

TORBAY HEALTH AND WELLBEING BOARD

Title: Future Working of the Torbay Health and Wellbeing Board

Wards Affected: All

To: Health and Wellbeing Board **On:** 21 March 2013

Contact: Kate Spencer
Telephone: 01803 207014
Email: kate.spencer@torbay.gov.uk

1. Purpose

- 1.1 The purpose of this report is to set out proposals for how Torbay's Health and Wellbeing Board operates once it is established by the Council at its Annual Meeting on 15 May 2013.

2. Recommendation

- 2.1 That the draft Article and Standing Orders be forwarded to the Adjourned Annual Meeting of Torbay Council to form the basis of the appointment of the Torbay Health and Wellbeing Board.
- 2.2 That future items be identified for inclusion in the draft Work Programme and that the Work Programme be agreed.
- 2.3 That work continue on outstanding development issues identified in paragraph 3.19 and that updates be provided to future meetings of the Board.

3. Supporting Information

- 3.1 Between January and March 2013, the Local Government Association have been providing support to the Torbay Health and Wellbeing Board (as part of their Leadership Offer) in preparing for the formal introduction of the Board on 1 April 2013. Information was gathered from all members of the Board and assessed against the Development Tool for health and wellbeing boards which sets out key issues against which boards can measure their level of preparedness and, moving forward, their effectiveness.
- 3.2 A development session was held with members of the Board on 14 March 2013 to discuss the findings from the review and the mechanisms which need to be put in place to ensure that the Health and Wellbeing Board is successful in the coming year(s).

3.3 In the meantime, the Regulations relating to the operation of health and wellbeing boards have now been published. It has been confirmed that the boards will be appointed as local authority committees. The majority of the rules that govern council committees will apply to health and wellbeing boards with the main exceptions being that:

- Council officers are able to serve as members of the boards
- Voting restrictions have been removed so that all non-elected members of the boards can vote
- Political proportionality rules do not need to be applied.

3.4 Taking account of the Act and the Regulations that establish health and wellbeing boards, an Article (setting the scene) and a set of Standing Orders (the rules governing the operation of the Board) have been drafted and are attached as Appendices 1 and 2 respectively.

Article

3.5 Whilst the majority of the information included within the draft Article comes from statute, the Purpose of the Torbay Health and Wellbeing Board has been written based on the discussions at the development session.

Standing Orders

3.6 The Standing Orders in relation to the Health and Wellbeing Board put together the relevant elements from the other sets of Standing Orders in operation by the Council.

3.7 The following paragraphs set out some of the items within the Standing Orders which the Board may wish to consider.

3.8 It is proposed that the membership of the Board remains as that set out by statutory requirements, at least for the first year of operation. It will fall to the Mayor to appoint the four councillor representatives on the Board.

3.9 It is up to the local authority to determine the voting arrangements at the Board. However, the Standing Orders have been drafted based on the guidance prepared by the Local Government Association and the Association of Democratic Services Officers with decisions being reached by consensus if possible and one member: one vote applying if not.

3.10 The Council's Code of Conduct for Members applies to all members of the Health and Wellbeing Board meaning that, amongst other things,:

- All members must notify the Council's Monitoring Officer of "disclosable pecuniary interests" on taking office
- All members must disclose a disclosable pecuniary interest at a meeting where any matter to be considered relates to that interest and are prohibited from taking part in discussions or voting on that matter

- 3.11 Newcomers to public sector (and in particular local government) governance may welcome a briefing on these issues as part of the health and wellbeing development programme. Similarly non-councillor members of the board may be bound by other codes of conduct and professional standards. Therefore, it is proposed that prior to the first meeting of the Board, a development session on ethics and probity be held.

