

Progress Update - Action Plan from Factors Affecting Health Inequalities in Waverley Report (v4)

Agreed at Community Wellbeing Overview & Scrutiny Committee (June 2018)

Ref	Action	Lead Officer	When	Progress Update
1/i	Review the health priorities for the Borough identified by the Public Health Profile for Waverley 2017, the Guildford and Waverley Clinical Commissioning Group Health profile 2015, and the North East Hampshire and Farnham Joint Strategic Needs Assessment (JSNA) 2013. http://fingertipsreports.phe.org.uk/health-profiles/2017/e07000216.pdf	Corporate Policy Manager	December 2018	This is a scheduled piece of work which will be brought to Community Wellbeing O&S at the February 2019 meeting. Ongoing
2/ii	Officers to proactively engage with external health partners by participating in meaningful meetings hosted by bodies such as the Clinical Commissioning Groups and Sustainability and Transformation Partnerships, including participating in the Surrey Health and Wellbeing Board 'Health Leads' Group; and to report back and fully brief the Portfolio Holder for Health, Wellbeing and Culture.	Head of Communities and Major Projects	On-going	The Head of Communities and Major Projects and his management team members regularly meet with key external partners regarding the health and wellbeing agenda. Officers attend the Wellbeing Health Leads Group. Head of Communities and Major Projects: - is a member of the Integrated Care Partnership (ICP) - chairs the Prevention Committee. Complete (business as usual)
3/iii	Ensure that all data that reflects the health and wellbeing of Waverley residents is routinely reported to the appropriate Officers and Members.	Corporate Policy Manager	On-going	Routine circulation of appropriate data to Officers and Members as necessary. Complete (business as usual)

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4/iv	Ensure officers and Members are informed about the National and Local Health Arrangements and the on-going organisational change of the NHS; and understand what the implications are for Waverley residents.	Corporate Policy Manager	On-going	A report will be brought to Community Wellbeing O&S on the revised NHS and Integrated Care Partnership arrangements in February 2018. Ongoing
5/v	Monitor and scrutinise the new shadow working arrangements that will be put in place later this year following the Surrey Health Devolution deal for integrating health and social care due in April 2018, with particular attention to the impacts to health services used by residents within Waverley.	Head of Communities and Major Projects	April 2019 April December 2018	Progress continues, slowly, on the Surrey Health Devolution and shadow transition. The Head of Communities and Major Projects is now a member of the Integrated Care Partnership (ICP) and will be in a good position to monitor progress with the Devolution deal. Ongoing
6/vi	Ensure all new frontline staff and voluntary and community groups who receive funding from the Council, and Leisure Centre reception staff are aware of mental health first aid training and 'making every contact count' (MECC) in order to signpost customers who show signs of deteriorating health.	HR Manager Learning and Development Officer	Include in each Induction session	HR has made contact with MECC who are launching some projects in our area, but haven't worked with local councils in this area in great capacity. This will be followed up. Mental health training will be added to all Waverley inductions as of December 2018. Complete (business as usual) Places Leisure contractor ensures relevant leisure centre staff (reception and fitness) are appropriately trained regarding mental health training. WBC is satisfied this has been done. Complete (business as usual)

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7/vii	Review whether creating capacity within the workforce to support the delivery of broader health and wellbeing issues identified in this report should be made a priority.	Chief Executive	October 2018	Ongoing discussions between Head of Communities and Major Projects, Corporate Policy Manager and Chief Executive regarding strategic direction of agenda, priority and resources. Ongoing
8/viii	To present an annual synopsis (based on the local profiles developed for the Clinical Commissioning Group's and Sustainability and Transformation Partnerships by Surrey County Council Public Health) on the health of the Borough to both the Community Wellbeing Overview and Scrutiny Committee and to the Executive.	Policy Scrutiny Officer for Community Wellbeing	Annually	Profile to be presented to Community Wellbeing Overview and Scrutiny for discussion in February 2019. Ongoing
9/ix	Reflect on the findings of the scrutiny review and amend the Health and Wellbeing action plan as appropriate.	Leisure Services Manager	September December 2018	The current Health and Wellbeing Strategy is in place until 2020. The accompanying action plan is currently in the process of being updated and will take into account the relevant aspects of the Health Inequalities report and action plan. Ongoing
10/x	Work with Public Health to create specific actions in the Health and Wellbeing Strategy to address the health inequalities documented in the health inequalities scrutiny review report.	Leisure Services Manager	November December 2018	As per (ix) the action plan is currently in the process of being updated and will take into account the relevant public health/ leisure focused aspects of the Health Inequalities report and action plan. Ongoing

