



# **HEALTH and WELLBEING BOARD FORWARD PLAN**

Draft November 2014 Edition

Publication Date: 3 November 2014

# THE FORWARD PLAN

## Explanatory note:

Key decisions in respect of health-related matters are made by the Health and Wellbeing Board. Key decisions in respect of other Council activities are made by the Council's Cabinet (the main executive decision-making body) or the Assembly (full Council) and can be viewed on the Council's website at <http://moderngov.barking-dagenham.gov.uk/mgListPlans.aspx?RPId=180&RD=0>. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the full membership of the Health and Wellbeing Board is listed in Appendix 1.

## Key Decisions

By law, councils have to publish a document detailing "Key Decisions" that are to be taken by the Cabinet or other committees / persons / bodies that have executive functions. The document, known as the Forward Plan, is required to be published 28 days before the date that the decisions are to be made. Key decisions are defined as:

- (i) Those that form the Council's budgetary and policy framework (this is explained in more detail in the Council's Constitution)
- (ii) Those that involve 'significant' spending or savings
- (iii) Those that have a significant effect on the community

In relation to (ii) above, Barking and Dagenham's definition of 'significant' is spending or savings of £200,000 or more that is not already provided for in the Council's Budget (the setting of the Budget is itself a Key Decision).

In relation to (iii) above, Barking and Dagenham has also extended this definition so that it relates to any decision that is likely to have a significant impact on one or more ward (the legislation refers to this aspect only being relevant where the impact is likely to be on two or more wards).

As part of the Council's commitment to open government it has extended the scope of this document so that it includes all known issues, not just "Key Decisions", that are due to be considered by the decision-making body as far ahead as possible.

## Information included in the Forward Plan

In relation to each decision, the Forward Plan includes as much information as is available when it is published, including:

- the matter in respect of which the decision is to be made;
- the decision-making body (Barking and Dagenham does not delegate the taking of key decisions to individual Members or officers)
- the date when the decision is due to be made;

## Publicity in connection with Key decisions

Subject to any prohibition or restriction on their disclosure, the documents referred to in relation to each Key Decision are available to the public. Each entry in the Plan gives details of the main officer to contact if you would like some further information on the item. If you would like to view any of the documents listed you should contact Tina Robinson, Democratic Services Officer, Civic Centre, Dagenham, Essex, RM10 7BN (telephone: 020 8227 3285, email: [tina.robinson@lbbd.gov.uk](mailto:tina.robinson@lbbd.gov.uk)).

The agendas and reports for the decision-making bodies and other Council meetings open to the public will normally be published at least five clear working days before the meeting. For details about Council meetings and to view the agenda papers go to <http://moderngov.barking-dagenham.gov.uk/ieDocHome.asp?Categories> and select the committee and meeting that you are interested in.

The Health and Wellbeing Board's Forward Plan will be published on or before the following dates during the 2014 / 2015 Council year, in accordance with the statutory 28-day publication period:

| <b>Edition</b>        | <b>Publication date</b> |
|-----------------------|-------------------------|
| October 2014 edition  | 29 September 2014       |
| December 2014 edition | 10 November 2014        |
| February 2015 edition | 12 January 2015         |
| March 2015 edition    | 16 February 2015        |

## Confidential or Exempt Information

Whilst the majority of the Health and Wellbeing Board's business will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Representations may be made to the Council about why a particular decision should be open to the public. Any such representations should be made to Alan Dawson, Democratic Services Manager, Civic Centre, Dagenham, Essex RM10 7BN (telephone: 020 8227 2348, email: [committees@lbbd.gov.uk](mailto:committees@lbbd.gov.uk)).

## Key to the table

Column 1 shows the projected date when the decision will be taken and who will be taking it. However, an item shown on the Forward Plan may, for a variety of reasons, be deferred or delayed.

It is suggested, therefore, that anyone with an interest in a particular item, especially if he/she wishes to attend the meeting at which the item is scheduled to be considered, should check within 7 days of the meeting that the item is included on the agenda for that meeting, either by going to <http://modern.gov.barking-dagenham.gov.uk/ieListMeetings.aspx?CId=669&Year=0> or by contacting contact Tina Robinson, Democratic Services Officer, Civic Centre, Dagenham, Essex, RM10 7BN (telephone: 020 8227 3285, email: [tina.robinson@lbbd.gov.uk](mailto:tina.robinson@lbbd.gov.uk)).

Column 2 sets out the title of the report or subject matter and the nature of the decision being sought. For 'key decision' items the title is shown in **bold type** - for all other items the title is shown in normal type. Column 2 also lists the ward(s) in the Borough that the issue relates to.

Column 3 shows whether the issue is expected to be considered in the open part of the meeting or whether it may, in whole or in part, be considered in private and, if so, the reason(s) why.

