



Hartlepool
Borough Council

Health and Wellbeing Board

Agenda

Monday 16 February 2026

Time: 10.00am
Location: Council Chamber
Members: Health and Wellbeing Board

Prescribed Members:

Elected Members, Hartlepool Borough Council - Councillors Allen (C), Darby, Little and Roy.

Representatives of NHS North East and North Cumbria Integrated Care Board (NENC ICB) - Karen Hawkins (VC) and Levi Buckley

Interim Director of Public Health, Hartlepool Borough Council - Chris Woodcock

Executive Director of Children's Services, Hartlepool Borough Council - Alison Sutherland

Executive Director of Adult and Community Based Services, Hartlepool Borough Council - Jill Harrison

Representatives of Healthwatch - Margaret Wrenn and Christopher Akers-Belcher

Other Members:

Chief Executive, Hartlepool Borough Council - Denise McGuckin

Director of Development, Neighbourhoods and Regulatory Services, Hartlepool Borough Council - Kieran Bostock

Director of Housing, Growth and Communities, Hartlepool Borough Council - Gemma Ptak

Assistant Director for Early Intervention, Performance and Commissioning - Rebecca Stephenson

Representative of Hartlepool Voluntary and Community Sector - Christine Fewster (Hartlepool Carers) and Kelly Brooks (PFC Trust)

Representative of Tees, Esk and Wear Valley NHS Trust - Jamie Todd

Representative of University Hospitals Tees - Neil Atkinson

Representative of Cleveland Police - Helen Wilson

Representative of GP Federation - Fiona Adamson

Representative of Headteachers - Vacancy

Observer – Statutory Scrutiny Representative, Hartlepool Borough Council – Councillor Jorgeson

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<https://www.hartlepool.gov.uk/democraticservices>



1. Apologies for absence

2. To receive any declarations of interest by members

3. Minutes

3.1 To confirm the minutes of the meeting held on 8 December 2025

4. Items for Consideration

4.1 Review of Health Protection Board Terms of Reference – *Director of Public Health*

4.2 Rowan Unit – Maternity Services Update - *Group Director of Midwifery and Service Director for Family Health Clinical Service Unit, University Hospitals Tees*

4.3 Hartlepool Board – Presentation – *Director of Housing Growth and Communities*

4.4 Health and Wellbeing Board Peer Review – *Director of Public Health*

5. Any other business which the chair considers urgent

For Information

Date of next meeting – to be confirmed

HEALTH AND WELLBEING BOARD

MINUTES AND DECISION RECORD

8 December 2025

The meeting commenced at 10am in the Civic Centre, Hartlepool

Present:

Karen Hawkins - Representative of NHS North East and North Cumbria Integrated Care Board (In the Chair)

Prescribed Members:

Elected Members, Hartlepool Borough Council – Councillors Allen, Little and Roy
Interim Director of Public Health, Hartlepool Borough Council – Chris Woodcock
Executive Director of Adult and Community Based Services, Hartlepool Borough Council - Jill Harrison
Representatives of Healthwatch - Margaret Wrenn and Steve Thomas

Other Members:

Representative of Hartlepool Voluntary and Community Sector – Christine Fewster
Observer – Statutory Scrutiny Representative, Hartlepool Borough Council – Councillor Jorgeson

Also Present: In accordance with Council Procedure Rule 4.2 Stuart Irvine was in attendance as substitute for Neil Atkinson (North Tees and Hartlepool NHS Trust)

Also in attendance:-

Karen Gibson, Alice House Hospice
Adam Guy and Julian Penton – Hartlepool Food Partnership
Philippa Walters, Pharmacy Lead

Officers:

Sylvia Pinkney, Assistant Director (Regulatory Services)
Lisa Adams, Head of Service (Early Help)
Leigh Keeble, Head of Service (Transformation)
Joan Stevens, Democratic Services and Statutory Scrutiny Manager
Jo Stubbs, Principal Democratic Services and Legal Support Officer

28. Apologies for Absence

Councillor Rob Darby, Denise McGuckin (Chief Executive HBC), Neil Atkinson (North Tees and Hartlepool NHS Trust), Fiona Adamson (GP Federation) and Sonya Black (Headteachers)

29. Declarations of interest by Members

Stuart Irvine declared an interest in Item 4.4 (Hartlepool Food Partnership – Progress Update) due to his position as Chair of Governors at Hartlepool College of Further Education.

