

A Protocol outlining the relationship between Health and Wellbeing Together, the City of Wolverhampton Council Health Scrutiny Panel, OneWolverhampton and Healthwatch Wolverhampton.

Background

Wolverhampton's Health and Wellbeing Board (HWB), Health Scrutiny Panel, OneWolverhampton partnership and local Healthwatch all have a role to play in good governance and accountability across the health and care system in the city.

This protocol sets out the relationship between these bodies and explains how they will work together to improve the health of local people and reduce health inequalities. All groups acknowledge that each body has its own role and responsibilities and that this protocol does not preclude any of the bodies from working with any other organisation to deliver their aims.

Scope

The following bodies are included in this protocol:

- Health & Wellbeing Together, the name given to Wolverhampton's Health and Wellbeing Board
- City of Wolverhampton Council Health Scrutiny Panel
- OneWolverhampton place based partnership
- Healthwatch Wolverhampton

Aim

The protocol aims to ensure:

- There is clarity around the roles, responsibilities and statutory obligations of the above parties.
- Work is well coordinated with no duplication of effort.
- We achieve more by working together in a positive way.
- Working together has a positive impact for the residents and users of health and social care services in Wolverhampton.
- There is effective challenge of the commissioners and providers of health and wellbeing services arrangements across the City of Wolverhampton.

Purpose

This protocol sets out:

- The distinct roles, responsibilities and statutory obligations for each of the bodies covered by this protocol; and
- How we work together to improve the health and wellbeing of the people of Wolverhampton.

Principles and ways of working

This protocol endorses the 5 principles set out as best practice in Department for Health and Social Care Guidance (2022^a) and these will underpin how partners will work together:

- outcome focused
- balanced
- inclusive
- collaborative
- evidence informed

To support this we have committed to:

- **Having a shared understanding of respective roles, responsibilities, priorities and different perspectives**

These roles and responsibilities are outlined in Appendix A and B.

- **Promoting a culture of openness and trust**
- **Sharing information including our work programmes**

This will help with coordination of particular issues and avoid potential duplication of work. It will also help to inform key decisions for the forthcoming year. This will be supported by a coordination group, membership of which is to be determined.

- **Sharing timely information on key risks and concerns**
A referral mechanism is outlined in Appendix C.
- **Engaging in early discussions on issues of common interest to ensure a joined-up approach**
- **Carrying out meaningful consultation and engagement with the public**
- **Sharing good practice and resources**

Review Arrangements

This protocol will be reviewed a year after its agreement and bi-annually thereafter or in response to new legislation or national guidance necessitates an earlier review. Where there is concern that this protocol is not succeeding, resolution will be sought through communication between the Chairs.

Signatures

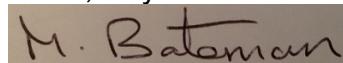
Cllr Jasbir Jaspal

Chair, City of Wolverhampton Health & Wellbeing Together



Cllr Mary Bateman

Chair, City of Wolverhampton Council Health Scrutiny Panel



Siân Thomas
Partnership Director OneWolverhampton



Stacey Lewis
Service Manager, Healthwatch Wolverhampton



Adopted by Health & Wellbeing Together, the City of Wolverhampton Health and Wellbeing Board 25 September 2024.

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Appendix A: Summary of roles, responsibilities and statutory obligations

Health & Wellbeing Together		
Summary	Roles and Responsibilities	Statutory obligations/ best practice recommendations in relation to the other three bodies
<p>Health & Wellbeing Together is the name given to the City of Wolverhampton Health and Wellbeing Board. It is a statutory board established by the Health and Social Care Act 2012 to act as a forum for key leaders from the health and care system to work together to improve the health and wellbeing of local people and to promote the integration of services.</p> <p>The Board became a formal committee of the City of Wolverhampton Council in April 2013. The main functions of the Board are set out in Sections 195 and 196 of the Health and Social Care Act 2012 (Gov.uk, 2012).</p> <p>The Health and Care Act 2022 introduced new governance architecture to the health and care system. HWBs continue to play an important statutory role in instilling mechanisms for joint working across health and care organisations and</p>	<p>This means that the Board has a:</p> <ul style="list-style-type: none"> • Duty to oversee the development of the Joint Strategic Needs Assessment (JSNA) which provides a comprehensive picture of the health and wellbeing needs of Wolverhampton as part of a regular process of strategic assessment and planning. • Duty to produce a Joint Local Health and Wellbeing strategy (JLHWS), which sets out the priorities for improving the health and wellbeing of the local population and how the identified needs will be addressed, including addressing health inequalities, and which reflects the evidence of the JSNA. • Duty to encourage integrated working between health and social care commissioners, including providing advice, assistance or other support to encourage arrangements under section 75 of the National Health Service Act 2006 (i.e. lead commissioning, pooled budgets and/or integrated provision) in connection with the provision of health and social care services. This to be directly informed by the JLHWS. • Role to review performance of the Better Care Fund (BCF) and consider future work, including overseeing the strategic direction of the BCF and the delivery of better integrated care, as part of the statutory duty to encourage integrated working between commissioners. 	<ul style="list-style-type: none"> • To provide assessments of the current and future health and care needs of the local population through the JSNA. • To enable Healthwatch and OneWolverhampton to participate in the preparation and implementation of the JSNA and JLHWS. • To have a voting representative from OneWolverhampton and Healthwatch Wolverhampton on the Board. • To ensure that a representative of Health & Wellbeing Together attends Health Scrutiny on request, providing reasonable notice has been given. • Duty to respond to Health Scrutiny reports and recommendations. • Utilise the OneWolverhampton Health Inequalities Transformation Group to explore how community voice and lived experience insights