Column 4 gives the details of the lead officer and / or Board Member who is the sponsor for that item.

| Decision taker/<br>Projected Date                    | Subject Matter<br><br>Nature of Decision   | Open / Private<br>(and reason if<br>all / part is<br>private) | Sponsor and<br>Lead officer / report author   |
|--|--|---|---|
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <b>Autism Strategy</b> : Community<br><br>The Board is asked to review the refreshed edition of the Autism Strategy which picks up improvements identified in the Autism Self Assessment Framework and independent mapping exercises<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | Open  | Glynis Rogers, Divisional Director, Community and Partnerships<br>(Tel: 020 8227 2827)<br>(glynis.rogers@lbbd.gov.uk) |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | End of Life Care - Progress on Actions<br><br>Following the meeting of 11 February 2014 at which the Board was presented with a position statement and next steps to take forward the end of life care agenda, the Board will receive and consider an action plan produced by the Integrated Care Sub-group to deliver those next steps.<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | Open  | David Millen, Integrated Care Delivery Manager<br>(Tel: 020 8227 2370)<br>(david.millen@lbbd.gov.uk)                  |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <b>Child and Adolescent Mental Health Services (CAMHS) Strategy</b> : Community<br><br>The Children and Maternity Sub-Group will present the framework for a Child and Adolescent Mental Health Services Strategy for Barking and Dagenham for approval by the Board.<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>  | Open  | Sharon Morrow, Chief Operating Officer<br>(Tel: 020 3644 2378)<br>(Sharon.Morrow@barkingdagenhamccg.nhs.uk)           |

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| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <p><b>'Closing the Gap': Implications for Mental Health Services and Commissioners</b> : Community</p> <p>The Mental Health Sub-Group has conducted a mental health service audit following the publication of the 'Closing the Gap' report which set out 25 priorities for change in how children and adults with mental health problems are supported and cared for. Following the overview report in July, this report will outline the implications of the report for mental health services and commissioners in Barking and Dagenham.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | Open | Gillian Mills, Director Childrens Services, North East London Community Services (NEL CS).<br>gillianmills@nhs.net<br>(Tel: 0300 555 1201)<br>(gillianmills@nhs.net) |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <p>Children's Social Care Annual Report</p> <p>The report will provide an overview of the work that has been undertaken in 2013/14 in Children's Social Care.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | Open | Ann Graham, Divisional Director of Complex Needs & Social Care<br>(Tel: 020 8227 2233)<br>(ann.graham@lbbd.gov.uk)   |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <p>Adoption Annual Report</p> <p>The Adoption Annual Report will be presented to the Health and Wellbeing Board for information and discussion.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | Open | Ann Graham, Divisional Director of Complex Needs & Social Care<br>(Tel: 020 8227 2233)<br>(ann.graham@lbbd.gov.uk)   |