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11/xi	<p>Review the 2018/2019 Community Wellbeing O&S work programme to include key health priority issues for the borough including:</p> <ul style="list-style-type: none"> - older people's health and wellbeing (hip fractures and excess winter deaths) - mental wellbeing and alcohol misuse <p>and to explore the following topics such as: loneliness, economic wellbeing / financial inclusion, clustering of unhealthy behaviours that lead to health inequalities (smoking, diet, physical activity and alcohol consumption) and the provision of CAMHS in the Borough.</p>	<p>Policy Scrutiny Officer for Community Wellbeing</p>	<p>September 2018</p>	<p>Loneliness in the Borough item scheduled for November 18 Community Wellbeing O&S Committee.</p> <p>Older people's health and wellbeing, mental wellbeing and alcohol misuse are on the Community Wellbeing work programme list for consideration of future scrutiny.</p> <p>Public Health supports a wide range of initiatives such as smoking, alcoholism and obesity within Waverley, particularly supported through the "Making every contact count" and the social prescribing scheme.</p> <p>Ongoing</p>
12/xii	<p>To continue to liaise with Public Health officers in Surrey over future infrastructure requirements to meet the needs of the Local Plan either through S106 of Community Infrastructure Levy.</p>	<p>Planning Policy Manager</p>	<p>On-going</p>	<p>Officers met with the new Public Health officer on 4th July 2018 and set out the process of Local Plan and infrastructure delivery. Officers have consulted SCC on a revised Infrastructure Delivery Plan (IDP) to help us identify the projects that would benefit from funding via S106 or CIL. This is an opportunity for Public Health Officers to provide an update. Responses are co-ordinated via their Planning team and no comments were received from the Public Health department. There will be a further opportunity allied to Local Plan Part 2.</p> <p>Complete (business as usual)</p>

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13/xiii	To include the recommended statements set out in section 4 of the Health Inequalities report either in policy wording or in the supporting text in the Development Management policies within Local Plan Part 2. e.g. Include reference to all users in the policy, including the elderly, with reference in the supporting text to dementia friendly towns e.g. by ensuring that entrances are clear. For a cross reference to be added into the supporting text of the Local Plan Part 2 for new and improved footpaths.	Planning Policy Manager	March 2019	The revised text was included in the Preferred Options version that went to consultation in May 2018. LPP2 now deferred. Complete
14/xiv	Planning Policy Officers to be aware of the Public Health Outcomes Framework (PHOF) and to assess the impact of planning policy on Health and Wellbeing outcomes with the assistance from Public Health Officers at Surrey County Council.	Planning Policy Manager	March 2019 2020	Officers are aware of the framework and it can be considered when developing a future monitoring framework for the Local Plan. March 2019 is now not an appropriate timescale due to the deferment to LPP2. Recommend March 2020, possibly later, considering health as a strategic issue would need to be factored into Local Plan review. Ongoing
15/xv	Collect evidence on wider public health matters in time for the review of the Local Plan in 5 years time including Public Health's Outcome Framework and monitor the impact of planning policy and health and wellbeing outcomes to inform the revision of the Local Plan.	Planning Policy Manager	Annually	Need to receive data from Public Health officials. Have influenced via the meeting on 4 th July to suggest a planning/health dashboard with data specifically to Waverley. Ongoing

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16/xvi	To seek advice from the Surrey County Council Planning – Health Group on the prospect of working with Surrey County Highway and Transport Officers and Town and Parish Councils to make existing towns ‘dementia friendly’.	Officer responsible for ‘Place Shaping’	March 2019 December 2018	<p>Limited progress so far – discussions ongoing. Healthy Surrey has a priority (no.4) of “improving older adults health and well-being”, which has a focus on Surrey being dementia friendly.</p> <p><i>For information: There are 3 Dementia Action Alliance groups in Waverley area:</i></p> <p><i>SMART Cranleigh, Farnham, Godalming</i></p> <p><i>Each group works to achieve local goals that support the aspirations of people living with dementia and their carers.</i></p> <p><i>Each Local Dementia Action Alliance is run by a small committee steering group which sets out local objectives as informed by people living with dementia and their carers living in their community.</i></p> <p><i>These objectives are implemented with the help of local Alliance Members – statutory bodies, businesses, voluntary organisations and community groups - who pledge to improve the lives of people with dementia in their area by becoming members.</i></p> <p><i>Membership of the Dementia Action Alliance is conditional on signing up to the National Dementia Declaration and on completion of a short Action Plan setting out how you will deliver the outcomes described in the Declaration. This plan is then published on this website.</i></p>

