

REPORT TO:	HEALTH AND WELLBEING BOARD 12 February 2014
AGENDA ITEM:	9
SUBJECT:	Report of the chair of the executive group: board work plan, performance and risk
LEAD OFFICER:	Hannah Miller, executive director of adults services, health and housing & deputy chief executive, Croydon Council
CORPORATE PRIORITY/POLICY CONTEXT:	
The Health and Social Care Act 2012 created statutory health and wellbeing boards as committees of the local authority. Their role is to improve the health and wellbeing of local people by promoting integration and partnership working between the NHS, social care, children's services, public health and other local services, and to improve democratic accountability in health.	
FINANCIAL IMPACT:	
None	

1. RECOMMENDATIONS

The health and wellbeing board is asked to:

- Agree proposed changes to the board work plan set out at paragraph 3.3
- Comment on performance against joint health and wellbeing strategy indicators at appendix 2. Areas of success and challenge identified by the performance report are set out in section 3.5/
- Note risks identified at appendix 3

2. EXECUTIVE SUMMARY

2.1 The health and wellbeing board agreed its work plan for 2013/14 at its meeting on 24 April 2013. The work plan is regularly reviewed by the executive group and the chair. This paper includes the most recent update of the board work plan at appendix 1. The performance report at appendix 2 contains indicators to track performance against the joint health and wellbeing strategy. A number of strategic risks were identified by the board at a seminar on 1 August 2013. The board agreed that the executive group would keep these risks under review.

3. DETAIL

3.1 The purpose of health and wellbeing boards as described in the Health and Social Care Act 2012 is to join up commissioning across the NHS, social care, public health and other services that the board agrees are directly related to health and wellbeing, in order to secure better health and wellbeing outcomes for the whole population, better quality of care for all patients and care users, and better value for the taxpayer.

Work undertaken by the executive group

3.2 The board seminar on 1 August 2013 recommended that the chair of the executive group reported regularly to the board on the work undertaken by the executive group on behalf of the board. Key areas of work for the executive group between December 2013 and January 2014 are set out below:

- Review of the work plan including preparation of board agenda and topic prioritisation against joint health and wellbeing strategy priorities
- Discussion of proposals for a board engagement event to be held in March 2014
- Consideration of future learning and development for board members including new board member induction, future board away day and learning events
- Liaison with other strategic partnerships including Croydon strategic partnership and children and families partnership
- Review of health and social care partnership groups accountable to the board
- Review of board strategic risk register
- Consideration of draft performance reporting for 12 February board meeting
- Review of responses to public questions and general enquiries relating to the work of the board

Board work plan

3.3 Changes to the board work plan from the version (6.1) agreed by the board on 4 December 2013 are summarised below. Changes were discussed by the executive group on 14 January 2014 and with the chair on 24 January 2014. This is version 8.0 of the work plan. The work plan (version 8.0) is at appendix 1.

3.3.1 Domestic violence and alcohol JSNA chapters moved from 12 February 2014 to 28 March 2014

3.3.2 Healthy weight JSNA chapter moved from 12 February 2014 to June 2014

3.3.3 March / April board engagement event reviewing progress against joint health and wellbeing strategy

3.3.4 Focus on outcomes discussion item on primary care proposed for September 2014

3.3.5 Focus on outcomes discussion item on household income and health proposed for October 2014

3.3.6 Focus on outcomes discussion item on health protection proposed for December 2014

3.3.7 Focus on outcomes discussion item on the health and wellbeing of offenders and their families proposed for February 2015.

3.3.8 Refreshed joint and wellbeing strategy 2015-20 for approval

3.4 A board induction session will be held in June 2015 and an away is planned for June or July to take forward the review and refreshing of the joint health and wellbeing strategy

Performance

3.5 Appendix 2 shows results for a selection of performance measures relating to joint health & wellbeing strategy priorities. The selection of performance indicators was agreed by the executive group. The report shows graphs for a selection of “good news” and potential challenge areas, and results for a wider suite of measures in tabular form.