30. Minutes of the meeting on 29th September 2025

Approved with the following amendment –

That Councillor Jorgeon attended as statutory scrutiny representative rather than Councillor Creevy

31. Health and Wellbeing Board Terms of Reference - Refresh *(Interim Director of Public Health)*

The Democratic Services and Statutory Scrutiny Manager presented the refreshed terms of reference for members' approval. This followed a change in leadership at Hartlepool Borough Council and now allowed for an elected member to chair the Health and Wellbeing Board. The newly appointed Director of Housing, Growth and Communities would also be included in the membership under other members.

Should members approve these terms of reference Councillor Gary Allen would become Chair of the Health and Wellbeing Board. Members were happy to approve the changes with the proviso that any reference to the Health and Social Care Act 2012 within the document be amended to highlight that this had been updated in 2022 for accuracy.

Decision

That the updated Terms of Reference for the Health and Wellbeing Board be approved.

Councillor Gary Allen in the Chair

32. Pharmaceutical Needs Assessment (PNA) 2025 Maintenance Report *(Interim Director of Public Health)*

The report updated the Board in accordance with the process for statutory maintenance of the Pharmaceutical Needs Assessment 2022, to receive notification of applications, decisions or other notice of changes to pharmaceutical services in Hartlepool from the ICB NENC or Primary Care Support England (PCSE) since the date of the last Health and Wellbeing Board Maintenance Report (29 September 2025). In relation to the

requirement to seek approval for publication of any Supplementary Statement to the PNA 2022 required as a consequence of those reported changes to pharmaceutical services, the Board was advised that no new Supplementary Statements had been issued under delegated authority since the last meeting of the Board. However a notification of changes to supplementary hours had been received reporting changes to the opening hours of Healthways Chemist in Middleton Grange Shopping Centre as notified by NENC ICB.

Members were also advised that changes to the 2013 regulations had come into force in October 2025. A full explanation was provided within the report.

Decision

That the change to pharmaceutical services in Hartlepool on Saturday morning, notified by NENC ICB, be noted

That it be noted that no supplementary statements to the Hartlepool PNA 2025 have been issued or are required since the last report to the Board in September 2025

That the Regulatory changes introduced on 1st October 2025 pertinent to maintenance for the Hartlepool PNA 2025 be noted

33. Teeswide Safeguarding Adults Board Annual Report 2024/25 *(Executive Director of Adult Services and Public Health and Independent Chair of Teeswide Safeguarding Adults Board)*

Members were referred to the Teeswide Safeguarding Adults Board (SAB) Annual Report for 2024-25 and Strategic Plan for 2025-2028 appended to the report. It was a requirement under the Care Act 2014 that each SAB published an annual report setting out what had been done during that year to achieve its objective and implement its strategy, the findings of any safeguarding adults reviews and what has been done to implement findings of any reviews. A strategic plan must also be published setting out the strategy for achieving its objectives and what members will do to implement it.

The Chair commended those involved in the production of the report which demonstrated the great work done across Teesside and Hartlepool and those involved in safeguarding as a whole.

Decision

That the Teeswide Safeguarding Adults Board Annual Report 2024/25 and Strategic Plan for 2025-2028 be noted and endorsed.

34. Hartlepool Food Partnership – Progress Update *(Julian Penton, Hartlepool Community Trust)*

The Board was updated on progress made by the Hartlepool Food Partnership (HFP) in bringing together the local authority, food-related businesses, the voluntary & community sector, NHS and educational institutions to address multiple aspects of the locality's food system.

Of the food partnerships across the UK, around 100 are members of the Sustainable Food Places (SFP) network. Becoming a member of the SFP required that food partnerships demonstrate a whole system approach to the local food system, based upon multi-sector collaboration, across 6 areas of work.

- Food governance and strategy;
- Good food movement;
- Healthy food for all;
- Sustainable food economy;
- Catering and procurement; and
- Food for the planet.