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17/ xvii	Work with Surrey County Council Highway and Transport Officers on the placement of street signs in the ambition for Waverley's urban settlements to become Dementia Friendly; including street signage to sellers of fresh fruit and vegetables. CW O&S Feb 19 item possible item on Hoppa Service discussion	Officer responsible for 'Place Shaping'	March 2019 December 2018	As per #16
18/ xviii	Work to ensure partners have an understanding of the physical, sensory and neurological challenges experienced by people with obesity and take consideration for public spaces to be easily accessible and approachable; and easily navigable. E.g. public places and spaces should have: <ul style="list-style-type: none"> - Wide enough pathways and even surfaces - Outside furniture and seating between locations - Appropriate signage, including colour coding for familiarity. - Available and accessible public toilets. 	Officer responsible for 'Place Shaping'	On-going	As per #16
19/ ixx	Work with the Benefits Team and Citizens Advice Waverley to promote the availability of budgetary advice with households at risk of cyclical homelessness.	Housing Needs Manager	November 2018	The Housing Options Manager and Benefits Manager regular meet with CAB managers to facilitate joint working. Housing options customers with debt issues are routinely advised to seek independent debt advice from CAB. The Scrutiny Officer for VFM and Customer Services O&S is currently preparing a new Financial Inclusion Strategy which is due to go to that committee in early 2019. Complete (business as usual)

Ref	Action	Lead Officer	When	Progress Update
20/xx	Review the safeguarding pathways for referring vulnerable residents identified within the Borough by the WBC Housing teams, and others.	Head of Strategic Housing & Delivery	December 2018	<p>1. The new Safeguarding Policy for Children and Adults at Risk was adopted by Council in November 2017.</p> <p>2. An internal audit was carried out on the Council's safeguarding policy and practice in September 2018 and a number of recommendations were made, all with target dates of December 2018. The implication and implementation of a number of these recommendations will depend on the outcome of the Surrey County Council Children's Services review, and new processes and pathways for making safeguarding referrals which are likely to be introduced.</p> <p>3. Section 11 of the Children Act 2004 places a duty on key persons and bodies to make arrangements to ensure that, in discharging their functions, they have regard to the need to safeguard and promote the welfare of children, and that the services they contract out to others are also provided having regard to that need.</p> <p>The Council completed its self-assessment for the required Section 11 Audit carried out by Surrey County Council and is awaiting the outcome of any recommendations that need to be addressed.</p> <p>Ongoing</p>

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21/ xxi	Appraise the value in setting Standards for Private Sector rented housing that go beyond the minimum legal standards for health and safety, gas, fire and electrical safety, to take into account housing conditions.	Private Sector Housing Manager	December 2018	<p>Waverley Borough Council has standards for Houses in Multiple Occupation which go beyond the minimum legal standards e.g. for room sizes and kitchen facilities. However the experience of other local authorities has been that they are difficult to enforce in practice.</p> <p>It is therefore not proposed to introduce a policy for higher standards in all forms of private housing.</p> <p>However, on an individual basis, Waverley Borough Council may see merit in requiring specific requirements to improve individual properties e.g. there is no legal requirement for guarding to a light well but we have recently identified a hazard arising from an unguarded light well to a basement flat and we are requiring guarding to be put in.</p> <p>Complete (business as usual)</p>
22/ xxii	Provide active signposting to landlords and tenants regarding rights and responsibilities.	Private Sector Housing Manager	March 2019	<p>Officers have updated website pages to provide information and signposting re rights and responsibilities.</p> <p>We are also planning to hold a landlords forum next year.</p> <p>Complete (business as usual)</p>

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23/ xxiii	Provide an analysis of the type of Houses in Multiple Occupation (HMOs) in the Borough in light of the changes to the government's HMO mandatory licensing scheme.	Private Sector Housing Manager	October 2019	<p>Waverley Borough Council has received 36 (to date) HMO new licensing applications as a result of the change to the mandatory licensing scheme but we still expect to receive more applications.</p> <p>Waverley Borough Council has also carried out research on potential HMOs in the Borough using questionnaires and tenancy deposit information.</p> <p>A full analysis will take place next year once the HMO licence applications have been processed.</p> <p>Complete (business as usual)</p>
24/ xxiv	Continue to promote the Better Care Fund and advice from Action Surrey to help residents with their energy and fuel costs.	Private Sector Housing Manager	On-going	<p>Waverley Borough Council continues to promote our grant assistance through our stakeholders – mainly Care & Repair, Social Services and Action Surrey. A promotion campaign for the new Handyperson service is proposed in the near future.</p> <p>Complete (business as usual)</p>
25/ xxv	Work with Public Health to target a series of health interventions in geographical locations where there is an evidenced uptake in risk taking behaviours, such as smoking, drug, and alcohol. In particular to consider ways of reducing the prevalence of high risk taking behaviours that leads to circulatory disease and cancer, particularly in women in the most deprived areas of the Borough.	Strategic Director	March 2019	<p>The Housing Service have focused more support for vulnerable tenants who may have risky lifestyles and are likely to chose risk taking behaviours.</p> <p>Public Health has two key pieces of work to respond to alcohol abuse; "Don't bottle it up" and Online Coaching</p> <p>However, more widely there is currently no dedicated Waverley Borough Council resource for this item, so progress will be limited.</p>

