

APPENDIX 3

Health and Wellbeing Board

Forward Plan 2015/16

Example for information

Would this aid your planning at Board and through other meetings

Board meeting : 23 MARCH					
Pre meeting					
	Item Title that will be used on the reporting system	Short description	Decision Discussion Or To note	Lead Officer	Any key concerns (part 2, other committees or board need to be informed, CCG Governing Body etc)
Items for Chairs communications					
Follow from previous meetings/ for information	Item			Lead Officer	Key date/deadline
Full reports for committee	Item			Lead Officer	Key date/deadline
Section 75 BCF 1/4ly report		BCF needs to be signed off by the Board	It would normally be an item to note unless the performance and finance are materially at variance to plan		

Adult and Children's Safeguarding Boards annual business plans		We had the safeguarding reports but no business plan?	To agree		
Partners confirmation of delivery plan for JHWBS		The ToR states that the March meeting is when all partners confirm their provision to delivery of JHWBS, the annual delivery plan (with its vital signs)	To agree		
HWB development update report (presentation)	Health and Wellbeing Development Project	Update on work to date with recommendations for quick wins and further work	For Decision	Barbara Deacon	

Board meeting : May / June					
Pre meeting					
	Item Title that will be used on the reporting system	Short description	Decision Discussion Or To note	Lead Officer	Any key concerns (part 2, other committees or board need to be informed, CCG Governing Body etc)
Items for Chairs communications					

Follow from previous meetings/ for information	Item			Lead Officer	Key date/deadline
Full reports for committee	Item			Lead Officer	Key date/deadline
Section 75 BCF 1/4ly report					
Annual delivery plans for the Strategic Partnerships	A series of reports from each strategic partnership on their annual delivery plan		For decision		
Progress report on HWB development			For discussion and decision	Barbara Deacon	

Board meeting : September					
Pre meeting					
	Item Title that will be used on the reporting system	Short description	Decision Discussion Or To note	Lead Officer	Any key concerns (part 2, other committees or board need to be informed, CCG Governing Body etc)
Items for Chairs communications					

Follow from previous meetings/ for information	Item			Lead Officer	Key date/deadline
Full reports for committee	Item			Lead Officer	Key date/deadline
Section 75 BCF ¼ly report					
JSNA update and plan for priority investigations / review					
Annual reports from Strategic Partnerships on progress and past years delivery					

Board meeting : December					
Pre meeting					
	Item Title that will be used on the reporting system	Short description	Decision Discussion Or To note	Lead Officer	Any key concerns (part 2, other committees or board need to be informed, CCG Governing Body etc)
Items for Chairs communications					

Follow from previous meetings/ for information	Item			Lead Officer	Key date/deadline
Full reports for committee	Item			Lead Officer	Key date/deadline
Section 75 BCF 1/4ly report					
Review of mid-year performance of vital signs and finances from annual delivery plan					
Review of reporting template for the Board					

Board meeting : MARCH 2017					
Pre meeting					
	Item Title that will be used on the reporting system	Short description	Decision Discussion Or To note	Lead Officer	Any key concerns (part 2, other committees or board need to be informed, CCG Governing Body etc)
Items for Chairs communications					
Follow from previous meetings/ for information	Item			Lead Officer	Key date/deadline

Full reports for committee	Item			Lead Officer	Key date/deadline
Section 75 BCF 1/4ly report					
Adult and Children's Safeguarding Boards annual business plans				Mia Brown	

Future items

PNA – 2018

Update on commissioning for healthy child 0-5 – contract extended till March 2016 – need paper with update and progress to new contract June 2016 Lydie Lawrence

BCF update 1/4ly onto forward plan

Strategic Partnership reports each meeting

S75 update BCF 1/4ly

S75 children bi annually

Suggested Items to go on plan

CAHMs update

0-5 transfers update

SEND delivery plan

Workforce?