

**Birmingham Health and Wellbeing Board**

**Draft Forward Work Programme**

**2019-20 to 2020-21**

**Board Members:**

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
Chief Superintendent	Chief Superintendent	West Midlands Police

Stephen Graham		
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
<b>Co – optees</b>		
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**

Landline: 0121 675 0955

Email: [errol.wilson@birmingham.gov.uk](mailto:errol.wilson@birmingham.gov.uk)

**Business Support Manager for Governance & Compliance**

Landline: 0121 303 4843

Mobile : 07912793832

Email : [Tony.G.Lloyd@birmingham.gov.uk](mailto:Tony.G.Lloyd@birmingham.gov.uk)

**Schedule of Work: April 2020-March 2021**

<b>Board Meeting Date</b>	<b>Deadlines</b>	<b>Scheduled Agenda Items</b>	<b>Presenting Officers</b>
<p><u>Board Development Day</u></p> <p>14<sup>th</sup> May 2019, Venue: 10 Woodcock Street , Aston Birmingham</p>	<p>Time : 1pm - 5pm</p>	<p><u>Workshop Group Discussion Items</u></p> <p><u>Health Inequalities</u></p> <p><u>Childhood Obesity</u></p>	<p>Elizabeth Griffiths</p> <p>Kyle Stott</p>
<p><u>Informal Meeting</u></p> <p>18<sup>th</sup> June 2019 Venue : Committee Rooms 3 &amp; 4, Council House, 3pm – 5pm</p>	<p>Draft Report Deadline for Pre- agenda : TBC</p> <p>Final Report Deadline: tbc June 2019</p> <p>Agenda and Reports Dispatch Date: tbc June 2019</p>	<p><u>Themed : Place Discussion Items</u></p> <p>Air Quality Update Report</p> <p>Active Travel Update Report</p> <p>Developers Toolkit Update Report</p> <p>Feedback on the Health and Wellbeing Board Development Session</p> <p>Changes Places</p> <p>Live Healthy , Healthy Happy STP Update Report</p>	<p>Duncan Vernon</p> <p>Duncan Vernon</p> <p>Kyle Stott</p> <p>Kyle Stott and Elizabeth Griffiths</p> <p>Maria Gavin</p> <p>Paul Jennings</p>
<p><u>Formal Meeting</u></p> <p>30<sup>th</sup> July 2019 Venue : Committee Rooms 3 &amp; 4, Council House, 2pm – 5pm</p>	<p>Draft Report Deadline draft reports : 3<sup>TH</sup> July 2019</p> <p>Pre – agenda meeting – 8<sup>th</sup> July 2019</p> <p>Final Report Deadline: 19<sup>th</sup> July 2019</p> <p>Agenda and</p>	<p><u>Discussion Items</u></p> <p>Development of Health &amp; Wellbeing Board Sub-Committee structure</p> <p>Making every adult matter overview</p> <p>Complex severe mental health : Dual diagnosis /personal disorder</p> <p>Drug and alcohol – Change , Grow and Live : Peer mentor</p> <p>Birmingham older people</p>	<p>Justin Varney</p> <p>Justin Varney</p> <p>Tom Howell</p> <p>Max Vaughan</p> <p>Andrew McKirgan,</p>

	<p>Reports Dispatch Date: 22<sup>nd</sup> July 2019</p>	<p>programme : Update on the ageing well programme</p> <p>Homelessness overview</p> <p>Birmingham Health &amp; Wellbeing Board Forward Plan</p>	<p>Andy Lumb</p> <p>Cllr Sharon Thompson and Kalvinder Kohli</p>
<p><b><u>Formal Meeting</u></b></p> <p>24<sup>th</sup> September 2019 Venue: Committee Room 3&amp;4, Council House, 3pm – 5pm</p>	<p>Draft Report Deadline for Pre- agenda : 28<sup>th</sup> August 2019</p> <p>Pre –agenda meeting : 2<sup>nd</sup> September 2019</p> <p>Final Report Deadline: 13<sup>th</sup> September 2019</p> <p>Agenda and Reports Dispatch Date: 14<sup>th</sup> September 2019</p>	<p><b><u>Presentation Items</u></b></p> <p>Suicide Prevention Strategy</p> <p>NHS Long Term Plan: BSOL CCG Response</p> <p>Health and Wellbeing Board Priorities Update: Health Inequalities, Forward Trajectory</p> <p>CAMHS Access and Mental Health Pathway Improvement</p> <p><b><u>Information Items</u></b></p> <p>JSNA Deep Dive Forward Plan</p> <p>Public Health Priorities Green Paper Response</p> <p>Better Care Fund Governance Agreement Report</p> <p><b><u>Private Items</u></b></p> <p>NHS Long Term Plan: BSOL CCG Response</p>	<p>Justin Varney</p> <p>Harvir Lawrence</p> <p>Justin Varney</p> <p>Carol McCauley</p> <p>Harvir Lawrence</p>

