

Appendix 3 HWB work plan version 10.0

Date	Item	Purpose	Board sponsor	Lead officer / report author
16 July 2014	Board induction session			
16 July 2014	Appointment of chair	Decision	n/a	Solomon Agutu
	Annual report of the director of public health	Discussion	Mike Robinson	Jenny Hacker
	Focus on outcomes: Pressure ulcers in the community	Discussion	Paula Swann / Hannah Miller	Michelle Rahman / Kay Murray
	JSNA 2013/14 healthy weight chapter final draft	Decision	Mike Robinson	Sarah Nicholls / Anna Kitt
	JSNA 2014/15 key chapter topics	Decision	Mike Robinson	Jenny Hacker
	Final commissioning intentions 2014/15 <ul style="list-style-type: none"> ◆ Adult services commissioning plans 2014/15 	Information	Hannah Miller	Brenda Scanlan
	SW London collaborative commissioning strategy	Information	Paula Swann	Paula Swann
	Joint mental health strategy	Discussion	Paula Swann / Hannah Miller	Paula Swann / Stephen Warren / Brenda Scanlan
	Children's primary prevention plan	Discussion	Paul Greenhalgh	Dwynwen Stepien
	Reform of services for children who will be subject to education, care and health plans	Information	Paul Greenhalgh	Linda Wright
Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Performance against health and wellbeing strategy indicators (quarterly standing item) 	Discussion & decision	Hannah Miller	Steve Morton Laura Gamble Steve Morton	

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Date	Item	Purpose	Board sponsor	Lead officer / report author
	♦ Risk register			
25 July 2014	Board public engagement event: joint health and wellbeing strategy			
11 September 2014	Focus on outcomes: primary care : general practice	Discussion	Dr Jane Fryer	tba
	JSNA 2013/14 homeless households chapter final draft	Decision	Mike Robinson	Dave Morris
	Update on adults with learning disabilities (from April 2013)	Information	Hannah Miller	Alan Hiscutt
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group ♦ Work plan ♦ Risk register	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies
1 October 2014	Board public engagement event: joint health and wellbeing strategy review			
22 October 2014	Focus on outcomes: household income and health	Discussion	tba	tba
	Update on Heart Town ♦ NHS Health Checks	Information	Mike Robinson	Steve Morton / Bevolly Fearon
	JSNA key dataset 2014/15	Discussion & decision	Mike Robinson	Jenny Hacker / David Osborne
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group ♦ Work plan	Discussion & decision	Hannah Miller	Steve Morton

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Date	Item	Purpose	Board sponsor	Lead officer / report author
	<ul style="list-style-type: none"> ◆ Performance against health and wellbeing strategy indicators (quarterly standing item) ◆ Risk 			Martin Ellender
	Update on dignity and safety	Information	Hannah Miller / Paula Swann	Kay Murray / Fouzia Harrington
	Safeguarding adults report	Information	Hannah Miller	Kay Murray
	Safeguarding children report	Information	Paul Greenhalgh	Jeneen Hatt
10 December 2014	Commissioning intentions 2015/16	Discussion	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson/Jane Fryer	Stephen Warren / Brenda Scanlan / Jane Doyle/PH & NHS England leads tbc
	Health protection update <ul style="list-style-type: none"> ◆ Immunisation & vaccination 	Discussion	Mike Robinson	tba
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Risk 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies
11 February 2015	Focus on outcomes: health and wellbeing of offenders & their families	Discussion	tba	tba
	Pharmaceutical needs assessment final draft for agreement	Decision	Mike Robinson	tbc
	Joint health and wellbeing strategy 2015-20	Decision	Hannah Miller /	tba

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Date	Item	Purpose	Board sponsor	Lead officer / report author
			Paula Swann / Paul Greenhalgh / Mike Robinson	
	JSNA 2014/15 chapter drafts	Decision	Mike Robinson	tba
	Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Performance against health and wellbeing strategy indicators (quarterly standing item) ◆ Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
25 March 2015	Focus on outcomes: topic to be agreed	Discussion	tba	tba
	Final commissioning intentions 2015/16	Information	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson/Jane Fryer	Stephen Warren / Brenda Scanlan / Jane Doyle/PH & NHS England leads tbc
	Partnership groups report	Information	Hannah Miller	Steve Morton
	Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Risk 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies

Appendix 1b Summary record of topics covered at previous HWB meetings

n.b. minutes and papers of shadow health and wellbeing board meetings from 8 December 2011 to 13 February 2013 to can be found on the Council website by clicking on the following link: <http://tinyurl.com/ShadowHWB>.

Date	Items	Purpose	Board sponsor	Lead officer / report author
24 April 2013	Establishment of the health and wellbeing board	Decision	Councillor Margaret Mead	Solomon Agutu
	Focus on outcomes: adults with learning disabilities	Discussion	Geraldine O'Shea	Geraldine O'Shea / Mike Corrigan
	JSNA key data set 2012/13	Discussion	Mike Robinson	Jenny Hacker
	Heart Town proposal	Decision	Councillor Margaret Mead	Steve Morton / Bevolj Fearon
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
12 June 2013	Prevention, self-care and shared decision making	Discussion	Agnelo Fernandes	Daniel MacIntyre
	Better Services Better Value consultation	Discussion	Paula Swann / Agnelo Fernandes	Rachel Tyndall / Charlotte Joll
	Annual report of the director of public health	Information	Mike Robinson	Sara Corben
	Sign off JSNA deep dive chapters <ul style="list-style-type: none"> ◆ Depression in adults ◆ Schizophrenia 	Decision	Mike Robinson	Bernadette Alves
	Update on integrated care (from September 2012)	Information	Agnelo Fernandes	Paul Young / Amanda Tuke / Brenda Scanlan
	Partnership groups proposal	Decision	Hannah Miller	Steve Morton

