

Birmingham Health and Wellbeing Board

Draft Forward Work Programme

April 2020-21

Board Members:

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| Councillor Paulette Hamilton (Board Chair) | Cabinet member for Adult Social Care and Health | Birmingham City Council |
| Dr Peter Ingham (Vice Chair) | Clinical Chair | NHS Birmingham and Solihull CCG |
| Councillor Kate Booth | Cabinet Member for Children's Wellbeing | Birmingham City Council |
| Councillor Matt Bennett | Opposition Spokesperson on Health and Social Care | Birmingham City Council |
| Dr Justin Varney | Director of Public Health | Birmingham City Council |
| Professor Graeme Betts | Corporate Director for Adult Social Care and Health Directorate | Birmingham City Council |
| Dr Tim O'Neil (Nichola Jones as substitute) | Director of Education and Skills (Assistant Director, Inclusion and SEND, Education and Skills) | Birmingham City Council |
| Paul Jennings | Chief Executive | NHS Birmingham and Solihull Clinical Commissioning Group |
| Ian Sykes | Chair, Sandwell and West Birmingham CCG. | Sandwell and West Birmingham CCG. |
| Andy Cave | Chief Executive of Healthwatch | Healthwatch Birmingham |
| Andy Couldrick | Chief Executive of Birmingham Children's Trust | Children's Trust |
| Dr Robin Miller | Head of Department, Social Work & Social Care Co-Director, Centre for Health & Social Care Leadership | University of Birmingham Education Sector |

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| Chief Superintendent Stephen Graham | Chief Superintendent | West Midlands Police |
| Gaynor Smith | Senior and Employer Partnership Leader | Department for Work and Pensions |
| Peter Richmond | Chief Executive of Birmingham Housing Trust. | Birmingham Social Housing Partnership |
| Richard Kirby | Birmingham Community Healthcare NHS Foundation Trust | Birmingham Community Healthcare NHS Foundation Trust |
| Mark Garrick | | University Hospitals Birmingham NHS Foundation Trust |
| Co – optees | | |
| Carly Jones | Chief Executive of SIFA FIRESIDE. | SIFA FIRESIDE |
| Waheed Saleem | Executive Director Strategic Partnership. | Birmingham and Solihull Mental Health Trust |
| Stephen Raybould | Programmes Director (Ageing Better) | Birmingham Voluntary Services Council |

Board Support:

Committee Board Manager

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Email : Tony.G.Lloyd@birmingham.gov.uk

Schedule of work April 2020-21

| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
|---|--|---|---------------------|
| 17 th March 2020 | Draft Report Deadline for Pre- agenda : 19 th February 2020 | Better Care Fund 2019/20 Plan | Mike Walsh |
| CANCELLED | | Creating a Mentally Healthy City Forum Update | Elizabeth Griffiths |
| Replaced with 23 April – BAME Covid update meeting | Pre – agenda meeting : 24 th February 2020 | JSNA Core Data Set – Children and Young People Chapter | Ralph Smith |
| Venue : Rooms 3 & 4, Council House – 3pm -5pm | Final Report Deadline: 5 th March 2020 | Pre-Conception Conversation | Marion Gibbon |
| Peter Ingham to Chair | Agenda and Reports Dispatch Date: 6 th March 2020 | Birmingham Forward Steps / Early Years Contract | Richard Kirby |
| | | Families in Temporary Accommodation | Saba Rai |
| | | East Birmingham Corridor Consultation | Mark Gamble |
| | | Triple Zero | Chris Baggott |
| | | Coronavirus Update | Justin Varney |
| | | <u>Information Items</u> | |
| | | Health and Wellbeing Board Fora updates | |
| | | Sustainability and Transformation Plan Update | |
| | | Delayed Transfers of Care workshop Feedback | |
| | | <u>Private Items</u> | |
| | | Director of Public Health Annual Report | Justin Varney |
| | | JSNA Core Data Set – Working Age Adults Chapter | Ralph Smith |

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| <p><u>Development Day</u></p> <p>28th April 2020 Venue: TBC</p> <p>CANCELLED due to covid response</p> | <p>Draft Report Deadline for Pre- agenda : 1th April 2020</p> <p>Pre – agenda meeting : 6th April 2020</p> <p>Final Report Deadline: 16th March 2020</p> <p>Agenda and Reports Dispatch Date: 17th March 2020</p> | <p>TBC</p> | <p>TBC</p> |
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| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
|-----------------------|--|--|---------------|
| July 2020 | Draft Report Deadline for Pre- agenda: 1 st July 2020 | Appointment and Terms of Reference | TBC |
| | | Social Prescribing | Pip Mayo |
| | Pre – agenda meeting: 8 th July 2020 | Birmingham Community Safety Partnership Consultation | Amelia Murray |
| | | Creating an Active City Forum Update | Kyle Stott |
| | Final Report Deadline: 14 th July 2020 | JSNA Core Data Set – Working Age Adults Chapter | Ralph Smith |
| | Agenda and Reports Dispatch Date: 15 th July 2020 | JSNA Core Data Set – Needs of Older People Chapter | Ralph Smith |
| | | JSNA Core Data Set – Wider Determinants Chapter | Ralph Smith |
| | | JSNA Deep Dives – H&WB of Armed Forces Veterans in Birmingham(TBC) | Susan Lowe |
| | | JSNA Deep Dives – Death and Dying in Birmingham (TBC) | Susan Lowe |
| | | JSNA Deep Dive – H&WB of Public Sector Workforce in Birmingham (TBC) | Susan Lowe |
| | | JSNA Deep Dive – Diversity and Inclusion (TBC) | Susan Lowe |
| | | <u>Information Items</u> | |
| | | Health and Wellbeing Board Fora updates | TBC |
| | | Sustainability and Transformation Plan Update | Paul Jennings |
| | | Healthwatch Birmingham Annual Report | Andy Cave |

| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
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| September 2020 | Draft Report Deadline for Pre- agenda: 26 th August 2020 | Chairs update | |
| | | COVID position statement | Justin Varney |
| | | LOCEB – written update | Elizabeth Griffiths |
| | Pre – agenda meeting: 2 nd September 2020 | Flu Plan update 30 mins – Bsol | Rachel O'Connor (BSol CCG) |
| | Final Report Deadline: 11 th September 2020 | Screening, Imms | PHE/NHS England |
| | Agenda and Reports Dispatch Date: 12 th September 2020 | Commissioned services | BCC |
| | | <u>Information Items</u> | |
| | | BCF | Michael Walsh |
| | | Health and Wellbeing Board Fora updates | Stacey Gunther |

| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
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| November 2020 | Draft Report Deadline for Pre- agenda: 28 th October 2020 | Chairs Update | Ash Banerjee/Andrew Dalton PHE |
| | Pre – agenda meeting: 4 th November 2020 | Childhood immunisations and vaccinations | |
| | Final Report Deadline: 13 th November 2020 | Impact of Covid on vulnerable adults | John Williams BCC ASC |
| | Agenda and Reports Dispatch Date: 16 th November 2020 | Children’s Social Care | Andy Couldrick Birmingham Children’s Trust |
| | | <u>Information Items</u> | |
| | | HWB Forward Plan | Stacey Gunther |
| | | Local COVID Outbreak Engagement Board | Elizabeth Griffiths |
| | | Health and Wellbeing Board Fora updates | Stacey Gunther |
| | | Sustainability and Transformation Plan Update | Paul Jennings |

| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
|-----------------------|--|---|---|
| January 2021 | <p>Draft Report Deadline for Pre- agenda: 23rd December 2020</p> <p>Pre – agenda meeting: 4th January 2020</p> <p>Final Report Deadline: 8th January 2021</p> <p>Agenda and Reports Dispatch Date: 11th January 2021</p> | <p>Chairs Update</p> <p>BLACHIR</p> <p>-Birmingham Food strategy/food conversation -Food poverty -International Partnerships update Childhood obesity trail blazer data/update -Sustainable food partnerships</p> <p>JSNA Adult Chapter</p> <p>Public Health Annual Report</p> <p>Developer Toolkit</p> <p><u>Information Items</u></p> <p>HWB forward plan</p> <p>Local COVID Outbreak Engagement board</p> <p>Health and Wellbeing Board Fora updates</p> | <p>Justin</p> <p>Paul Campbell</p> <p>Ralph Smith</p> <p>Justin Varney</p> <p>Kyle Stott</p> <p>Stacey Gunther</p> <p>Elizabeth Griffiths</p> <p>Stacey Gunther</p> |

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| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
| March 2021 | | <p>Social Prescribing</p> <p>Birmingham Integrated Care Partnership</p> <p>Creating a Mentally Healthy City Forum Update</p> <p>Suicide prevention strategy</p> <p>Waiting Room</p> <p>Cultural update</p> <p>Employee wellness</p> <p>JSNA Older Adults</p> <p>Public Health Annual Report</p> <p><u>Information Items</u></p> <p>HWB forward plan</p> <p>Local COVID Outbreak Engagement board</p> <p>Health and Wellbeing Board Fora updates</p> | <p>Rachel O’Conner BSol/Pip Mayo West Birmingham</p> <p>Graeme Betts, Director, Adult Social Care</p> <p>Mo Phillips</p> <p>Ralph Smith</p> <p>Justin Varney</p> <p>Stacey Gunther</p> <p>Elizabeth Griffiths</p> <p>Stacey Gunther</p> |
| <u>Development Day</u> | | | |
| April 2021 | | Health and Wellbeing Board Priorities – Review and Refresh | TBC |
| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
| July 2021 | | | |
| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
| September 2021 | | | |
| <u>Formal Meeting</u> | | <u>Presentation Items</u> | |
| November 2021 | | | |

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| Formal Meeting | | Presentation Items | |
| January 2022 | | | |
| Formal Meeting | | Presentation Items | |
| March 2022 | | | |
| Development Day | | Health and Wellbeing Board Priorities – Review and Refresh | |
| April 2022 | | | |

Standard Agenda

1. Notice of Recording
2. Notice of Potential for Public Exclusions
3. Declaration of Interests
4. Apologies
5. Minutes and Matters Arising
6. Action Log
7. Chair's Update
8. Public Questions
9. Presentation Items (see detail above)
10. Information Items (see detail above)
11. Forward Plan Review
12. Finalise Agenda for next Meeting
13. Date, Time and Venue of next Meeting
14. Notice of Recording Ceased
15. Private Items (see detail above)

Notes

Any agenda change request must form part of prior HWBB information item with as much lead in as possible but no later than the HWBB immediately prior to the agenda change request, including requests from sub-groups (see below).

Health Inequality Focus and Childhood Obesity Focus agenda presentations can be several items if appropriate but all must include decision(s) and / or action(s) for the Board.

Health and Wellbeing Board Fora will provide a written update to each Board meeting; each will have an annual formal presentation to the Board on a rotational basis.

Any decisions and actions shall be subject to providing an update to the Board on the substantive outcomes, either via presentation or information item as deemed appropriate by the Board, at a future date to be agreed as part of said decision or action.

Supporting Documents Requiring Development

Agenda change request form

Report draft template
Report final template
Action / Decision request form
Action / Decision update report template

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