<p><u>Formal Meeting</u></p> <p>26<sup>th</sup> November 2019 Venue: N/A</p>	<p>Draft Report Deadline for Pre- agenda : 30<sup>th</sup> October 2019</p> <p>Pre – agenda meeting : 4<sup>th</sup> November 2019</p> <p>Final Report Deadline: 14<sup>th</sup> November 2019</p> <p>Agenda and Reports Dispatch Date: 15<sup>th</sup> November 2019</p>	<p><u>Cancelled due to Pre-Election Preparation Period</u></p>	
<p><u>Formal Meeting</u></p> <p>21<sup>th</sup> January 2020 Venue: Rooms 3 &amp; 4, Council House, 3pm -5pm</p>	<p>Draft Report Deadline for Pre- agenda : 2<sup>nd</sup> January 2019</p> <p>Pre – agenda meeting : 6<sup>th</sup> January 2020</p> <p>Final Report Deadline: 9<sup>th</sup> January 2020</p> <p>Agenda and Reports Dispatch Date: 13<sup>th</sup> January 2020</p>	<p><u>Presentation Items</u></p> <p>Creating a Healthy Food City Forum Update</p> <p>JSNA Deep Dives – Progress Report</p> <p>NHS Long Term Plan</p> <p>West Birmingham Alliance Update</p> <p><u>Information Items</u></p> <p>Health and Wellbeing Board Fora updates</p> <p>Public Health Budget</p> <p><u>Private Items</u></p> <p>JSNA Core Data Set – Children and Young People Chapter</p>	<p>Kyle Stott</p> <p>Paul Campbell</p> <p>Harvir Lawrence</p> <p>Toby Lewis</p> <p>Paul Campbell</p> <p>Dr Justin Varney</p> <p>Dr Justin Varney</p>

<p><u>Formal Meeting</u></p> <p>17<sup>th</sup> March 2020 Venue : Rooms 3 &amp; 4, Council House – 3pm -5pm</p> <p>Peter Ingham to Chair</p>	<p>Draft Report Deadline for Pre- agenda : 19<sup>th</sup> February 2020</p> <p>Pre – agenda meeting : 24<sup>th</sup> February 2020</p> <p>Final Report Deadline: 5<sup>th</sup> March 2020</p> <p>Agenda and Reports Dispatch Date: 6<sup>th</sup> March 2020</p>	<p><u>Presentation Items</u></p> <p>Better Care Fund 2019/20 Plan</p> <p>Creating a Mentally Healthy City Forum Update</p> <p>JSNA Core Data Set – Children and Young People Chapter</p> <p>Pre-Conception Conversation</p> <p>Birmingham Forward Steps / Early Years Contract</p> <p>Families in Temporary Accommodation</p> <p>East Birmingham Corridor Consultation</p> <p>Triple Zero</p> <p>Coronavirus Update</p> <p><u>Information Items</u></p> <p>Health and Wellbeing Board Fora updates</p> <p>Sustainability and Transformation Plan Update</p> <p>Delayed Transfers of Care workshop Feedback</p> <p><u>Private Items</u></p> <p>Director of Public Health Annual Report</p> <p>JSNA Core Data Set – Working Age Adults Chapter</p>	<p>Mike Walsh</p> <p>Elizabeth Griffiths</p> <p>Ralph Smith</p> <p>Marion Gibbon</p> <p>Richard Kirby</p> <p>Saba Rai</p> <p>Mark Gamble</p> <p>Chris Baggott</p> <p>Justin Varney</p> <p>Justin Varney</p> <p>Ralph Smith</p>
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<p><u>Development Day</u></p> <p>28<sup>th</sup> April 2020 Venue: TBC</p>	<p>Draft Report Deadline for Pre- agenda : 1<sup>th</sup> April 2020</p> <p>Pre – agenda meeting : 6<sup>th</sup> April 2020</p> <p>Final Report Deadline: 16<sup>th</sup> March 2020</p> <p>Agenda and Reports Dispatch Date: 17<sup>th</sup> March 2020</p>	<p>TBC</p>	<p>TBC</p>
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<u>Formal Meeting</u>		<u>Presentation Items</u>	
July 2020		Appointment and Terms of Reference	TBC
		Social Prescribing	Pip Mayo
		Birmingham Community Safety Partnership Consultation	Amelia Murray
		Creating an Active City Forum Update	Kyle Stott
		JSNA Core Data Set – Working Age Adults Chapter	Ralph Smith
		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



