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Meeting Health and Well-Being Board  
Date 4 October 2012  
**Subject Forward Work Programme**  
Report of Director of Adult Social Care and Health  
Summary of item and decision being sought To present an updated work programme of items for the Health and Well Being Board for 2012/13

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Officer Contributors Andrew Nathan- Chief Executive's Service  
Reason for Report To allow the Board to schedule a programme of agenda items that will fulfil its remit

Partnership flexibility being exercised The items contained in the work programme will individually take forward partnership flexibilities including the powers Health and Well-Being Boards will assume under the Health and Social Care Act 2012.

Wards affected All

Contact for further information Andrew Nathan 020 8359 7029

## **1. RECOMMENDATION**

- 1.1 To note and comment on the draft forward work programme attached at Appendix 'A'.

## **2. RELEVANT PREVIOUS DISCUSSIONS AND WHERE HELD**

- 2.1 Shadow Health and Well Being Board – 26 May 2011- agenda item 9
- 2.2 Shadow Health and Well-Being Board- 19 January 2012- agenda item 11
- 2.3 Shadow Health and Well-Being Board- 22 March 2012- agenda item 2

## **3. LINK AND IMPLICATIONS FOR STRATEGIC PARTNERSHIP-WIDE GOALS (SUSTAINABLE COMMUNITY STRATEGY; JOINT HWB STRATEGY; COMMISSIONING STRATEGIES)**

- 3.1 The Work Plan has been designed to cover both the statutory responsibilities of health and well-being Boards and key projects that have been identified as priorities by the Board at its various meetings and development sessions.
- 3.2 Approval and performance management of the Health and Well-Being Strategy has been included within the work plan and, when adopted, the Strategy will be the most significant determinant of future work programmes.

## **4. NEEDS ASSESSMENT AND EQUALITIES IMPLICATIONS**

- 4.1 None specifically arising from this report- but all items listed will demonstrate how the needs analysis contained in the Joint Strategic Needs Assessment (JSNA) has influenced the options chosen, including differential outcomes between different communities.

## **5. RISK MANAGEMENT**

- 5.1 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.

## **6. LEGAL POWERS AND IMPLICATIONS**

- 6.1 The forward work programme has been devised to incorporate the legal responsibilities contained in the Health and Social Care Act 2012. The HWBB has been operating in shadow form in readiness for the legislative changes.

## **7. USE OF RESOURCES IMPLICATIONS- FINANCE, STAFFING, IT ETC**

- 7.1 None specifically arising from the report. The programme is co-ordinated and monitored by the Chief Executive's Service as part of their support to the Board.

## **8. COMMUNICATION AND ENGAGEMENT WITH USERS AND STAKEHOLDERS**

- 8.1 The programme has been devised through consultation with Council and NHS managers, but the Barnet LINK through their membership of the Board have the opportunity to refer matters or suggest agenda items. The same will be true of the Healthwatch representative.
- 8.2 In addition, the Chairman of the HWBB periodically meets with the Co-Chairs of the Partnership Boards which report into the HWBB, and this provides an opportunity to discuss the forward plan of the HWBB.

## **9. ENGAGEMENT AND INVOLVEMENT WITH PROVIDERS**

- 9.1 None at this stage, although feedback from providers should guide the choice of future agenda items.

## **10. DETAILS**

- 10.1 At its meeting on 22 March 2012, the Board considered a forward work programme for the whole of 2012/13, with items reflecting the Board's future statutory responsibilities; key strategies and projects currently in progress; and the precedents set during the HWBB's first year in operation.
- 10.2 It was also agreed that future meetings should be divided into two parts, the first, as now, a public meeting which considers formal written reports for information and decision; and the second informal workshop style sessions between Board members which would take place on the conclusion of the formal meeting and not by themselves take any executive decisions. The work plan therefore marks with a 'B' items to be handled as formal business, and with a 'W' those which are discussion items to be handled through informal workshops at this stage.
- 10.3 An updated work programme is attached at Appendix 'A' for the Board's comments.
- 10.4 There is a key role for the LINK representative in pressing for the forward plan to take into account issues of community concern, as well as any specific LINK reports or requests for information.

