

	Health and Well-Being Board 4 June 2015
Title	Forward Work Programme
Report of	Strategic Director for Commissioning
Wards	All
Date added to Forward Plan	January 2014
Status	Public
Enclosures	Appendix 1- Forward work programme of the Health and Well-Being Board Appendix 2- Forward work programme of Council Committees and Barnet CCG's Board
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<h2>Summary</h2>
<p>This report introduces the forward work programme for the Health and Well-Being Board and outlines a series of considerations that will support the Board to manage and update its forward work programme effectively. These considerations are:</p> <ul style="list-style-type: none"> • The statutory responsibilities and key priorities of the Health and Well-Being Board • The work programmes of other Strategic Boards in the Borough, thematic Committees and Health Overview and Scrutiny Committee • The significant programmes of work being delivered in Barnet in 2015/16 that the Board should be aware of • The nature of agenda items that are discussed at the Board

<h2>Recommendations</h2>
<p>1. That the Health and Well-Being Board notes the Forward Work Programme and proposes any necessary additions and amendments to the forward work programme (see Appendix 1).</p>

2. That Health and Well-Being Board Members agree to propose updates to the forward work programme before the first day in each calendar month, so that the work programme can be published on the Council's website more efficiently, with the most up to date information available.

3. That the Health and Well-Being Board aligns its work programme with the work programmes of the new Council Committees (namely the Adults and Safeguarding Committee, and the Children's, Education, Libraries and Safeguarding Committee), Health Overview and Scrutiny Committee, and Barnet CCG's Board (see Appendix 2).

1. WHY THIS REPORT IS NEEDED

- 1.1 At the Health and Well-being Board meeting on 13th November 2014 the Board committed to monthly updates of the forward work programme in alignment with other council committees.
- 1.2 The current forward work programme has been designed to cover both the statutory responsibilities of the Health and Well-Being Board and the key projects that have been identified as priorities by the Board at its various meetings and development sessions. The current work programme covers a 9 month period until the end of March 2016.
- 1.3 The forward work programme attached to this report at Appendix 1 supersedes the previous work programme presented to the Board on 12 March 2015 and suggests a refreshed schedule of reports and items for the following 9 months, reflecting the Board's statutory requirements, new responsibilities as the Commissioning Committee for public health (see below), agreed priorities, and objectives set out in the Health and Well-Being Strategy. Key items to note include a review of services for people with learning disabilities (July), CCG Co-Commissioning update (July) and Opportunities to align the Public Health and Planning Teams (September). The draft Substance Misuse Strategy has moved to July to allow for further consultation.
- 1.4 In June 2014, the Council moved to a Committee Structure of governance. In the Committee system, decisions will be taken by all-party, decision-making Committees, themed around the key areas of Council business. The new themed Council Committees are: Policy and Resources; Housing; Adults and Safeguarding; Assets; Regeneration and Growth; Environment; Community Leadership; and Children's, Education, Libraries and Safeguarding. The Health and Well-Being Board has been designated responsibility to approving the commissioning plans for public health. The principles of these committees are as follows:
- Only one Committee can make a decision; the decision cannot be taken by more than one Committee
 - If it is not clear whose responsibility an issue comes under, it will be taken by Policy and Resources Committee

- Broadly, Policy and Resources will be supported by the Council's Strategic Commissioning Board; Performance and Contract Management by Delivery Board; and the Themed Committees by the Commissioning Board
- The number and themes of each Committee has been Member led.

- 1.5 The Health and Well-Being Board must ensure that its forward work programme is compatible with the forward work programmes of the new Adults and Safeguarding and Children's, Education, Libraries and Safeguarding Committees. The Board also needs to seek alignment with the work programmes of the Council's Health Overview and Scrutiny Committee, and Barnet CCG's Governing Body, to ensure that these work programmes are discussed within the correct forums, with information shared across other Board's as appropriate. Updated forward work programmes (May – September 2015) for each of these Boards are attached at Appendix 2 to support the Board in planning its work programme effectively.
- 1.6 There are a number of work programmes being delivered in 2015/16 that will be of interest to the Health and Well-Being Board, and should be reflected in the Board's forward plan. These work programmes include, but are not limited to, the health visiting and school nursing review, delivery of the Children and Families Act and the Care Act 2014, the acquisition of Barnet and Chase Farm NHS Trust by the Royal Free NHS Foundation Trust and commissioning plans.
- 1.7 The Health and Well-Being Board has a varied and demanding programme of work to cover over the next 12 months. At the Health and Well-Being Board meeting on the 21st November 2013, the Board discussed the high number of agenda items and papers regularly presented at Board meetings and suggested that some of this work could be delegated to other Boards. It was also suggested that items which the Board was only required to note be considered in a different way. The Chairman noted that the Board need to factor in reasonable time for full discussions where agenda items require input from NHS England or other external partners and Members will wish to ensure that agendas do not contain more reports than the Board has time to properly consider.

