

PAPER TO OLDHAM HEALTH AND WELLBEING BOARD

Title: Strengthening the role of the Health and Wellbeing Board and Sub-Committee's

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What the issue is:

The Health and Wellbeing Board remains a statutory requirement of local authorities but it is important that we regularly review its role to ensure that it is fit for purpose and not duplicating other arrangements - particular with the establishment of new forms of governance through Oldham Cares.

This paper make a number of recommendations to firstly improve the operation of the Board to ensure that it operates effectively and efficiently as a group of system leaders and secondly to sharpen the focus of the Board by bringing the Joint Strategic Needs Assessment (JSNA) back as the foundation for the Board – directing its focus and forward agenda planning.

The paper also seeks direction from the Board on what Sub-Committees the Board requires to support its role. In the past we have had three Sub-Committees – Health Protection; Air Quality and the JSNA. We propose merging Air Quality into the Health Protection Group and seek views on whether a JSNA Sub-Committee is required and if so, what form it should take. In addition, the Best Start in Life Partnership has also reported into the Health and Wellbeing Board in the past and, further to the report that was presented to Board in June 2018, work is currently underway to develop a strategic framework for children and young people and to establish a Children and Young People's Strategic Partnership Board.

Please note that the next agenda item will cover the status of the Joint Strategic Needs Assessment and what we require from the Board to move this forward.

Requirement/recommendations to the Health and Wellbeing Board:

The Health and Wellbeing Board is asked to:-

- a) Agree the operating principles for meetings and members
- b) Note the purpose and statutory requirements of the Health and Wellbeing Board
- c) Agree to bring the Joint Strategic Needs Assessment to the forefront of the role of the Health and Wellbeing Board
- d) To discuss and agree what/if any Sub-Committees the Board requires
- e) To note how this fits with current proposals for the establishment of the Children and Young People's Strategic Partnership Board.
- f) To seek appointments to any agreed Sub-Committees

Improving the operation of the Health and Wellbeing Board

We are lucky to have a Board of committed, talented and dedicated partners but meetings of the Health and Wellbeing Board are busy and it is important that we get the most out of the meetings and operate as an effective group of system leaders.

Minimise presentations – whilst we accept that presentations are sometimes useful we ask that presentations be kept to a minimum especially if a paper has been submitted in advance.

Papers read and considered in advance – we understand that Board members are busy but the meetings will be more efficient and effective if people read and consider the papers and test ideas out with their respective organisations/forums in advance.

Keep to time – try and keep to the time allocated and focus on the asks of the Board and the outcome you want from the item

No item without an ‘ask’ – we will be seeking to reduce the number of items for noting and information only and these will be put on as non-discussion items unless there is a specific ask.

A system leadership role – the Board is one Oldham team that must work collectively to lead on health issues. Please connect what comes here back to your respective organisations and take ownership for what the Board is delivering.

Recap - the statutory requirements of a Health and Wellbeing Board

Health and wellbeing boards were established under the Health and Social Care Act 2012 and became fully operational on 1 April 2013

Health and wellbeing boards are a formal committee of the local authority charged with promoting greater integration and partnership between bodies from the NHS, public health and local government. They have a statutory duty, with clinical commissioning groups (CCGs), to produce a joint strategic needs assessment and a joint health and wellbeing strategy for their local population.

The boards have very limited formal powers. They are constituted as a partnership forum rather than an executive decision-making body.

The role and purpose as set out in the Council Constitution is as follows:-

To make a real difference to the health, well-being and life choices of the people of Oldham, this means:

a) understanding the Oldham story, knowing what matters most and deciding what this means in terms of priorities; b) focusing on prevention, early intervention and the wider social factors that impact on the local population’s health and wellbeing; c) being ambitious but realistic about what can be achieved; d) setting the strategic direction that will deliver the best outcomes for Oldham.

The Functions of the Health and Wellbeing board will include:

a) To provide a Governance Structure for local planning and accountability of health and wellbeing related services. b) To assess the needs of the local population and lead the statutory Joint Strategic Needs Assessment (JSNA) and the Joint Health and Well-being Strategy (JHWS). c) To promote integration and partnership across areas through promoting joined up commissioning and pooled budget arrangements, where all parties agrees this make sense. d) To review major service redesigns of health and wellbeing related services provided by the NHS and Local Government.