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| <p><b>Health and Wellbeing Board:</b><br/><b>9.12.14</b></p> | <p><b>Contract: Public Health Services in Primary Care Contracts 2015/16 :</b><br/>Community,,: Financial</p> <p>The report will outline the delivery and procurement strategy for the Public Health Services in Primary Care for 15/16, in regards to:</p> <ul style="list-style-type: none"> <li>• Health Checks (Mandatory Function for the Council since April 2013)</li> <li>• Smoking Cessation</li> <li>• Chlamydia Screening in General Practices</li> <li>• Long Acting Reversible Contraception</li> <li>• Sexual Health Services in Pharmacies (including Chlamydia Screening and Emergency Hormonal Contraception)</li> <li>• Supervised Consumption in Pharmacies</li> <li>• Shared Care in General Practices</li> </ul> <p>The Board will be asked to:</p> <ol style="list-style-type: none"> <li>1. Authorise a waiver of the Contract Rules for these contracts, under Clause 6.6.8, on the grounds that the circumstances are genuinely exceptional; and,</li> <li>2. Give delegated authority to the Corporate Director of Adult and Community Services, on the advice of Director of Public Health and the Chief Finance Officer to award the Public Health service contracts to the chosen Primary Care providers for the above service contracts.</li> </ol> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | <p>Open</p> | <p>Matthew Cole, Director of Public Health<br/>(Tel: 020 8227 3657)<br/>(matthew.cole@lbbd.gov.uk)</p> |
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| <p><b>Health and Wellbeing Board:</b><br/><b>9.12.14</b></p> | <p><b>Carers Strategy and Commissioning of Carers Services : Community</b></p> <p>The Board will be asked to agree:</p> <ul style="list-style-type: none"> <li>(i) The final Carers' Strategy.</li> <li>(ii) The proposed commissioning intentions for carers services.</li> <li>(iii) To delegate authority to the corporate Director of Adult and Community Services, in consultation with the Head of Legal and Democratic Services, to commence a tender for these services and award the contracts.</li> </ul> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | <p>Open</p> | <p>Mark Tyson, Group Manager, Integration &amp; Commissioning<br/>(Tel: 020 8227 2875)<br/>(mark.tyson@lbbd.gov.uk)</p>        |
| <p><b>Health and Wellbeing Board:</b><br/><b>9.12.14</b></p> | <p><b>Quarter 2 Performance and Better Care Fund (BCF) Update</b></p> <p>The Quarter 2 performance dashboard and Better Care Fund (BCF) update will be presented to the Board for the Board to analyse and discuss.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | <p>Open</p> | <p>Matthew Cole, Director of Public Health<br/>(Tel: 020 8227 3657)<br/>(matthew.cole@lbbd.gov.uk)</p>                         |
| <p><b>Health and Wellbeing Board:</b><br/><b>9.12.14</b></p> | <p><b>Adult Social Care Peer Review</b></p> <p>This Board will be presented with the outline the findings of the Adult Social Care Peer review and recommendations.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | <p>Open</p> | <p>Bruce Morris, Divisional Director, Adult Social Care<br/>(Tel: 020 8227 2749)<br/>(bruce.morris@lbbd.gov.uk)</p>            |
| <p><b>Health and Wellbeing Board:</b><br/><b>9.12.14</b></p> | <p><b>Learning Disability Section 75 Agreements - Update</b></p> <p>The Board will be updated on the Learning Disability Section 75 Agreements, including the results of consultation that has been undertaken with service users and the Learning Disability Partnership Board.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>  | <p>Open</p> | <p>Glynis Rogers, Divisional Director, Community and Partnerships<br/>(Tel: 020 8227 2827)<br/>(glynis.rogers@lbbd.gov.uk)</p> |



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| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <b>Pharmaceutical Needs Assessment (PNA) - Delegated Authority</b><br><br>The Pharmaceutical Needs Assessment (PNA) is required to be published by April 2015, following a 60 day consultation period. Due to tight timescales, the Board will be asked to give Delegated Authority for sign off of the PNA to the Director of Public Health in consultation with Corporate Director of Adult and Community Services.<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: Not Applicable</li> </ul>  | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk)                                   |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <b>Barking and Dagenham Safeguarding Children Board (BDSCB) Annual Report 2013-14</b><br><br>To present the Annual Report of the Barking and Dagenham Safeguarding Children Board for 2013/14, which will provide an overview of the issues and work undertaken during the past year.<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | Open | Meena Kishinani, Divisional Director of Commissioning and Safeguarding<br>(Tel: 020 8227 2786)<br>(meena.kishinani@lbbd.gov.uk) |
| <b>Health and Wellbeing Board:</b><br><b>9.12.14</b> | <b>Joint Assessment and Discharge Service Section 75 : Community, Financial</b><br><br>The Board will receive a report on the progress and proposed agreement between the Council and partner organisations to support the operational delivery of a Joint Assessment and Discharge Service. The proposed agreement will also be considered by (London Borough of Havering, Barking, Havering and Redbridge University Trust, North East London Foundation Trust and Barking and Dagenham, Havering and Redbridge Clinical Commissioning Groups).<br><br>The Board will be asked to delegate authority to the Corporate Director of Adult and Community services to finalise the Section 75 agreement on behalf of the Board.<br><br><ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | Open | Bruce Morris, Divisional Director, Adult Social Care<br>(Tel: 020 8227 2749)<br>(bruce.morris@lbbd.gov.uk)                      |

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| <b>Health and Wellbeing Board:</b><br><b>10.2.15</b> | <p>Health and Young Offenders</p> <p>The Board will receive a report that outlines the health needs and challenges for young offenders as a cohort. The Board will discuss gaps in service provision and how health inequalities can be addressed for this group.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>  | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk) |
| <b>Health and Wellbeing Board:</b><br><b>10.2.15</b> | <p>Quarter 3 Performance and Better Care Fund (BCF) Update</p> <p>The Quarter 3 performance dashboard and Better Care Fund (BCF) update will be presented to the Board for the Board to analyse and discuss.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>   | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk) |
| <b>Health and Wellbeing Board:</b><br><b>10.2.15</b> | <p>Health and Wellbeing Board Strategy Refresh (Draft)</p> <p>One of the key roles of the Health and Wellbeing Board is to oversee the development, authorisation and publication of the Health and Wellbeing Strategy. The Health and Wellbeing Strategy is the mechanism by which the Board addresses the needs identified in the Joint Strategic Needs Assessment (JSNA), setting out agreed priorities for collective action by the commissioners. The current Health and Wellbeing Board Strategy is due to be refreshed in 2015.</p> <p>The Board will be presented with the draft refresh of the Health and Wellbeing Board Strategy for discussion in order that the final version can be presented at the March 2015 Board meeting.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk) |