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26/ xxvi	Issue a statement on the Council website regarding the Modern Slavery Act 2015 that requires commercial organisations supplying goods or services with a turnover of, or above £36 million, to prepare and publish an annual 'Slavery and Human Trafficking Statement'.	Procurement Officer	September 2018 January 2019	A statement is currently being prepared. Ongoing
27/ xxvii	Ensure social value is given consideration for all relevant procurements, whether goods, services or works.	Procurement Officer	March 2019	The consideration of Social value is now written into the council Contract Procurement Rules under section 5. SOCIAL VALUE and was recently a factor when evaluating the recently awarded housing maintenance contract and soon to be awarded contract for waste, refuse and street cleaning. Will be a factor in the grounds maintenance re-tender coming up. Complete
28/ xxviii	Review whether the Council adopt a social value charter in the future (when appropriate), to guarantee the social value in the procurement of all goods and services.	Procurement Officer	March 2019	Consideration being given to adopting the Surrey County Council Social Value charter in order to have a consistent approach. Ongoing discussions with the other Districts and Boroughs as to approach. More information to follow after the Surrey Procurement Group meeting. Ongoing
29/ xxix	Continue to review the provision of healthy food choices in the workplace, e.g. the vending machines and catering facilities.	Head of Customer & Corporate Services	September 2018	The action was started last year at the time of audit and we have aimed to continue what we started. We are still advertising daily healthy options on our menu posts and we are making incremental changes to the catering offer depending on how changes affect sales. The Ground Floor vending machine has more healthy options and we will be reviewing sales of these. Complete (business as usual)

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30/ xxx	Continue to work with the Northeast Hampshire and Farnham CCG and Waverley and Guildford CCG to promote the physical and mental health benefits of referral to Waverley's Leisure Centres.	Leisure Services Manager	On-going	Regular meetings take place between Places Leisure, leisure centre contractor (Health and Wellbeing Manager), and Public Health and the relevant CCGs to review steps to increase referrals. Monitored by the Leisure Services Manager as part of the contract. Complete (business as usual)
31/ xxxi	Work with Public Health to plan a range of targeted health interventions that have a universal underpinning for the specific localities identified in table 1 under section 4 of the Health Inequalities report. Interventions should focus on preventable measures to reduce high risk taking behaviour that is susceptible to cancer and circulatory disease, particularly in women.	Strategic Director (links to point vii)	March 2019	Ongoing discussions with SCC Public Health Waverley Area Lead. <i>Links to xxv</i> Ongoing
32/ xxxii	As part of the Health and Wellbeing Strategy put an emphasis on encouraging healthy lifestyles alongside promoting access to Leisure Centres.	Leisure Services Manager	March 2019	The Health and Wellbeing Strategy is in place and includes an emphasis on encouraging healthy lifestyles alongside promoting access to Leisure Centres. Complete (business as usual)
33/ xxxiii	Liaise with Places for People (<i>now called Places Leisure</i>) to assess the benefit of exploring opportunities for community outreach work to encourage active lifestyles in areas of social deprivation.	Leisure Services Manager	December 2018	The role of Health and Wellbeing Manager at Places Leisure focuses on exploring opportunities for community outreach work to encourage active lifestyles, including in areas of social deprivation. Monitored by the Leisure Services Manager as part of the contract. Complete (business as usual)