<p>setting strategic direction to improve the health and wellbeing of people locally (DHSC, 2022^b).</p>	<ul style="list-style-type: none"> • Duty to develop the Pharmaceutical Needs Assessment. • Responsibility to work collaboratively and iteratively with the Integrated Care Partnership, including being an active participant in the development of the Black Country Integrated Care Strategy, which should in turn complement the production of local health and wellbeing strategies, including the JLHWS (DHSC, 2024^b). • Responsibility to receive and feedback on all relevant documentation from the Black Country Integrated Care Board, for example the rolling five-year joint forward plan and annual report, ensuring proper account is taken of Wolverhampton's JLHWS. • Responsibility to receive the Black Country Integrated Care Board and partner NHS trusts joint capital resource use plan and any revisions for comment. 	<p>can be better utilised to inform board discussion and associated decision making.</p> <p>In addition to the above and to support collaborative working the Chair of Health Scrutiny is invited to attend Health and Wellbeing Together board meetings as an observer.</p>
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Health Scrutiny Panel		
Summary	Roles and Responsibilities	Statutory obligations/ best practice recommendations in relation to the other three bodies
<p>The Health Scrutiny Panel for City of Wolverhampton Council is the key panel for the purposes of fulfilling the roles outlined in the Health Scrutiny Functions Regulations 2013 (Gov.uk, 2013).</p> <p>The specific responsibilities of the panel are detailed in the City of Wolverhampton Council constitution (CWC, 2013).</p> <p>The primary aim of health scrutiny is to act as a lever to improve the health of local people, ensuring their needs are considered as an integral part of the commissioning, delivery and development of health services (DHSC, 2024^a).</p>	<p>This means the Health Scrutiny Panel will:</p> <ul style="list-style-type: none"> • Review and scrutinise matters relating to the planning, provision and operation of the health service in the area. • Require information to be provided by certain NHS bodies about the planning, provision and operation of health services that is reasonably needed to carry out health scrutiny. • Require employees including non-executive directors of certain NHS bodies to attend before them to answer questions. • Make reports and recommendations to certain NHS bodies and expect a response within 28 days. • Set up joint health scrutiny committees with other local authorities and delegate health scrutiny functions to an overview and scrutiny committee of another local authority. • Have a mechanism in place to respond to consultations by relevant NHS bodies and relevant health service providers on substantial reconfiguration proposals. • Have a mechanism in place to deal with referrals made by local Healthwatch organisations or local Healthwatch contractors • Report disputed reconfiguration proposals to the Secretary of State until the new reconfiguration provisions take effect (DHSC, 2022^a). 	<ul style="list-style-type: none"> • To make recommendations to relevant decision makers, as appropriate, including Health and Wellbeing Together. • To acknowledge and respond to referrals from Healthwatch Wolverhampton and Health and Wellbeing Together. • To include in its membership 3 members from Healthwatch. • A duty to receive reports submitted by Healthwatch Wolverhampton.

