



FOR PUBLICATION

DERBYSHIRE COUNTY COUNCIL

DERBYSHIRE HEALTH AND WELLBEING BOARD

18 January 2024

Report of the Director of Public Health

Joint Local Health and Wellbeing Board Strategy

1. Purpose

- 1.1 The Health and Wellbeing Board is asked to:
- a) Note the update on the proposed areas of focus and outcome measures of the new Joint Local Health and Wellbeing Strategy
 - b) Agree to engage in the process of supporting the development of the Strategy, along with representatives from the local health and wellbeing partnerships.
 - c) Agree to review the HWB Terms of Reference and subsequently membership of the Board to align with the new areas of focus in the Strategy

2. Information and Analysis

- 2.1 Following the implementation of the Health and Social Care Act 2022 on 1 July 2022, section 116A of the Local Government and Public Involvement in Health Act 2007, renames the 'Joint Health and Wellbeing Strategy' to the 'Joint Local Health and Wellbeing Strategy (JLHWS)'. In preparing a JLHWS, the strategy will have regard to the Integrated Care Strategy. The JLHWS sets out agreed priorities and joint action for partners to address the health and wellbeing needs of the local population as identified by the Joint Strategic Needs Assessment (JSNA). The JSNA has now been published on the Derbyshire Observatory [Derbyshire Observatory – JSNA](#). Throughout 2024 the Board will be refreshing the JLHWS.

- 2.2 The data, intelligence and feedback gathered from the development sessions and engagement sessions were collated and analysed thematically, along with the data from the JSNA. This was utilised to prepare the draft areas of focus that were presented to the Board on 5 October 2023.
- 2.3 The draft areas of focus presented to the Health and Wellbeing Board on 5 October 2023 were:
- Tackling multiple unhealthy risk factors – smoking, physical inactivity, diet and alcohol
 - Support good mental wellbeing including suicide prevention, children and young people mental health
 - Winter preparedness
 - Addressing the root causes / enabling a healthy environment
 - Enabling children and young people in Derbyshire to start well and tackle child poverty
 - Developing the HWB to deliver on the areas of focus
- 2.4 Further feedback from Board members was obtained following the Board meeting on 5 October 2023. Feedback included that the ‘winter preparedness’ and ‘addressing root causes’ areas of focus could be combined into one as winter preparedness was viewed as being too narrow. The revised areas of focus are:
- Tackle the four main risk factors that lead to poor health
 - Support good mental health
 - Support communities to be resilient and independent
 - Enable children and young people in Derbyshire to start well and tackle child poverty
 - Develop the Health and Wellbeing Board to effectively deliver on the areas of focus
- 2.5 The draft areas of focus and development of the strategy were presented to the Improvement and Scrutiny Committee – Health on 11 December 2023. The Improvement and Scrutiny Committee – Health members were appreciative of the information provided on the development of the JLHWS and the opportunity to discuss the areas of focus. The Improvement and Scrutiny Committee – Health also agreed it would be beneficial for the HWB to review the membership of the HWB to assist the delivery of the JLHWS.

The Improvement and Scrutiny Committee – Health approved the two recommendations outlined in the report:

1. Note the development to date of the Joint Local Health and Wellbeing Strategy
2. Note the draft areas of focus for the Joint Local Health and Wellbeing Strategy for Derbyshire

2.6 A revised timetable is included below:

- January 2024 – Board to approve final areas of focus
- February 2024 – final strategy to be written
- March 2024 – Board to approve final strategy
- April 2024 – June 2024 – write strategy delivery plan
- July 2024 – Board to approve strategy delivery plan

2.7 Public Health continues to work alongside system partners to ensure that engagement and learning from the ICS Strategy development and implementation informs the JLHWBS development.

2.8 Public Health are working alongside Derby City partners to align the strategy where possible across the Integrated Care System.