Details of how the HFP performs against each of the areas required to qualify for membership of the SFP were presented to the Board and attention drawn to the food-related drivers of ill health within Hartlepool, including food poverty, food deserts and the widespread consumption of processed foods and drinks. A benchmarking assessment of the Council's current contribution to addressing food-related issues had recently been issued and it was proposed that this benchmarking continue to be used to inform further cross-departmental working within the Council.

Details of funding for the Hartlepool Food Partnership was given within the report. This would allow current staffing arrangements to continue until Autumn 2026 with further funding to be sought in the coming months.

The Board noted the excellent work which had been carried out through the food partnership. Attention was drawn to the way in which growing food could bring people of all ages together and the benefits of this for people with dementia, the distribution of excess allotment produce and the issue of ultra-processed foods in the town. Concerns were also raised about the high number of takeaways in Hartlepool and the impact this and organisations such as Just Eat and Uber Eats had on people's cooking skills.

Decision

- I. That the continued use of the benchmarking of Hartlepool Borough Council's alignment with Food Partnership objectives to inform further cross-departmental working within the Council be endorsed.

- II. That the financial considerations outlined in the report be noted

35. Dementia Strategy (*Stephen Thomas, Healthwatch*)

The Chair of Dementia Friendly Hartlepool presented the draft dementia strategy to the Board. He explained the reasoning behind the development of the strategy, the priority areas and next steps. This would involve the preparation of a detailed Action Plan which would set out responsibilities, timelines and performance indicators. A monitoring framework would be established to track progress and an annual report presented to the Board. Governance of this would be through a dedicated Dementia Strategy Implementation Group. Members were asked to nominate at least 1 representative from their organisation to be part of this group to participate in meetings and help in the implementation of the strategy.

Representatives of Hartlepool's dementia community spoke at the meeting. They felt that the number of people living with dementia was vastly underestimated and noted that while the work of the implementation group would not help them it could help those who might be affected in the future. Concerns around the lack of specialist health provision for people living with dementia and the impact this had on the length of time it could take to diagnose dementia were highlighted and it was proposed that each GP surgery have at least 1 dementia specialist.

Members endorsed the draft strategy and thanked the Chair of Dementia Friendly Hartlepool and the members of Hartlepool's dementia community for their efforts and input. They noted the request for representatives to be part of the Dementia Strategy Implementation Group. The Chair confirmed these nominations would be forwarded to the group following the meeting.

Decision

- I. That the Hartlepool Dementia Strategy be endorsed
- II. That at least 1 representative from each of the Health and Wellbeing Board organisations to nominated to the Dementia Strategy Implementation Group

36. Carers Strategy (*Christine Fewster, Hartlepool Carers*)

The Chief Executive of Hartlepool Carers presented the carers strategy to the Board. She explained the reasoning behind the development of the strategy, the vision, values and priorities. Carer Focus Groups would be established to monitor delivery of the strategy and members of the Board were asked to nominate a representative to participate in these focus group sessions. An annual progress report will come to the Health and Wellbeing Board.

Members noted the clear link between those living with dementia and those caring for them. The Chief Executive of Hartlepool Carers and Chair of

Dementia Friendly Hartlepool both confirmed they would work closely to align the 2 strategies. The Vice-Chair committed support from the North East and North Cumbria ICB in terms of involvement from GPs. The need to acknowledge the caring responsibilities of young people was also highlighted. The Chief Executive of Hartlepool Carers confirmed that funding had been received to employ representatives of young carers to attend schools and provide support to young carers.

This would involve the preparation of a detailed Action Plan which would set out responsibilities, timelines and performance indicators. A monitoring framework would be established to track progress and an annual report presented to the Board. Governance of this would be through a dedicated Dementia Strategy Implementation Group. Members were asked to nominate at least 1 representative from their organisation to be part of this group to participate in meetings and help in the implementation of the strategy.

Members endorsed the draft strategy and thanked the Chief Executive of Hartlepool Carers. They noted the request for representatives to be part of the Carer Focus Groups. The Chair confirmed these nominations would be forwarded to the group following the meeting.

Decision

- I. That the Carers Strategy be endorsed
- II. That to ensure appropriate governance, and support implementation of the Carers Strategy, a representative from each member organisation be nominated to sit on the Group.

