

Agenda item 5

DERBYSHIRE HEALTH AND WELLBEING BOARD

7 December 2017

Report of Strategic Director Adult Care and Public Health

**HEALTH AND WELLBEING BOARD GOVERNANCE REVIEW AND
DEVELOPMENT OF HEALTH AND WELLBEING STRATEGY 2017-2021**

1. Purpose of the report

To inform the Health and Wellbeing Board of the Governance Review and review the revised terms of reference for the Board. To provide an outline to the development of the Health and Wellbeing Strategy 2018-2021.

2. Information and analysis

At the HWB on 5 October it was agreed that a small sub-group of the HWB would meet to review the current governance arrangements. The Governance Review took place on 3 November and focused on the following issues and discussion points to help shape the review.

- The HWB's fit with the STP system-wide governance structure, particularly in relation to how the HWB can provide appropriate challenge to health and social care partners, demonstrate public accountability as well as defining the strategic vision for health and social care in Derbyshire.
- The size and composition of the HWB to ensure that it does not duplicate the STP Board or other STP groups, but continues to represent the wide range of partners which need to be engaged.
- Whether the HWB Core Group is fit for purpose in light of the changes to clinical commissioning structures, whether due to this a new planning and co-ordination group needs to be established to support the HWB.
- The sub-structure to the HWB, including task and finish groups are in place to drive forward strategy development and implementation.

The current HWB governance structure has been in place since the LGA Peer Review in 2014 and in summary comprises of the main Health and Wellbeing Board, which meets on a bi-monthly basis and contains representation from the local authority, health commissioners and providers as well as organisations that support issues relating to the wider determinants of health such as the Police, Fire Service, voluntary sector and district and borough

councils. The main Board is supported by HWB Core Group, which is comprised of representatives from commissioning organisations which meets in the intervening month to provide a planning, operational support and performance management role.

HWB as part of a system wide governance structure

Following the LGA self-assessment workshop held in mid-October with Derby City, it has been agreed that both Health and Wellbeing Boards will seek to work collectively on shared issues and priorities. Therefore, work throughout 2018 will focus on how Derby and Derbyshire can align activity utilising JSNA evidence base and picking up areas for further action that were identified at the LGA workshop such as system wide stakeholder engagement to support transformation, preventative approaches and outcomes focused approaches to health and wellbeing.

Health and Wellbeing Strategy development

The new Health and Wellbeing Strategy will seek to add value, provide a longer-term strategic vision rather than duplicate other operationally focused work, for example, that can be effectively co-ordinated through the STP Board and supporting governance structure. The strategy will outline a series of priorities to 2021 and support the aims and ambitions of other strategic planning documents. It will provide a mechanism for the HWB to hold partners to account, providing challenge and democratic accountability to ensure that preventative approaches to health and wellbeing and addressing health inequalities are considered. As per the previous strategy it will focus on a small number of priorities and an outcomes based approach where the Board will be able to co-ordinate an appropriate system wide approach to have a positive impact.

Size and composition of the HWB

Derbyshire has a much larger HWB membership than other county areas, partly due to the complexity of the various administrative geographies and range of organisations operating within the County. The Board as originally set up following the passage of the Health and Social Care Act in 2012 comprised of the following 19 representatives:

- Leader of County Council (Chair)
- Cabinet Member for Health and Communities
- Cabinet Member for Adult Care
- Cabinet Member for Children and Young People
- Shadow Cabinet for Health and Communities
- Director of Public Health
- Strategic Director of Adult Care
- Strategic Director for Children and Younger Adults
- Strategic Director of Health and Community Safety
- Two elected representatives of the District Councils (supported by one Chief Executive)

- One representative from each of the Clinical Commissioning Groups
- One representative of the Healthwatch Derbyshire
- NHS Commissioning Board (when required)
- Public Health England (when required)

It was agreed following the HWB LGA Peer Review in 2014 that representatives from NHS Provider organisations would be included and that both Executive (Chairs/ Elected Members) and Operational (Senior Officers) representatives from a range of health and social care organisations would be members of the Board. Subsequently this made the HWB much larger at 44 members and it comprised the following:

