

## TRAFFORD COUNCIL

**Report to:** Health and Wellbeing Board  
**Date:** 1st April 2014  
**Report for:** Information and Decision  
**Report of:** Deputy Corporate Director, Children, Families and Wellbeing, Director Service Development, Adults and communities.

### Report Title

Trafford Health and Wellbeing Strategy Action Plan Update

### Purpose

This report is to update the Health and Wellbeing Board on progress made in relation to the Health and Wellbeing Strategy Action Plan.

### Recommendation(s)

- The Board note the progress.
- The Board agree the proposed governance arrangements in relation to the Health and Wellbeing Delivery Programme Board and the Health and Wellbeing Board.
- The Board agree the final draft Action Plan activity and its revised title of 'Delivery plan'.
- The Board agree the reporting template and schedule.
- The Board agree the topic based 'theme' approach.

### Contact person for access to background papers and further information:

Name: Linda Harper, Deputy Corporate Director, Children, Families and Wellbeing, Director Service Development, Adults and Communities.  
Extension: 1890

## **1.0 Context**

- 1.1 Further to the development and endorsement of the Health and Wellbeing Strategy the Health and Wellbeing Board initiated the development of an underpinning Action Plan which sought to reflect and capture the eight key priorities embedded in the strategy.
- 1.2 The draft Action Plan was received by the Health and Wellbeing Board in October 2013 and again in February 2014.
- 1.3 As a result of the recommendations from the Health and Wellbeing Board the Health and Wellbeing Delivery Programme Board has been established and expanded to include a wide range of partners, a Performance Framework has been developed and agreed and the draft Action Plan has been further populated.

## **2.0 Progress Update**

### **Proposed Governance**

- 2.1 The Health and Wellbeing Delivery Programme Board has reviewed general governance arrangements and produced a proposed simplistic reporting mechanism (Appendix 1).
- 2.2 The Health and Wellbeing Delivery Programme Board has reviewed the role of lead officer for the eight priorities linked to the Health and Wellbeing Strategy and produced a general profile (Appendix 2).

### **Further Population of the Action Plan**

- 2.3 The Health and Wellbeing Delivery Programme Board has further populated the draft Action Plan for final 'sign off' by the Health and Wellbeing Board based on an interactive 'speed of thought' session (Appendix 3a/3b).

### **Performance Framework**

- 2.4 The Health and Wellbeing Delivery Programme Board has further refined the Performance Framework agreed by the Board in February to reflect the further population of the draft Action Plan and the review of governance.
- 2.5 The proposed template for the reporting of future progress linked to the priority actions which will be the responsibility of the lead officer to produce to provide overall assurance has been completed for agreement by the Health and Wellbeing Board (Appendix 4). The proposed reporting schedule is attached (Appendix 5), for agreement by the Board.

### **Partnership Topic/Theme**

- 2.6 In addition to the Action Plan activity the Health and Wellbeing Delivery Programme Board has considered and agreed a topic based approach linked to key priorities which the partnership will focus on in relation to a new development and sets of actions. The first theme which will run from April 2014 to October 2014 will be Dementia. This work will concentrate on the development of a dementia friendly 'natural' community as defined by the community themselves. It has been

agreed that the natural community will target people that use a place, and not necessarily where they live. The two proposed natural communities are Stretford Mall in the north of the borough and Hale Town Centre in the south. The approach will focus on supporting retail outlets, shops, banks and so on to understand dementia and subsequent behaviour to enable them to respond to their customers in an appropriate manner.

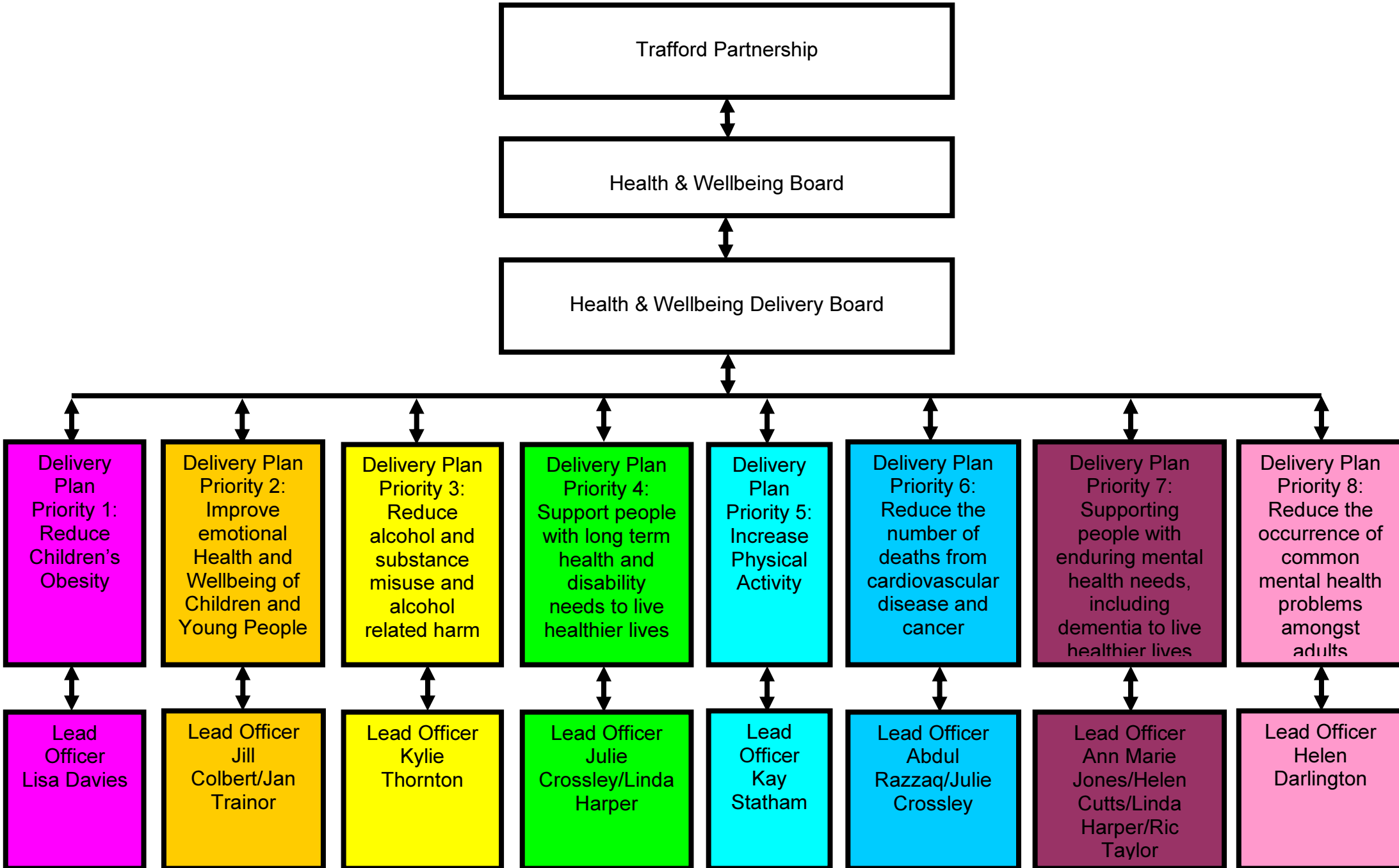
A small short life group has been convened to look at the proposed plan which will be presented back to the Health and Wellbeing Delivery Board in June 2014.

