-align: right;">Action: Liz Robin</p> <p>Update 29.10.17: Work in progress.</p>	On-going
Item 10: Data Sharing	<p>To feedback the Board's discussion of data sharing issues to the next meeting of the Health and Care Executive, emphasising the considerations around information governance and systems and the role which the STP Digital Delivery Group might play in taking the work forward. The response to be included in the STP update report for the next HWB meeting on 23 November 2017.</p> <p style="text-align: right;">Action: G McGeachie/ A Fallon</p> <p>Update 29.10.17: The Director of Public Health reported the Board's discussions about data sharing at the Health and Care Executive meeting in October 2017. The STP Update report in November will include further information on data sharing.</p>	On-going
Item 11: Sustainability and Transformation Plan (STP) Update Report	<p>To send a copy of the STP newsletter to Board members to illustrate the tone and content of communication with the wider public.</p> <p style="text-align: right;">Action: A Fallon</p> <p>Update requested 16.10.17.</p>	On-going
	<p>To establish whether it would be helpful to arrange a general briefing session on the STP for newer members of the Board.</p> <p style="text-align: right;">Action: R Greenhill/ Aidan Fallon</p> <p>Update 24.10.17: Four Board members asked to attend an STP briefing session. This has been arranged for Thursday 14 December 2017 from 12.30-1.30pm at Shire Hall.</p>	On-going

Item 12: JSNA Core Dataset 2017	To reflect on whether the Board's online presence might be enhanced to better disseminate valuable information such as the JSNA Core Dataset. Action: Liz Robin	On-going
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