



STAFFORDSHIRE HEALTH AND WELLBEING BOARD

FORWARD PLAN 2017/2018

This document sets out the Forward Plan for the Staffordshire Health and Wellbeing Board.

Health and Wellbeing Boards were established through the Health and Social Care Act 2012. They were set up to bring together key partners across the NHS, public health, adult social care and children's services, including elected representatives and Local Healthwatch to lead the agenda for health and wellbeing within an area. The Board has a duty to assess the needs of the area through a Joint Strategic Needs Assessment and from that develop a clear strategy for addressing those needs – a Joint Health and Wellbeing Strategy. The Board met in shadow form before taking on its formal status from April 2013.

The Forward Plan is a working document and if an issue of importance is identified at any point throughout the year that should be discussed as a priority this item will be included.

Councillor Councillor Alan White and Dr Charles Pidsley
Co- Chairs

If you would like to know more about our work programme, please get in touch on 07794 997 621

Unless otherwise stated public board meetings and non-public workshop sessions are held in Staffordshire Place 1, Trentham and Rudyard Rooms, at 3.00pm.

Public Board Meetings:	9 March 2017	Workshop/Development Non-Public Sessions	12 January 2017
	8 June 2017		13 April 2017
	7 September 2017		11 May 2017
	7 December 2017		
	8 March 2018		

Date of meeting	Item	Details	Outcome	
12 January 2017 WORKSHOP SESSION	Discussion topic: <i>The Living Well Strategy and the impact of the STP</i>	Topic for discussion agreed at the 8 December Board meeting		
9 March 2017 PUBLIC BOARD MEETING	Items for Decision	Better Care Fund Report Author- Becky Wilkinson Lead Board Member- Richard Harling	The H&WB requested this item at their 8 December meeting. The BCF was last considered by the Board at their meeting of 8 September 2016. This purpose of this item is to update the Board on developments with the BCF.	The Board agreed to, hold a development session on the STP, BCF and how these are aligned. They noted link between the BCF and the STP and the use of the BCF as a local delivery mechanism for the STP. The scope for the 2017-19 BCF was agreed and the Board delegated agreement for the final BCF submission to the joint H&WB Co-Chairs.
		H&WB Strategy 2018 Report Author- Jon Topham Lead Board Member- Richard Harling	The development of the new Strategy was part of discussions around developing the H&WB agenda at the 8 September 2016 Board meeting. Members are aware that the current Strategy is due to be renewed in 2018.	The Board agreed that an approach should be made to the Stoke H&WB to suggest working together on developing the new Strategy. They also agreed that the Strategy should promote better “join up” around money and resources. The Board supported the development of a place based approach focusing on key priority neighbourhoods, developing community assets and engagement and to develop a proactive communication and public engagement function. They also agreed to: develop Health in All Policies (HiAP); continue to provide the right data and information for Joint Strategic Needs Assessments (JSNA); agreed the governance issues: and timeline.
		Health in all Policies Report Author- Helen Jones Lead Board Member- Richard Harling	As part of discussions around developing the H&WB agenda (at their meeting of 8 September 2016) members agreed to consider the development of policy, guidance and support on issues such as: Alcohol licensing /saturation zones; Fast food and hot takeaways as a lever for the reduction of obesity; and housing policy with a focus on an ageing population.	The Board agreed to champion the HiAP approach, advocating the HiAP approach within their own organisations and beyond. They also agreed to build HiAP into the new H&WB Strategy and Action Plan for 2018 onwards and monitor progress on HiAP through the H&WB Strategy and Action Plan. District and Borough Board Members agreed to host a workshop on the HiAP approach in Staffordshire.