2.9 The HWB Terms of Reference will be reviewed and amended to reflect the new areas of focus for the Joint Local Health and Wellbeing Strategy; subsequently the membership of the HWB will also be reviewed and amended as part of the Terms of Reference update. The review of the Terms of Reference and the membership of the Board will enable effective delivery of the strategy following the revised areas of focus detailed in the strategy through ensuring that the correct representatives are part of the HWB.

The current Terms of Reference and current Membership of the Board are attached at Appendix 2. Board members are asked to comment on the Terms of Reference and Membership through a questionnaire which will be circulated to Board members in January 2024. Comments will be collated, and the Terms of Reference and list of Members will be updated and brought to the Board meeting on 28 March 2024 for approval.

3. Alternative Options Considered

3.1 Not developing a new Joint Local Health and Wellbeing Strategy. This option is not appropriate as it was agreed in February 2022 to prepare a full strategy refresh during 2023.

4. Implications

- 4.1 Appendix 1 sets out the relevant implications considered in the preparation of the report.

5. Consultation

- 5.1 Members of the Board attended two development sessions in June and July 2023.
- 5.2 Further individual engagement sessions were undertaken with District and Borough Representatives and other Board members in July – September 2023.
- 5.3 An engagement session was held in September 2023 to gain feedback on the draft priorities / areas of focus with representatives from Locality Health and Wellbeing Partnerships.
- 5.4 An update on the development of the Strategy and the draft areas of focus was presented to the Improvement and Scrutiny Committee – Health on 11 December 2023.

6. Partnership Opportunities

- 6.1 Partners are asked to fully engage with the process of developing the new Joint Local Health and Wellbeing Strategy. Collaboration from Healthwatch, district and borough representatives, Health and Wellbeing Partnerships and the Voluntary Community and Social Enterprise sector is required to ensure voices of the local communities and residents of Derbyshire are heard.

7. Background Papers

- 7.1 [Statutory Guidance on Joint Strategic Needs Assessments and Joint Local Health and Wellbeing Strategies.](#)
- 7.2 [Integrated Care Strategy Framework](#)
- 7.3 [Derbyshire Health and Wellbeing Strategy – Refresh 2022](#)
- 7.4 [Joint Local Health and Wellbeing Board Strategy – July 2023](#)
- 7.5 [Joint Local Health and Wellbeing Strategy – October 2023](#)

8. Appendices

- 8.1 Appendix 1 – Implications.
- 8.2 Appendix 2 – Terms of Reference (October 2022)

9. Recommendation(s)

That the Health and Wellbeing Board:

- a) Note the update on the proposed areas of focus and outcome measures of the new Joint Local Health and Wellbeing Strategy
- b) Agree to engage in the process of supporting the development of the Strategy, along with representatives from the local health and wellbeing partnerships.
- c) Agree to review the HWB Terms of Reference and subsequently membership of Board to align with the new areas of focus in the Strategy

10. Reasons for Recommendation(s)

- 10.1 To ensure that the Health and Wellbeing Board are aware of the latest actions in relation to the development of the revised Joint Local Health and Wellbeing Strategy.
- 10.2 To ensure the Health and Wellbeing Board approve the priorities / areas of focus for the new Joint Local Health and Wellbeing Strategy

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Implications

Financial

- 1.1 There are no anticipated financial implications, and the refresh of the strategy will be completed within existing workstreams and budgets.

Legal

- 2.1 The Health and Care Act 2022 abolished clinical commissioning groups (CCGs) and their functions have been assumed by Integrated Care Boards (ICBs). The Health and Care Act 2022 also amends section 116A of the local Government and Public Involvement in Health Act 2007, renames 'joint health and wellbeing strategies' to 'joint local health and wellbeing strategies' and replaces references to 'clinical commissioning groups' with 'integrated care boards'.
- 2.2 Health and Wellbeing Boards continue to be responsible for the development of Joint Strategic Needs Assessments and Joint Local Health and Wellbeing Strategies. However, they must now have regard to the Integrated Care Strategy when preparing their Joint Local Health and Wellbeing Strategies in addition to having regard to the NHS Mandate and the Statutory Guidance on Joint Strategic Needs Assessments and Joint Health and Wellbeing Strategies.