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| <p><b>Health and Wellbeing Board:</b><br/><b>10.2.15</b></p> | <p>Procurement Plan 2015/16</p> <p>Under the Council's Contract Rules (Rule 25) there a requirement to report the Procurement Plan for all new contracts (including extensions, additions and renewals) with a Contract Value of £500,00 or above scheduled to start in the next financial year, which are funded in part or in whole from the Public Health Grant or from within social care budgets.</p> <p>The Board will be presented with Procurement Plan and be asked to agree the proposed Plan in its entirety or identify any individual procurements / contracts which the Board requires separate more detailed Procurement Strategy Reports to be submitted to it for closer consideration.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | <p>Open</p> | <p>Matthew Cole, Director of Public Health<br/>(Tel: 020 8227 3657)<br/>(matthew.cole@lbbd.gov.uk)</p> |
| <p><b>Health and Wellbeing Board:</b><br/><b>17.3.15</b></p> | <p><b>Health and Wellbeing Board Strategy Refresh (Final) : Community</b></p> <p>One of the key roles of the Health and Wellbeing Board is to oversee the development, authorisation and publication of the Health and Wellbeing Strategy. The Health and Wellbeing Strategy is the mechanism by which the Board addresses the needs identified in the Joint Strategic Needs Assessment (JSNA), setting out agreed priorities for collective action by the commissioners. The current Health and Wellbeing Board Strategy is due to be refreshed in 2015.</p> <p>The final refreshed version of the Health and Wellbeing Strategy will be presented for approval.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>  | <p>Open</p> | <p>Matthew Cole, Director of Public Health<br/>(Tel: 020 8227 3657)<br/>(matthew.cole@lbbd.gov.uk)</p> |
| <p><b>Health and Wellbeing Board:</b><br/><b>17.3.15</b></p> | <p><b>Director of Public Health Annual Report</b></p> <p>The Director of Public Health Annual Report identifies key issues, flags up problems, and reports progress. The Annual Report will also be a key resource to inform local inter-agency action.</p> <p>The Board will be asked to note the 2014/15 Annual Report.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>  | <p>Open</p> | <p>Matthew Cole, Director of Public Health<br/>(Tel: 020 8227 3657)<br/>(matthew.cole@lbbd.gov.uk)</p> |

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| <b>Health and Wellbeing Board:<br/>5.15</b>              | <p>Quarter 4 Performance and Better Care Fund (BCF) Update</p> <p>The Quarter 4 performance dashboard and Better Care Fund (BCF) update will be presented to Board for the Board to analyse and discuss.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul>                                | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk) |
| <b>Health and Wellbeing Board:<br/>Not before 1.6.15</b> | <p>Annual Health Protection Profile <i>[Annual Item]</i></p> <p>Representatives from Public Health England are invited to the Board to present and discuss Barking and Dagenham's Health Protection Profile which is compiled annually.</p> <ul style="list-style-type: none"> <li>• Wards Directly Affected: All Wards</li> </ul> | Open | Matthew Cole, Director of Public Health<br>(Tel: 020 8227 3657)<br>(matthew.cole@lbbd.gov.uk) |
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**Membership of Health and Wellbeing Board:**

Councillor Maureen Worby, Cabinet Member for Adult Social Care and Health (Chair)  
Councillor Laila Butt, Cabinet Member for Crime and Enforcement  
Councillor Evelyn Carpenter, Cabinet Member for Education and Schools  
Councillor Bill Turner, Cabinet Member for Children's Social Care  
Anne Bristow, Corporate Director for Adult and Community Services  
Helen Jenner, Corporate Director for Children's Services  
Matthew Cole, Director of Public Health  
Frances Carroll, Chair of Healthwatch Barking and Dagenham  
Dr Waseem Mohi, Chair of Barking and Dagenham Clinical Commissioning Group (Deputy Chair of the H&WBB)  
Dr Jagan John, Clinical Director (Barking and Dagenham Clinical Commissioning Group)  
Conor Burke, Accountable Officer (Barking and Dagenham Clinical Commissioning Group)  
Jacqui Van Rossum, Executive Director Integrated Care (London) and Transformation (North East London NHS Foundation Trust)  
Stephen Burgess, Interim Medical Director (Barking Havering and Redbridge University Hospitals NHS Trust)  
Chief Superintendant Andrew Ewing, Borough Commander (Met Police)  
John Atherton, Head of Assurance (NHS England) (non-voting board member)