

Bath & North East Somerset Council

MEETING:	Health and Wellbeing Board
MEETING DATE:	26 September 2023
TITLE:	Monitoring Progress of the Joint Health and Wellbeing Strategy Implementation Plan
WARD:	All
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
<ul style="list-style-type: none">• Appendix One - AHWB Proforma for reports• Appendix Two - Template for exception reports on progress of the Health and Wellbeing Strategy Implementation Plan• Appendix Three - Draft priority indicator set	

1 THE ISSUE

- 1.1 Having an effective process for monitoring implementation of the Joint Health and Wellbeing Strategy (JHWS) 2023-2030 is key to providing the Health and Wellbeing Board (HWB) with assurance that the strategy is on track. This paper sets out a proposed process for monitoring implementation of the strategy and has been developed through engagement with the Chair and Vice Chair of the HWB, other board members and representatives from delivery partner organisations.

2 RECOMMENDATION

- 2.1 The Health and Wellbeing Board is asked to consider and agree to taking forward the proposed approach for monitoring implementation of the JHWS. It is suggested that the approach is initially trialled for a period of 12 months and then reviewed.

3 THE REPORT

3.1 The Joint Health and Wellbeing Strategy 2023-2030 (JHWS) is a seven-year strategy which sets out a vision to put in place the best conditions for people of all ages to live healthy and fulfilling lives. The JHWS was approved by the Health and Wellbeing Board (HWB) on 14th March 2023 where HWB members also resolved to become champions of the strategy and its priorities. The strategy was published in April 2023 and is available on the Council's website along with the Implementation Plan and Strategy on a Page. The JHWS Implementation Plan was shared with the HWB and signed off at the meeting on 20th June 2023.

3.2 The JHWS sets out four priority areas to improve the health and wellbeing of all residents in B&NES and reduce inequalities.

- (1) Ensure that Children and young people are healthy and ready for learning and education
- (2) Improve skills, good work and employment
- (3) Strengthen compassionate and healthy communities
- (4) Create health promoting places

3.3 There are four underpinning principles for the strategy:

- (1) to tackle inequalities
- (2) adapt and build resilience to climate change
- (3) share responsibility and engage for change
- (4) deliver for all life stages

3.4 The JHWS is led by the HWB and is closely aligned with other strategies and plans at System (B&NES, Swindon and Wiltshire, BSW) and Place (B&NES) which help to deliver on and support the strategy. These include the forthcoming B&NES Economic Strategy, the Council's Corporate Strategy, Local Plan and BSW ICS Implementation Plan. The JHWS Implementation Plan comprises actions that are incorporated within these other strategic plans.

Monitoring the Implementation Plan

3.5 The HWB has a shared responsibility for oversight and effective implementation of the JHWS. There is limited council officer time and capacity available to support monitoring implementation of the strategy, so a balance is needed to ensure that the process is light touch but with the necessary rigour required in order for the HWB to have assurance on delivery and impact.

3.6 It is proposed that monitoring of implementation progress can be undertaken through four complementary processes. These are summarised below and followed by a more detailed description of what each element comprises:

- (1) Reports from partners on relevant projects across the year
- (2) Exception reporting on delivery of all the actions in the Implementation Plan twice a year
- (3) Measuring impact through the Indicator Set annually
- (4) Development Sessions with the HWB that enable longer scrutiny and discussion of progress or delays within the implementation plan.

Reports from partners to the HWB

Presentation of reports from partners provides an important opportunity for assessment of progress undertaken to support delivery of specific actions outlined in the implementation plan. A proforma (see appendix one) has been developed to guide authors on content for HWB papers. This includes reference to whether the paper relates to the JHWS Implementation Plan.

Exception reporting on actions in the Implementation Plan

3.7 To provide high level, assurance to the HWB and reduce unnecessary duplicate reporting, a process for exception reporting on the implementation plan will provide the HWB with an 'at a glance' opportunity to view implementation progress. Exception reporting is a useful tool in guiding focus to areas requiring immediate attention where actual performance has deviated significantly from expectations set out in plans and strategies. Reporting by exception is a practical method by which the HWB can have oversight on delivery of the JHWS Implementation Plan.

Reporting Leads and Sponsors

3.8 Each of the four priority themes within the JHWS have a number of strategy objectives and associated actions outlined in the Implementation Plan. It is proposed that reporting leads from key partnerships and organisations responsible for delivery of the actions provide exception reports to the HWB. The reporting leads have been identified as the person best placed to progress the specific action and be more directly involved in implementation of the action or work closely with colleagues working in the same partner organisation or team who are directly responsible for the action and therefore best placed to gather the information needed.

3.9 In addition, each priority theme will also have a sponsor who would be accountable to the HWB for ensuring that mitigating actions are being taken where progress is not on track through liaison with the reporting lead. Sponsors

will be members of the HWB to ensure a chain of accountability and ownership of the implementation plan. All actions detailed in the implementation plan are within existing strategies and plans so the governance and management of performance where necessary will be picked up elsewhere, but the HWB needs to have oversight and assurance. Each theme would have one reporting lead and one sponsor where possible, and in acknowledgement that some themes encompass more wide-ranging actions involving a larger number of partners and organisations this could be up to three reporting leads.