- Cabinet Member for Health and Communities (Chair)
- Leader of County Council
- Cabinet Member for Adult Care
- Cabinet Member for Young People
- Shadow Cabinet Member for Health and Communities
- Director of Public Health
- Chief Executive, Derbyshire County Council
- Strategic Director of Adult Care
- Strategic Director for Young People
- Two elected representatives of the District Councils (supported by one Chief Executive)
- Chief Officer and Chair/Clinical Lead from each of the Clinical Commissioning Groups
- Chair and Chief Officer of HealthWatch Derbyshire
- Police and Crime Commissioner
- Chief Fire Officer
- Chief Executive and Chair of Chesterfield Royal Hospital
- Chief Executive and Chair of Derby Teaching Hospitals Foundation Trust
- Chief Officer of South Derbyshire CVS
- Chief Officer of North Derbyshire Voluntary Action
- Chief Executive and Chair of Derbyshire Community Healthcare Services Foundation Trust
- Chief Executive and Chair of Derbyshire Healthcare Foundation Trust
- Chief Executive of East Midlands Ambulance Service
- Chief Executive of Derbyshire Health United
- NHS England (when required)
- Public Health England (when required)

The recent Governance Review, reflecting the feedback several Health and Wellbeing Board members have provided independently, have sought to reduce the number of individuals who are required to attend HWB meetings, whilst ensuring the Board is representative of health and social care activity in Derbyshire. The revised membership for the Health and Wellbeing Board is

detailed within the Terms of Reference attached to this report as Appendix 1 and the proposed HWB membership list is outlined in Appendix 2.

In addition a mapping exercise has taken place to ensure there are mechanisms whereby Board members will link to and provide feedback to a much broader network, utilising existing groups and governance structures both within and outside of the STP. This approach will ensure that prevention and the promotion of wellbeing is reflected throughout the work of key strategic groups in Derbyshire and if not it can be appropriately challenged.

HWB Core Group

In light of the proposed smaller Health and Wellbeing Board composition and structure, the Governance Review agreed that HWB Core Group should be disbanded as the agenda can be agreed by a smaller group of officers comprising of the Chair, Strategic Director for Adult Care and the Joint Accountable Officers from the CCGs. Performance management and the implementation of the Health and Wellbeing Strategy will now be driven forward by the Health and Wellbeing Board rather than by Core Group.

Task and Finish Groups

It was agreed by the Governance Review Group that bespoke Task and Finish Groups would not normally be utilised by the Health and Wellbeing Board, reflecting the commitment to system-wide working. Therefore, it was agreed that the Health and Wellbeing Board would seek to commission specific pieces of work from existing strategic or working groups to inform and support the development and implementation of Health and Wellbeing Strategy priorities. In addition, strategic working groups would be called to attend specific Board meetings so that the HWB could understand and input to various pieces of work which promoted the prevention and wellbeing agenda. For example Housing or Planning officers may be asked to attend so that the Board can be assured and provide constructive challenge into policy approaches.

Revised terms of reference

The revised terms of reference are attached as an Appendix to this report and Health and Wellbeing Board members are asked to provide comments to ellen.langton@derbyshire.gov.uk by 31 January 2018. A final version of the terms of reference will be agreed at the 1 March 2018 Health and Wellbeing Board and approved at the County Council's Annual General Meeting in April 2018.

RECOMMENDATIONS

The Health and Wellbeing Board is asked to:

1. Note the outcomes of the Governance Review

2. Provide any comments or feedback on the attached draft Terms of Reference so they can be finalised and tabled at 1 March 2018 meeting.

Joy Hollister
Strategic Director Adult Care and Public Health
Derbyshire County Council

Appendix 1: Derbyshire Health and Wellbeing Board - Terms of Reference

Core strategic functions of the Derbyshire HWB

Provide strategic leadership and direction for the health and wellbeing agenda in Derbyshire by:

- Determining and outlining priorities for improving the health and wellbeing of the population of Derbyshire, with a particular focus on tackling health inequalities and preventing ill-health through consideration of issues linked to the wider determinants of health.
- Holding organisations and partners to account for delivering against the priorities outlined in the Health and Wellbeing Strategy.
- Working as part of the wider system to address strategic challenges for health and care, with a particular focus where appropriate of working collaboratively with Derby City Health and Wellbeing Board in relation to identified joint priorities.
- Exploring opportunities to improve health and wellbeing in Derbyshire, building on the shared assets and leveraging additional investment where possible from the public, voluntary and private sectors.
- Championing prevention and population health as important strategic issues and influencing organisations and partnerships to reflect this in their work.

