

RefNo	Meeting	Action	FP Ref	Action Lead	Agency	Agenda item	Comment
5	24-Jul-14	Each agenda to contain a theme featured in the Health and Wellbeing Strategy/Joint Strategic Needs Assessment to give the Board a better understanding.		Lesley Wyman	N/A	Health and Wellbeing Forward Plan	To be included on the forward plan once the Health and Wellbeing Strategy is adopted.
6		A completed version of the dashboard would be brought back to the next Health and Wellbeing Board in September, which took account of the comments made by members of the Board.		Tandra Forster/Phil McNamara and Jess Bailiss	West Berkshire Council/CCG	Health and Wellbeing Dashboard	This is on the September agenda
7		An update report on the BCF to be brought to every meeting of the Board		Tandra Forster/Cathy Winfield	West Berkshire Council	Integration Programme	Covered under the Integration Programme section of each the agenda going forward
8		Lesley Wyman would report on the performance framework for the Board at its next meeting in September.		Lesley Wyman	West Berkshire Council	Health and Wellbeing Strategy/Joint Strategic Needs Assessment	This is on the September agenda
9		Lesley Wyman to investigate the blacked out titles on the health profile date sheet for West Berkshire		Lesley Wyman	West Berkshire Council	Health and Wellbeing Strategy/Joint Strategic Needs Assessment	Complete
10		The timetable for the refresh Health and Wellbeing Strategy to be placed into the forward plan		Jessica Bailiss	West Berkshire Council	Health and Wellbeing Strategy/Joint Strategic Needs Assessment	Complete
11		The following five proposals were agreed by the Board:					
12		1. That a protocol for co-operation on community engagement between the HWB partners was agreed therefore needs to be signed.		Adrian Barker/Healthwatch	Healthwatch	Public engagement	To be circulated before Board meetings begins on 25th September
13		2. That those in the HWB partner bodies directly involved in community engagement relevant to health and wellbeing be asked to meet regularly to co-ordinate engagement activities.		Adrian Barker/Healthwatch	Healthwatch	Public engagement	Healthwatch to coordinate
14		3. That those responsible for bringing proposals to the Board or implementing its decisions, be asked to incorporate relevant community engagement from the outset.		Adrian Barker/Healthwatch	Healthwatch	Public engagement	Ongoing requirement
15		4. That a strategy for the development of community engagement be drawn up.		Adrian Barker/Healthwatch	Healthwatch	Public engagement	Added to the forward plan for March 2015
16		5. That a regular slot for consideration of community engagement be included on the Board's agendas.		Health and Wellbeing Management Group	N/A	Public engagement	Public Engagement is now a standing theme on future agendas.
17		It was agreed that the Membership be extended from 8 - 13 to include: The portfolio holders for Children and Young People and Adult Social Care; the shadow portfolio holder for Health and Wellbeing; A representative from NHS England Area Team; An additional CCG representative.		Jess Bailiss		Membership of the Health and Wellbeing Board	Both Support Officers informed.Waiting to hear from Matthew Tait on who will represent NHS England Area Team.
18		A report be brought back to the next meeting which elaborated on the risk to the CCG if its providers did not meet the NHS Constitution rights or pledges for patients as set out in the report under paragraph 1.7.		Cathy Winfield	CCG	Newbury & District CCG Quality Premium 2014/15	This is on the September agenda