

# Leading and Chairing the Health and Wellbeing Board

# What this module is covering

---

- **Agenda setting and planning when dealing with a diverse range of organisations**
- **Developing a workplan for the Board**

As you go through this module we recommend you make notes in response to the following questions:

- **What sort of agenda do you want?**
  - \* *What role do you play as Chair?*
- **How should the workplan be developed?**
  - \* *What role do you play as Chair?*

## Have a think...

---

- If your board achieves one thing...  
.... what would like that to be?



# What will the HWB spend its time on?



For example a major safeguarding event, alarming statistics. (See Module E)

**On your board, what is the balance of these areas at the moment. Is it  $\frac{1}{3}$ :  $\frac{1}{3}$ :  $\frac{1}{3}$ ? Is the balance right?**

**The Strategy & Proactive segments will form your workplan...but your agenda could include the space to be able to respond to changes / crises.**

# What sort of HWB do you have now?

Members act as advocates  
for their organisation

Hierarchical

Plenty of named votes

Little or no resource  
contributions

No / few outcomes

Discussion dominated by  
service user case studies  
and examples

Workplan designed with board  
Works to align priorities between  
partners

Members act as HWB advocates

Shared vision

Agreement on resource  
contributions

Equity of risks and benefits  
Open and willing to change

Workplan designed out of  
meeting by LA officers  
Scrutinises decisions made by  
partners

Few resource contributions

Day to day management

Little strategic direction

Lots of members  
Large agenda

Confrontational

Collaborative

Passive

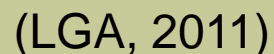
# What sort of HWB?

Have a think about the following questions...

---

- Do you recognise any of this? Where does your HWB sit? Is this where you want to be? (Can't pick from opposite ends of the spectrum!)
- Where does a desire for integration sit?
- How could inclusion of opposition councillors affect what sort of HWB?
- How could the driver to make health 'accountable' affect the board?
- Given the need for a collaborative approach to get things done together... Is it the case that the board is only as strong as its weakest link?
- How does this affect your agenda and how you decide the workplan?

Which of them has the HWB got a relationship with now?



# How do the following bodies relate to each other in your Council?

---

Cabinet	Health & Wellbeing Board	Full Council	Local Strategic Partnership	Community Safety Partnership
Clinical Commissioning Group	Health Overview & Scrutiny	Healthwatch	Social Care Commissioners	Any other key local bodies?

**Is there clarity about which areas the HWB board leads on, and/or which areas it may contribute expertise & solutions...**