One Wolverhampton		
Summary	Roles and Responsibilities	Statutory obligations/ best practice recommendations in relation to the other three bodies
<p>OneWolverhampton place-based partnership is a non-statutory collaboration of health, social care, voluntary and community organisations formulated in response to the Health and Care Act 2022.</p> <p>Place-based partnerships exist to make more effective use of the combined resources available within a local area.</p> <p>OneWolverhampton has a focus on seven key area each with their own work plan:</p> <ul style="list-style-type: none"> • Children and Young People • Living Well • Children and Young People’s Emotional Health and Wellbeing • Adult Mental Health • Primary Care • Urgent and Emergency Care • Out of Hospital 	<p>This means OneWolverhampton will:</p> <ul style="list-style-type: none"> • Agree and implement a robust Place governance structure, ensuring the appropriate systems and process are in place to effectively deliver the local and Intergard Care System agendas. • Embed reducing health inequalities at the heart of all OneWolverhampton priorities, supporting the delivery of the Core20PLUS6 framework. • Listen to local people and using population health data to ensure that OneWolverhampton focusses on what matters most. • Foster a culture of innovation and research in community, social and primary care services, supporting high quality services for our citizens and ensuring a great place to work for our teams. • Deliver impactful change driven by and measured against a comprehensive outcomes framework. • Develop an integration strategy, defining a clear vision for the city that brings people and services together for better outcomes. 	<ul style="list-style-type: none"> • To have due regard to the JSNA and the JLHWS in exercising any functions in arranging for the provision of local health services. • To act as delivery vehicle for JLHWS priorities as appropriate, including reporting into the HWBT board delivery plan. • To appoint one person to represent it on Health and Wellbeing Together. • To attend Health Scrutiny Panel to answer questions necessary for local authorities to carry out health scrutiny function as required. • To respond to health scrutiny reports and recommendations within 28 days of the request.

Healthwatch Wolverhampton		
Summary	Roles and Responsibilities	Statutory obligations/ best practice recommendations in relation to the other three bodies
<p>Healthwatch Wolverhampton is an independent consumer champion for both health and social care. Providing a statutory requirement for all local authorities to enable patients and carers to have a safe, secure environment within which they can share their health and care concerns and experiences. The Healthwatch network was established as part of the Health and Social Care Act 2012 and is regulated under this and many other Acts.</p> <p>The aim of Healthwatch Wolverhampton is to give citizens and communities a stronger voice to influence and challenge how health and social care services are provided in the locality. In addition, Healthwatch Wolverhampton provides, or signposts, people to information to help them make choices about health and care services.</p> <p>Healthwatch Wolverhampton is funded by and accountable to City of Wolverhampton Council.</p>	<p>This means Healthwatch Wolverhampton will:</p> <ul style="list-style-type: none"> • Obtain the views of people about their needs and experience of local health and social care services, and to make these views known to those involved in the commissioning and scrutiny of care services. • Make reports and recommendations about how local care services could or ought to be improved. These should be directed to commissioners and providers of care services, and people responsible for managing or scrutinising local care services. • Promote and support the involvement of people in the monitoring, commissioning and provision of local health and social care services. • Provide advice and information about access to local care services so choices can be made about local care services. • Make the views and experiences of people known to Healthwatch England, helping us to carry out our role as national champion. • Make recommendations to Healthwatch England to advise the CQC to carry out special reviews or investigations into areas of concern (Healthwatch England, 2024). 	<ul style="list-style-type: none"> • To participate in the preparation and implementation of the JLHWS as appropriate. • To utilise the JSNA as appropriate to inform evidence-based decision making. • To provide a copy of its Annual Report to the Health Scrutiny Panel and Health and Wellbeing Together. • To appoint one person to represent it on Health and Wellbeing Together and OneWolverhampton. • To appoint three members to represent it on the Health Scrutiny Panel.

Appendix B: Reporting Arrangements – thematic areas

Activity	Lead	Contribution
Enter and View	Healthwatch Wolverhampton	<i>Health & Wellbeing Together, OneWolverhampton and Health Scrutiny</i> <ul style="list-style-type: none"> • Receive findings as appropriate, in order to supplement and triangulate information provided by service providers to gain an additional impression of quality of services, safety and issues of concern around specific services and provider institutions.
Healthwatch Wolverhampton Annual report	Healthwatch Wolverhampton	<i>Health & Wellbeing Together</i> <ul style="list-style-type: none"> • Receive at a meeting of the Full Board meeting <i>Health Scrutiny Panel</i> <ul style="list-style-type: none"> • Receive as part of a presentation by Healthwatch.
Joint Local Health & Wellbeing Strategy (JLHWS)	Health and Wellbeing Together	<i>Healthwatch Wolverhampton</i> <ul style="list-style-type: none"> • Consult (for annual update of priorities). • Contribute to inform any refresh, as appropriate <i>Health Scrutiny Panel</i> <ul style="list-style-type: none"> • Consult (for annual update of priorities). • Receive assurance progress is being made to deliver the outcomes in the JLHWS. <i>OneWolverhampton</i> <ul style="list-style-type: none"> • To act as delivery vehicle for JLHWS priorities as appropriate, including reporting into the HWBT board delivery plan.
Joint Strategic Needs Assessment (JSNA)	Health and Wellbeing Together	<i>Healthwatch Wolverhampton</i> <ul style="list-style-type: none"> • Consult (for annual update of priorities). • Contribute to inform refresh, as appropriate. <i>Health Scrutiny Panel</i> <ul style="list-style-type: none"> • Consult (for annual update of priorities). <i>OneWolverhampton</i> <ul style="list-style-type: none"> • To have due regard to the JSNA in exercising any functions in arranging for the provision of local health services.