- 2.7 The Health and Wellbeing Delivery Programme Board has commissioned the Dementia Strategy Group to explore the feasibility of developing a 'Trafford' Dementia Awareness DVD which will be 'run' in public reception areas across the Borough. The Dementia Strategy Group will report back on the feasibility of this idea in June 2014.

### **3.0 Recommendations**

- 3.1 The Board note the progress.
- 3.2 The Board agree the proposed governance arrangements.
- 3.3 The Board agree the final draft Action Plan activity and its revised title of 'Delivery plan'.
- 3.4 The Board agree the reporting template and schedule.
- 3.5 The Board agree the topic based 'theme' approach.

DRAFT Health and Wellbeing Delivery Board Governance Structure



**Health and Wellbeing Delivery Programme Board**

**Priority Lead Officer Role**

- Business as usual – Part of the day job as a Business Expert
- Building relationships – Facilitating links with likeminded organisations/leads
- Leadership – To ‘earn the right’, be visible and lead from the front
- Innovate – Encourage new solutions to historical issues and problems
- Challenge lack of progress
- Celebrate success
- Enabler of change
- Have a grip on where we need to be and what needs to be done
- Produce progress and exception (where necessary) reports on a timely basis to the Programme Board

## Appendix 3a/b



Appendix 3a and b  
HWB strategy action

**Trafford Health and Wellbeing Action Plan**

**Highlight Report**

|                      |  |                       |  |
|----------------------|--|-----------------------|--|
| <b>Priority lead</b> |  | <b>Date of Report</b> |  |
| <b>Priority</b>      |  | <b>Period Covered</b> |  |
| <b>RAG Status</b>    |  |                       |  |

|   |
|---|
| <b>1. Highlights</b>  |
| <b>Details of highlights from the period are shown below:</b> |
|   |

|                                   |
|-----------------------------------|
| <b>2. Upcoming Key Activities</b> |
|                                   |

|  |                             |
|--|-----------------------------|
| <b>3. Key Areas of Concern Risk/Issues</b> |                             |
| <b>Description:</b>                        | <b>Actions to Mitigate:</b> |
|  |                             |

## Appendix 5

### **Reporting on Health and Wellbeing Action Plan for HWB Board (March 14)**

Below is a list of the dates that progress updates for the HWB Action Plan should be provided to the HWB Board.

| <b>Date of HWB Board meeting</b>       | <b>Date information sent to Board members</b> | <b>Date updates should be completed by</b> |
|--|---|--|
| Tuesday 1 <sup>st</sup> July 2014      | Friday 20 <sup>th</sup> June                  | Monday 16 <sup>th</sup> June               |
| Tuesday 2 <sup>nd</sup> September 2014 | Friday 22 <sup>nd</sup> August                | Monday 18 <sup>th</sup> August             |
| Tuesday 4 <sup>th</sup> November 2014  | Friday 24 <sup>th</sup> October               | Monday 20 <sup>th</sup> October            |
| Tuesday 6 <sup>th</sup> January 2015   | Tuesday 23 <sup>rd</sup> December             | Thursday 18 <sup>th</sup> December         |
| Tuesday 3 <sup>rd</sup> March 2015     | Friday 20 <sup>th</sup> February              | Monday 16 <sup>th</sup> February           |

In addition, updates are made to public health indicators on the public health outcomes framework data tool website quarterly in May, August, November and February. The data on the relevant indicators should be updated on the Action plan measures spreadsheet, and made available to the following boards.

| <b>Update on Public Health website</b> | <b>Information updated on measures sheet and made available to board</b> |
|--|--|
| May 2014                               | July 2014 Board  |
| August 2014                            | November 2014 Board  |
| November 2014                          | January 2015 Board   |
| February 2014                          | May 2015 Board   |