

DRAFT Health and Wellbeing Board Work Plan 2012 – 13

HWBB Cycle	Agenda Item/Outcome for the HWBB	Action Required	Lead
31 October 2012	Agree HWBB work plan	Plan developed from outcomes of self-assessment activity and reflection from Board members – including ‘excellence plan’ for continued annual assessment/review of Board’s progress	Kate Green
	Agree and publish Joint Health and Wellbeing Strategy 2012 -15	Final strategy to be presented to Board following consultation activity and amendments	Kate Green / HWB Steering Group
	‘End of Life’ – Rotherham Hospice	Exploring how the Rotherham Hospice can help the Board achieve its priorities	HWBB / Mike Wilkerson, RH
28 November 2012	Agree Performance Management Framework, including: <ul style="list-style-type: none"> • Agreed measures for Board to monitor • How performance will be reported • Performance reporting schedule 	Develop framework based on national Outcomes Frameworks and Board priorities, and agree a set of 5/6 measures which the Board will monitor at planned meetings. For the Board to also agree the schedule for thematic discussions on each of the priorities – one per meeting.	HWB Steering Group to report (meeting 14 Nov)
	Clear reporting mechanism for the Board in place	Undertake mapping exercise; looking at partnership governance structures to provide a clear reporting mechanism which reports by exception and for purpose, stopping duplicate reporting and clarifying the decision making process.	HWB Steering Group (meeting 14 Nov)
	Unscheduled Care Review	Board to consider the NHS review	Ian Atkinson / Dr Ian Turner
	Health and wellbeing in BME communities	For the Board to explore needs of BME communities in Rotherham; what services are available and delivery issues	HWBB / Nizz Sabir, Rotherham Council of Mosques

16 January 2013	Rotherham CCG Annual Commissioning Plan	For the Board to be presented with the plan and discuss opportunities and alignment with the HWB Strategy	Chris Edwards
	Joint commissioning framework	Develop a joint commissioning framework – to be presented to the Board for discussion/agreement	Chrissy Wright
	Financial planning 2013/14	Commitment to put in place formal financial planning sessions from November 2013 onwards. This meeting to consider how the board wishes to do this in the future, as well as an opportunity for sharing financial information and taking stock of now; ready for budget setting for 2013/14	HWB Steering Group to support (14 Nov)
	1 st Thematic Discussion on Strategic Priority (tba)	Workstream update – what is working / any blockers / tensions – schedule of priority reporting to be agreed by Board (Nov meeting)	HWB Steering Group
	Performance Report	Standing item – 5 Big Issues to be agreed by Board in relation to the Performance Mgt Framework, one to be looked at each meeting (issues to be presented and agreed at Nov meeting by Steering Group)	HWB Steering Group
27 February	2 nd Thematic Discussion on Strategic Priority (tba)	To be agreed	HWB Steering Group
	Performance Report	To be agreed	HWB Steering Group
	Police and Crime Commissioner	Newly appointed Commissioner to attend Board; providing an update and exploring opportunities for health and wellbeing priorities	HWBB / PCC
April 2013	HWBB taking full statutory responsibility		HWBB
	Public Health fully integrated into local authority		John Radford
	Local HealthWatch in place		Chrissy Wright
	3 rd Thematic Discussion on Strategic Priority	To be agreed	HWB Steering Group

	Performance Report	To be agreed	HWB Steering Group
May 2013	4 th Thematic Discussion on Strategic Priority	To be agreed	
	Performance Report	To be agreed	
June 2013	5 th Thematic Discussion on Strategic Priority	To be agreed	
	Performance Report	To be agreed	
July 2013	6 th Thematic Discussion on Strategic Priority	To be agreed	
	Performance Report	To be agreed	
September 2013	HWBB Self-Assessment	For the Board to reflect on progress to date; explore any issues, tensions between the agencies and consider the position within each of the workstreams	HWBB
October 2013	HWBB Annual Report	Compile the Board's annual report– which includes a position statement for all strategic priorities / big issues and self-assessment of the Board - to feed into commissioning/planning and budget setting cycle and inform the Board's agenda going forward	HWB Steering Group - to begin work August – presented to Board Oct
	Financial planning 2014/15	Financial information to be shared by all agencies; for the Board to explore issues and opportunities to inform commissioning and budget setting process	HWBB

2013 Self Assessment Tool

Strategy, Purpose and Vision	
1.	The strategy has influenced the strategic direction of the local authority and partner organisations
2.	Individual commissioning plans of the CCG and local authority align with JSNA/JHWS
3.	Partner organisations can describe how the HWBB will make a difference and a shared and effective communications plan exists
Leadership, Values and Relationships	
4.	Local health and social care resources are understood
5.	Relationships between CCG and local authority are positive and there is ongoing dialogue about commissioning and contracting decisions
6.	Relationships enable members to influence beyond their own organisations
7.	The board empowers the local HealthWatch member to act as an independent effective voice for users and the public
8.	The board can demonstrate that it promotes equality in all its actions, including consultation, priority setting and service improvement and undertakes equality assessment on its plans
Governance	
9.	The board has regular updates on the priorities of the wider local authority, NHS Commissioning Board and key local partners
10.	The relationship between the HWBB and the local authority scrutiny function is clear
11.	An agreement regarding pooling of resources is in place and a risk sharing agreement exists between the local authority and CCG
Measures and Accountabilities	
12.	HWBB informed by real-time intelligence, demonstrating improved outcomes, quality and efficiency across health and social care
13.	Priorities balance improvements in service provision with improvements in population health and wellbeing
14.	The HWBB reviews itself regularly against benchmarks and adapts plans as necessary
15.	HWBB Annual Report demonstrates achievement of outcomes