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**SHADOW DUDLEY HEALTH AND WELL-BEING BOARD**

**30<sup>th</sup> January 2012**

**Joint Report of the Director of Adult, Community and Housing Services, Acting Director of Children's Services, Director of the Urban Environment and Joint Director of Public Health.**

**SUPPORTING THE SHADOW HEALTH AND WELL-BEING BOARD THROUGH A NEW HEALTH AND WELLBEING IMPROVEMENT TEAM**

**Purpose of Report**

1. For the Shadow Dudley Health and Well-Being Board to consider and approve proposals for a new Health and Wellbeing Improvement Team.

**Background**

2. The establishment of a Shadow Dudley Health and Well-Being Board was agreed through a report to the Council's Cabinet of 9<sup>th</sup> February 2011. The first Shadow Board met on 25<sup>th</sup> July 2011 and through an introductory report, initial consideration was given to a range of issues including what delivery structures might best support the Board deliver on its aims and objectives.
3. The introductory Report allowed the Shadow Board to recognise how services are currently planned and delivered for all people in Dudley, from cradle to grave. Firstly, with regard to children's services arrangements for a Children's Partnership had been developed following the ending of the Children's Trust. Other arrangements overseen by the former Dudley Health and Well-Being Partnership which focussed largely but not exclusively on health and social care arrangements for adults were also noted.
4. Discussions have taken place with relevant officers from partner organisation over time to secure agreement for the Terms of Reference for a new Health and Well-Being Improvement Team which are included as an Appendix to this Report. The aim of a Health and Well-Being Improvement Team as set out in the Terms of Reference will be to bring together executives from the Shadow Board with representatives of the major NHS providers of health services serving Dudley people. It is envisaged that this will support the Shadow Board's work on assessment of population need and strategy to deliver for the population.
5. It is believed that a new Health and Well-Being Improvement Team is needed to help co-ordinate a variety of work-streams linked to adult social care and health services. It is believed that a new Health and Well-Being Team can also cover children's health issues / work as well without duplicating the effort of the Children's Partnership.

6. A further aspect of the delivery structures for Shadow Health and Well-Being Board is the arrangements that it will need to make for the 'signing-off' of the Dudley Clinical Commissioning Group's commissioning plans. As a "Pathfinder," the Dudley Clinical Commissioning Group is well-advanced in its development and has now developed commissioning intentions which it will want to share and discuss with the Board. This discussion is a key activity of the Shadow Health and Well-Being Board and it is suggested that it will be a substantive item at the next meeting.

### **Finance**

7. A new Health and Well-Being Improvement Team will support the Shadow Board in managing any financial implications arising from identified improvement areas as part of budget planning.
8. A new Health and Well-Being Improvement Team will support the Shadow Board in ensuring value for money will be taken into account in the commissioning of health and social care services.

### **Law**

9. The Health and Social Care Bill 2011 which will create the statutory basis of Health and Well-Being Boards is currently being considered by Parliament. Actions in developing a Health and Well-Being Board for Dudley are governed by local decision-making and Department of Health Guidance.

### **Equality Impact**

10. The establishment of a Shadow Dudley Health and Well-Being Board and its associated delivery mechanisms provides an opportunity to extend the influence of the Council in working more closely with partners, particularly GP and Clinical Commissioners, to consider equality issues through the work of the Board. The Shadow Dudley Health and Well-Being Board will want to "own" the Health Inequalities Strategy as an important document to influence debate and decisions over time for every equality dimension including gender, ageing, disability, ethnicity or sexuality. Consideration may need to be given as to how Equality Impact Assessments link to the establishment and work of the Shadow Dudley Health and Well-Being Board. The Shadow Board's delivery structures will need to work to this aim.

### 11. **Recommendation**

That the Shadow Dudley Health and Well-Being Board:

- Consider and comment on the attached Terms of Reference for a new Health and Well-Being Improvement Team for approval with or without amendment.
- Request that the Dudley Commissioning Consortium share their first commissioning plans / intentions with the Shadow Health and Well-Being Board at its next meeting.

**Andrea Pope- Smith - Director, Directorate Adult Community & Housing Services**



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**Jane Porter - Interim Director, Directorate Children's Services**



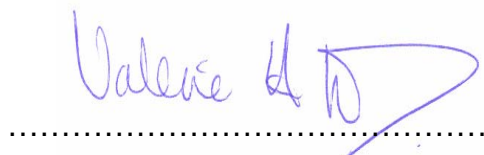
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**John Millar - Director, Director Urban Environment**



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**Valerie Little - Joint Director of Public Health**



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Contact Officers:

Brendan Clifford  
Assistant Director – DACHS

Ian McGuff  
Assistant Director - CSD

Sue Holmyard  
Assistant Director – DUE

Neil Bucktin  
Associate Director –Dudley Health  
Commissioning Consortium

Alison Tennant  
Public Health Consultant  
NHS Dudley

### HEALTH AND WELLBEING IMPROVEMENT TEAM

#### TERMS OF REFERENCE

##### 1. Purpose

The Health and Wellbeing Improvement Team will act as a working group of the Shadow Dudley Health and Well-being Board, providing a central strategic arena for developing a programme of service improvement through agreeing joint objectives, planning and evaluation of health and wellbeing service developments for all age-groups, "from cradle-to-grave."

##### 2. Duties

2.1 To provide multi-agency executive leadership to stimulate innovation and implement actions directed by the Shadow Dudley Health and Wellbeing Board.

2.2 To ensure that operational planning addresses the broader picture of health, taking into account those factors that have a bearing on how the health and health inequalities are determined including social / economic circumstances; education; employment; housing; life-style choices; access to effective health services; community networks / social capital; successful regeneration.