The strategic function will be supported by the following actions:

Identify and develop a shared understanding of the needs and priorities for population health and wellbeing in Derbyshire through the development of a Joint Strategic Needs Assessment (JSNA) and utilising other locally available evidence regarding the health needs of the population. The Board will:

- Ensure the Derbyshire JSNA is reviewed, refreshed and further developed to reflect the latest qualitative and quantitative evidence.
- Ensure the JSNA drives the development of a Health and Wellbeing Strategy (HWBS) which is outcomes focused.
- Prepare, publish and oversee the HWBS to ensure that the needs identified in the JSNA are delivered in a planned, coordinated and measured way.
- Ensure the HWBS priorities shape and influence decision making and commissioning activity and where appropriate the HWB hold organisations or partnership groups to account to ensure the effective delivery of the priorities outlined.
- Ensure that where appropriate system wide delivery plans are in place to support the HWBS strategic priorities and outcomes.
- Challenge performance against the outcomes outlined in the HWBS via the HWB dashboard indicators which make links to performance frameworks for the NHS, public health and local authorities.

- Develop mechanisms to measure, monitor and report improvements in health and wellbeing outcomes for Derbyshire.

Ensure there are effective and appropriate mechanisms to communicate, engage and involve local people and stakeholders in Derbyshire in relation to health and wellbeing. The Board will:

- Champion public engagement involvement and co-production in strategies and documents that impact on population health.
- Ensure that appropriate structures and arrangements are in place to ensure the effective engagement and influence of local people and stakeholders in decision-making.
- Represent Derbyshire in relation to health and wellbeing issues at a regional and national level where appropriate.
- Work closely with the Derbyshire Healthwatch to ensure that appropriate engagement and involvement with patients and service users.

Membership

The HWB will involve NHS Provider organisations and have a CCG vice chair in line with national best practice guidance. The Cabinet member for Health and Communities, Derbyshire County Council will Chair the Board and Vice Chairs are indicated in the membership list below should the Chair be unable to attend a meeting.

The full HWB membership will comprise:

- Cabinet Member for Health and Communities (Chair) (Statutory)
- Accountable Officer for Derbyshire Clinical Commissioning Groups (Statutory) (Vice chair)
- One CCG Governing Body Chair representative on behalf of all Derbyshire Clinical Commissioning Groups (Statutory) (Vice chair)
- Strategic Director Adult Care, Derbyshire County Council (Statutory)
- Strategic Director for Young People, Derbyshire County Council (Statutory)
- Director of Public Health, Derbyshire County Council (Statutory)
- One representative from Healthwatch Derbyshire (Statutory)
- Cabinet Member for Adult Care
- Cabinet Member for Young People
- Chair of 3D to represent the voluntary sector
- One officer rep from Provider Alliance Group to represent officers from Derbyshire NHS Providers
- Chair of Clinical Professional Reference Group to provide clinical view from NHS Providers
- The Chair of Tameside and Glossop Single Commission
- Two District Council elected members on behalf of all district councils in Derbyshire

- A District Council Chief Executive to champion wellbeing on behalf of all district councils in Derbyshire
- A District Council Chief Executive to champion housing on behalf of all district councils in Derbyshire
- Police and Crime Commissioner for Derbyshire
- One senior officer representative from Derbyshire Constabulary
- One senior officer representative from Derbyshire Fire and Rescue Service
- STP Senior Responsible Officer (if not already represented on the Board)

The Board can co-opt additional members as it considers appropriate in relation to HWBS priorities.

Both NHS England and Public Health England can attend the Board meetings as required, but in relation to a specific issues or area of interest.

Specific officers may be asked to attend one or a series of HWB meetings to provide detailed insight and input to particular topics or issues, such as one of the HWB priorities.

Governance

Agenda Planning

The Chair and Vice Chairs in conjunction with the Strategic Director Adult Care at Derbyshire County Council will set the agenda for future Health and Wellbeing Boards. All Board members will be ask to put forward reports for consideration prior to agendas being finalised.

Reporting

Reports tabled to the HWB will need to make a clear recommendation to the Health and Wellbeing Board and also demonstrate how they are delivering against HWBS priorities. Reports for information and noting will be circulated electronically to the Board between meetings to ensure that information is shared in a timely manner.

Delivery of pieces of work

Work will be delivered by established system groups and HWB will direct and commission specific pieces of work via Board members who will need to action, co-ordinate and feedback to the Board within agreed timescales.

Task and Finish Groups

Task and Finish Groups will be established by exception to take forward key pieces of work for the HWB. They will be chaired by HWB members and include representatives from HWB partners and wider stakeholders.