Human Resources

- 3.1 There are no human resource implications of this report.

Equalities Impact

- 4.1 There are no equalities impacts.

Partnerships

- 5.1 The recommendations contained in this report will strengthen and further develop partnership working and allow all partners to be a proactive stakeholder and voice their views on the content of the Joint Local Health and Wellbeing Strategy.

Health and Wellbeing Strategy priorities

- 6.1 The recommendations in this report contribute to all priorities by ensuring the Board and partners work collaboratively to reduce health inequalities for the population of Derbyshire.

Terms of Reference October 2022

Derbyshire Health and Wellbeing Board (HWB) - Terms of Reference and core strategic functions

Background

Under the Health and Social Care Act 2012 all local authorities are required to establish a Health and Wellbeing Board (HWB) for its area. The Health and Wellbeing Board is established as a committee of Derbyshire County Council.

The legislative framework for the wider health and social care system is within the [Health and Social Care Act 2012](#).

Vision and objectives

Derbyshire Health and Wellbeing Board has a vision to:

Focus on prevention and the wider determinants of health so that the work of the Board will reduce health inequalities and improve health and wellbeing across all stages of life by working in partnership with our communities.

The objectives of the Board are to enable the residents of Derbyshire to:

- Start Well,
- Live Well and Stay Well,
- Age Well and Die Well.

Purpose and function

Derbyshire Health and Wellbeing Board must undertake the following statutory functions by:

- Preparing and publishing a Joint Strategic Needs Assessment (JSNA) of current and future health and social care needs and ensuring it informs the Health and Wellbeing Strategy and Integrated Care Strategy.
- Preparing and publishing a Joint Local Health and Wellbeing Strategy (JLHWS) for Derbyshire.
- Promoting integrated working in planning, commissioning and delivery of services to improve the health and wellbeing of the population of Derbyshire, including the use of Section 75 agreements.
- Receiving and responding to the plan of the Integrated Care Board
- Preparing and publishing a Pharmaceutical Needs Assessment to assess the need for pharmaceutical services in Derbyshire.
- Expressing an opinion when an application is received from pharmacies in Derbyshire where they wish to consolidate or merge.

These statutory functions will be supported by the following actions:

- Holding organisations and partners to account for delivering against the priorities outlined in the Health and Wellbeing Strategy.
- Ensuring the Health and Wellbeing Strategy has a clear focus on activity linked to primary and secondary prevention, which the Board, through the organisations represented on it, can lead on.
- Championing prevention and population health as important strategic issues and influencing organisations and partnerships both within and external to ICS to reflect this in their work.
- Working as part of the wider system to address strategic challenges for population health, with a particular focus, where appropriate, of working collaboratively with Derby City Health and Wellbeing Board.
- Representing Derbyshire in relation to health and wellbeing issues at a regional and national level where appropriate.
- Working closely with the Derbyshire Healthwatch to ensure appropriate engagement and involvement with patients and service users.
- Ensuring that, where appropriate, system wide delivery plans or shared spaces to collaborate are in place to support the HWBS strategic priorities and outcomes.
- Challenging performance against the outcomes outlined in the HWBS via the HWB dashboard indicators which make links to performance frameworks for the NHS, public health and local authorities.
- Developing mechanisms to measure, monitor and report improvements in health and wellbeing outcomes for Derbyshire.
- Ensuring there are effective and appropriate mechanisms to communicate, engage and co-produce health and wellbeing strategy priorities with local people and stakeholders.

Membership

The Health and Wellbeing Board will involve Integrated Care System and wider partners. The Cabinet member with Executive responsibility for Public Health will Chair the Board. The Vice Chair is indicated in the membership list below should the Chair be unable to attend a meeting.

Should neither the Chair nor vice-chair be able to attend a meeting of the Health and Wellbeing Board, the members present at the meeting will agree to appoint a Chair for that meeting from the members present.