37. Drug and Alcohol Strategy Update *(Interim Director of Public Health)*

The Interim Director of Public Health gave an update on the implementation of the Drug and Alcohol Strategy. In 2023 and following a needs assessment the drug and alcohol strategy had been refreshed and the following priorities outlined:

Prevention and early intervention
 Reducing drug and alcohol related harms
 Supporting wider health needs
 Reducing drug and alcohol related crime and disorder

Progress against each of these priorities was set out and noted. Six monthly updates would be brought to the Board.

The Chief Executive of Hartlepool Carers highlighted the link between substance abuse and caring responsibilities. The Head of Service (Early Help) confirmed there were existing links in place.

Decision

That progress in relation to the implementation of the Drug and Alcohol Strategy be noted

38. Tobacco Control Strategy (*Interim Director of Public Health*)

The Interim Director of Public Health gave an update on the delivery of the Tobacco Control Strategy Action Plan and Specialist Smoking Service for Hartlepool. This was implemented in 2023 with 8 priority areas as follows:

- I. Building infrastructure, skills and capacity for local tobacco control delivery
- II. Advocacy for evidence-based policies and legislation to achieve a Smokefree 2030 and to minimise influence of the tobacco industry
- III. Reducing exposure to tobacco smoke and normalising smokefree environments
- IV. Year round, media communications and education
- V. Supporting smokers to stop and stay stopped and also to reduce harm
- VI. Raise price and reduce illicit trade
- VII. Tobacco and nicotine regulation including reducing tobacco promotion
- VIII. Data research and public opinion

Members highlighted the increase in vaping particularly amongst young people. The Interim Director of Public Health agreed that while vaping was a useful tool in enabling smokers to stop it should not be seen as an alternative for those who do not smoke particularly young people. The Assistant Director (Regulatory Services) noted that the purchase of vapes was age restricted and premises could be targeted if officers were made aware that illegal sales were taking place. Members thanked the enforcement team for their work in this area.

Decision

That the progress against the Tobacco Control Action Plan be noted and regular progress updates continue to be received.

39. Director of Public Health Annual Report (*Executive Director of Adult Services and Public Health*)

Elected Members were referred to the requirement for the Director of Public Health to write an Annual Report on the health status of the town, and the Local Authority duty to publish it, as specified in the Health and Social Care Act 2012. The 2025 Annual Report focuses on the challenges from smoking, a major driver of ill health and health inequalities in Hartlepool. The report was again accessed via a link included in the report with a copy of the Director's report also appended to the report. The previous Director of Public Health presented a video to the meeting from the Annual Report.

Decision

That the contents of the Director of Public Health Annual Report 2025 be noted and work continues to reduce smoking in Hartlepool

The Meeting concluded at 11:50am.

CHAIR



Health and Wellbeing Board

16 February 2026

Report of: Director of Public Health
Subject: REVIEW OF HEALTH PROTECTION BOARD
TERMS OF REFERENCE
Decision Type: Non-Key

1. Council Plan Priority

Hartlepool will be a place:

where people live healthier, safe and independent lives. (People)

2. Purpose of Report

2.1. To seek approval for the refreshed Terms of Reference for the Health Protection Board.

3. Background

3.1. The current Terms of Reference for the Health Protection Board were agreed in 2022. Following the recent appointment of a new Director of Public Health for Hartlepool Borough Council, a review has been undertaken.

4. Proposals

4.1. The Health & Wellbeing Board is asked to review the changes detailed in the updated Terms of Reference attached at **Appendix 1** and discuss any additional changes that may be required.

5. Other Considerations/Implications

Risk Implications	None
Financial Considerations	None
Subsidy Control	None
Legal Considerations	None
Single Impact Assessment	None
Staff Considerations	None
Asset Management Considerations	None
Environment, Sustainability and Climate Change Considerations	None
Consultation	None

6. Recommendations

6.1. It is recommended that the updated Terms of Reference for the Health Protection Board, which operates as a subgroup of the Health and Wellbeing Board, are approved.