Date of meeting	Item		Details	Outcome
		<p>Local Physical Inactivity Strategy & Sport England Bid Report Author- Jude Taylor Lead Board Member- Richard Harling</p>	<p>At their meeting of 8 December 2016 the Board heard that funding to encourage a more active nation had been made available and that over the next four years Sport England would be investing £1billion, with the intention of allocating £130m in ten different locations. Bids were being invited and Staffordshire intended to submit an expression of interest. The H&WB now received progress on the Staffordshire bid.</p>	<p>The Board agreed to take the leadership role for the development of a Staffordshire Physical Activity Strategy, sponsoring the bid submission, providing governance to the bid and adopting the working group as a sub-group of the Board.</p> <p>The Board also agreed to support a focus on inactive people in the 55-68 age group; and to receive regular updates on the bid's progress.</p>
	<p>Items for Debate</p>	<p>Annual Report of the Director Public Health Report Author- Karen Bryson Lead Board Member- Richard Harling</p>	<p>Deferred from 8 September H&WB. The Director of Public Health will give a presentation on his draft Annual Report prior to this being finalised and published.</p>	<p>The Board received and supported the presentation.</p>
		<p>CCG/SCC Commissioning Intentions Presentations from each CCG and from the Director of Public Health</p>	<p>Each CCG and the Director of Public Health will share a 5 minute presentation on their commissioning intentions</p>	<p>The Board received the presentations on both CCG and SCC commissioning intentions.</p>
		<p>Obesity Debate Verbal update – Jon Topham</p>	<p>At their 8 September meeting the H&WB agreed a new initiative to hold regular debates on key issues as a way to raise public awareness and gauge public opinion. At that meeting it was agreed that the first public debate topic would be obesity. The debate had been held on 1 March and the Board will be updated on outcomes from the debate and progress on the obesity consultation.</p>	<p>The Board noted the update following the Obesity debate.</p>
	<p>Items for Information</p>	<p>The following items were shared with Board Members for their information prior to this meeting:</p> <ul style="list-style-type: none"> • H&WB Annual Report • Children's Safeguarding Board Annual Report • Update on CAMHS funding • JSNA/Intelligence 		
<p>13 April 2017 WORKSHOP SESSION</p>	<p>Cancelled</p>			
<p>11 May 2017 WORKSHOP SESSION</p>	<p>Cancelled</p>			

Date of meeting	Item		Details	Outcome
<p>6 July 2017 PUBLIC BOARD MEETING</p> <p><i>NB this meeting was scheduled for 8 June but had to be changed in light of the General Election</i></p>	<p>Items for Decision</p>	<p>DPH Annual Report Report Author– Allan Reid Lead Board Member - Richard Harling</p>	<p>The Director of Public Health to present his Annual Report on End of Life.</p>	<p>The Board endorsed the Director of Public Health’s Annual Report and the proposed outline for the next H&WB public conversation on end of life. They requested that the outcome of the Communications Team language testing over the proposed conversation title “Dying to Talk” be considered at the 7 September Board meeting and they actively supported the public conversation on end of life and will seek support for the campaign across their respective organisations</p>
		<p>Obesity Conversation Report Author– David Sugden Lead Board Member – Richard Harling</p>	<p>In line with the Board’s desire to better engage with the public on important health and well-being issues, a public debate on obesity took place during February 2017.</p> <p>The Board will receive details of outcomes resulting from the debate.</p>	<p>The Board noted the outcomes and lessons learnt for future debates. They supported the development of a partnership “compact” to address obesity and agreed that further consideration be given to the best way to increase the H&WB visibility and provide a key point of interaction with the public on future engagement around health and well-being.</p>
		<p>HIAP Report Author– Jon Topham Lead Board Member – Tim Clegg</p>	<p>Feedback from the HIAP working group and to seek agreement for workshop approach</p>	<p>A workshop in September was supported. The Board noted the proposal to identify an overall lead for HiAP in each authority and the proposal to identify leads for HiAP across all organisations who could contribute to the workshop.</p>
		<p>All Age Disability Strategy Report Author – Martyn Baggaley Lead Board Member – Richard Harling</p>	<p>The current All-Age Disability Strategy is due to expire in March 2018. A new strategy is being developed and this report will give an outline of the focus for the new.</p>	<p>The Board endorsed the approach to develop a new All-Age, lifelong disability strategy, including core principles, scope, timescales and governance. They agreed to forward comments on the first strategy draft when it is circulated to them in September</p>