## **11 BACKGROUND PAPERS**

None

**APPENDIX A**

**CURRENT SCHEDULE OF HEALTH AND WELL BEING BOARD BUSINESS 2012/13 (agreed at 22/3/12 HWBB and revised)**

item	29 November 2012	31 January 2013	4 April 2013	Notes
<b>STANDING OR GOVERNANCE ITEMS</b>				
Financial Planning Group minutes	B	B	B	
HWB Implementation Group- minutes	B	B	B	
Governance arrangements, ie review Terms Ref Membership etc			B	4/4/13 will approve conversion from shadow to full statutory status
Development of HWBB			W	

	29 November 2012	31 January 2013	4 Apr 13	Notes
<b>JSNA, HWBS AND RELATED STRATEGIES</b>				
Joint Strategic Needs Assessment- update/review/refresh	B?			Not sure what requirement is to refresh. Might benefit from a more discursive workshop format.
Integrated Commissioning Plan	B			Deferred from July and October
Substance Misuse Plan	B			Deferred from July and October
Performance Report against HWBS targets	B?		B?	
In depth report on one issue in DPH's Annual Report	B	B	B	
<b>NEW PRIMARY CARE COMMISSIONING ARRANGEMENTS</b>				
Clinical Commissioning Group- update on organisational progress			B	
Clinical Commissioning Group- sign off of commissioning plans etc for 13/14	W	B		29 Nov workshop to discuss draft CCG Commissioning Plan
Commissioning Support Organisation- update on proposals				

	29 Nov 12	31 Jan 13	4 Apr 13	Notes
<b>PUBLIC HEALTH/ DETERMINANTS/ PREVENTION MATTERS</b>				
Leisure Services- Strategic Review	B			
Early Intervention and Prevention- strategic review	B			Requested by Linda Spiers. Essential to taking forward Marmot actions and the HWB Strategy
Annual Report of Director of Public Health			B	
Other Children's issues				
H and SC- contribution to economic well being		W ?		A possible idea, as high priority for council and partners in next year- how can the health and care system make its own maximum contribution to ensure people well enough and supported enough to retain or gain employment? The prevention plan will set out much of this but could benefit from a discussion of its own.
<b>WORK WITH VOLUNTARY AND COMMUNITY SECTOR/ REPORTS OF PARTNERSHIP BOARDS</b>				
Chair's meeting with Partnership Board chairs- minutes			B	
Discussion on how to work with and develop the voluntary sector (following the recent financial reductions)	W?			
	29 Nov 12	31 Jan 13	4 Apr 13	Notes
<b>SAFEGUARDING/QUALITY AND SAFETY ISSUES</b>				
Safeguarding Adults Board- Annual Report				Annual Report
Safeguarding Children Board- Annual Report				Annual Report

Quality and Safety Matters in NCL		B		To be provided 6 monthly
Whole system working to reduce pressure ulcers	B			(identified in quality and safety discussion at Jan HWBB)- might be workshop format depending on complexity of issue/which providers need to be involved? Deferred from July 2012
Care Homes- joint quality spec/principles for whole system working		B		Identified at HWBB 26 July during Quality and Safety discussion
<b>USER AND CARER ENGAGEMENT</b>				
Local HealthWatch- spec and tender process		B		report of new contractor how service planned to be delivered
LINK- Annual Report			B	12/13 reports as part of LINK/LHW handover
<b>HEALTH AND CARE INTEGRATION</b>				
HSC Integration Scoping project	B	B	B	Workshop was held Mar 2012.
HSC Integration- specific projects that result				
Ageing Well	B			
New or amended Section 75 agreements				As identified through the Financial Planning Group
System Risk Assessment- MTFs and QIPP	B			
Allocation of Section 256 funds	B ?	B ?		Will we still be getting these on an annual basis?
Mental Health- plan for better joining up across system		B?	B?	Need for this agreed at our workshop on 26 July- should come back in due course

<b>OTHER HEALTH ECONOMY</b>	<b>29 Nov 12</b>	<b>31 Jan 13</b>	<b>4 Apr 13</b>	<b>Notes</b>
<b>Barnet Chase Farm Update on foundation status</b>				
Barnet, Enfield and Haringey Clinical Strategy- Next steps/ Investment Plans				

**HWBB will exercise statutory functions from 4 April 2013 meeting.**