<p><u>Formal Meeting</u></p> <p>September 2020</p>		<p><u>Presentation Items</u></p> <p>Chairs update</p> <p>COVID position statement</p> <p>LOCEB – written update</p> <p>Health Protection Forum Update</p> <p>Flu Plan update 30 mins – Bsol</p> <p>Screening, Imms</p> <p>Health checks</p> <p><u>Information Items</u></p> <p>BCF</p> <p>Health and Wellbeing Board Fora updates</p>	<p>Justin Varney</p> <p>Elizabeth Griffiths</p> <p>Chris Baggott</p> <p>Rachel O’Connor (BSol CCG)</p> <p>PHE/NHS England</p> <p>BCC</p> <p>Michael Walsh</p> <p>TBC</p>
<p><u>Formal Meeting</u></p> <p>November 2020</p>		<p><u>Presentation Items</u></p> <p>Creating a Physically Active City Forum Update</p> <p>Bloomberg Active Travel</p> <p>FPA Commonwealth Games work</p> <p>TAWS Sport Birmingham</p> <p>JSNA Deep Dive – topic TBC</p> <p><u>Information Items</u></p> <p>Health and Wellbeing Board Fora updates</p> <p>Sustainability and Transformation Plan Update</p>	<p>Kyle Stott</p> <p>Kyle Stott Inclusive Growth – Joe Green? Hamira Sultan Cat Orchard/new director Steven Rose Mike Chamberlain</p> <p>Susan Lowe</p> <p>TBC</p> <p>Paul Jennings</p>

<p><u>Formal Meeting</u></p> <p>January 2021</p>		<p><u>Presentation Items</u></p> <p>Creating a Healthy Food City Forum Update</p> <p>Birmingham Food strategy/food conversation International Partnerships update Childhood obesity trail blazer data/update Sustainable food partnerships</p> <p>JSNA Deep Dive – topic TBC</p> <p><u>Information Items</u></p> <p>Health and Wellbeing Board Fora updates</p>	<p>Paul Campbell</p> <p>Justin Varney/Paul Campbell</p> <p>Food Foundation Justin Varney</p> <p>Paul Campbell</p> <p>Susan Lowe</p> <p>TBC</p>
<p><u>Formal Meeting</u></p> <p>March 2021</p>		<p><u>Presentation Items</u></p> <p>Creating a Mentally Healthy City Forum Update Suicide prevention strategy Waiting Room Cultural update Employee wellness</p> <p>JSNA Deep Dive – topic TBC</p> <p><u>Information Items</u></p> <p>Health and Wellbeing Board Fora updates</p> <p>Sustainability and Transformation Plan Update</p>	<p>Mo Phillips</p> <p>Susan Lowe</p> <p>Stacey Gunther</p> <p>Paul Jennings</p>
<p><u>Development Day</u></p> <p>April 2021</p>		<p>Health and Wellbeing Board Priorities – Review and Refresh</p>	<p>TBC</p>

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