- 3.5.1 For **improvement area 1: giving our children a good start in life**, breastfeeding prevalence is identified as an area of success. Two areas of challenge identified are teenage conception rate (although there has been significant improvement against this indicator) and MMR vaccination coverage.
- 3.5.2 For **improvement area 2: preventing illness and injury and helping people recover**, the proportion of households in fuel poverty is identified as an area of success. Areas of challenge include over 65s vaccinated against influenza, self-reported smoking quitters, and people with HIV presenting at a late stage of infection.
- 3.5.3 For **improvement area 3: preventing premature death and long term health conditions**, deaths from causes considered preventable is identified as an area where performance is better than average. Take up of NHS Health Checks is identified as an area of challenge.
- 3.5.4 For **improvement area 4: supporting people to be resilient and independent**, areas of success identified are the proportion of people using social care who receive self-directed support and delayed transfers of care from hospital. Areas of challenge include the proportion of people using social care who receive direct payments, the proportion of adults with learning disabilities in paid employment and the proportion of people who use services who say that those services have made them feel safe and secure.
- 3.5.5 For **improvement area 5: providing integrated, safe, high quality services and improvement area 6 improving people's experience of care**, no specific areas of success or challenge are identified in this quarter's report due to incomplete data collection.

Risk

- 3.6 Risks identified by the board at the seminar on strategic risk held on 1 August 2013 are summarised at appendix 3. The executive group regularly review the board risk register.

4. CONSULTATION

- 4.1 A number of topics for board meetings have been proposed by board members. These have been added to a topics proposals list on the work plan. Board members were asked to indicate their priorities from this list through a short survey circulated at the beginning of September 2013. The executive group on 22 October 2013 asked the head of health and wellbeing to review topics covered at previous board and shadow board meetings and cross check against health and wellbeing board priorities to identify potential gaps. Recommendations were taken to the chair's meeting on 24 January 2014 and are reflected in the proposed work plan.

5. SERVICE INTEGRATION

- 5.1 All board paper authors are asked to explicitly consider service integration issues for items in the work plan.

6 FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS

- 6.1 Where there are financial or risk assessment considerations board paper authors must complete this section and gain sign off from the relevant lead finance officer(s). Where there is joint funding in place or plans for joint funding then approval must be sought from the lead finance officer from both parties.

7. LEGAL CONSIDERATIONS

- 7.1 Advice from the council's legal department must be sought on proposals set out in board papers with legal sign off of the final paper.

8. HUMAN RESOURCES IMPACT

- 8.1 Any human resources impacts, including organisational development, training or staffing implications, should be set out for the board paper for an item in the work plan.

9. EQUALITIES IMPACT

- 9.1 The health and wellbeing board, as a committee of the council, has a statutory duty to comply with the provisions set out in the Equality Act 2010. The board must, in the exercise of all its functions, have due regard to the need to comply with the three arms or aims of the general equality duty. Case law has established that the potential effect on equality should be analysed at the initial stage in the development or review of a policy, thus informing policy design and final decision making.
- 9.2 Paper authors should carry out an equality analysis if the report proposes a big change to a service or a small change that affects a lot of people. The change could be to any aspect of the service – including policies, budgets, plans, facilities and processes. The equality analysis is a key part of the decision-making process and will be considered by board members when considering reports and making decisions. The equality analysis must be appended to the report and have been signed off by the relevant director.
- 9.3 Guidance on equality analysis can be obtained from the council's equalities team.