Relationship with other Boards

The governance diagram at the end of this document sets out the relationship between the HWB and other key Boards and programmes of work in Derbyshire.

A separate protocol will be developed setting out the relationship between the HWB and STP to ensure that the HWB can provide appropriate challenge to the STP Board and associated delivery groups.

Meetings of the Board

Frequency

The HWB will meet on quarterly basis.

The date, time and venue of meetings will be fixed in advance by the Board and an annual schedule of meetings will be agreed.

Meetings will normally take place at County Hall, Matlock unless the Health and Wellbeing Board is required to visit another venue or participate in a joint session with Derby City Health and Wellbeing Board.

Additional meetings may be convened at the request of the Chair or Vice Chair.

Voting

At this stage of its development the HWB will operate on a consensus basis.

Declaration of Interests

Any interests held by members or co-opted members should be declared on any item of business at meeting in accordance with the Council's Code of Conduct for Members and the Localism Act 2011.

Quorum

A quorum of five will apply for meetings of the HWB including at least one representative from the County Council and one representative of the CCGs.

Access to Information/Freedom of information

The Board shall be regarded as a County Council committee for access to information purposes and meetings will normally be open to the press/public.

Public questions

Public questions must be tabled in advance and in line with the procedures for Full Council and will be considered at the Chair's discretion to ensure they are relevant to the work of the Health and Wellbeing Board.

Board papers

The agenda and supporting papers shall be circulated at least five clear working days in advance meetings and published on the County Council website.

Minutes will be published on the County Council web site.