7. Reasons for Recommendations

7.1. To ensure that the Health Protection Board continues to function effectively within appropriate Terms of Reference.

8. Background Papers

8.1. None.

9. Contact Officers

Chris Woodcock
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HARTLEPOOL HEALTH PROTECTION BOARD

TERMS OF REFERENCE

1. Purpose

The Health Protection Board is a subgroup of the Health and Wellbeing Board that provides a forum for the exchange of information, updating of plans and policies, review of intelligence and sharing good practice.

2. Role

The role of the Health Protection Board is to:

2.1 Provide assurance to the Director of Public Health (DPH), on behalf of the council, on the full range of health protection issues. Including the provision of intelligence and situational updates in the areas of:

- Environmental issues
- Communicable disease/outbreaks
- Community resilience
- Immunisations
- Screening

2.2 Put in place measures to identify and contain outbreaks including outbreak management plans for high-risk areas.

2.3 Develop and maintain system partnerships to ensure a resilient local health protection system.

2.4 Provide a local governance and assurance process for local health protection issues.

2.5 To provide technical and professional advice to others

2.6 To liaise with UKHSA and other key partners to ensure an appropriate and robust response to local outbreaks is in place.

2.7 To establish strategic linkages via receipt of minutes and/or updates from relevant committees/groups including:

- Vaccination Board.
- UKHSA: for surveillance data and outbreak control
- NHS England: Local Screening Committees E.g. Environmental Health Liaison group, Seasonal flu planning, Sexual Health Programme Board
- Any other groups whose work remits are linked to health protection.

3. Objectives

- 3.1 Provide assurance to the DPH on health protection issues including:
 - Communicable diseases
 - Non-communicable diseases
 - Screening and Immunisations
 - Emergency planning, resilience and response
 - Infection Prevention and Control
- 3.2 Oversee the development of health protection plans as required.
- 3.3 Ensure the development of monitoring systems to provide effective monitoring and governance of health protection interventions.
- 3.4 Data monitoring and intelligence gathering
- 3.5 Ensure that health protection services and processes address health inequalities and contribute to their reduction.
- 3.6 Learn from health protection incidents.
- 3.7 Review incidents, outbreaks and risks
- 3.8 Identify best practice, areas of concern and mitigating factors for risks.
- 3.9 Input health protection advice into the JSNA

4. Governance

- 4.1 The Health Protection Board is a working group that provides an annual Health Protection Assurance Report to the Health and Wellbeing Board, covering the arrangements and outcomes for health protection in Hartlepool.

5. Frequency of Meetings

- 5.1 The Health Protection Board will meet every three months with flexibility to call additional meetings as and when required to respond to emerging threats.

6. Chairing of the Board

- 6.1 The board will be chaired by the Director of Public Health. A deputy will be nominated and will be available to chair the board in the Director's absence.

7. **Membership**

Role	Organisation
Director of Public Health (Chair)	Hartlepool Borough Council
Consultant in Health Protection	UKHSA
Public Health Principal	Hartlepool Borough Council
Assistant Director Regulatory Services	Hartlepool Borough Council
Senior Emergency Planning Officer	Hartlepool Borough Council
Health, Safety and Risk Manager	Hartlepool Borough Council
Public Health Intelligence Specialist	Hartlepool Borough Council
Substance Misuse / Sexual Health Services	Hartlepool Borough Council
Director of Place	North East and North Cumbria Integrated Care Board
Medical Director	North East and North Cumbria Integrated Care Board
Lead Nurse for Infection Prevention and Control	North Tees & Hartlepool NHS Foundation Trust

Additional members maybe required depending on the nature of the health protection issue being considered.

Birth choice: Rowan Suite, University Hospitals Hartlepool

Purpose of the Report

To update the Local Authority Health and Wellbeing Board on the suspension of births at UHH, workforce position, interim birth options, timeline, and the planned on-call model reopening of Rowan Suite

Background to the Temporary Suspension

Births at UHH were temporarily suspended in May 2025 due to significant staffing pressures affecting safe provision of intrapartum, antenatal and postnatal care. Continued workforce pressures led to an extension into January 2026.

Current Workforce Position

The service has seen some reduction in workforce pressures such as sickness and absence and has successfully recruited into the current midwifery vacancies. Community midwifery stabilisation remains a priority before intrapartum services can resume.