Date of meeting	Item		Details	Outcome
	Items for Debate	HWBB Strategy update Report Author- Jon Topham Lead Board Member – Richard Harling	The current “Living Well” H&WB Strategy runs until 2018 and it is intended to build upon this in developing the new strategy and evolving the approach to have a stronger focus on delivery and action.	The comments made by the Board will be reflected in the format and content of the report. The Board will contribute to the development of the Strategy through a workshop session to take place at 2.00pm on 7 September prior to their Board meeting where the broader implications of the Strategy be considered.
		BCF Report Author - Rebecca Wilkinson Lead Board Member – Richard Harling	The integrated policy framework for the BCF 2017-19 had been published on 28 March 2017. Planning for the first 2017-19 submission had begun with a deadline of 11 September.	The policy framework and progress of the BCF 2017-19 was noted by the Board and, in light of the timescales, they agreed to delegate authority to the co-chairs for signing off the BCF plan on behalf of the H&WB. A workshop for comments on the BCF will be arranged prior to its submission.
	Items for Information	The following items were shared with Board Members for their information prior to this meeting: <ul style="list-style-type: none"> • JSNA/Intelligence 		
7 September 2017 PUBLIC BOARD MEETING NB a workshop session was held before this meeting to consider the new Strategy	Items for Decision	End of Life Care – Public Conversation Report Author –Allan Reid Lead Board Member – Richard Harling	Oral update on the proposed public conversation on end of life.	The Board agreed that “Dying Matters in Staffordshire” be the name of the debate; and agreed that work towards a dedicated web site be progressed giving consideration to costings
Pharmaceutical Needs Assessment Report Author – Ruth Goldstein Lead Board Member – Richard Harling		There is a statutory requirement for H&WBs to update their PNA every three years and in addition, the Board is required to keep up-to-date a map of NHS pharmaceutical services provision within its area and publish any supplementary statements where there have been changes.	The Board requested further consideration be given to how pharmacies support delivery of H&WB priorities, particularly focusing on the contribution pharmacies can make to the STP. Feedback from H&WB Members and their organisation be given to the report authors to help shape the final PNA as part of the consultation process	

Date of meeting	Item		Details	Outcome
	Items for Debate	Burton/Derby Hospital transformation Report Author – Burton Hospitals NHS Foundation Trust Lead Board Member – Charles Pidsley	Request from both Trusts to send Executive Directors to update on collaboration proposals – deferred due to Purdah (Move to September pending Chairs decision)	The Board noted the continued commitment and progress made towards the proposed merger of Burton Hospitals NHS Foundation Trust and Derby Teaching Hospitals NHS Foundation Trust, along with their commitment to the goals of the Staffordshire STP. They requested that the business case be checked by the STP against the assumptions about activity and funding at other Acute Trusts to determine whether they are affordable collectively.
		Families Strategic Partnership Report Author – Mick Harrison Lead Board Member – Glynn Luznyj & Helen Riley	An overview of activity undertaken by the Families Strategic Partnership Board (FSPB) and supported by the Families Partnership Executive Group (FPEG)	The Board endorsed the work undertaken by the FSPB and the FPEG and the direction of travel for partnership activity. They approved the activity plan and outcomes framework and endorsed the priority of mental health and wellbeing (across the life course, focusing on the lower end of the spectrum and centring on root cause)
		STP Together We're Better – Update Report Author – Simon Whitehouse Lead Board Member – Richard Harling	To consider the priorities, governance and progress of the STP.	The Board supported the STP three priorities. The Board Co-Chairs will attend a Health and Care Transformation Board governance workshop to explore and shape how the system moves into delivery mode. Board Members will give consideration to enabling their respective organisational vacancies to be accessible to displaced health and care staff through the re-deployment team
		SASSOT – Physical Inactivity Sub Group Report Author – Ben Hollands Lead Board Member - Glynn Luznyj	Sport England have decided not to take the Staffordshire bid through to the final stage of assessment. However through the process of bid development, it became apparent that there is an urgent need for a collaborative approach to inactivity. The sub-group is now in the process of developing a clear vision, priority outcomes and associated work programme, evaluating what can be achieved without the significant investment of the Local Delivery Fund.	The Board endorsed the work of the sub-group to date will continue to take a leadership role in the development of a collaborative approach to physical inactivity in Staffordshire.

