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**Minutes of Inaugural meeting of Health and Well-being Group
Wednesday 18 April 2007**

Present:

Councillor Andy Matchet (Chair)

Caron Grainger (Secretary) Joint Director of PH Coventry PCT and CCC

Councillor Joe Clifford

Sara Roach, Coventry Partnership Development Manager

Jonathan Skinner, Partnership Support Officer for Coventry Partnership

Dave Sugden (on behalf of Craig Hickin)

Geoff Makin, Joint Chair

Jayne Cryer, Older Peoples Partnership

Kevin Crawford, Strategic Officer, Child and Family Education, CCC

Stephen Banbury, Coventry Voluntary Service Council

In attendance: Berni Lee

1. CG undertook a short presentation on the health profile of Coventry concluding that there were five priorities for partnership working:

- perinatal and infant mortality
- smoking cessation
- alcohol
- parenting/child and adolescent mental health
- sexual health including teenage pregnancy

She has selected these on the basis of both need, and the potential additional value to be achieved through partnership working.

There was general agreement around the table that these should be the health and well being group priorities for the first year in action

2. BL gave a presentation on an approach to commissioning public health work streams, focussing on three levels of joint commissioning:

- Aligned workforce
- Aligned workforce and budget
- Genuinely pooled budgets and jointly commissioned services

AM indicated that the direction of travel should be towards genuinely pooled budgets and joint commissioning, but that aligned workforces would be the way forward in the short term.

There was general agreement that all partners around the table would attempt to align staff (where available) to contribute "their bit" towards a joined up agenda.

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3. Terms of reference. These were agreed with marginal changes, and the revised version is attached

4. It was agreed that Membership should be kept to strategically placed individuals, generally representing organisations. Providers of services would be asked to be involved in working groups around the key priority areas. JC raised the issue of a PCT Commissioner presence, and it was agreed that CG would discuss the possibility of inviting Andy Bennett to join the group.

ACTION CG

KC was to seek the most appropriate representative from CLYP.

ACTION KC

It was agreed that 2 representatives would be sought from the community empowerment network. JS to seek nominations.

ACTION JS

AM and Joe C noted that councillor representation would be dependent on elections and portfolio holders. The membership list has therefore been changed to reflect positions rather than people.

5. Structures. CG outlined the complexities of the sub groups that were potentially necessary to deliver on the partnership agenda, particularly the structures related to young people and older people which would be reporting effectively in two directions. There was agreement that where possible currently constructed groups would be used to deliver health and well being priorities. Where another group was required, this would be a short term task focus group. CG noted that there was currently no group related to the commissioning of sexual health services, and that this may be the first area that required a task group.

It was agreed that CG would bring back to the next meeting of the group some basic actions plans related to each of the priority areas.

ACTION CG

6. Communications. It was noted that there were two main groups that required communication;

- The general public
- Partners and particularly partners workforces

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CG noted that there were already mechanisms in place to communicate with the general public, through both PCT and City Council, and that this responsibility should be done on an ad hoc basis by task groups. It was agreed that the issue of communication with partners and their workforce required more thought. JS and SR to consider this further

ACTION SR & JS

7. Standing items. It was agreed that the NRF funded projects such as the midwifery/perinatal mortality project should be standing items on the agenda. CG noted that a series of performance indicators would shortly be available, which should also form a standing item.

8. AOB. There was no declared AOB.

9. Date and time for next meeting. A schedule of meetings through to the end of 2008 is attached.

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Dates for Health and Well-being Meetings through to end of 2008

Time: 1000 - 1200 noon

Venue: tbc

2007

Wednesday 11 July

Wednesday 12 September

Wednesday 14 November

2008

Wednesday 09 January

Wednesday 12 March

Wednesday 14 May

Wednesday 09 July

Wednesday 10 September

Wednesday 12 November