The full Health and Wellbeing Board membership will comprise:

- Cabinet Member with Executive responsibility for Public Health (Chair) (Statutory)
- Chief Executive Officer for Derby and Derbyshire Integrated Care Board (Statutory)
- Non-Executive Director for Derby and Derbyshire Integrated Care Board (Vice chair) (Statutory)

- Senior officer with statutory responsibility for Adult Social Care, Derbyshire County Council (Statutory)
- Senior officer with statutory responsibility for Children's Services, Derbyshire County Council (Statutory)
- Director of Public Health, Derbyshire County Council (Statutory)
- One representative from Healthwatch Derbyshire (Statutory)

Statutory officer who fulfils role of

- Cabinet Member with responsibility for Adult Social Care
- Cabinet Member with responsibility for Children's Social Care
- Chair of 3D to represent the voluntary sector
- One elected member holding a relevant Cabinet portfolio or committee chairperson from each district or borough council in Derbyshire
- Police and Crime Commissioner for Derbyshire
- One senior officer representative from Derbyshire Constabulary
- One senior officer representative from Derbyshire Fire and Rescue Service

The Board can co-opt additional members as it considers appropriate in relation to Health and Wellbeing Strategy priorities.

Representatives from NHS England, Public Health England, the UK Health Security Agency, or Office of Health Improvement can attend the Board meetings as required, but in relation to specific issues or area of interest. These officers will not be able to vote on matters.

Senior officers from district and borough councils may attend the meeting to support district and borough elected members who are formal members of the committee. These officers will not be able to vote on matters.

Specific officers may be asked to attend one or a series of HWB meetings to provide detailed insight and input to particular topics or issues, such as one of the Health and Wellbeing Board priorities. These officers will not be able to vote on matters.

The Board membership will be reviewed annually in line with the municipal year.

Responsibilities of Board members

Members should be senior leaders and key decision makers who are able to actively contribute to, and be collectively accountable for, the development and delivery of the Health and Wellbeing Strategy and achievement of our shared ambition to improve population health and wellbeing outcomes and reduce health inequalities.

All members will:

- Endeavour to attend all meetings of the Health and Wellbeing Board as no substitutes will be permitted. If they are unable to attend any actions or issues will need to be raised via liaison with another Health and Wellbeing Board member.
- Fully engage in the Health and Wellbeing Board including active participation in discussions and decision-making relating to all relevant agenda items.
- Propose, as appropriate, agenda items, for information or discussion, to the Health and Wellbeing Board.
- Represent their respective organisations or networks they represent and must take responsibility for communicating all relevant information within their organisation or network.
- Actively progress any strategic decision or action agreed at the Health and Wellbeing Board through their own organisation and any relevant partners and networks.
- Ensure full support and implementation of the Health and Wellbeing Strategy through their own organisation and relevant networks.
- Ensure their organisations are fully represented and participate in relevant sub-groups and/ or Task and Finish groups as appropriate.
- In addition to the above expectations of all members, it is also the role of the Healthwatch representative to ensure the appropriate representation of the patient, public and carer population.

Term of office

The term of office of members shall end if:

- a) Rescinded by the organisation by whom they are appointed
- b) If a Councillor appointed by a Council cease to be a member of the appointing Council
- c) If the individual change's role within an organisation and is no longer in the role that led to their appointment to the HWB

Governance

Agenda Planning

The Chair and Vice Chairs in conjunction with the Director of Public Health will set the agenda for future meetings. All Board members will be asked to put forward reports for consideration prior to agendas being finalised. The Board will be updated quarterly on the work of the Derby and Derbyshire Integrated Care Partnership.

Reporting

Reports considered by the Health and Wellbeing Board will need to make a clear recommendation and also demonstrate how they are delivering against Health and Wellbeing Strategy priorities. Reports for information and noting will be circulated electronically to the Board between meetings to ensure that information is shared in a timely manner.

All reports associated with agenda items must meet standard reporting requirements and be received by the secretariat by the date stated when agenda items are requested.

No late items will be accepted.

The agenda will be published at least five clear working days before the meeting, a copy of the agenda and associated papers will be sent to every member of the Board.