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34/ xxxiv	Improve children's healthy weight by working with the Public Health Lead at Surrey County Council with responsibility for Children's Health to promote the Alive 'N' Kicking Child Weight Management Programme funded by Surrey County Council, and the exercise referral scheme to Leisure Centres in the Borough.	Head of Communities and Major Projects	March 2019	Waverley Borough Council Communities/Leisure Officers are part of the partnership which has introduced in 2018 the "Children's Exercise Referral Scheme" which refers children to leisure centres as an alternative to medication. Complete (business as usual)
35/ xxxv	To review evidence to identify if and why domestic abuse is high in the Borough; and dependent on the findings, work in partnership with Public Health and other relevant local organisations to campaign to raise awareness of reporting domestic abuse.	Community Services Manager / Community Safety Officer	December 2018	Domestic Abuse related statistics show Borough breakdown on contacts with Outreach Services for Waverley BC as being 303 for the 2017/18 year to date, which is a rate of 2.5 per 1000 population year to date (compared to 2.5-5.5 across all the Surrey Boroughs – average for Surrey of 4). Police logged incidents show Waverley as having 266 (other boroughs 245-654) reported Domestic Abuse incidents in in the year to September 2017 and are reported as having 265 (other boroughs 242-526) reported Domestic Abuse incidents in the year to September 2018. In September 2018 there have been 49 police report incidents in the Waverley borough (other boroughs 39-89) compared to 47 (other boroughs 35-74) in September 2017. However it is noted that domestic abuse is a "hidden" crime – so it can be difficult to establish an accurate level of abuse. WBC already raises awareness regarding domestic abuse reporting and supports the Outreach Service. WBC supports Surrey's annual domestic abuse

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				<p>awareness week campaign.</p> <p>WBC are a member of Safer Waverley Partnership (with Police /Probation/ Fire & Rescue/ SCC/ CCG) who have an agreed action plan with two relevant points:</p> <ol style="list-style-type: none"> 1. Implement Domestic Homicide Reviews when required. Monitor and progress associated recommendations. (Priority 1 Focus on threat, harm, risk and vulnerability) 2. Use targeted engagement opportunities to promote and support local and national awareness campaigns and provide crime prevention and Community Safety advice eg relating to Domestic Abuse (Priority 3 Improving engagement with our public to help make our communities stronger) <p>Complete (business as usual)</p>
36/ xxxvi	To work with Public Health to promote a community wide campaign to promote smokefree organisations by supporting Smokefree Alliances' campaign to go 'smokefree';	Environmental Health Manager L&D Officer	March 2019	<p>Ongoing promotion of 'smokefree' as part of routine Environmental Health visits to organisations, ensuring action is taken to comply with 'smokefree' law.</p> <p>Complete (business as usual)</p>
37/ xxxvii	A representative of Waverley Borough Council to join and attend the Smokefree Alliance. <i>(Smokefree Surrey Alliance - The Smokefree Surrey Alliance is a strategic group who are responsible for the delivery and development of the strategy action plan. They oversee activity and develop an annual prioritised action plan, based on the strategy's five key priorities. The alliance meets twice a year.)</i>	TBC	September 2018	No progress so far.

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38/ xxxviii	To review the policy of smoking within x-x distance of the Council premises and to test the viability of Waverley Borough Council going smokefree within x-x distance of Council Offices by working with Environmental Health Enforcement; and as part of this initiative to offer support to staff who want to give up tobacco while at work.	HR Manager	December 2018	<p>Waverley Smoke-Free Workplace Policy states “Smoking is therefore not permitted in doorways or alcoves to Council Offices and is not permitted on Waverley land within 10 metres of the curtilage of the Council Office buildings including the Borough Hall and the Bridge Street Annex Building.”</p> <p>The policy states support ‘for up to 7 one hour sessions with a ‘smoking cessation adviser’ is provided to staff members who wish to give up smoking. Additionally there are other useful contacts such as the NHS highlighted at the back of the policy.</p> <p>HR to consider a review of policy.</p> <p>Complete (business as usual)</p>
39/ xxxix	Provide training for Housing Officers and Benefit Support Staff on signposting both Council tenants and customers, who are known to smoke, to local stop smoking support organisations, e.g. Quit 51, an organisation, commissioned by Surrey County Council public health, that helps people quit smoking.	L&D Officer	December 2018	<p>Contact with Quit 51 made 25th October to understand offer.</p> <p>Ongoing</p>
40/ xxxx	Work with Guildford and Waverley Clinical Commissioning Group (CCG) and North East Hampshire and Farnham CCG to establish a list of accredited services ranging from the NHS, Surrey County Council services, the Voluntary and Community Sector and the private sector for effective signposting on issues that result in health inequalities.	Head of Communities and Major Projects	March 2019	<p>Waverley Borough Council community/leisure officers are included in the partnership which is led by CCGs to create a new “social prescribing model” currently in the process of being adopted.</p> <p>Head of Communities and Major Projects is a member of the Integrated Care Partnership (ICP) and also chairs the Prevention Committee.</p> <p>Complete (business as usual)</p>