
Meeting Health and Well-Being Board
Date 31 January 2013
Subject Forward Work Programme
Report of Director for People
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

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'.
- 1.2 To note that a new forward work programme will be developed for the next Health and Well Being Board on 4 April 2013.

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
- 2.4 Shadow Health and Well-being Board- 4 October 2012- agenda item 13

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 The Health and Well-Being Strategy was agreed by the Board at its meeting of 4 October 2012. It will be the most significant determinant of future work programmes and regular performance reporting will be included in the forward work programme.

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 since May 2011 in readiness for the changes to the legislative framework. The HWBB will begin to discharge their statutory functions from April 2013.

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 The Health and Well Being Board on 4 October 2012 agreed new arrangements for strategic partnerships with customers, carers and communities, including establishing a twice yearly summit involving members of all the Partnership Boards, together with members of the Health & Wellbeing Board. This will provide a more effective channel for users, carers and community representatives to discuss the work of the Board and to suggest agenda items and have an input into them.

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 at 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.
- 10.5 The forward plan only runs through to the next meeting of the Board on 4 April 2013. At the next meeting a new Forward Plan will be produced for the Board to approve, and which will reflect what will by then be its statutory responsibilities. The views of the Board

are requested more generally on the forward planning process and any improvements that can be made to these reports.

- 10.6 This meeting of the Board was originally scheduled to have a detailed focus on quality and safety, with a particular view to ensuring that suitable transition arrangements were in place when the new NHS bodies formally come into being in April 2013. Owing to NHS North Central London Board reporting timescales, it has not been possible to report formally. The Board are requested to note a verbal update, and that the workshop on 'My Home Life' will highlight quality issues that need to be taken forward. Formal reports on new arrangements will be made to the 4 April 2013 meeting.

11 **BACKGROUND PAPERS**

None

Legal – HP
CFO- JH

APPENDIX A

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

item	4 April 2013	Notes
STANDING OR GOVERNANCE ITEMS		
Financial Planning Group minutes	B	
HWB Implementation Group- minutes	B	
Governance arrangements, ie review Terms Ref Membership etc	B	4/4/13 will approve conversion from shadow to full statutory status. Will reflect DH regulations on HWBBs (expected end Jan)
Development of HWBB	W	
JSNA, HWBS AND RELATED STRATEGIES		
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	If not going January. Deferred from July October and November.
Substance Misuse Plan	B?	Deferred from July October and November
Performance Report against HWBS targets	B	
In depth report on one issue in DPH's Annual Report	B	
NEW PRIMARY CARE COMMISSIONING ARRANGEMENTS		
Clinical Commissioning Group- update on organisational progress	B	CCG to go fully live from 1 April 2013.

PUBLIC HEALTH/ DETERMINANTS/ PREVENTION MATTERS	4 Apr 13	
Leisure Services- Strategic Review- Comments on Detailed Business Case	B	CHECK
Early Intervention and Prevention- strategic review		Essential to taking forward Marmot actions and the HWB Strategy
Annual Report of Director of Public Health	B	Ready by then?
WORK WITH VOLUNTARY AND COMMUNITY SECTOR/ REPORTS OF PARTNERSHIP BOARDS		
Chair's meeting with Partnership Board chairs- minutes	B	
SAFEGUARDING/QUALITY AND SAFETY ISSUES		
Quality and Safety Matters in NCL	B	To be provided 6 monthly- April report will give Board assurance of how Q and S matters will be managed under new structures
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 and Nov 2012
Care Homes- joint quality spec/principles for whole system working	B	Identified at HWBB 26 July during Quality and Safety discussion
USER AND CARER ENGAGEMENT		
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
HEALTH AND CARE INTEGRATION		
HSC Integration Scoping project	B	
Mental Health- plan for better joining up across system		Need for this agreed at our workshop on 26 July- incl. input from BEHmhT. 29/11 meeting agreed this would go in April.

HWBB will exercise statutory functions from 4 April 2013 meeting.