

Draft V1 5th January 2014
Peterborough Health and Wellbeing Board Executive and Delivery Groups
Terms of Reference

1. Purpose

The Health and Wellbeing Executive supports the work of the Health and Wellbeing Board and informs the continued development of the Health and Wellbeing Strategy. It draws together the analysis of need, resources, strategic service development and commissioning priorities and outcomes; setting the framework for our joint working and commissioning arrangements. This work will be captured in a delivery action plan.

Health and Wellbeing delivery groups (HWBDG) undertake the detailed work that underpin the work of the Executive.

The work of the HWBB Executive and HWBDGs will be based on our desire to work together to ensure the sustainable delivery of:

- the right services
- to the right people
- by the right people
- in the right place
- at the right time
- for the right price.

Joint working and commissioning arrangements will be established where they can increase quality, effectiveness and efficiency, achieve better results and greater impact and improve citizen access and engagement.

2. Vision

Safeguard and promote the welfare of vulnerable people and narrow the gap between those people who achieve good health and social outcomes and those that don't.

3. High Level Objectives

- To meet people's needs at the earliest stage to prevent them from entrenching or escalating and requiring support from more specialist services.
- To build resilience, competence and confidence in people to enable them to live independently for as long as possible.
- To build resilience and confidence in people to give them the skills to make informed choices, reducing negative influences on their development and increasing their engagement in positive activities.
- To narrow the gap in health, wellbeing and social outcomes between the majority of people and those who are more vulnerable to poor outcomes.
- To develop a common understanding of prevention and early intervention across all services and establish this as a way of working for all agencies – whether they are commissioned or directly delivered.

- To commission and deliver effective, evidence based and timely services.
- To use valuable resources more effectively and efficiently.

4. Activities

The HWBB Executive will ensure:

- A shared vision
- Joint Strategic ownership of shared outcomes and agreement as to each organisations contribution to these
- Transparent resource envelope
- Joint performance framework
- Targeting and alignment of resources
- Commissioning and delivery of activity effective interventions
- Harnessing of the broader coalition required to tackle health inequalities
- Development of community capacity and cohesion to manage demand

5. Accountability and decision making

Accountability will be to the Health and Well Being Board with reports to the Health Scrutiny Committee and any other relevant bodies.

6. Membership and frequency of meetings

The HWBB Executive will comprise of:

- Local Authority Adult, Children and Community Services
- Cabinet Member for Health and Wellbeing
- Police
- Adult and Children Safeguarding Board
- Clinical Commissioning Group
- Schools
- Job Centre Plus
- Health Watch
- Voluntary Sector Representative
- Housing

The HWBBDG's will be focused delivery groups and membership will depend on the work that needs doing, these are some of the groups:

- Better Care Fund
- Joint Commissioning Forum and Better Care Fund
- JSNA
- Children and Families Joint Commissioning Board (this may develop into the people's early intervention and prevention group)

The HWBB Executive CFCB will meet a minimum of 6 weekly. There will also be the option to call additional meetings to address specific issues.

Two wider stakeholder events may be held during the year.

Agendas and supporting documents will be issued at least one working week before the meetings. Minutes will be produced and circulated within ten working days of the meeting. Peterborough City Council as the responsible Local Authority will provide administrative support for the working of the Executive.

Wendi Ogle- Welbourn
Director for Communities
5th January 2014

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