



<b>Report for:</b>	Health & Wellbeing Group meeting on <b>21 May 2013</b>	<b>Item number</b>	
<b>Title:</b>	Proposed Structure for Health and Wellbeing Board		
<b>Report authorised by :</b>	Jeanelle de Gruchy (Director of Public Health)		
<b>Lead Officer:</b>	Jeanelle de Gruchy (Director of Public Health)		
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## **1. Purpose of Report**

The purpose of this report is to agree the structure for delivering the outcomes as set out in the Health and Wellbeing Board Strategy.

The strategy and delivery plan are already agreed. This report outlines the proposed mechanism through which accountability to the board will be exercised.

## **2. Introduction**

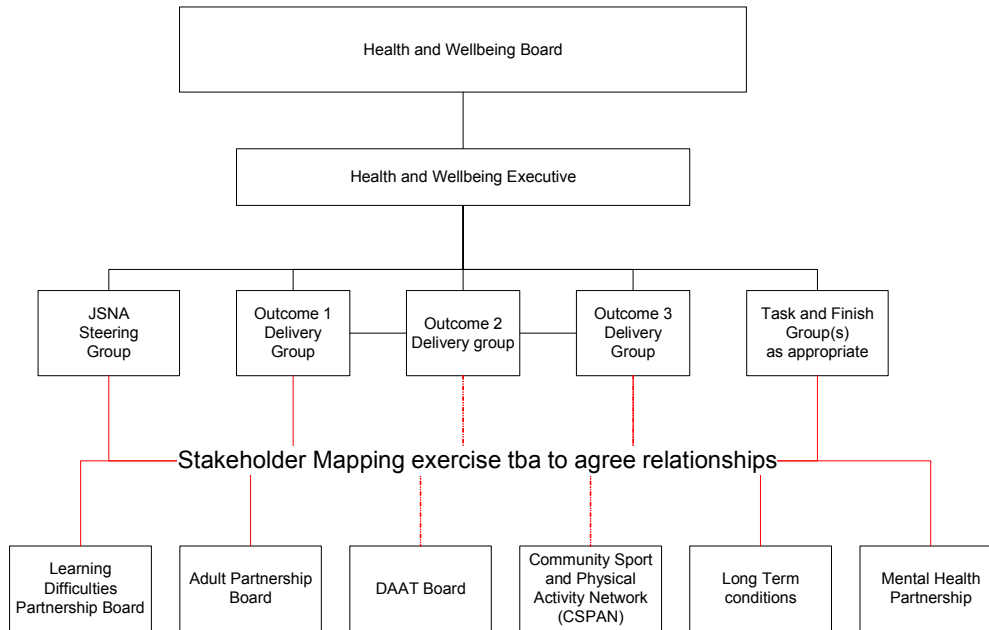
This paper presents a proposed governance structure to ensure delivery of the Health and Wellbeing Strategy Delivery Plan.

## **3. Recommendations**

That the Board agrees the arrangements contained within this report.



### Health and Wellbeing Board Draft Structure



**Key**

- Line of accountability
- - - - - Line of accountability tba

#### 4.1. Health and Wellbeing Board

The membership and terms of reference were agreed in March 2013.

#### 4.2. Health and Wellbeing Executive

This group consists of the Director of Public Health, Director of Adult and Housing Services and Director of Children Services at the Local Authority and the Chief Officer of Haringey’s Clinical Commissioning Group (CCG).

The Executive will act on behalf on the Board to ensure the Health and Wellbeing Strategy Delivery Plan is achieved.

#### 4.3. Health and Wellbeing Strategy Delivery Groups



The Joint Strategic Needs Assessment (JSNA) Steering Group’s existing membership and terms of reference are being revised to ensure they are fit for purpose. The reporting and accountability for the group will be to the Executive.

The membership and terms of reference for the Task and Finish Groups will be developed as the groups are required.

Three Delivery Plan Outcome Groups will be devised and will be accountable to the Executive. There will be a group with specific responsibility for one of the Outcome Delivery Plans identified in the Health and Wellbeing Strategy. Each group will be required to have an identified chair and terms of reference.

#### **4.4. Partnership Groups**

There is a number of existing partnership groups, some of which are included in the above illustration. This is not an exclusive list. The relationship of a partnership group to one, or more, of the Delivery Plan Outcome Groups will be identified via a stakeholder mapping exercise.

### **5. Governance Meetings**

It has been agreed that that the Health and Wellbeing will meet four times in a calendar year. The actual dates are to be agreed.

Health And Wellbeing Board Calendar			
	Date	status	Topic
H&W Board Meeting (Spring 2013)	21/05/2013		
H&W Board Meeting (Summer 2013)	09/07/2013	Proposed	
Council Calendar - HWB Event/Seminar	12/09/2013	Proposed	TBA
H&W Board Meeting (Autumn 2013)	08/10/2013	Proposed	
H&W Board Event/Seminar (Autumn 2013)	w/c 04/11/2013	Proposed	Alcohol and CSP
H&W Board Meeting (Winter 2013)	07/01/2014	Proposed	
Council Calendar - HWB Event/Seminar	25/02/2014	Proposed	TBA -
H&W Board Meeting (Spring 2014)	08/04/2014	Proposed	

It is recommended that at three separate times in the year the Health and Wellbeing Board undertake a seminar/event. These would facilitate the Health and Wellbeing Board working with the Community Safety Partnership



Board and Children’s Trust on common issues and involve wider stakeholders.

## 6. Reporting timetable.

The proposed reporting dates are outlines below:

	<b>Executive meeting</b>	<b>Cabinet member/ DPH 1:1</b>	<b>Draft Report Submission</b>	<b>Review of Draft Reports</b>	<b>Final Report Submission</b>	<b>H&amp;W Delivery Plan Update</b>	<b>Statutory Agenda Publication</b>	<b>H&amp;W Board Meeting</b>
	<i>(If relevant – please consult Director)</i>	<i>Cabinet lead member and Director of Public Health agenda discussion</i>	Reports should be submitted to xxxxxxxx by xxx on submission date	The H&W Being Executive review draft reports	Reports should be submitted to xxxxxxxx by 5pm on the submission date	Deadline for update from delivery plan leads of delivery plans	Any reports not received will be marked ‘ to follow’ or withdrawn from the agenda	Cabinet meetings are held at Tuesdays at the Civic Centre
	Reports should be submitted to xxxxxxxx by xxx the xxxxx prior to the meeting		<u>Reports should include Director/Lead councillor comments</u>					
Spring 2013			02-May-13	03-May-13	10-May-13	13-May-13	13-May-13	21-May-13
	11/06/2013							
Summer 2013	(Agenda setting)		20-Jun-13	21-Jun-13	28-Jun-13	01-Jul-13	01-Jul-13	09-Jul-13
	23/07/2013							
	03/09/2013							
Autumn 2013	(Agenda setting)		20-Sep-13	21-Sep-13	27-Sep-13	30-Sep-13	30-Sep-13	08-Oct-13
	15/10/2013							
	10/12/2013							
Winter 2013	(Agenda setting)		16-Dec-13	17-Dec-13	24-Dec-13	27-Dec-13	27-Dec-13	07-Jan-14
	04/02/2013							
	13/03/2014							
Spring 2014	(Agenda setting)		20-Mar-14	21-Mar-14	28-Mar-14	31-Mar-14	31-Mar-14	08-Apr-14

## 7. Conclusion

The Board is asked to accept the above recommendations.

## 8. Use of Appendices

N/A