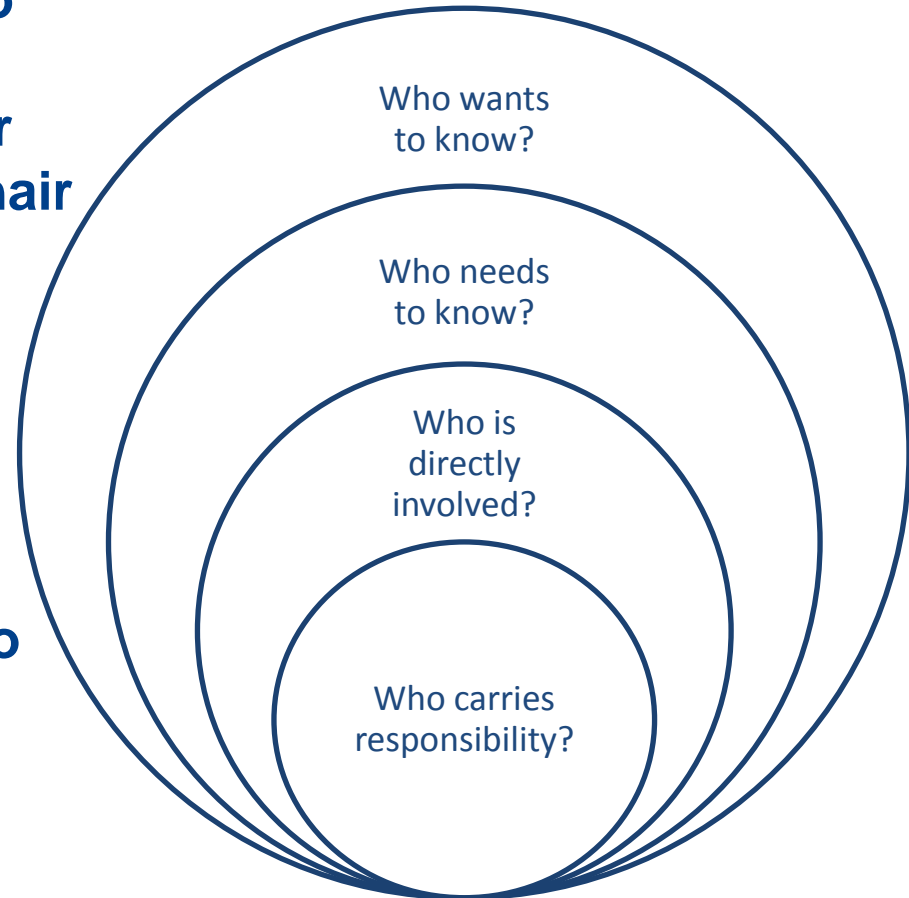


# Who do you need to involve?

**It is not always easy to determine who should lead on issues. Leading, of course, is only one part of it, the other key consideration that you hold as Chair is who should be involved and how.**

**This is one method for thinking of the different levels of engagement.**

**How could this influence how you operate as Chair? Who do you need to involve about the workplan and any issues coming to the board?**



# Developing a workplan

**Time at the HWB is precious. How as Chair can you ensure that what goes into the workplan, and is brought to Board makes the best use of board members time?**

**Key questions to ask:**

- **Why is this important?**
- **Where can the HWB add value?**
- **Which partners are involved / can help us?**
- **Who else do we need to involve?**
- **Where do we want to get to in 2 years, 1 year, 6 months?**
- **Who will lead on this?**
- **When should this be on the agenda?**

Does your workplan reflect what goes on the HWB agenda?

Should anything appear on the agenda that isn't in the workplan?

If yes, what?

# Developing a workplan

Do you use anything similar for your board?

London Councils  
Developing a workplan

June 2012

Priority area	Why is this important?	Where can the HWB add value?	Which partners are involved / can help us?	Who else do we need to involve?	Where do we want to get to in <ul style="list-style-type: none"> <li>2 years</li> <li>1 year</li> <li>6 months</li> </ul>	Who will lead on this?	When should this be on the agenda?

# This is one of six modules available to you. The other modules are...

## A. Introduction to HWBs for ward councillors

- Understanding key tasks of the health and wellbeing board, including the role of Healthwatch.
- Influencing the Health and Wellbeing Board

## B. Role of the Councillor on the HWB

- Understanding the different role and responsibilities of people on the HWB
- Building relationships with other stakeholders
- Exploring opportunities for joint working

## C. Leading and Chairing the HWB

- Agenda setting and planning when dealing with a diverse range of organisations
- Developing a workplan for the Board

## D. Focussing on HWB priorities in your area

- Understanding the Health & Wellbeing needs in your borough and the priorities set by the Board
- Exploring the key themes in delivering preventative services that reduce demand
- Ensuring the best use of resources in delivering services

## E. Managing relationships and responding to crises

- Exploring emerging agendas, and potential crisis points
- Approaches for responding to emerging agendas and crises
- Fostering good working relationships
- Developing collaborate working as Health & Wellbeing advocates

## F. Working with health

- Understanding the health contribution and governance
- Understanding the context and responsibilities of CCGs, LHIB, and NHS Commissioning Boards
- Overview of NHS budgets, and exploring what areas can be influenced