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**Northumberland County Council
Health and Wellbeing Board
Work Programme 2017 - 2018**

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TERMS OF REFERENCE

Terms of reference

- (1) To transform the way health and social care services are commissioned and provided to promote integration, improve the Health and Well Being of the population of Northumberland and reduce health inequalities.
- (2) To set out the strategic vision for health and wellbeing for Northumberland to provide a shared sense of direction for constituent organisations of the board.
- (3) To promote a shared transformational culture and set of key principles, across constituent organisations of the board, to drive positive change.
- (4) To improve the health and wellbeing of the population of Northumberland and increase the emphasis on early intervention and primary prevention.
- (5) To improve democratic accountability for health and wellbeing decision making.
- (6) To ensure that constituent organisations of the board, and other partner agencies, are cognisant of the role they play in promoting the health and wellbeing of the population and are able to maximise their contribution to this agenda.
- (7) To ensure the engagement of the public in determining needs and service commissioning.
- (8) To undertake regular reviews of the Board's activity to ensure that it is achieving what it is setting out to do.

Statutory functions

- (9) To encourage all health and social care organisations which operate within Northumberland to work together in an integrated manner.

- (10) To provide all appropriate advice, assistance and support to encourage the development of formal partnership arrangements between social care and health services, making use of the powers provided by Section 75 of the NHS Act 2006.
- (11) To oversee the production of the Joint Strategic Needs Assessment (JSNA) for Northumberland, covering all needs which either fall within the responsibilities of health commissioners, but could alternatively be met or significantly affected by local authority functions or vice versa.
- (12) To produce a joint health and wellbeing strategy (JHWBS) for Northumberland, on behalf of the Council and Northumberland Clinical Commissioning Group.
- (13) To ensure that Healthwatch Northumberland and the people who live and work in Northumberland are involved in the production of the JSNA and the JHWBS.

Additional functions delegated by Council

- (14) To monitor performance against designated health and wellbeing outcomes as detailed in the Health & Well Being Strategy
- (15) To advise the Council and health commissioners on steps that they could take to reduce health inequalities within Northumberland and between Northumberland and England as a whole
- (16) To promote broader integration and partnership working between the NHS, social care, public health and other local services
- (17) Any other functions that may be delegated by the Council under section 196 (2) of the Health and Social Care Act 2012.

ISSUES TO BE SCHEDULED/CONSIDERED

Items with dates to be determined:

- STP, ACO and System Transformation Board progress updates (regular update)
- Children and Young People's Mental Health update (PINK item deferred from Nov mtg)
- SEND Area provision - Self evaluation and Action Plan (Andy Johnson)

Annual Reports:

- Northumberland Safeguarding Children Board (NSCB) – Annual Report and update on issues identified (Paula Mead) - Oct
- Safeguarding Adults Annual Report and Strategy Refresh (Paula Mead) – Oct
- Public Health Annual Report - April 2018
- SEND outcomes and area performance (tbc)
- Annual Health Protection report (Liz Morgan) - Oct
- Northumbria Healthcare Foundation NHS Trust Annual Priorities Report (Maytbc)
- Northumberland Cancer Strategy and Action Plan - December 2017/January 2019

2 Yearly Report:

- Pharmaceutical Needs Assessment (Liz Morgan April 2018)

HEALTH AND WELLBEING BOARD – WORK PROGRAMME 2017/18

ISSUE	OFFICER CONTACT
DISCUSSION ITEMS	
8 March 2018 <ul style="list-style-type: none"> ● Commissioning Intentions ● Draft PNA and results of Consultation 	Liz Morgan Julie Adams
12 April 2018 DEVELOPMENT SESSION - CQC Local System Review Process	
10 May 2018 <ul style="list-style-type: none"> ● Northumbria Healthcare Foundation NHS Trust Annual Priorities Report ● Housing Developments in Northumberland ● 0-25 Emotional Health and Wellbeing Strategy six months update ● Alcohol Clear Self - Assessment - progress update ● Draft JHWS 	Liz Robinson Liz Morgan

**Northumberland County Council
Health and Wellbeing Board Monitoring Report 2017-2018**

Ref	Date	Report	Decision	Outcome
1.	13 July 2017	The role and manner of operation of the Health and Wellbeing Board	RESOLVED that the Health and Wellbeing Board:- a) support in principle the recommended changes to the terms of reference if the Accountable Care Organisation is implemented and, b) produce a report on the supported changes to the terms of reference to be considered by Cabinet once approval is obtained to implement the Accountable Care Organisation.	The board are informed of progress. Verbal update on ACO progress provided at the November 2017 meeting.
2.	13 July 2017	Director of Public Health Annual Report 2016	RESOLVED that the Health and Wellbeing Board:- a) the report be noted and, b) support be given to the embedding of asset based community development in Northumberland.	No further action; next annual report due in 2018.
3.	13 July 2017	Water Fluoridation in Northumberland	RESOLVED that the Health and Wellbeing Board:- a) support in principle the proposal to extend the current levels of water fluoridation and, b) the report be noted.	It was reported at the November 2017 board that Northumbrian Water had been commissioned to produce a report on the proposal to establish a water fluoridation scheme for the county. However, since the initial exercise had taken place additional information was now required before the

				consultation on the proposals could begin. It was noted the board would be kept informed of progress.
4.	13 July 2017	Alcohol CLear Self-assessment	RESOLVED that the Health and Wellbeing board: a) support the process of the alcohol CLear self assessment, b) receive progress updates and, c) note the report.	Update to be provided in March 2018
5.	13 July 2017	Children and Young People's Mental Health Service Update	RESOLVED that the Health and Wellbeing board a) note the report and, b) recognise the recent service improvements.	No further action needed.
6.	14 September 2017	Joint Health and Wellbeing Strategy for Northumberland	RESOLVED that:- a) The contents of the report, be noted; b) The proposals for the governance, priority areas and development of a new JHWS for Northumberland, be supported; c) A Task and Finish group be established to develop the JHWS before the strategy is finalised, and d) Regular updates on the work and progress made by the Task and Finish Group be presented to the Health and Wellbeing Board.	Update to be provided in January 2018
7.	14 September 2017	Better Care Funding Plan	RESOLVED that the presentation be noted.	No further action needed.

8.	14 September 2017	Arrangements to Support Children and Young People with Special Educational Needs and/or Disabilities	RESOLVED that:- a) The contents of the draft area self-evaluation report and area strategy for special educational needs and disability, be noted, and b) Any further comments on the drafts be submitted to enable the documents to be further defined before final versions are produced.	Update to be provided in January 2018 updated draft documents be brought back to the next meeting of the board before final documents are agreed.
9.	12 October 2017	Safeguarding Adults Annual Report - 2016/17	RESOLVED that the information be noted and an update on the Adults Safeguarding Adults Board Business priorities plan be considered at a future meeting of the Health and Wellbeing Board.	No further action; next annual report due in 2018.
10.	12 October 2017	Northumberland's 0-25 Emotional Health And Wellbeing Strategy And Children's Pathways Update	RESOLVED that:- a) Progress already made (as Appendix 1 refers), be noted; b) The improvement in the early intervention and prevention pathways, be acknowledged, and c) The plans and proposals for redesigning the complex needs pathway be considered.	Further update planned for April 2018.
11.	12 October 2017	Consultations - Coquetdale Dental Practice	RESOLVED that the information be noted and an email be sent to NHS England for an update on the situation.	NHS England's response to the board's email was sent to members 14 November 2017.
12.	16 November 2017	Arrangements to Support Children and Young People with Special Educational Needs and/or Disabilities	RESOLVED that:- a) The contents of the draft area self-evaluation report area strategy and development plan for special educational needs and disability, be noted.	Final documents to be discussed at a future meeting of the board.

			b) Comments made on the drafts documents be forwarded by board members ahead of the final version being produced.	
13.	16 November 2017	Pharmacy Needs Assessment (PNA) Draft for Consultation	RESOLVED that:- 1) The contents of the report be noted. 2) The statutory responsibilities with regard to community pharmacy applications be noted. 3) The draft Pharmacy Needs Assessment be approved.	Results of the PNA consultation to be discussed at a future board and to be brought back to the board once the consultation has taken place.
14.	16 November 2017	Northumberland Safeguarding Children Board (NSCB) Annual Report - 2016/2017	RESOLVED that the report be noted.	No further action; next report due in 2018.
15.	16 November 2017	Health Protection Assurance Report 2016/2017	RESOLVED that:- 1) The contents of the report be noted. 2) The Health and Wellbeing Board support the arrangements currently in place which provide the DPH with assurance of the health protection function 3) The high risk assessment with respect to influenza and support activities to increase flu vaccination uptake as part of the national seasonal flu immunisation programme, be noted.	No further action; next report due in 2018.

16.	16 November 2017	Accountable Care Organisation (ACO) and Sustainability and Transformation Plan (STP)	RESOLVED that the information be noted and the Health and Wellbeing Board continue to be kept informed of developments with the ACO, STP and System Transformation Board.	Further updates to be provided in due course.
17.	11 January 2018	Joint Strategic Needs Assessment for Special Educational Needs and Disability	RESOLVED that the Health and Wellbeing Board:- 1) Notes and disseminates the contents of the report. 2) Feedback the information contained within the report to their organisations and take action as necessary.	Further updates to be provided in due course.
18.	11 January 2018	Update on Development of Joint Health and Wellbeing Strategy	RESOLVED that:- 1) The contents of the report be noted. 2) The direction of travel of the developing Joint Health and Wellbeing Strategy, be supported.	Further updates to be provided in due course.
19.	11 January 2018	Northumberland Cancer Strategy and Action Plan	RESOLVED that:- 1) The contents of the report be noted. 2) The strategy's recommendations and action plan be endorsed. 3) The board receive an annual report on progress.	No further action; next annual report due in 2018.
20.	11 January 2018	Safeguarding Adults Annual Plan 2017-2018	RESOLVED that the report be noted.	No further action; next annual report due in 2018.
21.	11 January 2018	Governance Update	RESOLVED that the information be noted and board members continue to be kept informed of any developing governance issues.	Further updates to be provided in due course.

22.	8 March 2018	Pharmacy Needs Assessment (PNA): Consultation Report and Approval of Final Document	RESOLVED that:- a) the updated Pharmacy Needs Assessment be approved. b) the Director of Public Health be authorised to carry out any minor updates to the Pharmacy Needs Assessment.	No further action.
23.	8 March 2018	NHS Northumberland Clinical Commissioning Group (CCG) Commissioning Intentions 2018-2020	RESOLVED that the CCG's Commissioning Intentions be noted.	Further updates to be provided in due course.