Interim Birth Options

Homebirth is offered for all uncomplicated pregnancies. Women choosing hospital, births are supported to use low-dependency and waterbirth rooms at North Tees.

Future Provision at Rowan Suite

Birth provision for uncomplicated pregnancies will be offered though with a different workforce model than previously offered. Workforce modelling, escalation and transfer pathways will be defined.

Phase 1 (Jan–Apr 2026): Stabilisation, return-to-work support, engagement, plan training

Phase 2 (April - May 2026): Confirm model and governance approval

Phase 3 (June 2026): implement birth availability option for Rowan Suite, UHH

Engagement and Partnership Working

Engagement events with service users and staff are to be planned to understand what is important for expectant families to shape and influence future maternity services, supported by the Maternity and Neonatal Voice Partnership/

We ask for ongoing work with system partners to enhance community wellbeing and maternity outcomes: prevention and early intervention for population health



Health and Wellbeing Board

16 February 2026

Report of: Director of Public Health
Subject: HEALTH AND WELLBEING BOARD PEER REVIEW
Decision Type: Non-Key

1. Council Plan Priority

Hartlepool will be a place:
where people live healthier, safe and independent lives. (People)

2. Purpose of Report

2.1. To seek approval to undertake a review of the Health and Wellbeing Board's working practices to increase its overall effectiveness in improving the health and wellbeing of the local population and reduce health inequalities. The Local Government Association (LGA) has been asked and agreed to facilitate a peer review.

3. Background

3.1. The Health and Social Care Act 2012 set out the statutory requirement for unitary authorities to establish Health and Wellbeing Boards from April 2013. The Board has the following responsibilities and functions as set out in the Constitution of Hartlepool Borough Council:

- Responsibility for the preparation and implementation of a Health and Wellbeing Strategy for the Borough.
- Responsibility for ensuring the development and use of comprehensive evidence based Joint Strategic Needs Assessment (JSNA) for Hartlepool.
- Responsibility for ensuring consistency between the commissioning priorities of partners and the Health and Wellbeing Strategy and JSNA. Having strategic influence over commissioning and investment decisions across

health, public health and social care services to ensure integration and joint commissioning particularly for those services being commissioned and provided to the most vulnerable people.

3.2. The last few years have been a time of significant and complex change, with the Health and Care Act 2022 introducing major reforms to the NHS landscape, and a greater focus on 'place' level activity. Health and Wellbeing Boards need to evolve and adapt to operate within this new context.

4. Proposals

4.1. The LGA provides tailored support to leadership for health and care through the Partners in Care and Health Programme, which is nationally funded and provided free of charge to councils. The approach aims to support the Health and Wellbeing Board to:

- explore and gain clarity on the role of the board as a strategic partnership, with clarity on statutory role as well as the role beyond that, and in relation to other boards;
- navigate partnership working and governance complexity at system, place and neighbourhood levels for maximum collective impact; and
- test potential for ways of working as a strategic partnership based on the model of what works and learning from elsewhere.

4.2 Drawing on expertise from working around the country, the LGA will spend time with Health and Wellbeing Board partners to understand the governance/ partnership arrangements for health and care. Through a process of individual conversations with partners the aim is to understand what works well and the potential for improvement. Combining local insight with national learning should enable the Health and Wellbeing Board to agree the best way forward for future working. The LGA has been approached and confirmed that they would be able to support a review within the 2025/26 financial year.

5. Other Considerations/Implications

Risk Implications	None
Financial Considerations	None
Subsidy Control	None
Legal Considerations	None
Single Impact Assessment	None

Staff Considerations	None
Asset Management Considerations	None
Environment, Sustainability and Climate Change Considerations	None
Consultation	None

6. Recommendations

6.1. It is recommended that the Health and Wellbeing board approves and supports the peer review process.

7. Reasons for Recommendations

7.1. To allow a peer review of the Health and Wellbeing Board to take place, which will inform future working arrangements.

8. Background Papers

8.1. Please provide details for background papers here in plain language.

9. Contact Officers

Chris Woodcock
 Director of Public Health
 Chris.Woodcock@hartlepool.gov.uk
 01429 284104

Sign Off:-

Chief Executive	Date:
Director of Finance, IT and Digital	Date:
Director of Legal, Governance and HR	Date: