

	<u>Agenda Item: 9</u>
Report to:	Birmingham Health & Wellbeing Board
Date:	26th September 2023
TITLE:	HEALTH AND WELLBEING BOARD DEVELOPMENT
Organisation	Birmingham Health & Wellbeing Board
Presenting Officer	Dr Justin Varney, Director of Public Health

Report Type:	Discussion
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1. Purpose:

1.1. To update the Health and Wellbeing Board on the proposed actions for development following the Board's Annual Development Day.

2. Implications (tick all that apply):

Creating a Bolder, Healthier, City (2022-2030) – Strategic Priorities	Closing the Gap (Inequalities)	X
	Theme 1: Healthy and Affordable Food	X
	Theme 2: Mental Wellness and Balance	X
	Theme 3: Active at Every Age and Ability	X
	Theme 4: Contributing to a Green and Sustainable Future	X
	Theme 5: Protect and Detect	X
	Getting the Best Start in Life	X
	Living, Working and Learning Well	X
	Ageing and Dying Well	X
Joint Strategic Needs Assessment		

3. Recommendation(s)

That the Health and Wellbeing Board (HWB):

- 3.1. Note and comment on the proposed action plan, including the Executive Board Draft Terms of Reference.

4. Report Body

Health and Wellbeing Board Development Day – Summary

- 4.1. The Health and Wellbeing Board (HWB) is committed to continuous improvement to improve the health and well-being of Birmingham's communities. This includes development sessions in addition to formal meetings.
- 4.2. The HWB Development Day took place on Wednesday 17th May 2023 at The Exchange (University of Birmingham). The session was attended by twelve HWB members and key partners, including the leads of the HWB's Forums (sub-groups).
- 4.3. Board members discussed their role and purpose, relationships with partners and the Creating a Bolder Healthier City strategy. The feedback and insights generated have been collated and summarised (**Appendix 3**) and used to develop a series of actions for the Board to consider and monitor (**Appendix 2**), including a terms of reference for an HWB Executive Board (**Appendix 1**).

Key Points and Next Steps

- 4.4. The draft action plan (**Appendix 2**) outlines several next steps for the Board to consider and endorse. Feedback and actions are categorised by theme (adapted from the following [Local Government Association \(LGA\) report](#)):
 - Supporting HWB Members
 - Communications and Engagement
 - Prioritisation and Work Planning
 - Relationships and Accountabilities
 - HWB Role
 - HWB Culture and Style
- 4.5. Key actions include:
 - 4.5.1. Develop an **Executive Board (EB)** to support the HWB. The aim of the EB will be to provide the whole board membership with more space and time for strategic discussion and thematic agenda items. The EB will also have a role in filtering and organising agenda items. The EB will be made up of a smaller number of existing HWB members and will have representation from the ICB, the Council and others. A Terms of Reference has been drafted for the HWB to consider (**Appendix 1**).
 - 4.5.2. Undertake at least one **HWB development session** annually. Building on the recent Development Day, there was clear agreement that such sessions need to be ongoing, to allow board members to carry on with mutual learning,

understand and develop the role of the board, and explore ways to maximise their contribution. While it is important for boards to be transparent about their work and to discuss and make their decisions in public, they also need the time and privacy to explore options freely at an early stage before reaching conclusions about which workable alternatives may achieve the best outcomes.

- 4.5.3. Clarify the **relationships and accountabilities of the HWB** with sub-groups (HWB Forums) and other statutory and partnership boards.

5. Compliance Issues

5.1. HWB Forum Responsibility and Board Update

- 5.1.1. The roles and responsibilities of HWB Forums are outlined in their Terms of Reference ([Health and wellbeing board | Birmingham City Council](#)).

5.2. Management Responsibility

- 5.2.1. The Health and Wellbeing Board is responsible for its continuous improvement and development.
- 5.2.2. Governance support will be led by the Service Lead (Governance) with oversight from the Director of Public Health.

6. Risk Analysis

Identified Risk	Likelihood	Impact	Actions to Manage Risk
Lack of engagement and buy-in to the proposed changes	Low	High	The proposed changes are the result of feedback from Board Members. Members are receiving feedback and the proposed action plan for comment and discussion before formal agreement.
Actions in the proposed plan are not completed within the indicative deadline	Medium	Medium	The agreed actions will be closely monitored, and resources will be allocated to deliver.

Appendices

- Appendix 1** – Draft HWB Executive Board Terms of Reference
Appendix 2 – HWB Development Action Plan
Appendix 3 – HWB Development Day (May 2023) – Feedback

The following people have been involved in the preparation of this board paper:

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