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BACKGROUND DOCUMENTS

None

Appendix 1a HWB work plan version 8.0

Date	Item	Purpose	Board sponsor	Lead officer / report author
12 February 2014	Better Care Fund (formerly the integration transformation fund) 2014/15	Discussion & decision	Hannah Miller / Paula Swann	Andrew Maskell
	Dignity & safety in care seminar report	Discussion	Hannah Miller / Paula Swann	Kay Murray / Fouzia Harrington
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Performance against health and wellbeing strategy indicators (quarterly standing item) • Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
	Local account 2012/13	Information	Hannah Miller	Tracey Stanley
	Heart Town update	Information	Mike Robinson	Steve Morton
March / April date tbc	Board engagement event: review of progress against joint health and wellbeing strategy			
26 March 2014	Focus on outcomes: Pressure ulcers in the community	Discussion	Paula Swann / Hannah Miller	Fouzia Harrington / Kay Murray
	JSNA 2013/14 domestic violence chapter final draft	Decision	Mike Robinson	Jenny Hacker
	JSNA 2013/14 alcohol chapter final draft	Decision	Mike Robinson	Jenny Hacker
	Joint mental health strategy	Decision	Hannah Miller / Paula Swann	Paula Swann / Stephen Warren / Brenda Scanlan

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Date	Item	Purpose	Board sponsor	Lead officer / report author
	Pharmaceutical needs assessment work plan 2014/15	Decision	Mike Robinson	tbc
	Final commissioning intentions 2014/15	Information	Paula Swann/Hannah Miller/Paul Greenhalgh	Stephen Warren / Brenda Scanlan / Jane Doyle
	Children & young people's emotional wellbeing & mental health strategy	Decision	Paul Greenhalgh	Geraldine Bradbury
	Update on adults with learning disabilities (from April 2013)	Information	Hannah Miller	Alan Hiscutt
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
June 2014 date tbc	Appointment of chair	Decision	n/a	Solomon Agutu
	Annual report of the director of public health	Discussion	Mike Robinson	Jenny Hacker
	JSNA 2013/14 healthy weight chapter final draft	Decision	Mike Robinson	Sarah Nicholls / Anna Kitt
	JSNA 2013/14 homeless households chapter final draft	Decision	Mike Robinson	Dave Morris

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Date	Item	Purpose	Board sponsor	Lead officer / report author
	Update on health and housing (from June 2013)	Information	Hannah Miller	Peter Brown / Dave Morris / Steve Morton
	Reform of services for children with special educational needs	Information	Paul Greenhalgh	Trisha Holmes
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Performance against health and wellbeing strategy indicators (quarterly standing item) • Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
June 2014	Board member induction			
July 2014 date tbc	Board engagement event			
September 2014 date tbc	Focus on outcomes: primary care	Discussion	Dr Jane Fryer / Paul Swann	tba
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Risk 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies

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Date	Item	Purpose	Board sponsor	Lead officer / report author
October 2014 date tbc	Focus on outcomes: household income and health	Discussion	tba	tba
	Update on Heart Town	Information	Mike Robinson	Steve Morton / Bevolly Fearon
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Performance against health and wellbeing strategy indicators (quarterly standing item) • Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
December 2014 date tbc	Commissioning intentions 2015/16	Discussion	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson/Jane Fryer	Stephen Warren / Brenda Scanlan / Jane Doyle/PH & NHS England leads tbc
	Health protection update	Discussion	Mike Robinson	tba
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Risk 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies
February 2015 date tbc	Focus on outcomes: health and wellbeing of offenders & their families	Discussion	tba	tba

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Date	Item	Purpose	Board sponsor	Lead officer / report author
	Pharmaceutical needs assessment final draft for agreement	Decision	Mike Robinson	tbc
	Joint health and wellbeing strategy 2015-20	Decision	Hannah Miller / Paula Swann / Paul Greenhalgh / Mike Robinson	tba
	JSNA 2014/15 chapter drafts	Decision	Mike Robinson	tba
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Performance against health and wellbeing strategy indicators (quarterly standing item) • Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
April 2015 date tbc	Focus on outcomes: topic to be agreed	Discussion	tba	tba
	Final commissioning intentions 2015/16	Information	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson/Jane Fryer	Stephen Warren / Brenda Scanlan / Jane Doyle/PH & NHS England leads tbc
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> • Work plan • Risk 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies

Appendix 1b Summary record of topics covered at previous HWB meetings

n.b. minutes and papers of shadow health and wellbeing board meetings from 8 December 2011 to 13 February 2013 to can be found on the Council website by clicking on the following link: <http://tinyurl.com/ShadowHWB>.

Date	Items	Purpose	Board sponsor	Lead officer / report author
24 April 2013	Establishment of the health and wellbeing board	Decision	Councillor Margaret Mead	Solomon Agutu
	Focus on outcomes: adults with learning disabilities	Discussion	Geraldine O'Shea	Geraldine O'Shea / Mike Corrigan
	JSNA key data set 2012/13	Discussion	Mike Robinson	Jenny Hacker
	Heart Town proposal	Decision	Councillor Margaret Mead	Steve Morton / Bevolly Fearon
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
12 June 2013	Prevention, self-care and shared decision making	Discussion	Agnelo Fernandes	Daniel MacIntyre
	Better Services Better Value consultation	Discussion	Paula Swann / Agnelo Fernandes	Rachel Tyndall / Charlotte Joll
	Annual report of the director of public health	Information	Mike Robinson	Sara Corben
	Sign off JSNA deep dive chapters <ul style="list-style-type: none"> • Depression in adults • Schizophrenia 	Decision	Mike Robinson	Bernadette Alves
	Update on integrated care (from September 2012)	Information	Agnelo Fernandes	Paul Young / Amanda Tuke / Brenda Scanlan
	Partnership groups proposal	Decision	Hannah Miller	Steve Morton

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Date	Items	Purpose	Board sponsor	Lead officer / report author
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
18 July 2013	Board workshop on strategic risk			
11 September 2013	Improving outcomes for children with disabilities	Discussion and decision	Paul Greenhalgh	Linda Wright
	Reablement and hospital discharge programme – funding allocations 2013/14	Decision	Hannah Miller / Paula Swann	Andrew Maskell
	JSNA deep dive chapter <ul style="list-style-type: none"> Emotional health and wellbeing of children 	Decision	Mike Robinson	Kate Naish
	JSNA work plan 2013/14	Decision	Mike Robinson	Jenny Hacker
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
	Adult social care local account 2012	Information	Hannah Miller	Tracy Stanley
	Report from Croydon Congress health themed meeting 16 May 2013	Information	Mike Robinson	Sharon Godman
	Integrated commissioning unit for health and social care	Information	Hannah Miller / Paula Swann	Brenda Scanlan / Stephen Warren
	Integrated care pioneer status bid	Information	Hannah Miller / Paula Swann	Laura Jenner
23 October 2013	Focus on outcomes: homelessness, health and housing	Discussion	Hannah Miller	Peter Brown / Dave Morris
	Heart Town programme to prevent heart and circulatory diseases	Discussion	Mike Robinson	Steve Morton

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Date	Items	Purpose	Board sponsor	Lead officer / report author
	JSNA 2013/14 overview of health & social care needs	Discussion	Mike Robinson	Jenny Hacker
	Performance report (standing item)	Discussion	Hannah Miller/Paul Greenhalgh/Paula Swann	Martin Ellender
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
	Integration transformation fund	Information	Hannah Miller / Paula Swann	Andrew Maskell
	Safeguarding adults	Information	Hannah Miller	Kay Murray
	Safeguarding children	Information	Paul Greenhalgh	Jeneen Hatt
	Update on carers (from April 2012)	Information	Roger Oliver	Harsha Ganatra
	Update on children's primary prevention plan (from Feb 2013)	Information	Paul Greenhalgh	Dwynwen Stepien
4 December 2013	Commissioning intentions 2014/15	Discussion	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson	Stephen Warren / Brenda Scanlan / Jane Doyle
	Substance misuse commissioning plans	Discussion	Hannah Miller	Alan Hiscutt
	Pharmaceutical needs assessment	Decision	Mike Robinson	Kate Woollcombe
	Work plan and report of the chair of the executive group (standing item)	Decision	Hannah Miller	Steve Morton

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Date	Items	Purpose	Board sponsor	Lead officer / report author
	Risk register (standing item)	Discussion	Hannah Miller	Steve Morton
5 December 2013	Board seminar – dignity and safety in care			