

## SHADOW HEALTH AND WELLBEING BOARD

*At a meeting of the Shadow Health and Wellbeing Board on Monday, 5 December 2011  
in The Board Room - Municipal Building, Widnes*

Present: Councillors Polhill (Chairman), Hignett, Wright, and P.Cooke,  
D. Johnson, D. Parr, W Rourke, D Edwards, Dr K.Fallon, Dr M. Forrest,  
Dr D.Lyon, A. McIntyre, M. Pickup, C. Richards, N.Rowe, N. Sharpe,  
R. Strachan, D. Sweeney, A Scott and S. Yeoman

Apologies for Absence: Councillor Swain and J. Lunt, G. Meehan, A. Marr,  
I.Stewardson, L.Williams and A. Williamson

Absence declared on Council business: None

### ITEM DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

*Action*

#### HWB1 BOARD INTRODUCTIONS

The Chairman welcomed everyone to the first meeting of the Shadow Board. Each member introduced themselves and a pack of pen portraits were circulated for information.

#### HWB2 BACKGROUND AND CONTEXT

The Chief Executive, David Parr, provided an overview of the aims of the Shadow Board for the next 12 months as developing a model for an established Health and Wellbeing Board by April 2013.

The Board was advised that it was intended that the Shadow Board would be responsible for guiding and overseeing the implementation of the ambitions outlined in the Health White Papers, "Healthy Lives, Healthy People", and "Equity and Excellence – Liberating the NHS", as well as providing the strategic direction for the Health priority in Halton.

It was agreed that membership of the Shadow Board would be regularly reviewed and updated depending on how the health agenda developed during this shadow period.

#### HWB3 TERMS OF REFERENCE

The Board considered a report on the proposed Draft Terms of Reference.

The Board would be responsible for overseeing and implementing the ambitions set out in the Health White Papers, “Equity and Excellence – Liberating the NHS”, and “Healthy Lives – Healthy People”, the health strategy for England, as well as providing the strategic direction for the Health priority in Halton.

The Board discussed the importance of producing the strategy to underpin the Joint Strategic Needs Assessment.

The suggested terms of reference detailed in the report included:

- Principle responsibilities
- Other responsibilities
- Membership
- Frequency of Meetings
- Chairmanship
- Arrangements for a quorum at meetings
- Decision making powers
- Distribution of Minutes
- Arrangements for Review

RESOLVED: That, subject to meetings being held monthly, the Draft Terms of Reference be adopted.

D Johnson

#### HWB4 ACCOUNTABILITY

The Board considered the document ‘Operating Principles for Health and Wellbeing Boards’.

The document contained a set of operating principles intended to help the Board consider how to create effective partnerships across local government, local communities and the NHS. These principles were listed as :

- 1) to provide collective leadership to improve health and wellbeing across the local authority area, enable shared decision-making and ownership of decisions in an open and transparent way;
- 2) To achieve democratic legitimacy and accountability, and empower local people to take part in decision-making;
- 3) To address health inequalities by ensuring quality, consistency and comprehensive health and local government services are commissioned and delivered in the area; and

- 4) To identify key priorities for health and local government commissioning and develop clear plans for how commissioners can make best use of their combined resources to improve local health and wellbeing outcomes in the short, medium and long term.

RESOLVED: That the Operating Principles be adopted.

D Johnson

#### HWB5 STRUCTURES

The Board considered a document which outlined the current organisation structure of the Halton Strategic Partnership and the proposed structure of the Health and Wellbeing Board (HWB).

The current structure of the Strategic Partnership Board showed linkages to Halton's existing Locality Area Forums. The Board discussed how their involvement in the health agenda could be enhanced.

The proposed structure of the HWB included three sub groups which were intended to be the vehicle for development of the work to be presented to the main Shadow Board. The three sub groups would be :-

- Health Strategy Group
- Commissioning Sub Group
- Public Health Commissioning Sub Group
- Executive Officer Group

D Johnson

RESOLVED That the proposed structure for the Shadow Health and Wellbeing Board be agreed.

#### HWB6 REFRESH OF JOINT STRATEGIC NEEDS ASSESSMENT

Dympna Edwards provided an update on the Joint Strategic Needs Assessment (JSNA) Executive Summary 2010/11.

The JSNA was a means by which the Primary Care Trusts and Local Authorities described the future of health and wellbeing needs of the local populations and the strategic direction of service delivery to meet those needs.

It was noted that the JSNA would be used to inform commissioning decisions and be the main evidence driver for the Health and Wellbeing Board (HWB) which would

operate in Halton. Using the findings of the JSNA, a high level strategy would be developed as part of the new responsibility of the HWB.

RESOLVED: That the report be noted.

#### HWB7 KEY REPORTS

The Board received a verbal report from the Strategic Director, Communities, which explained the linkages between a number of statutory reports and the work of the Shadow Health and Wellbeing Board.

RESOLVED: That the Shadow Board receive a brief overview presentation of the following plans at the next meeting:

- Adults
- Children and Young People
- Clinical Commissioning Group
- Hospital and Community Trusts
- 5 Borough Service Providers
- LINKS

#### HWB8 HEALTH AND WELLBEING STRATEGY

The Board considered a report of the Strategic Director, Communities, on the requirement of the Health and Wellbeing Board (HWB) to produce a local HWB Strategy.

The report outlined the functions of HWB's, the requirements to produce a strategy as part of its statutory responsibilities, the relationship between the Strategy and Section 75 arrangements, the co-production of the strategy and the gathering of views from the partner agencies, and the scoping exercise for the HWB strategy. It was agreed that a weighting system was required to determine the priorities.

RESOLVED: That the report be noted and a further detailed report be presented to the next meeting.

D Edwards

#### HWB9 HEALTH ACTION ZONES

The Board considered a report of the Strategic Director, Communities which advised on the outcomes of the Health Summit in June 2011.

The Board noted that implementing changes outlined in the NHS proposals would mean greater integration with

the Council, taking greater responsibility for health improvement, well-being and associated public health services in Halton.

One of the key ideas arising from the health summit was the proposal to establish 7 health zones in Halton, to mirror the existing Area Forum boundaries. Each zone would adopt a healthy lifestyle approach and encourage local businesses, schools, colleges, GP Practices, restaurants and takeaways to apply the relevant standards to become part of the zone.

In addition, the Board considered the possibility of developing a fully integrated, scaled up and systematic wellness model, in line with the Marmott Review and the NST for Health Inequalities. A diagram of this was attached at Appendix 3.

RESOLVED: That the areas detailed in Appendix 2 be agreed and re-named Healthy Lifestyle Zones.

D Johnson

#### HWB10 COMMUNICATION AND MARKETING

The Board considered the need for a communications strategy, which embraced a number of methods of communication both for GP's and external users. Members viewed an e-portal system demonstrated by Simon Riley and Emma Danton from Halton's ICT Service.

Board members were encouraged to submit comments or suggestions on how they would like the website to be developed, to the project co-ordinator, Emma Danton by email : [emma.danton@halton.gov.uk](mailto:emma.danton@halton.gov.uk).

RESOLVED: That the presentation be noted and work on a communications strategy be commenced.

D Johnson

#### HWB11 NEXT STEPS

David Parr outlined the next steps for the Shadow Board from the actions arising at the meeting. These were agreed as:-

- Agree to review membership of the Board at regular intervals
- Identify Lead Officers, membership and workloads for the Health Strategy Group, the Commissioning Sub Group and the Public Health Commissioning Sub Group
- Review the JSNA strategy and decide on priorities

- Develop a communications strategy and develop an e-portal facility
- Presentations on partnership plans to be prepared for the next meeting (maximum of 5 minutes)
- A note of this meeting to be made available on the e-portal and shared by email to all members
- The Healthy Lifestyle Zones be developed and shared with GP's and the Local Authority

#### HWB12 DATE AND TIME OF NEXT MEETING

Board Members agreed that it would be appropriate to convene monthly meetings of the Shadow Board rather than quarterly meetings, the first meeting to commence on 22 February 2012.

RESOLVED: that the following meeting dates for 2012 be confirmed at 2.00pm in the Karalius Suite, Halton Stadium, Widnes:

22 February  
21 March  
25 April  
23 May  
20 June  
18 July  
12 September  
10 October  
14 November  
12 December

*Meeting ended at 11.00 a.m.*