- 3.10 Reporting theme leads will be requested to complete the exception reporting form prior to the HWB meeting twice a year. A simple template for exception reporting has been designed (see appendix two). The form includes a RAG rating indicating if the actions outlined are broadly on track or not, and if the former no further detail is required and if the latter some detail on the nature of the issue and mitigating actions being taken will be logged. Where actions have been completed ahead of schedule and/or the impact has been exceptionally positive this can be noted also.
- 3.11 The JHWS Implementation Plan will be a standing agenda item at HWB meetings. Exception reporting will facilitate identification of areas of potential concern, and where there has been exceptionally positive progress. To capture further detail on specific actions within the plan hyperlinks or sources of further information can be added to the report. This also helps to strike balance between (potentially negative) exception reporting and an opportunity for the HWB to learn more about the positive progress being made. A log of exception reports will be maintained so that previous reports can be reviewed to provide the HWB with assurance that any risks to delivery of the implementation plan have been addressed through existing partnership and strategic fora.
- 3.12 The priority indicator set once finalised will be another element of providing assurance that progress is being made and having impact on health and wellbeing. The reporting lead would be expected to summarise progress on indicators relating to their theme annually. Thematic leads and sponsors for the implementation plan have been identified, approached and agreed to take on these roles. All are Council officers or ICB representatives.

Priority Theme	Strategy Objective	Reporting Lead	Sponsor
Theme One <i>Ensure children and young people are health and ready for learning and education'</i>	1.1 1.2 1.3 1.4	Sarah McClusky	Mary Kearney Knowles
Theme Two <i>Improve skills, good work and employment'</i>	2.1 2.2 2.3 2.4	Claire Lynch	David Trethewey
Theme Three <i>Strengthen compassionate and healthy communities'</i>	3.1 3.2 3.3	Amy McCullough	Becky Reynolds
Theme Four <i>Create Health Promoting Places'</i>	4.1 4.2 4.3 4.4 4.5	Chris Mordaunt Nicola Hazle Paul Scott	Laura Ambler

Monitoring progress against the set of priority indicators

- 3.13 A set of priority indicators has been drafted to assess the extent to which health and wellbeing is improving and inequalities are reducing for the population of B&NES (see appendix three). The first report of the final indicator set will be presented and agreed at the December HWB meeting. This will be in the form of a dashboard to make it easy to assess progress.
- 3.14 The indicators will support the HWB in measuring progress on implementing the strategy and provide evidence of impact and outcomes. The indicator set includes inequality in life expectancy and healthy life expectancy, gaps in school readiness, smoking prevalence and air quality measures. Work is underway to ensure that the indicators all align with indicators used in the B&NES Council Corporate Strategy, BSW Integrated Care Strategy, and B&NES Economic Strategy (when published).

Development Sessions

- 3.15 In addition to the public HWB meetings, the Board also has developmental sessions which offer an opportunity for discussing progress in implementing the JHWS. Development sessions will allow for a deeper dive into priority theme areas and cross cutting principles of the JHWS including addressing health inequalities and maximising opportunities for wider public engagement in the strategy. They offer a space for further exploration of issues highlighted through

exception reporting that board members may be able to offer support with while acknowledging that actions within the implementation plan will have their own governance structure and opportunity to address any issues through the normal governance routes. More formal reporting on progress would be through the usual route of bringing papers to the HWB meeting and any issue raised through a development session that requires board endorsement would be brought to the attention of the HWB.

4 STATUTORY CONSIDERATIONS

- 4.1 Health and Wellbeing Boards were required to be established in all local authorities under the Health and Social Care Act 2012 as a key mechanism for driving joined up working at a local level.
- 4.2 As a statutory function the Board must prepare and publish a Joint Health and Wellbeing Strategy (JHWS), setting the vision, strategic direction and high-level priorities for system partners to work together on.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 5.1 The direct resource implications of this work have been through the time and capacity involved from the Joint Health and Wellbeing Strategy steering group members, from Council, NHS and Third Sector.

6 RISK MANAGEMENT

- 6.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

- 7.1 A cross cutting theme of the strategy is to tackle inequalities in B&NES. Through monitoring progress against this ambition, the strategy seeks to promote equity of opportunity, of service provision and to reduce inequalities in experiences and outcomes.

8 CLIMATE CHANGE

One of the four cross cutting themes of the JHWS is to adapt and build resilience to climate change. A number of objectives in the strategy contribute directly to preventing climate change and mitigating its impacts, in particular:

- (1) work through the Local Plan to shape, promote, and deliver healthy and sustainable places

- (2) work to improve take up of low carbon affordable warmth support for private housing and encourage B&NES social housing providers to provide low carbon, affordable warmth for existing social housing.
- (3) using opportunities in legislation to facilitate a targeted private rented sector inspection programme to ensure the minimum statutory housing and energy efficiency standards are met.

9 OTHER OPTIONS CONSIDERED

9.1 None.

10 CONSULTATION

10.1 This report has been considered and cleared for sign off by the S151 Officer and Monitoring Officer. Public engagement on the initial issues and priorities for the Joint Health and Wellbeing Strategy was undertaken during 2022.

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Background papers	B&NES Health and Wellbeing Strategy.pdf B&NES Health and Wellbeing Strategy Implementation Plan
Please contact the report author if you need to access this report in an alternative format	