Practicalities

- 3.12 A range of practical issues were discussed at the development session – some of which were resolved and some which were identified as needing further discussion.
- 3.13 The Health and Wellbeing Board will meet six times per year (at least initially). The main purpose of the meeting will be to examine in detail specific priorities within the Joint Health and Wellbeing Strategy which are classed as outliers. The information which will be considered will be:

<p>Information to include:</p> <ul style="list-style-type: none"> • Evidence base (including any findings from Health Scrutiny Board and regulators) • National policy stance • Local policy stance • Resource base <p>Challenge by Board:</p> <ul style="list-style-type: none"> • Is the evidence in the Joint Strategic Needs Assessment complete enough? Do we know the impact on each sector of the community? • Are the actions within the Joint Health and Wellbeing Strategy the right ones? • What needs to change locally to meet the outcomes required by the Board? • What can the Board do to promote integrated working to support this priority? <p>Attendees:</p> <p>To be confirmed – e.g. commissioners, providers, voluntary sector (service user voice to be communicated via Healthwatch Torbay)</p>

- 3.14 In order to generate the Work Programme for the Board a set of standard items will be considered at each meeting:

<p>Organisational Updates:</p> <ul style="list-style-type: none"> • Public Health • Adult Social Care • Children’s Services • Clinical Commissioning Group • Healthwatch 	<p>Information to include:</p> <ul style="list-style-type: none"> • Achievements since last meeting • Challenges for the next three months • Action required by partners
<p>Outcome Updates:</p> <ul style="list-style-type: none"> • Children have the best start in life • A healthy life with a reduced gap in life expectancy • Improved Mental Health and Wellbeing 	<p>Information to include:</p> <ul style="list-style-type: none"> • Performance against targets • Achievements since last meeting • Challenges for the next three months • Action required by partners

	<ul style="list-style-type: none"> • Potential updates to JSNA/JHWS <p>Action by Board:</p> <ul style="list-style-type: none"> • Identification of outlier “Priorities” for further detailed consideration at future meetings of the Board
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3.15 A draft Work Programme is set out at Appendix 3. Provisional dates for meeting are included although these are currently being consulted on to ensure maximum attendance.

3.16 The Health and Wellbeing Forum will continue to meet twice a year. As set out in the Strategy, the Forum recognises that the range of influence on people’s health and wellbeing stretches to a large number of organisations operating in Torbay from within the following sectors:

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|---------------------|----------------------------------|
| Criminal Justice | Economic Regeneration |
| Housing | Voluntary Sector |
| Culture and Leisure | Children and Young People |
| Older People | Health and Social Care Providers |

3.17 Discussions at the Forum will be based around one outcome per meeting and will inform the delivery plan for that outcome. Going forward it is hoped that the Forum can be used by a range of executive boards to reduce duplicated engagement processes.

3.18 In ensuring a joined up approach to engagement, it is proposed that the development session prior to the second meeting is around transparency and openness (including legislative requirements, public engagement at meetings of the Board and exploring sensitive issues prior to public discussions).

3.19 The outstanding issues which need to be considered going forward are:

- Relationship between Health and Wellbeing Board and other bodies (including the pathways for the referral of “issues of concern”)
 - Health Overview and Scrutiny Committee
 - Local Safeguarding Boards
 - Policy Development Groups
 - Joined Up Cabinet
 - Stronger Communities Board
 - Local Enterprise Partnership
 - Police Commissioner
- Infrastructure to support the Board (via Joint Commissioning Management Group or otherwise)
- Preparation of delivery plans and/or single local outcomes framework
- Communications and Engagement Strategy

4. Relationship to Joint Strategic Needs Assessment

4.1 This report is about the mechanics of the Board’s operation and as such does not specifically relate to the Joint Strategic Needs Assessment.

5. Relationship to Joint Health and Wellbeing Strategy

5.1 This report is about the mechanics of the Board's operation and as such does not specifically relate to the Joint Health and Wellbeing Strategy.

6. Implications for future iterations of the Joint Strategic Needs Assessment and/or Joint Health and Wellbeing Strategy

6.1 Space will need to be allocated within the Work Programme to refresh and/or revision of the Joint Strategic Needs Assessment and the Joint Health and Wellbeing Strategy.

Appendices

Appendix 1 Article relating to the Torbay Health and Wellbeing Board

Appendix 2 Standing Orders in relation to the Torbay Health and Wellbeing Board

Appendix 3 Draft Work Programme

Background Papers:

The following documents/files were used to compile this report:

Health and Social Care Act 2012

The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013

Health and Wellbeing Boards: A practical guide to governance and constitutional issues (Local Government Association and Association of Democratic Services Officers) (March 2013)

Torbay's Health and Wellbeing Strategy 2012-2015