



**West  
Northamptonshire  
Council**

**WEST NORTHAMPTONSHIRE HEALTH & WELLBEING BOARD  
Minutes of the meeting held on 9<sup>th</sup> December 2021 at 2.00 pm  
Venue: Great Hall, Guildhall, Northampton**

Present:

Councillor Matthew Golby (Chair)	Cabinet Member for Adults, Health and Wellbeing, West Northamptonshire Council
Katie Brown	Assistant Director Safeguarding and Wellbeing Services, West Northamptonshire Council
Colin Foster	Chief Executive, Northamptonshire Children's Trust
Shaun Hallam	Deputy Chief Fire Officer, Northamptonshire Fire and Rescue
Michael Jones	Divisional Director, East Midlands Ambulance Service
Jean Knight	Chief Operating Officer, Northamptonshire Healthcare Foundation Trust
Cllr Jonathan Nunn	Leader, West Northamptonshire Council
Cllr Bob Purser	Elected Member, West Northamptonshire Council
Dr Andy Rathborne	Primary Care Network Representative
Russell Rolph	Chief Executive, Voluntary Impact Northamptonshire
ACC Pauline Sturman	Northamptonshire Police
Dr Jo Watt	Chair, NHS Northamptonshire Clinical Commissioning Group
Lucy Wightman	Joint Director of Public Health, North and West Northamptonshire Councils

Also, Present

Cheryl Bird, Health and Wellbeing boards, Business Manager  
Chris Stopford, Private Sector Housing Manager, West Northamptonshire Council

And no members of the public were in attendance.

## 24/21 Apologies

Neelam Aggarwal

Cllr Fiona Baker, Cabinet member for Childrens, West Northamptonshire Council

Alan Burns, Chair, Northampton and Kettering General Hospital Group

Dr Jonathan Cox, Chair Local Medical Committee

Naomi Eisenstadt, Designate Chair, Integrated Care Board, Chair Northamptonshire Health and Care Partnership

Cath Hadley, Director of Childrens Services, North and West Northamptonshire Councils

Anna Earnshaw, Chief Executive, West Northamptonshire Council

Stuart Lackenby, Executive Director for Adults, Communities and Wellbeing, Deputy Chief Executive, West Northamptonshire Council

Oliver Newbold, NHS England

Nick Petford, Vice Chancellor, University of Northampton

Professor Will Pope, Chair, Healthwatch Northamptonshire

Toby Sanders, Chief Executive, NHS Northamptonshire Clinical Commissioning Group

Colin Smith, Chief Executive, Local Medical Committee

## 25/21 Notification of requests from members of the public to address the meeting

None received.

## 26/21 Declaration of members' interests

None received.

## 27/21 Board membership

The Chair asked the Board to formally co-opt the following representatives as members to the Board:

- Jean Knight, Chief Operating Officer, Northamptonshire Healthcare Foundation Trust representative
- Dr Andy Rathborne as the Primary Care Network representative.

**RESOLVED that: the following representatives are co-opted to membership of the Board:**

- **Jean Knight, Chief Operating Officer, Northamptonshire Healthcare Foundation Trust**
- **Dr Andy Rathborne as the Primary Care Network representative.**

## 28/21 Chairman's Announcements

The Chair advised he had attended with the Leader an opening of 20 new support living units in Holly lodge, Duston, earlier in the day. The development was built by Northamptonshire Partnership Homes, and has been seen an exemplar of best practice nationally.

### 29/21 Minutes from the previous meeting 30<sup>th</sup> September 2021

**RESOLVED that: minutes from the previous meeting held on the 30<sup>th</sup> September 2021 were agreed as an accurate record.**

### 30/21 Action Log

The Chair reviewed the outstanding actions:

- An DFG update paper will be brought to the Board meeting in December to show the process being made. **Completed. Chris Stopford will give a presentation later in the meeting.**

**RESOLVED that: the Board noted the update on the actions from the previous meeting.**

### 31/21 Directors of Public Health Annual Report

The Director of Public Health provided an update on development of the Directors of Public Health Annual Report 2020/2021 and highlighted the following:

- This report focuses on lessons learned during 2020/2021 particularly with partnership work linked to the county's COVID-19 pandemic response.
- The Director of Public Health thanked Nikita Wiseman for drafting the report.
- The report presented to the Board is a white copy.
- This Board has a statutory duty to approve publication of the report.
- The report will be published online with some printed copies displayed in community areas such as libraires.