3. Bringing the Joint Strategic Needs Assessment to the forefront of the role of the Health and Wellbeing Board

To sharpen the focus for the Board we propose bringing the Board 'back to basics' by using the chapters of the JSNA and the granular evidence of the Thriving Communities Index to drive the focus for the Board and the forward planning for the next 12 months.

This will enable the Board meetings to hang together better by having items connected to one outcome/theme e.g best start/ageing well/complex and vulnerable adults etc – rather than flitting from one theme to another.

We realise that there will also be items that will need to come to the Board that don't fit with this but we are aiming for a 70/30 split so that the majority of the items stem from the gaps and needs of the JSNA.

The chair team did consider reducing the number of meetings but felt that it needed to retain the current meeting frequency for the next 12 months until the new format had been developed – with meeting frequency perhaps reducing after 2019.

In order to achieve this we recognise that we do need an effective JSNA and the proposals to achieve this are outlined in the following paper.

4. Sub- Committees

In the past we have had three Sub-Committees – Health Protection; Air Quality and the JSNA.

We propose merging Air Quality into the Health Protection Group. A draft Terms of Reference for Health Protection is attached in Appendix A. If the Board agrees this then we would seek appointments to be made to this group.

We also seek direction from the Board on whether a JSNA Sub-Committee is required if the work of the JSNA is to become more integral to the work of the Health and Wellbeing Board itself. If the Board does agree that a Sub-Committee is required we would seek views on its form, function and membership. The previous Terms of Reference for the JSNA Sub-Committee is attached for information in Appendix B.

5. Children and Young People's Strategic Partnership Board

It is proposed, in order to strengthen and build on existing partnership arrangements for children and young people that a review of current arrangements is undertaken via a series of workshops with partners, children and young people to co-produce the strategic

framework which will deliver on the ambition for Oldham to be a 'place where children and young people thrive'. It is also intended to formally establish a Children and Young People's Strategic Partnership Board who will oversee the creation of Oldham's children and young people's strategy and associated action plan and ensure that children and young people's voice is considered and evidenced in the work of the partnership.

End

Appendix A: Health Protection Sub-Group of the Health and Wellbeing Board

DRAFT TERMS OF REFERENCE

What is Health Protection?

Health Protection seeks to prevent or reduce the harm caused by communicable diseases, AMR and minimise the health impact from environmental hazards such as chemicals and radiation.

As well as major programmes such as the national immunisation programmes and the provision of health services to diagnose and treat infectious diseases, health protection involves planning, surveillance and response to incidents and outbreaks.

Local authorities (and Directors of Public Health acting on their behalf) will have a critical role in protecting the health of their population, both in terms of helping to prevent threats arising and in ensuring appropriate responses when things do go wrong. They will need to have available to them the appropriate specialist health protection skills to carry out these functions.

Aim of the Committee

To reduce and minimise the risk of threats to the health of the population of Oldham from communicable diseases and environmental hazards and respond effectively to control and manage health protection incidents so that harm is minimised.

Scope

Health protection covers communicable diseases, environmental hazards and screening and immunisation

Purpose

The Health Protection sub-group of the Health and Wellbeing Board will develop an approach to Oldham's response to health protection issues, including protection from infectious diseases, environmental hazards and emergency preparedness.

