

To: Members of the Informal Shadow Oxfordshire Health & Wellbeing Board

***Notice of a Meeting of the Informal Shadow
Oxfordshire Health & Wellbeing Board***

Thursday, 22 March 2012 at 9.30 am

Long Room, Oxford Town Hall, Oxford OX1 1BX

Peter G. Clark.

Peter G. Clark
County Solicitor

March 2012

Contact Officer: Julie Dean Tel: (01865) 815322
Email: julie.dean@oxfordshire.gov.uk

Membership

Chairman – Councillor Keith R. Mitchell CBE
Vice Chairman - Dr Stephen Richards

Board Members:

Councillor Mark Booty (West Oxfordshire District Council)	Chairman of the Health Improvement Board
Sue Butterworth	Chair of Public Involvement Board
Councillor Louise Chapman (Oxfordshire County Council)	Chairman of the Children & Young People's Board
Councillor Arash Fatemian (Oxfordshire County Council)	Chairman of the Adult Health & Social Care Board
John Jackson	Director for Social & Community Services
Dr Mary Keenan	Vice Chairman of the Children & Young People's Board
Dr Joe McManners	Vice Chairman of the Adult Health & Social Care Board
Dr Jonathan McWilliam	Director of Public Health
Councillor Val Smith (Oxford City Council)	Vice Chairman of the Health Improvement Board
Jim Leivers	Director for Children, Education & Families

Notes:

- **Date of next meeting: 26 July 2012**

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Welcome by Chairman, Councillor Keith R. Mitchell CBE**
2. **Apologies for Absence and Temporary Appointments**
3. **Declarations of Interest - see guidance note opposite**
4. **Petitions and Public Address**
5. **Note of Decisions of Last Meeting**

9.30
5 mins

To approve the Note of Decisions of the meeting held on 24 November 2011 (HWB5) and to receive information arising from them.

6. **Approval of Terms of Reference for the Partnership Boards**

9:35
5 mins

Person Responsible: Members of the respective Partnership Boards
Reports presented by: Peter Clark, Head of Law & Governance

Action required: To approve the draft Terms of Reference for the following Partnership Boards as set out at HWB6:

- **Adult Health & Social Care Partnership Board**
- **Oxfordshire Children & Young People's Partnership Board**
- **Health Improvement Partnership Board**

7. **Overview of the new and emerging powers and duties of the Health & Wellbeing Board**

9:40
5 mins

Person(s) Responsible: Members of the Health & Wellbeing Board
Person giving report: Director of Public Health

Dr McWilliam will give an overview (**HWB7**) of new and emerging powers and duties in so far as they relate to member organisations and of the Board itself.

Action Required: To note the new powers and duties.

8. Priorities from the Joint Strategic Needs Assessment for Health and Wellbeing as summarised in the Director of Public Health Annual Report

9:45

10 mins

Person(s) responsible: All Members of the Board

Person giving report: Director of Public Health

Dr McWilliam will give an overview from the fifth Director of Public Health Annual Report (attached at **HWB8**) which reviewed the Joint Strategic Needs Assessment (JSNA) data from the last four years; with a view to reviewing County priorities for health and wellbeing and to make recommendations for the Health & Wellbeing Board.

Action Required: to note the overview.

9. Proposed outcome measures and target indicators for the Adult Health & Social Care Partnership Board

9:45

25 mins

Person(s) responsible: Members of the Adult Health & Social Care Board

Persons giving the report: Chairman and Vice Chairman of the Adult Health & Social Care Board

Councillor Arash Fatemian and Dr Joe McManners will present proposals for tackling the highest priorities for Adult Health and Social Care as set out in **HWB9**.

Action required: To approve proposals for tackling the highest priorities for Adult Health and Social Care.

10. Proposed outcome measures and target indicators for the Children & Young People's Partnership Board

10:20

25 mins

Person(s) responsible: Members of the Children & Young People's Partnership Board

Person(s) giving the report: Chairman and Vice-Chairman of the Children & Young People's Partnership Board

Councillor Louise Chapman and Dr Mary Keenan will present proposals for tackling the highest priorities for the Children & Young People's Partnership Board as set out in **HWB10**.

Action Required: To approve the highest priorities and outcomes for the Children & Young People's Partnership Board.

11. Proposed outcome measures and target indicators for the Health Improvement Partnership Board

10:45
25 mins

Person(s) responsible: The Health Improvement Partnership Board
Person(s) giving the report: Chairman and Vice-Chairman of the Health Improvement Partnership Board

Councillors Mark Booty and Val Smith will present proposals for tackling the highest priorities for Health Improvement as set out in **HWB11**.

Action Required: To approve the proposals for tackling the highest priorities for Health Improvement.

12. Progress report on establishment of the Public Involvement Board

11:10
15 mins

Person(s) responsible: Members of the Public Involvement Board
Person giving the report: Chairman of Public Involvement Board

Sue Butterworth will give an oral update on progress in relation to the establishment of the Public Involvement Board and on the principles of operation.

This item is for information.

13. Joint Health & Wellbeing Strategy and Forward Plan

11:25
5 mins

Person(s) Responsible: Members of the Health & Wellbeing Board
Person giving the report: Director for Social & Community Services

John Jackson, Director for Social & Community Services will lead a discussion on the process and timing for the production of the draft Joint Health & Wellbeing Strategy (**HWB13**).

Action Required: To agree the process and timing for the production of the draft Joint Health & Wellbeing Strategy.

14. Implications of the Health & Wellbeing Board priorities for the work of partner organisations

11.30

10 mins

Person(s) responsible: Members of the Health & Wellbeing Board

Person giving the report: Chairman and Vice - Chairman of the Health & Wellbeing Board and Chairman of the Health Improvement Board

Dr Stephen Richards and Councillors Keith Mitchell and Mark Booty will lead some reflections on today's Board discussions in relation to the day to day work of the Clinical Commissioning Group and the County and District Councils.