2.3 To advise the Shadow Dudley Health and Wellbeing Board on development of the Joint Strategic Needs Assessment and the Joint Health and Wellbeing Strategy

2.4 To promote outcome-focussed and problem solving approaches to challenging issues in the local health and care economy which require top-level multi-agency resolution

2.5 To create coherence of activity and act as a focal point in support of the Shadow Dudley Health and Wellbeing Board service development.

2.6 To identify those services which might benefit from the use of joint commissioning/ joint provision/pooled budget arrangements using the provision of Section 75 of the NHS Act 2006 and develop appropriate plans for consideration by the Shadow Dudley Health and Wellbeing Board

2.7 To be a forum for commissioner/provider engagement and joint-planning on behalf of the Shadow Dudley Health and Wellbeing Board through the maintenance of positive relationships with all NHS providers

2.8 To enhance local partnership arrangements to support the Shadow Dudley Health and Wellbeing Board.

2.9 To support the strategic partnership arrangements by coordinating joint planning for health and wellbeing across the statutory, independent and voluntary organisations.

2.10 To coordinate the production of plans which respond to and monitor the implementation of relevant standards ensuring coherence with the local strategic plan for the borough.

2.11 To draw together national objectives and agreed local priorities with emphasis on: -

- making measurable progress, particularly in the highest priority areas
- changing the way the whole system works to help staff and organisations deliver against the goals set down
- stimulating innovation.

2.12 To evaluate and review arrangements annually

### **3. Membership**

3.1 The Health and Wellbeing Improvement Team will have an identified membership from the Dudley Clinical Commissioning Consortium, Local NHS providers working in Dudley and the Local Authority. (See attached list).

3.2 A quorum will be six representatives including the Chair or delegated chair with each organisation represented.

3.3 The Chair of Health and Wellbeing Improvement Team will be changed annually but is currently the Director of Adult, Community & Housing Services.

### **4. Attendance at Meetings**

The Directors / lead officers for improvement, Chief Executives and programme leads shall normally attend meetings.

### **6. Frequency of Meetings**

6.1 Meetings will be held bi-monthly on Tuesday afternoon.

6.2 Extraordinary meetings may be called if they are considered necessary. These may be requested by chair.

### **7. Links to Other Committees**

7.1 The Health and Wellbeing Improvement Team will report to the Dudley Shadow Health and Well-being Board

7.2 The Health and Wellbeing Improvement Team will receive reports from and offer input to relevant programme groups for relevant areas including:

- Mental Health
- Older People
- Children's Services
- Cancer Services
- Coronary Heart Disease
- Learning Disabilities
- Health Improvement/Inequalities

## **8. Reporting Procedures**

The Secretary will circulate the minutes and documents for the consideration, action or information of the members. The role of Secretary is to be shared amongst participating organisations.

## **9. Review**

These Terms of Reference, Chairmanship and Structure will be reviewed on an annual basis for approval by the Shadow Dudley Health and Wellbeing Board.

## **Document History**

17/10/11      Version 2 – content agreed following discussion at HIMMT 13/10/11  
Amendments made by email following meeting c/o DG.

## **HEALTH AND WELLBEING IMPROVEMENT TEAM**

### **Membership**

#### **DMBC**

Ms Andrea Pope-Smith	Director - Adult Community & Housing Services
Ms Jane Porter	Interim Director of Children's Services
Mr Brendan Clifford	Assistant Director - Adult Community & Housing Services
Ms Maggie Venables	Assistant Director - Adult Community & Housing Services
Ms Sue Holmyard	Assistant Director – Urban Environment
Mr Ian McGuff	Assistant Director – Children's Services
Ms Pauline Sharratt	Assistant Director - Children's Services

#### **Dudley Group of Hospitals**

Ms Paula Clark	Chief Executive
Mr Richard Beeken	Director of Operations and Transformation
Ms Tessa Norris	Adult Community Services Managing Director

#### **Black Country Partnership**

Ms Karen Rutter	Chief Executive
Ms Sue Marshall	Director for Children and Young Peoples Services

#### **Dudley Clinical Commissioning Consortium / Dudley Public Health**

Ms Valerie Little	Joint Director of Public Health
Dr Tony Collins	Deputy Director of Public Health
Mr Neill Bucktin	Associate Director Partnerships & Service Development
Dr David Hegarty	Chair – Dudley Clinical Consortium

#### **Dudley Walsall Mental Health Trust**

Mr Gary Graham	Dudley & Walsall Mental Health Partnership Trust
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#### **In Attendance:**

Minute Taker from each participating organisation

#### **For communications: Personal Assistants**

#### **DMBC**

Gill Joyce	PA to Andrea Pope-Smith – DACH DMBC
Janice Kelleher	PA to Brendan Clifford – DACHS DMBC
Savi Kaur	PA to Maggie Venables – DACHS DMBC
Linda Edwards	PA to Jane Porter – DCS DMBC
Chris Miller	PA to Ian McGuff – DCS DMBC
Maureen Wareham	PA to Pauline Sharratt – DCS DMBC
Louise Baugh	PA to Sue Holmyard – DUE DMBC

#### **Dudley Group of Hospitals**

Helen Forrester	PA to Paula Clark
Linda Smith	PA to Richard Beeken
Emma Bishop	PA to Tessa Norris

**Dudley Clinical Commissioning Consortium/Dudley Public Health**

Emma Smith PA to Dr David Hegarty, & Neill Bucktin  
Sharon Alexander PA to Valerie Little  
Glenis Golby PA to Dr Tony Collins

**BCPFT**

Kristina Leedham PA to Sue Marshall  
Ms Sandra Rutter PA to Karen Dowman

**Dudley Walsall Mental Health Trust**

Emma Jackson PA to Gary Graham