

Bath and North East Somerset Health & Wellbeing Board (Shadow)

Democratic Services Riverside, Temple Street, Keynsham, BS31 1LA	Direct Line:	01225 394452
	Ask For:	Jack Latkovic
	E-mail:	Democratic_Services@bathnes.gov.uk
	Date:	11 September 2012

To: All Members of the Health & Wellbeing Board (Shadow)

Members: Tony Barron (Chair of the PCT Board), Councillor Paul Crossley (Bath & North East Somerset Council), Patricia Webb (CCG B&NES), Councillor Simon Allen (Bath & North East Somerset Council), Ashley Ayre (Bath & North East Somerset Council), Diana Hall Hall, Ed Macalister-Smith (NHS B&NES), Dr. Ian Orpen (St James Surgery, Bath), David Smith (NHS), Simon Douglass (Member of the Clinical Commissioning Group), Paul Scott (Director of Public Health) and Jo Farrar (Bath & North East Somerset Council)

Observers: Councillor John Bull (Bath & North East Somerset Council) and Councillor Vic Pritchard (Bath & North East Somerset Council)

Other appropriate officers
Press and Public

Dear Member

Health & Wellbeing Board (Shadow)

You are invited to attend a meeting of the Board, to be held on **Wednesday, 19th September, 2012 at 2.00 pm** in the 'The Pultney Room', **Manvers Street Baptist Church, Ground Floor, Manvers Street, Bath BA1 1JW.**

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic
Committee Administrator

NOTES:

1. Inspection of Papers:

Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Jack Latkovic who is available by telephoning Bath 01225 394452 or by calling at the Riverside Offices Keynsham (during normal office hours).

2. Public Speaking at Meetings:

The Partnership Board encourages the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. Advance notice is requested, if possible, not less than *two full working days* before the meeting (this means that for meetings held on Wednesdays notice is requested in Democratic Services by 4.30pm the previous Friday).

3. Details of Decisions taken at this meeting can be found in the draft minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Jack Latkovic as above. Appendices to reports (if not included with these papers) are available for inspection at the Council's **Public Access Points:**

- Guildhall, Bath;
- Riverside, Keynsham;
- The Hollies, Midsomer Norton;
- Public Libraries at: Bath Central, Keynsham and Midsomer Norton.

4. Substitutions

Members of the Board are reminded that any substitution should be notified to the Committee Administrator prior to the commencement of the meeting.

5. Declarations of Interest

Board Members do not need to declare an interest in their ex-officio status on the Board. If they have a closer involvement with any specific issue (via membership of a Sub-Committee for example), consideration would need to be given to whether a declaration was needed, and advice sought from the Monitoring Officer if necessary.

The following member of the Board has roles in the Council and PCT:

Ashley Ayre: Strategic Director People and Communities, operating across the Partnership

The following member of the Partnership Board has role in BANES and Wiltshire PCT Cluster:

Ed Macalister-Smith: NHS BANES and NHS Wiltshire Chief Executive

However, when attending a meeting of the Board, each member is attending in the role shown on the invitation to attend the meeting, which is on the first page of the papers for the meeting.

6. Attendance Register:

Members should sign the Register which will be circulated at the meeting.

7. Emergency Evacuation Procedure

If the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

Health & Wellbeing Board (Shadow)

Wednesday, 19th September, 2012

'The Pultney Room', Manvers Street Baptist Church, Ground Floor, Manvers Street, Bath
BA1 1JW

2.00 pm

Agenda

1. WELCOME AND INTRODUCTIONS
2. EMERGENCY EVACUATION PROCEDURE
3. APOLOGIES FOR ABSENCE
4. DECLARATIONS OF INTEREST

Board Members do not need to declare an interest in their *ex officio* status on the Board. If they have a closer involvement with any specific issue (via membership of a Sub-Committee for example), consideration would need to be given to whether a declaration was needed, and advice sought from the Monitoring Officer if necessary.