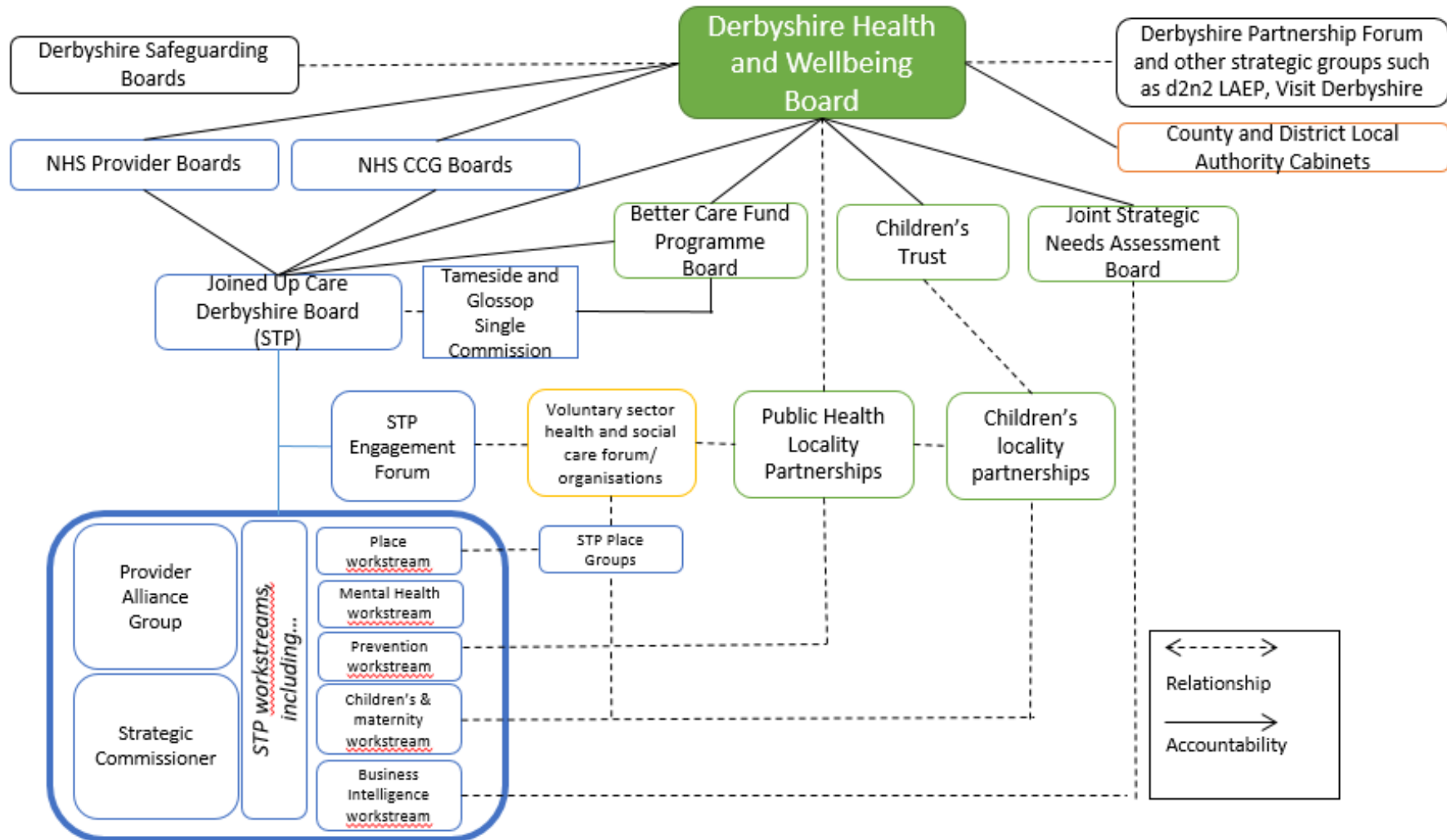
Scrutiny

Decisions of the HWB will be subject to scrutiny, but will not be subject to the “call-in powers” of the Improvement and Scrutiny Committee.

Review

These terms of reference will be reviewed annually or earlier if required.

HWB governance structure



Appendix 2: Proposed revised HWB membership

Position:	Organisation:	Proposed Board Member	Proposed named Deputy
Cabinet Member for Health and Communities (Chair)	Derbyshire County Council	Cllr Carol Hart	<i>Cllr John Boulton*</i>
Accountable Officer for Derbyshire Clinical Commissioning Groups (Vice chair)	Derbyshire Clinical Commissioning Groups	Dr Chris Clayton	<i>Jenny Swatton*</i>
1 x CCG Governing Body Chair (Vice chair)	Derbyshire Clinical Commissioning Groups	Dr Ben Milton	<i>Dr Paul Wood*</i>
Strategic Director Adult Care	Derbyshire County Council	Joy Hollister	Julie Voller
Strategic Director for Young People	Derbyshire County Council	Jane Parfrement	Isobel Fleming
Director of Public Health	Derbyshire County Council	Dean Wallace	Anne Barrett
Chair of Healthwatch Derbyshire	Healthwatch Derbyshire	John Simmons	Karen Ritchie
Cabinet Member for Adult Care	Derbyshire County Council	Cllr Jean Wharmby	Cllr Wayne Major
Cabinet Member for Young People	Derbyshire County Council	Cllr Alex Dale	Cllr Julie Patten
Chair of 3D to represent the voluntary sector	Representing Derbyshire Voluntary Sector organisations	Lynn Allinson	Jacqui Willis/ Pam Wood tbc
Representative from Provider Alliance Group	Derbyshire NHS Provider organisations	Tracy Allen	Ifti Majid
Chair of Clinical Professional Reference Group to provide clinical view from NHS Providers	Derbyshire NHS Provider organisations	Dr Avi Bhatia	Dr Steven Lloyd
Chair of Tameside and Glossop Single Commission	Tameside and Glossop CCG	Dr Alan Dow	tbc
Two District Council elected members on behalf of all district councils in Derbyshire	Representing all district councils	Cllr John Ritchie tbc	n/a

PUBLIC

District Council Chief Executive to champion wellbeing on behalf of all district councils in Derbyshire	Representing all district councils	tbc	n/a
District Council Chief Executive to champion housing on behalf of all district councils in Derbyshire	Representing all district councils	Huw Bowen	n/a
Police and Crime Commissioner	Derbyshire Police and Crime Commissioner	Hardyal Dhindsa	Kevin Gillott
Officer representative from Derbyshire Constabulary	Derbyshire Constabulary	tbc	tbc
Senior officer representative from Derbyshire Fire and Rescue Service	Derbyshire Fire and Rescue	Gavin Tomlinson	Alex Johnson
STP Senior Responsible Officer (if not already represented on the Board)	Derbyshire NHS organisations	tbc	n/a
<i>Deputy Director for Healthcare Public Health (as required)</i>	Public Health England	Ben Anderson	n/a
<i>NHS England East Midlands (as required)</i>	NHS England	Vikki Taylor	n/a
Advisor to the HWB			
<i>Legal representative</i>	<i>Derbyshire County Council</i>	<i>Simon Hobbs</i>	<i>Jennifer Harper</i>

*Named deputy who can attend meetings, but they do not take on the role of Chair or Vice Chair.