Objectives

1. To provide scrutiny and assurance of all work programmes in relation to health Protection and hold providers to account.
2. Provide clinical assurance on the prevention and management of HCAIs in the population of Oldham.
3. Outline the baseline state of health protection within Oldham
4. Improve the health protection status of the population in Oldham
5. Ensure that we are prepared to deal with health protection incidents and outbreaks both in terms of maximising preventative aspects and in terms of responding to incidents
6. Establish a performance improvement system to provide assurance and help improve health protection outcomes
7. Provide assurance that services and interventions providing the overall health protection function within Oldham will help protect the population of Oldham.
8. Provide consistent communications with other agencies and the public
9. Provide an accountability and governance framework for the health protection function and role

Membership

The Health Protection sub-group will include the following members;

- Cllr Zahid Chauhan, Cabinet Member for Health and Social Care
- Principle Policy Officer
- Charlotte Stevenson, Interim Director of Public Health
- Yasmin Ahmed-Little, Consultant in Communicable Disease PHE
- Elaine Flynn, Lead Health Protection Nurse
- Gloria Beckett, Health Protection Nurse
- Shabina Alam, Business partner CCRU, AGMA
- Darren McGrattan, Response Services Manager
- Neil Crabtree, Head of Service Public Protection,
- Claire Smith, Executive Nurse, CCG
- Carol Bailey, Immunisation Lead for PHE SIT

Meetings

Meetings of the sub-group will be held every quarter.

Reporting

The sub-group must provide regular updates to the Health and Wellbeing Board, including any recommendations made.

Declarations of interest

Any members of the sub-group must declare at the beginning of the meeting, or at any other appropriate stage, whether they are affected by a conflict of interest or conflict of duties in relation to any item on the agenda.

Administration and Support

The Principal Policy Officer for Oldham Borough Council will service the sub-group of the Health and Wellbeing Board, including taking minutes.

Review

Terms of Reference to be reviewed Bi-annually by the Lead health protection Nurse.

Appendix B: JSNA Sub-Group of the Health and Wellbeing Board

DRAFT TERMS OF REFERENCE (from May 2017)

The JSNA underpins the work of the Health and Wellbeing Board, providing the evidence base for the Health and Wellbeing Strategy and Council and CCG commissioning plans.

Purpose

The purpose of the Joint Strategic Needs Assessment (JSNA) Sub-Group is to provide strategic oversight and governance of the JSNA process and products on behalf of partners involved in improving the health and wellbeing of Oldham residents. The JSNA Sub-Group is responsible for developing and overseeing the joint strategic needs assessment process for Oldham, ensuring that needs are identified and fed into the relevant commissioning processes

Objectives

1. To develop and implement a JSNA process which meets the statutory guidance.
2. To provide assurance to the Health and Wellbeing Board that the JSNA process can effectively deliver their statutory function.
3. To have a membership representing key agencies with sufficient skills and capacity to lead and implement the process.
4. To ensure the JSNA responds to and informs, the commissioning decisions and strategic direction of the Health and Wellbeing Board, Local Authority and Clinical Commissioning Group (CCG).
5. Provide the overall guidance and direction on the development of the JSNA.
6. To support and oversee prioritisation of topics within the JSNA based on local health and social care intelligence.
7. Coordinate the JSNA work programme within the participating organisations and ensure that the JSNA/needs assessments are embedded in the commissioning process of each organisation.

Governance

The Sub-Group will report to the Health and Wellbeing Board at least annually detailing progress and the forward plan for the JSNA.

As Oldham's Integrated Care Organisation arrangements evolve an additional reporting line into the Integrated Care Partnership may be developed for this group.

The Sub-Group may establish time limited working groups to oversee the development of JSNA products e.g. in-depth needs assessments on specific topics.

Membership

The membership of the Sub-Group consists of:-

Oldham Council:	
Consultant in Public Health	Names TBC
Business Intelligence Service Manager	
Business Intelligence Public Health lead	
Adult Social Care Commissioning	
Children's Commissioning	
Strategy, Partnerships and Policy	
Cabinet Member Health and Wellbeing (Chair)	
Oldham Clinical Commissioning Group:	
Chief Clinical Officer	
Deputy Director of Performance and Delivery	
Business Intelligence	
Action Together (VCS & Healthwatch)	

Meetings

The sub-group will meet a minimum of 4 times per year.

Meetings will be chaired by the Cabinet Member for Health and Wellbeing.

Reporting

The sub-committee must provide regular updates to the Health and Wellbeing Board, including any recommendations made.

Administration and Support

Policy, Strategy and Partnerships team for Oldham Borough Council will service the sub-group, including taking minutes.

