

**HEALTH AND WELLBEING BOARD  
WORK PLAN 1 APRIL 2012 TO 31 MARCH 2013  
TIMELINE OF ACTIVITIES AND DECISIONS**

<b>BOARD DEVELOPMENT</b>	<b>DATES</b>	<b>DECISION MAKING PUBLIC BOARD MEETINGS</b>
<p><b>Workshop:</b></p> <ul style="list-style-type: none"> <li>• 2012 - progress to date</li> <li>• Governance, membership and working practices</li> <li>• Self assessment and action planning</li> </ul> <p><i>Pre and post meeting demonstration of the new Service Portal (Service Delivery)</i></p>	17 April 2012	
<p><b>Workshop:</b></p> <ul style="list-style-type: none"> <li>• Finalising actions from April Workshop</li> <li>• Discuss the membership of the Board for 2012/13 and any sub-groups for recommendation to the Council</li> <li>• Agreeing the governance relationship with the Safeguarding Children's Board and performance enquiry.</li> <li>• Developing the communication plan</li> </ul>	15 May 2012	
	19 June 2012	<ul style="list-style-type: none"> <li>• The development of Healthwatch – ensuring it will be fit for purpose.</li> <li>• Approving the Integrated Needs Assessment (JSNA)</li> <li>• Approve Communications Plan 2012/13</li> </ul>

		<ul style="list-style-type: none"> <li>Workshop update</li> </ul>
<b>Workshop:</b> <ul style="list-style-type: none"> <li>Consider progress of QIPP programmes</li> <li>Cluster legacy report.</li> <li>Consider the CCG authorisation proposal.</li> <li>Public Health Transition Plan and performance / spend on Public Health activities</li> <li>Review mind map (CH)</li> <li>Draft HWB strategy considered including priority four financial stability of whole system</li> </ul>	10 July 2012	
<ul style="list-style-type: none"> <li><b>Workshop</b></li> <li>Workshop element with HPEG around INA</li> </ul>	18 Sept 2012	<ul style="list-style-type: none"> <li>Approve Health and Wellbeing Strategy</li> <li>Approve CCG commissioning intentions</li> <li>Learning set update.</li> </ul>
	16 Oct 2012	<ul style="list-style-type: none"> <li>Healthwatch approval update</li> <li>Approve adult transformation plan</li> <li>Communication plan proposals update</li> <li>Learning set update</li> <li>Children under five – challenge progress for the Health and Wellbeing Strategy</li> <li><i>Consider the DPH Annual Report and consider implications</i></li> </ul>
<b>Workshop</b> <ul style="list-style-type: none"> <li>Follow up to report on PH Transition plans</li> <li>Challenge process for alcohol harm reduction</li> </ul>	13 Nov 2012	

<ul style="list-style-type: none"> <li>• Priority four review</li> </ul>		
<b>Workshop</b> <ul style="list-style-type: none"> <li>• Membership and governance</li> <li>• Council commissioning</li> <li>• Safeguarding update</li> <li>• Self-assessment</li> </ul>	11 Dec 2012	
		<ul style="list-style-type: none"> <li>•</li> </ul>
	22 Jan 2013	<ul style="list-style-type: none"> <li>• CCG Commissioning plans approval</li> <li>• Healthwatch approval</li> <li>• PH transfer to Council approval</li> </ul>
	19 Feb 2013	<ul style="list-style-type: none"> <li>• Formalise governance and membership</li> </ul>
	19 Mar 2013	<ul style="list-style-type: none"> <li>• Healthwatch live</li> <li>• Sign off commissioning contracts</li> </ul>
	16 April 2013	<b>Board becomes fully functioning Health and Well Being Board</b>

**Notes:**

1. (W) Denotes Workshop
2. Scheduling is indicative in some cases and will be firmed up as part of the joint agenda planning work
3. Work Plan will be updated each month

**Decision Making:**

Public Health Transition  
 CCG Authorisation Process  
 Healthwatch  
 JSNA  
 Health and Well Being Strategy

**Quality Assurance**

Is the "system" working effectively together?  
 Is the needs analysis robust?  
 Is the strategy achieving improvements in health and well being outcomes and addressing inequalities.  
 Is everybody doing their bit?