The Board discussed the report, and the following was noted:

- The report gives an in-depth system wide view of the response to the pandemic in Northamptonshire.
- There have been over 1000 deaths in the county due to COVID19, which have been skewed towards poorer communities, which will lead to a decrease in life expectancy. As this appears to be a generational issue, will there be a strategy to tackle this within poorer communities. The Director of Public Health acknowledged COVID19 has highlighted and exasperated inequalities that exist within communities. When Integrated Care Board and Integrated Care Partnership Board become statutory in April 2022, they will be required to have a System Inequalities Plan, which will allocate system wide resources to tackle areas of deprivation.

**RESOLVED that: the Board endorse the progress on development of the Director of Public Health Annual Report 2020/2021.**

### 32/21 Better Care Fund Update

The Assistant Director for Safeguarding and Wellbeing Services provided an update on the Northamptonshire Better Care Fund Plan 2021/2022 and highlighted the following:

- Work was undertaken to align the BCF/iBCF 2021/2022 plan with system priorities and strategic milestones.
- The narrative plan sets out how the money within the BCF is being spent and how this aligns with the priorities wanted to achieve for the BCF/iBCF, the ICS and ICP through the iCAN workstream.

- The BCF plan 2021/2022 has gone for moderation to NHS England.
- North Northamptonshire Council are acting as hosts for the Better Care Fund pooled budget on behalf of both unitary councils.

The Board discussed the BCF/iBCF update and the following was noted:

- The Assistant Director for Safeguarding and Wellbeing Services asked for consideration be given on how schemes within iCAN can be measured against the metrics as well as aligned to the Scrutiny Task and Finish Group review of iCAN.
- The aging well priorities fit well within the iCAN workstream.

**RESOLVED that:**

- a) The Board noted the final approval of the financial plan in conjunction with the Chair/Deputy Chair in consultation with a nominated representative from Northamptonshire Clinical Commissioning Groups and West Northamptonshire Council has been agreed as part of the delegated decision making agreed at the previous Health and Wellbeing Board on 30<sup>th</sup> September.**
- b) The Board noted that detailed plans have been submitted NHS England for moderation.**
- c) The Board noted that West Northamptonshire Council and North Northamptonshire Council have undertaken a review of the schemes to better align the BCF to the Integrated Care Across Northamptonshire (iCAN) programme and these proposals have been agreed with NHS Northamptonshire Clinical Commissioning Group as set out in recommendation A.**
- d) The Board noted the mechanism for paying the iCAN delivery partner will be via the BCF pool, however the funding of those payments will need to be matched by corresponding income from constituent partners to pay the delivery partner against agreed milestones.**
- e) A presentation will be given at the next meeting on iCAN workstream and future aspirations.**
- f) The Director of Public Health and the Assistant Director Safeguarding and Wellbeing Services will discuss how some of the funding contained within the BCF moves from intervention to prevention.**

33/21 Disabled Facilities Grant Update

The Private Sector Housing Manager provided an update on the Disabled Facilities Grant and highlighted the following:

- Following a decrease in enquires in 2020/2021 at the start of the COVID19 pandemic, the number of enquiries are now increasing and surpassing the 2020/2021.
- During the pandemic fewer number of jobs were completed due to contractors or materials being unavailable or clients reluctant to have contractors within their homes. There is still reluctance with some clients to have contractors in their homes, the Private Sector Housing Team are explaining the long term benefits of having the work completed and residents staying safe within their own home.
- The approval of grants is still below 2019/2020 figure but already exceeding the 2020/2021 figures, September and October this year have had the biggest grant approvals.
- £1447,705 million DFG underspend from 2020/2021 has been carried over to the 2021/2022 £2558,938 million DFG budget.
- Since April 2021 £1041,689 million has been spent on adaptations, with a further £1244,322 million committed spend waiting for contractors to be onsite.