Date of meeting	Item		Details	Outcome
		<p>Place Based Approach Report Author – Mick Harrison Lead Board Member - Glynn Luznyj & Helen Riley</p>	<p>A summary of the partnership discussions undertaken to date and an overview of the Place Based Approach (PBA) concept and how this is being developed at a local level.</p>	<p>The Board noted the concept, definition and principles of the PBA, the core approach across Staffordshire and the local flexibility dependent on local need and resource availability. They agreed to provide strategic direction and acknowledged that the successful delivery of PBA requires a “whole family” approach.</p>
		<p>Prevention Through Wellness People & Place Based Approach Report Author – Karen Bryson Lead Board Member – Richard Harling</p>	<p>Consideration of the approach to the new Strategy “Prevention through Wellness – our People and Place based approach”.</p>	<p>The overlap between the H&WB Strategy and the STP Prevention Work stream was noted, and the Strategy’s adoption as the strategic framework for the STP Prevention Work stream was agreed. The Board agreed to the establishment of a Prevention Steering Group sub-group of the H&WB to develop and implement the Delivery Plan. Membership of the sub-group will be drawn from key partners and report to the H&WB and the STP Board. The key Strategy themes and proposed approach to prevention were supported.</p>
	Items for Information	<p>The following items were shared with Board Members for their information prior to this meeting:</p> <ul style="list-style-type: none"> • Better Care Fund Update • JSNA/Intelligence August 2017 		
<p>9 November 2017 WORKSHOP SESSION</p>	Cancelled			
<p>7 December 2017 PUBLIC BOARD MEETING</p>	Items for Decision	<p>Suicide Prevention Report Author – Vicky Rowley Lead Board Member – Richard Harling</p>	<p>Report on work so far</p>	<p>The Suicide Prevention Strategy had been developed in 2015. A new suicide prevention action plan had been developed. The H&WB supported the planned activity, requested further areas be included and agreed that Board Members would champion the importance of suicide prevention and zero tolerance approach across Staffordshire.</p>

Date of meeting	Item	Details	Outcome	
	<p>Local Transformation Plan for Children & Young People's mental Health Services Report Author - Jane Tipping, Head of Mental Health Commissioning and Roger Graham, CAMHS Commissioner, South Staffs CCGs</p>	<p>NHS England requires CCGs to submit a refreshed version of the Local Transformation Plan (LTP) for the development of Child and Adolescent Mental Health Services (CAMHS) within their localities. This is an annual requirement & must include verification that the Health and Well-being Board have signed off the final submission.</p>	<p>Members felt they needed further detail on the Plan and requested it be brought to the March Board meeting.</p>	
	<p>Items for Debate</p>	<p>Health & Wellbeing Strategy Report Author – Jon Topham Lead Board Member – Richard Harling</p> <p>Annual Report of the Director Public Health Report Author- Jon Topham / Karen Bryson Lead Board Member- Richard Harling</p> <p>HIAP Report Author – Allan Reid Lead Board Member – Tim Clegg</p> <p>Air Quality and Clean Air Zones Report Author – Mike Calverley Lead Board Member – Richard Harling/Alan White</p>	<p>Report for approval and consultation plan for discussion / approval</p> <p>Update on preparation of the report</p> <p>Update on progress with HIAP</p> <p>Following the Government's publication of the Clean Air Strategy an initial appraisal of Staffordshire air quality was undertaken.</p>	<p>The Board agreed that the focus of the new Strategy should be on extending healthy life expectancy. They asked that CCGs and partners be written to as part of the new Strategy consultation, and that this consultation be used to prompt closer working between the STP and the 2 Staffordshire HJ&WBs.</p> <p>The Board endorsed the use of technology to improve health as the topic for the 2017/18 DPH report and gave a steer to the areas that should be considered within the report.</p> <p>The Board noted the developments within the HiAP agenda. They continue to support and endorse HiAP in Staffordshire and engage with the developing HiAP programme of work.</p> <p>An air quality partnership agreement will be developed between SCC, Stoke on Trent City Council and the 8 District Councils. An action plan for local implementation is being developed along with a communications plan. The Board also agreed to delegate authority to sign off bid submissions for air quality grants to the joint chairmen.</p>