Minutes

The minutes of the proceedings will be approved at the next suitable meeting after they have been agreed as a correct record at that meeting. The minutes will be accompanied by a list of agreed action points which may be discussed in considering the minutes of the previous meeting should they not be specifically listed as items on the agenda for that meeting.

Minutes will be published on the Derbyshire County Council website.

Meetings of the Board

Frequency

The Health and Wellbeing Board will meet on a quarterly basis.

The date, time and venue of meetings will be fixed in advance by the Board and an annual schedule of meetings will be agreed.

Meetings will normally take place at County Hall, Matlock unless the Board is required to visit another venue or participate in a joint session with Derby City. The Board is a statutory committee of the council and therefore it is required to meet in person.

If there is insufficient business the Chair can agree to cancel the meeting up to 5 days in advance of the set meeting date

Additional meetings may be convened at the request of the Chair or Vice Chair.

Quorum

A quorum of five will apply for meetings of the HWB, with at least three statutory members present.

If any member of the Board has been disqualified from participating in the discussion and/or decision-making for an item on the agenda, by reason of a declaration of a conflict of interest, then that individual shall no longer count towards the quorum.

Attendance

Attendance of Health and Wellbeing Board meetings will be monitored and fed back to the Health and Wellbeing Board annually.

Development sessions

In addition to the formal public meetings, the Board will hold regular development sessions – both as a Derbyshire Health and Wellbeing Board and jointly with Derby Health and Wellbeing Board as appropriate. Development sessions will be held in private to support specific issues, focused discussion and learning, ongoing review of Board functioning and active development of the Board and its members.

Voting

At this stage of its development the HWB will operate on a consensus basis. If a vote is required, it will be amongst the statutory members of the Board only.

Declaration of Interests

Any interests held by members or co-opted members should be declared on any item of business at meetings in accordance with the Council's Code of Conduct for Members and the Localism Act 2011.

Public questions

Public questions must be tabled 3 working days in advance and in line with the procedures for Full Council and will be considered at the Chair's discretion to ensure they are relevant to the work of the Health and Wellbeing Board. Questions must be asked exactly as submitted, and no supplementary questions are allowed.

Scrutiny

Decisions of the Health and Wellbeing Board will be subject to scrutiny, but will not be subject to the "call-in powers" of the Improvement and Scrutiny Committee.

Remuneration

Members attendance at meeting will not result in additional payments. Mileage and expenses can be made by the respective authorities or organisations in line with organisational policy and procedures.

Secretariat

The Secretariat role will be provided by Council Democratic Services. This role will include minute-taking and distribution, administration of all agenda items and associated papers. Democratic Services will be supported with co-ordination and operational assistance by Public Health officers.

Support arrangements

Derbyshire County Council will also provide support via the Monitoring Officer and Section 151 officer.

Information Sharing Protocol

If necessary, the ICP and partners will develop an information sharing protocol to enable the effective sharing of information and ensure compliance with GDPR.

Access to Information/Freedom of information

The Board shall be regarded as a County Council committee for access to information purposes and meetings will normally be open to the press/public.

Operational Delivery

Work will be delivered by established system groups at a county wide level. The Health and Wellbeing Board will direct and commission specific pieces of work via Board members who will need to action, coordinate and feedback to the Board within agreed timescales.

Task and finish groups will be established by exception to take forward key pieces of work for the Health and Wellbeing Board. Task and finish groups will include representatives from Health and Wellbeing Board member or partner organisations and wider stakeholders.

Derbyshire Locality Health Partnerships will act as a delivery structure, working alongside Integrated Care System Place Alliances, to coordinate delivery of agreed actions and pieces of work.

The governance diagram at the end of this document sets out the relationship between the HWB and other groups and programmes of work in Derbyshire. If required a protocol document between the Health and Wellbeing Board and other strategic groups will be established to facilitate discussions and delivery against priorities.

Review

These Terms of Reference will be reviewed annually or earlier if required.

Appendix 1: HWB Governance arrangements