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Date	Items	Purpose	Board sponsor	Lead officer / report author
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
18 July 2013	Board workshop on strategic risk			
11 September 2013	Improving outcomes for children with disabilities	Discussion and decision	Paul Greenhalgh	Linda Wright
	Reablement and hospital discharge programme – funding allocations 2013/14	Decision	Hannah Miller / Paula Swann	Andrew Maskell
	JSNA deep dive chapter <ul style="list-style-type: none"> ◆ Emotional health and wellbeing of children 	Decision	Mike Robinson	Kate Naish
	JSNA work plan 2013/14	Decision	Mike Robinson	Jenny Hacker
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
	Adult social care local account 2012	Information	Hannah Miller	Tracy Stanley
	Report from Croydon Congress health themed meeting 16 May 2013	Information	Mike Robinson	Sharon Godman
	Integrated commissioning unit for health and social care	Information	Hannah Miller / Paula Swann	Brenda Scanlan / Stephen Warren
	Integrated care pioneer status bid	Information	Hannah Miller / Paula Swann	Laura Jenner
23 October 2013	Focus on outcomes: homelessness, health and housing	Discussion	Hannah Miller	Peter Brown / Dave Morris
	Heart Town programme to prevent heart and	Discussion	Mike Robinson	Steve Morton

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Date	Items	Purpose	Board sponsor	Lead officer / report author
	circulatory diseases			
	JSNA 2013/14 overview of health & social care needs	Discussion	Mike Robinson	Jenny Hacker
	Performance report (standing item)	Discussion	Hannah Miller/Paul Greenhalgh/Paula Swann	Martin Ellender
	Work plan (standing item)	Decision	Hannah Miller	Steve Morton
	Integration transformation fund	Information	Hannah Miller / Paula Swann	Andrew Maskell
	Safeguarding adults	Information	Hannah Miller	Kay Murray
	Safeguarding children	Information	Paul Greenhalgh	Jeneen Hatt
	Update on carers (from April 2012)	Information	Roger Oliver	Harsha Ganatra
	Update on children's primary prevention plan (from Feb 2013)	Information	Paul Greenhalgh	Dwynwen Stepien
4 December 2013	Commissioning intentions 2014/15	Discussion	Paula Swann/Hannah Miller/Paul Greenhalgh/Mike Robinson	Stephen Warren / Brenda Scanlan / Jane Doyle
	Substance misuse commissioning plans	Discussion	Hannah Miller	Alan Hiscutt
	Pharmaceutical needs assessment	Decision	Mike Robinson	Kate Woollcombe
	Work plan and report of the chair of the	Decision	Hannah Miller	Steve Morton

Appendix 1b Summary record of topics covered at previous HWB meetings

Date	Items	Purpose	Board sponsor	Lead officer / report author
	executive group (standing item)			
	Risk register (standing item)	Discussion	Hannah Miller	Steve Morton
5 December 2013	Board seminar – dignity and safety in care			
12 February 2014	Better Care Fund (formerly the integration transformation fund) 2014/15	Discussion & decision	Hannah Miller / Paula Swann	Andrew Maskell
	Dignity & safety in care seminar report	Discussion	Hannah Miller / Paula Swann	Kay Murray / Fouzia Harrington
	Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Performance against health and wellbeing strategy indicators (quarterly standing item) ◆ Risk 	Discussion & decision	Hannah Miller	Steve Morton Martin Ellender Malcolm Davies
	Local account 2012/13	Information	Hannah Miller	Tracey Stanley
	Heart Town update	Information	Mike Robinson	Steve Morton
	26 March 2014	CHS emergency care department business case	Decision	John Goulston
	South west London collaborative commissioning	Discussion	Paula Swann	Stephen Warren
	Final commissioning intentions 2014/15 <ul style="list-style-type: none"> ◆ CCG Operating Plan 2014/15 – 2016/17 	For information	Paula Swann/Hannah Miller/Paul	Stephen Warren / Brenda Scanlan / Jane Doyle

Appendix 1b Summary record of topics covered at previous HWB meetings

Date	Items	Purpose	Board sponsor	Lead officer / report author
	<ul style="list-style-type: none"> ◆ Children and families' plan 2014/15 		Greenhalgh	
	JSNA 2013/14 domestic violence chapter final draft	Decision	Mike Robinson	Ellen Schwartz
	JSNA 2013/14 alcohol chapter final draft	Decision	Mike Robinson	Bernadette Alves
	Children & young people's emotional wellbeing & mental health strategy	Discussion	Paul Greenhalgh / Paula Swann	Geraldine Bradbury / Stephen Warren
	Pharmaceutical needs assessment work plan 2014/15	Information	Mike Robinson	Matt Phelan
	Report of the chair of the executive group <ul style="list-style-type: none"> ◆ Work plan ◆ Risk register 	Discussion & decision	Hannah Miller	Steve Morton Malcolm Davies
27 March 2014	Board engagement event: review of progress against joint health and wellbeing strategy			