The following member of the Partnership Board has roles in the Council and PCT:

Ashley Ayre: Strategic Director for People and Communities, operating across the Partnership

The following member of the Partnership Board has role in BANES and Wiltshire PCT Cluster:

Ed Macalister-Smith: NHS BANES and NHS Wiltshire Chief Executive

However, when attending a meeting of the Partnership Board, each member is attending in the role shown on the invitation to attend the meeting, which is on the first page of the papers for the meeting

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR
6. PUBLIC QUESTIONS/COMMENTS
7. MINUTES OF PREVIOUS MEETING

Jack Latkovic

To confirm the minutes of the above meeting as a correct record.

8. ORGANISATIONAL UPDATES (35 MINUTES)

The Board are asked to consider the following verbal updates:

- Local Healthwatch (procurement) – David Trethewey

-
- Public Health – Paul Scott
 - Public Health Transition Plan
 - Memorandum Of Understanding
 - PCT – Ed-Macalister Smith
 - Clinical Commissioning Group (CCG) – Ian Orpen
 - Council – Ashley Ayre

9. JOINT STRATEGIC NEEDS ASSESSMENT (JSNA) UPDATE
(10 MINUTES)

Jon Poole

This report provides an update to the Joint Strategic Needs Assessment based and summarises findings of recent research conducted on the Bath and North East Somerset community.

The Board is asked to:

- Note the findings of the report and consider the impact of any new findings on local policy.
- Consider any other research or intelligence activity we should be including and who else should be informed.
- Promote the JSNA web-site www.bathnes.gov.uk/jsna .

10. STRATEGIC PRIORITIES (25 MINUTES)

Helen Edelstyn

The Health and Wellbeing Board is responsible for developing a set of strategic priorities that deliver the Boards aim to reduce health inequalities and improve health and wellbeing in Bath and North East Somerset

This report seeks agreement on 7 strategic priorities. These priorities have been developed by a task group of the Board and are based on the Joint Strategic Needs Assessment (JSNA) update 2012.

These priorities will form the foundations of the Joint Health and Wellbeing Strategy (JHWS), as well as inform the Boards work programme over the next 3 years.

The Board is asked to:

- To agree the 7 strategic priorities set out in this report (point 4.4). (in agreeing these priorities the board should consider the feasibility of aligning these 7 strategic priorities and commissioning/delivery plans)
- To agree to review the strategic priorities in 15-16 in line with the 3 year duration of the CCG Plan.

11. NHS BANES CLINICAL COMMISSIONING GROUP

STRATEGIC PLAN (20 MINUTES)

Each Clinical Commissioning Group is required as part of the CCG Authorisation process to develop an integrated plan. The integrated plan includes:

- A high level strategic plan for the 3 year period to 2014-15
- The CCG's Operational Plan for 2012/13
- Draft commissioning intentions for 2013/14

This paper sets out the CCG's draft high level strategic plan to the period 2014-15.

At the June Health and Well-being Board meeting the CCG shared an overview of its draft strategic service priorities. The CCG is sharing the fuller draft plan of its strategic plan with Health and Well-being members for their consideration.

12. COMMUNITY ENGAGEMENT (25 MINUTES)

Helen Edelstyn

Health and wellbeing boards have a duty to engage the public in their work. This report seeks to discuss and agree a set of principles that will establish a consistent and rigorous approach to community engagement.

The Board is asked to agree a set of principles for community engagement included in the report.

13. FORWARD HEALTH AND WELLBEING BOARD (SHADOW) DATES

The Board are asked to note the schedule of future meetings:

- Wednesday 7th November 2012 at 2pm in Council Chamber, Guildhall.
- Wednesday 6th February 2013 at 2pm in Council Chamber, Guildhall.
- Wednesday 17th April 2013 at 2pm in Council Chamber, Guildhall.

The Committee Administrator for this meeting is Jack Latkovic who can be contacted by telephoning Bath 01225 394452