

**FORWARD AGENDA PLAN: THEMED MEETINGS**

To: Health and Wellbeing Board

Date: 2 July 2015

From: Adrian Lyne, Policy and Projects Officer

**1.0 PURPOSE**

- 1.1 To present the proposed structure of themed Health and Wellbeing Board (HWB) meetings for 2015/16.

**2.0 BACKGROUND**

- 2.1 At its meeting on 30 April 2015, the HWB agreed to dedicate a proportion of each agenda to one of the six priorities included in Cambridgeshire's Health and Wellbeing Strategy 2012-17.
- 2.2 The HWB asked for a further report to outline how the meetings will be structured.

**3.0 KEY POINTS**

- 3.1 The HWB's Forward Agenda Plan, attached as an appendix to this paper, details the proposed format of HWB meetings for 2015/16.
- 3.2 Each meeting agenda is divided into two sections: the themed part of the meeting and general business.
- 3.3 As agreed at the 30 April HWB meeting, there is a standing item at the beginning of each meeting for a patient story that is relevant to the meeting theme. Approximately ten minutes will be allocated to this item.
- 3.4 There is also a standing item under the themed section of the agenda, to provide a broad update on work across the health and care system that contributes to the priority. A template has been produced which will be populated by the named lead for each of the priorities in the Cambridgeshire Health and Wellbeing Strategy 2012-17.
- 3.5 Given the sixth priority in the Health and Wellbeing Strategy is to 'work together effectively' – which is more of an underlying principle rather than a priority health and wellbeing area – there is no theme allocated to the sixth HWB meeting in the cycle on May 2016.

3.6 The time allocated to the themed section of the HWB agenda will vary according to the amount of business to cover under each section. However it is proposed that no more than half of the total HWB meeting is spent on the themed section of agendas.

**4.0 ALIGNMENT WITH THE CAMBRIDGESHIRE HEALTH AND WELLBEING STRATEGY**

4.1 This paper outlines plans to align the HWB's business cycle with the priorities of the Cambridgeshire Health and Wellbeing Strategy 2012-17.

**5.0 DECISION REQUIRED**

5.1 The Health and Wellbeing Board is asked comment on the themed HWB Forward Agenda Plan.

<b>Source Documents</b>	<b>Location</b>
Cambridgeshire Health and Wellbeing Strategy 2012-17	<a href="http://www.cambridgeshire.gov.uk/info/20004/health_and_keeping_well/548/cambridgeshire_health_and_wellbeing_board">http://www.cambridgeshire.gov.uk/info/20004/health_and_keeping_well/548/cambridgeshire_health_and_wellbeing_board</a>