

**2<sup>nd</sup> May 2012****Agenda Item:5****REPORT OF THE CORPORATE DIRECTOR OF ADULT SOCIAL CARE,  
HEALTH AND PUBLIC PROTECTION****TERMS OF REFERENCE FOR THE HEALTH AND WELLBEING  
IMPLEMENTATION GROUP****Purpose of the Report**

1. This report describes the proposed membership, purpose and responsibilities of the Health and Wellbeing Implementation Group. It asks the Board to consider and endorse the proposed terms of reference for the group.

**Information and Advice**

2. A paper was presented to the Health and Wellbeing Board on 11<sup>th</sup> January 2012 identifying the groups which will provide support to deliver the requirements of the Health and Wellbeing Board. The HWB acknowledged the need for a strong supporting structure to implement the decisions made by the Board, including the delivery of the Joint Strategic Needs Assessment and Health and Wellbeing Strategy.
3. The Board accepted the proposal to establish the Health and Wellbeing Implementation Group, reporting directly to the Health and Wellbeing Board. It was agreed that the group would provide executive oversight and coordination of the work programme for the Board.
4. Since the proposed supporting structures were endorsed, the House of Commons and House of Lords have agreed a number of amendments to the Health and Social Care Bill. Following the amendments, the Bill received Royal Assent on 27<sup>th</sup> March 2012 and is now an Act of Parliament<sup>1</sup>. As proposed, the Act will come into force on 1<sup>st</sup> April 2013, giving Health and Wellbeing Boards their statutory responsibilities.
5. The proposed terms of reference for the Health and Wellbeing Implementation Group are included in **Appendix One**.
6. Given the shadow nature of the Health and Wellbeing Board up to April 2013, the terms of reference acknowledge that a shared accountability mechanism is required. It is proposed that the Health and Wellbeing Implementation Group will report to the Shadow Health and Wellbeing Board. In addition, the Corporate Director, Adult Social Care, Health and Public

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<sup>1</sup> <http://www.legislation.gov.uk/ukpga/2012/7/contents/enacted/data.htm>

Protection and Director of Public Health, as executive sponsors for health and wellbeing will be responsible for the delivery of work relating to the Health and Wellbeing Board programme. These accountability arrangements will be revised as part of the annual review of the terms of reference in preparation for the Board taking on its statutory powers on 1<sup>st</sup> April 2013.

7. The proposed membership recognises the need to engage a range of key stakeholders in the work of the Health and Wellbeing Board and ensure a joined up approach to strategic plans and services to improve the health and wellbeing of the local population.
8. The terms of reference describe the core purpose and objectives for the group, as outlined in the Health and Social Care Act, and detail specific responsibilities for delivery. It is proposed that the Health and Wellbeing Implementation Group also oversees delivery of the Public Health transition plan and development of HealthWatch to maintain close alignment with the work of the Health and Wellbeing Board.

## **Statutory and Policy Implications**

9. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

- 1) It is recommended that Health and Wellbeing Board endorses the terms of reference for the Health and Wellbeing Implementation Group.

**DAVID PEARSON**  
**Corporate Director**  
**Adult Social Care, Health and Public Protection**

**For any enquiries about this report please contact:**

Cathy Quinn,  
Associate Director of Public Health

### **Constitutional Comments (LMc 05/04/2012)**

10. The recommendation in the report falls within the remit of the Health and Wellbeing Board.

### **Financial Comments (RWK 11/04/2012)**

11. None.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

**Electoral Division(s) and Member(s) Affected**

All.

## Nottinghamshire Health & Wellbeing Implementation Group

### Terms of Reference

<b>Version:</b>	DRAFT2a	<b>Date:</b>	26 March 2012
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#### 1 Purpose and Objectives

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Following royal asset, from April 2013, the Health & Social Care Act will present the Health & Wellbeing Board (HWB) with a duty to encourage integrated working between decision makers and service providers in health and social care to improve the health and wellbeing of the local population it serves. The Health and Wellbeing Implementation Group (HWIG) will be the executive group to manage the work programme on behalf of the Health and Wellbeing Board, assisting the Board to fulfil its statutory duties.