2. REASONS FOR RECOMMENDATIONS

- 2.1 To maintain a programme of agenda items that will aid the Board in fulfilling its remit.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 Not applicable.

4. POST DECISION IMPLEMENTATION

- 4.1 Following approval of the recommendations in this report, Board Members will be asked to update the forward work programme.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The Health and Well-Being Board needs a robust forward work programme to ensure it can deliver on the key objectives of the Health and Well-Being

Strategy, including the annual priorities within the Strategy that were agreed at the November 2014 Board meeting.

5.1.2 Successful forward planning will enable the Board to meet strategic local and national deadlines for each organisation represented at the Board and transformational changes required to meet the savings targets for both the Council and the CCG.

5.2 **Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

5.2.1 Currently, all items on the forward work programme of the Health and Well-Being Board will be managed within existing budgets.

5.3 **Legal and Constitutional References**

5.3.1 Health and Well-Being Boards have a number of statutory duties designated through the Health and Social Care Act (2012) that will inform what items should be taken to the Health and Well-Being Board meetings.

5.3.2 The Public Sector Equality Duty at s149 of the Equality Act 2010 will apply to CCGs and local authorities who as public authorities must in the exercise of their functions have due regard to the need to eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the 2010 Act and advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

5.3.3 The work programme should ensure that the Health and Well-Being Board is able to deliver on its terms of reference as set out in the Council's Constitution Responsibility for Functions- Annex A, which are set out below:

*(1) To jointly **assess the health and social care needs of the population** with NHS commissioners, and apply the findings of a Barnet joint strategic needs assessment (JSNA) to all relevant strategies and policies.*

*(2) To **agree a Health and Well-Being Strategy** for Barnet taking into account the findings of the JSNA and performance manage its implementation to ensure that improved outcomes are being delivered.*

*(3) To work together to **ensure the best fit between available resources to meet the health and social care needs of the population of Barnet** (including children), by both improving services for health and social care and helping people to move as close as possible to a state of complete physical, mental and social well-being. Specific resources to be overseen include money for social care being allocated through the NHS; dedicated public health budgets; and Section 75 partnership agreements between the NHS and the Council.*

(4) *To **consider all relevant commissioning strategies from the CCG and the NHS Commissioning Board and its regional structures** to ensure that they are in accordance with the JSNA and the HWBS and refer them back for reconsideration.*

(5) *To **receive assurance from all relevant commissioners and providers on matters relating to the quality and safety of services** for users and patients.*

(6) *To **directly address health inequalities** through its strategies and have a **specific responsibility for regeneration and development as they relate to health and care**. To champion the commissioning of services and activities across the range of responsibilities of all partners in order to achieve this.*

(7) *To **promote partnership and, as appropriate, integration, across all necessary areas**, including the use of joined-up commissioning plans across the NHS, social care and public health.*

(8) ***Receive the Annual Report of the Director of Public Health** and commission and oversee further work that will improve public health outcomes.*

(9) *Specific responsibilities for:*

- **Overseeing public health**
- **Developing further health and social care integration.**

5.4 **Risk Management**

5.4.1 A forward work programme reduces the risks that the Health and Well-Being Board acts as a talking shop for the rubber stamping of decisions made elsewhere, or does not focus on priorities. It ensures that all decisions formally within the Board's statutory duties, Terms of Reference and other key issues relating to local health and care services are considered.

5.5 **Equalities and Diversity**

5.5.1 All items of business listed in the forward programme and presented at the Health and Well-Being Board will be expected to bear in mind the health inequalities across different parts of the Borough and will aim to reduce these inequalities. Individual and integrated service work plans sitting within the remit of the Health and Well-Being Board's work will need to demonstrate how the needs analysis contained in the Joint Strategic Needs Assessment (JSNA) has influenced the delivery options chosen, including differential outcomes between different communities.

5.6 **Consultation and Engagement**

5.6.1 The forward work programme will be set by the Members of the Health and Well-Being Board but the Health Overview and Scrutiny Committee also has the opportunity to refer matters to the Board.

5.6.2 The bi-annual Partnership Board Summits, and the meetings of the Partnership Board co-chairs, will provide opportunity for the Board to engage with each of the Partnership Boards on the forward work programme.

6. BACKGROUND PAPERS

6.1 None.