- During the start of the pandemic the construction industry suffered with some materials being difficult to procure, combined with a shortage of skilled contractors to complete the work.
- Act to adapt is proposing three pieces of work
  - Introducing a fast track process – to support those suffering from the impact of motor neurone disease and palliative care, working closely with the occupational therapists in acute hospitals in Northamptonshire and Oxford.
  - Removing financial assessments for DFGs under £5k.
  - Maintaining a register of accessible homes for people to move into from across the three main providers of social housing in West Northamptonshire.
- A social care white paper 'People at the Heart of Care' was published on the 3<sup>rd</sup> December, which made the following recommendations:
  - A further £570 million funding nationally per year for the next three years.
  - Proposing to consult in 2022 a new service for minor repairs.
  - Align the means test with the charging reforms.
- In December 2021 a discovery phase was launched reviewing the DFG policy from April 2021, to ensure a refreshed understanding of the demands for service delivery, then moving to a re-design phase to ensure customers are kept at the heart of the service, reduce the bureaucracy of DFGs where possible and measuring the service against more appropriate metrics. The new model will then go live.

The Board discussed the DFG assessments and the following was noted:

- It would be useful to know the average times for assessments, what are the times from approval to completion of jobs.
- DFG adaptations are vital to help people maintain a good quality of life and stop admission to hospital or residential care and facilitate discharge from a hospital stay.
- More work will be completed on the DFG core framework, there are blockages in the system, with the pressure being a combination of factors, work paused at the start of the pandemic and an increase in more people requiring DFGs.
- The £1.4 million underspend carried over from 2020/2021 is a protected fund and can only be spent on DFG adaptations. There is a need to be mindful the grant approval lasts for 12 months and cannot go over into 2022/2023 DFG allocation.
- The Director of Public Health asked for some qualitative data for waiting times, average costs of work and risks.
- Some of the University of Northampton occupational therapy students could be used to help complete DFG assessments to ease the waiting times.
- Currently DFGs are managed three different ways within West Northants based on the old local authority boundaries, there is a start of the transformation process considering the context of the white paper which is closely aligned with the ICS and ICP.

**RESOLVED that:**

- a) The Private Sector Housing Manager to bring an update to the next meeting, presenting data, providing an update on the transformation process and white paper consultation.**
- b) The Board noted the DFG update.**

### 34/21 COVID-19 Update

The Director of Public Health provided an update on the county's COVID-19 response and highlighted the following:

- It is a statutory requirement of each local authority have a Local Outbreak Management Plan (LOMP) led by Public Health Teams and to ensure there was a political meeting to oversee execution of the LOMP. The Northamptonshire COVID-19 Oversight and Engagement Board (OEB) was created for this purpose. It was recognised that there was duplication of the work between this Board and the OEB. The Director of Public Health proposed to disband the Northamptonshire OEB and move governance of the LOMP and county's COVID-19 response to the two Health and Wellbeing Boards in Northamptonshire.
- There has been an increase in all age group cases rates across West Northamptonshire.
- A cluster of 28 Omicron cases has been identified in Brackley, but the number of infections could be much higher. There are several settings associated with this cluster which have been followed up by the UK Health Security Agency and by local Environmental Health Officers. Targeted testing has also taken place in these settings as well as some additional testing undertaken by the mobile testing unit in the Brackley area.
- There is now community transmission of Omicron cases that are not linked to international travel.
- There has been an increase in hospital admissions and some non urgent work has been paused by medical services to facilitate the booster vaccination campaign.
- Risk assessments are taking place on vaccine efficacy and transmission rates for the Omicron variant.
- One GP Practice in Brackley has agreed to host four additional vaccination sessions and a pop-up vaccination clinic will also be set up in the Brackley area.

The Board discussed the update, and the following was noted:

- By the 3<sup>rd</sup> February all NHS staff must have received their first COVID-19 vaccine dose, this could pose a significant risk to NHS services if staff remain reluctant to be vaccinated and choose to leave.
- The Assistant Director for Safeguarding and Wellbeing Services confirmed that social care staff can self exempt from vaccination until the official exemption comes through, which has now been extended to coincide with the deadline for NHS staff to be vaccinated.
- EMAS have 44 staff affected by the compulsory vaccination for NHS staff and EMAS are working with these staff.
- The COVID19 countywide press conferences will be re-instated and the countywide COVID19 Cllr Briefings will continue until April 2022.

**RESOLVED that:**

- a) The Board agree to delegation of governance for oversight of the COVID-19 response and LOMP be given to the 2 Health and Wellbeing Boards.**
- b) The Board endorse the LOMP.**
- c) The Director of Public Health will ensure that GP Practices in Brackley are receiving information on the Omicron variant.**
- d) The Chief Operating Officer for NHFT to bring information on compulsory COVID-19 vaccination and vaccine exemptions for NHS staff to the next meeting.**

35/21 Integrated Care System Update

The Chair of NHS Northamptonshire CCG gave an update on the Integrated Care System and highlighted the following:

- Subject to the final passage of legislation, vesting day for the Integrated Care System in Northamptonshire is the 1<sup>st</sup> April 2022.
- Work is underway around organisational change, such as governance, appointing personnel to roles within the ICS to enable NHS Northamptonshire CCG to be dis-established on the 31<sup>st</sup> March 2022.
- Recruitment is underway for 4 non-executive Director roles for the Integrated Care Board (ICB). Naomi Eisenstadt has been appointed Chair of the ICB and Toby Sanders Chief Executive of the ICB.
- Recruitment is also underway for finance directors, medical directors, nursing directors, it is hoped most of this recruitment will be completed by January 2022.
- The real opportunities for the ICS are the work being completed collectively as a system, particularly around vaccinations, elective recovery and managing winter pressures through the next six months.
- Arrangements for the Northamptonshire ICS are progressing, particularly around collaborative development, with largely provider organisations coming together to take greater owner and responsibility for managing budgets and resources, service re-design and improvement.
- There include the four priority workstreams within the Northamptonshire ICS:
  - mental health,
  - elective care,
  - children, and young people
  - iCAN programme.

The Assistant Director for Safeguard and Wellbeing Services noted that from the 1<sup>st</sup> April 2022, the system needs to be safe and legal. Catherine Whitehead, Monitoring Officer for West Northamptonshire Council is working on making amendments to West Northamptonshire constitution to ensure corporate governance is safe and legal.

**RESOLVED that: the Board noted the Integrated Care System update.**

### 36/21 PLACE, Communities and Neighbourhoods Proposal

The Assistant Director for Safeguarding and Wellbeing Services gave an update on the PLACE, Communities and Neighbourhoods proposal and noted the following:

- The Integrated Care Partnership and its relationship with the Health and Wellbeing Boards is intrinsic in terms of governance.
- The proposal from the PA Consulting consultation is for:
  - Development of two community localities in West Northamptonshire, which will reflect the current GP localities of Northampton and Daventry/South Northants.
  - Design neighbourhoods through clusters of wards with approximately 30-50k population.
  - To widen the health and wellbeing board remit to establish community wellbeing forums.
- There is a need to consider how to engage with communities and neighbourhoods and how to expand the use of social prescribing.
- Outputs from the West Northamptonshire consultation offer sensible geographies, broaden the governance remit to include some statutory parts from the ICS, establish the connection between the ICS and ICP and the role that feeds into the Health and Wellbeing Board.
- This proposal will be fed into the submission that goes to NHS England in January 2022
- The Terms of Reference for this Board will need to be amended to reflect the changes and be presented to West Northamptonshire Full Council for ratification.

- Work will need to commence on the Terms of Reference for Community Locality Boards.
- Discussions will take place with Northamptonshire Police Area Commanders around neighbourhoods and how this will link in with the Community Localities.

The Board discussed the proposals, and the following was noted:

- There will be a need for good communication with the residents of West Northamptonshire as they will not be familiar with the geographies of the new community localities. There could be an opportunity for the University of Northampton to complete some social research around this.
- The governance arrangements between the Community Localities and the Health and Wellbeing Board will need to be formalised.
- There is a need to remember that some communities will self identify in a way that is not geographically linked.

**RESOLVED that:**

- a) Granular reasons for recommendations contained in the proposal are added to the slide deck.**
- b) The Board formally endorse the development of two communities- Northampton, and Towcester, South Northants & Daventry- as the boundaries for communities in the West.**
- c) The Board formally endorse the plans to design neighbourhoods through clusters of wards with approximately 30-50k population size.**
- d) The Board endorse the governance recommendations to widen HWBB remit and membership, establish Community Wellbeing Forums, and utilise existing governance forums for neighbourhoods.**

There being no further business the meeting closed at 3.30 pm.