The Health and Wellbeing Implementation Group will undertake this role through delivery of the following objectives:

- To maintain an overview of the supporting structures and work programme underpinning the HWB, encouraging coordinated action by all partners to deliver improvements in health and wellbeing.
- To encourage integration across health and local government to achieve additional benefits to commissioning and delivery of health and social care, e.g. improved outcomes or efficiency.
- To ensure national, regional and local policy developments are incorporated into the local work of the Health and Wellbeing Board.
- To oversee the local implementation of the Health & Social Care Act, including Public Health transition and the establishment of HealthWatch.
- To facilitate shared responsibility and leadership in improving health and wellbeing within Nottinghamshire.
- To ensure effective communications and engagement across Nottinghamshire to maintain a common purpose
- To act as a source of advice for Health and Wellbeing issues within Nottinghamshire.

#### 2 Accountability

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- The Nottinghamshire Health and Wellbeing Implementation Group will report to the shadow Health & Wellbeing Board.
- The executive sponsors for Health and Wellbeing are:
  - David Pearson, the Corporate Director, Adult Social Care, Health and Public Protection
  - Dr Chris Kenny, Director of Public Health

- The sponsors will be responsible for the delivery of work relating to the Health & Wellbeing Board programme.

### 3 Core Membership

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- Corporate Director, Adult Social Care, Health and Public Protection
- Corporate Director, Children, Families and Cultural Services
- Director of Public Health
- Chief Executive Officers from two District Councils in Nottinghamshire
- Chief Executive, NHS Nottingham & NHS Nottinghamshire County
- Chief Operating Officers from two Clinical Commissioning Groups (CCG) within Nottinghamshire
- Assistant Chief Constable, Nottinghamshire Police
- Chair of the Nottinghamshire Safeguarding Children Board
- Chair of the Nottinghamshire Safeguarding Adult Board
- Chief Probation Officer or deputy
- Associate Director of Public Health.

Additional representatives may be co-opted to the group as required according to the agenda items under discussion, e.g. Joint Commissioning Group Manager, Lead for HealthWatch

### 4 Responsibilities

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The Objectives of the Health and Wellbeing Implementation Group will be achieved through delivery of the following responsibilities:

- To coordinate the overall work programme for the Health & Wellbeing Board.
- To oversee the development and maintenance of the Joint Strategic Needs Assessment and Health and Wellbeing Strategy.
- To act as a link between the HWB and groups underpinning the work of the HWB, such as the strategic commissioning groups, CCGs, District Local Strategic Partnerships (LSPS; or equivalent), safeguarding boards, Children's Trust Executive and the Children's Trust encouraging joint commissioning and action to improve health and wellbeing.
- To review local commissioning plans to ensure alignment with the Health & Wellbeing Strategy, and integrated commissioning takes place across partner organisations.
- To review the implications of changes in national, regional and local policy on local implementation of the Health and Social Care Act, commissioning local action as required.
- To oversee the delivery of the Public Health transition plan.
- To oversee the delivery of the project plan relating to the establishment of HealthWatch and Complaints Advocacy.
- To maintain a communication and engagement network with stakeholders to allow a two way flow of information relating the health & wellbeing.
- To consider implications relating to CCG authorisation and development.

## **5 Frequency Meetings**

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- Meetings will be held Bi-monthly – 12 months meetings will be organised in advance and scheduled to correspond with the Health and Wellbeing Board submission dates where possible.
- The group may meet more frequently as required according to the work programme.

## **6 Ways of Working**

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- The group will be quorate if there is a minimum of 5 members or nominated deputies, present.
- The group will be chaired by the Corporate Director, Adult Social Care, Health and Public Protection
- Administration will be provided from Nottinghamshire County Council.
- Agenda items will be submitted to the office at least 8 working days before each meeting.
- Papers for each meeting will be sent to members at least 5 working days prior to each meeting.
- Each member will be expected to participate in actions, be responsible for the flow of information into the group and feedback actions and decisions to their own organisations.
- Confidentiality must be maintained where items are explicitly itemised as such e.g. draft structures.

## **7 Reporting Procedures**

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- The Nottinghamshire Health & Wellbeing Implementation Group will report to the shadow Health & Wellbeing Board.

## **8 Review Arrangements**

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- The terms of reference and membership will be reviewed annually.

## **9 Governance Structure of the Health & Wellbeing Board**

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- The illustration overleaf describes the governance structure of the Health & Wellbeing Board. Further information is available through the Associate Director of Public Health.

## Health & Wellbeing Board Supporting Structures