Date of meeting	Item	Details	Outcome	
	Items for Information	The following items were shared with Board Members for their information prior to this meeting: <ul style="list-style-type: none"> • Staffordshire Better Care Fund • Ofsted report of Children's Services • Anti-Microbial Resistance (AMR) • Staffordshire & Stoke-on-Trent Adult Safeguarding Partnership Board Annual Report • JSNA Outcomes Report • Update on Burton/Derby Merger and Plans for the Community Hospitals • 		
8 March 2018 PUBLIC BOARD MEETING	Items for Decision	HWBB Strategy Report Author – Jon Topham Lead Board Member – Richard Harling	Approval following consultation – Jon Topham Action plan: Wellness Programme Karen Bryson	
		Transformation Plan for Children & Young People Report Author - Jane Tipping, Head of Mental Health Commissioning and Roger Graham, CAMHS Commissioner, South Staffs CCGs	This item was deferred from December -	
	Items for Debate	CCG/SCC Commissioning Intentions Presentations from each CCG and from the Director of Public Health	Single CCG presentation Single SCC Adult Social Care & Public Health presentation How commissioning Intentions / Strategy aligns with the HWBB strategy <ul style="list-style-type: none"> - Cheryl Hardisty Director of Commissioning and Operations across the 6CCGs - Richard Harling 	
		STP Lead Board Member – Simon Whitehouse	Standing Item to discuss key issues within the STP	
		BCF Lead Board Member – Richard Harling	Standing Item to update the Board on BCF issues	
		JSNA Report Author – Divya Patel	Annual Discussion on the JSNA <ul style="list-style-type: none"> • Highlight where we have new data • Highlight key trends • Dashboard to report on Strategy 	

Date of meeting	Item		Details	Outcome
	Items for Information	Annual Report of the Director of Public Health Report Author – Karen Bryson Lead Board Member – Richard Harling	To provide an update on the report	
District Delivery Plans Report Author – Karen Bryson Lead Board Member – Richard Harling		This is part of a rolling programme for the SCC/STP Wellness Programme to develop a place based approach, which will be the vehicle for delivery of much of the programme		
Physical Inactivity sub Group Report Author – Jude Taylor Lead Board Member – Alan White		Standard reporting slot		
Family Strategic Partnership Lead Board Member – Helen Riley		Standard reporting slot		
Pharmaceutical Needs Assessment Report Author – Ruth Goldstein		Final report based on outcomes of the consultation		

H&WB Statutory Responsibility Documents

Document	Background	Timings
Pharmaceutical Needs Assessment (PNA)	<p>The PNA looks at current provision of pharmaceutical services across a defined area, makes an assessment of whether this meets the current and future population needs for Staffordshire residents and identifies any potential gaps in current services or improvements that could be made.</p> <p>The Health and Social Care Act 2012 transferred responsibility for developing and updating of PNAs to HWBs.</p>	<p>The current PNA was published in February 2015.</p> <p>The PNA is reviewed every three years, with the next review due in 2018.</p>

Board Membership Role	Member	Substitute Member
Staffordshire County Council Cabinet Members	CO CHAIR - Alan White – Cabinet Member for Health, Care and Wellbeing Mark Sutton – Cabinet Member for Children and Young People Philip White – Cabinet Support Member for Learning and Employability	Gill Burnett – Cabinet Support Member for Adult Safeguarding
Director for Families and Communities	Helen Riley – Deputy Chief Executive and Director for Families and Communities	Mick Harrison – Head of Care and Interim Head of DASS
Director for Health and Care	Richard Harling – Director of Health and Care	Karen Bryson
A representative of Healthwatch	Rob Morrison – Chairman Engaging Communities	
A representative of each relevant Clinical Commissioning Group	Mo Huda – Chair of Cannock Chase CCG Paddy Hannigan – Chair of Stafford and Surrounds CCG John James – Chair of South East Staffs and Seisdon Peninsula CCG CO CHAIR - Charles Pidsley – Chair of East Staffs CCG Alison Bradley - Chair of North Staffs CCG	Marcus Warnes – Chief Operating Officer
NHS England	Ken Deacon – Medical Director, Shropshire and Staffordshire Area Team	Fiona Hamill – Locality Director
Staffordshire’s Health and Wellbeing Board has agreed to the following additional representatives on the Board:		
Role	Member	Substitute Member
District and Borough Elected Member representatives	Roger Lees – Deputy Leader South Staffordshire District Council Frank Finlay – Cabinet Member for Environment and Health	Brian Edwards Gareth Jones
District and Borough Chief Executive	Tim Clegg – Chief Executive Stafford Borough Council	tbc
Staffordshire Police	Gareth Morgan – Chief Constable	tbc
Staffordshire Fire and Rescue Service	Glynn Luznyj – Director of Prevention and Protection	Jim Bywater
Together We’re Better - Staffordshire Transformation Programme	Simon Whitehouse – Programme Director	John James – Medical Director