New legislation and changes to the legal framework	All	<p><i>Health and Wellbeing Together and OneWolverhampton</i></p> <ul style="list-style-type: none"> • Consider the implications of new legislation and assess the likely impact and opportunities across the local health and care system, informed as appropriate, by evidence provided by Healthwatch. • Respond to legislative proposals and consultations <p><i>Health Scrutiny</i></p> <ul style="list-style-type: none"> • Respond to legislative proposals and consultations, it may legitimately hold separate conclusions to Health & Wellbeing Together.
OneWolverhampton workplan	OneWolverhampton Board	<p><i>Health and Wellbeing Together and Healthwatch Wolverhampton</i></p> <ul style="list-style-type: none"> • Consult to inform priorities, as appropriate. <p><i>Health Scrutiny Panel</i></p> <ul style="list-style-type: none"> • Consult to inform recommendations, as appropriate.
Pharmaceutical Needs Assessment	Health and Wellbeing Together	<p><i>OneWolverhampton</i></p> <ul style="list-style-type: none"> • Contribute to the consultation as appropriate and consult to inform the contracting of existing services, help to shape services in the future and ensure they meet the needs of the local population. <p><i>Healthwatch Wolverhampton and OneWolverhampton</i></p> <ul style="list-style-type: none"> • Contribute to the consultation as appropriate and receive the findings for assurance.
Public Health Annual Report	Health and Wellbeing Together	<p><i>Healthwatch Wolverhampton and OneWolverhampton</i></p> <ul style="list-style-type: none"> • Consult to inform priorities, as appropriate. <p><i>Health Scrutiny Panel</i></p> <ul style="list-style-type: none"> • Consult to inform recommendations, as appropriate.
Scrutiny Reviews	Health Scrutiny Panel	<p><i>Health & Wellbeing Together, Healthwatch Wolverhampton and OneWolverhampton</i></p> <ul style="list-style-type: none"> • Provide information and attend as requested

In addition to the above:

Health & Wellbeing Together can request Healthwatch Wolverhampton to:

- Undertake a particular piece of work within its remit, with mutual consent and where reasonable notice has been given.

- Receive reports and information through engagement with patients, service users, carers and the public which impact on the delivery of the JHWS, with mutual consent and where reasonable notice has been given.

Health & Wellbeing Together can request Health Scrutiny to:

- Undertake a particular piece of work within its remit, with consent of the panel and subject to available resource.
- Undertake a Scrutiny Review with consent of the panel and subject to available resource.

Healthwatch Wolverhampton can provide Health & Wellbeing Together and Health Scrutiny with:

- Information and reports on strategic and/or providers and services, including highlighting any concerns about services.
- Information and challenge from the perspective of the public, service users and carers.
- A Referral to Health Scrutiny related to any issue which it feels warrants further investigation with consent of the panel and subject to available resource.

Health Scrutiny can request Health & Wellbeing Together and Healthwatch Wolverhampton to:

- Respond to any recommendations made as a result of scrutiny activity.
- Attend Health Scrutiny meetings where reasonable notice has been given.

Appendix C: Referral Mechanism

Referrals from Healthwatch Wolverhampton to Health Scrutiny:

If, during the course of its work, Healthwatch Wolverhampton identifies an issue which it feels warrants further exploration, it can make a referral to Health Scrutiny. The referral needs to be made in writing to the Chair of the Health Scrutiny Panel via the Scrutiny Officer. The referral should detail:

- The nature of the referral
- The reason why the referral has been made
- Any evidence about the issue
- What actions it is proposed should be taken

The referral will be acknowledged and considered at the next available meeting of the Health Scrutiny Panel. If the matter is urgent then the matter will be discussed with the Chair and Healthwatch to agree a way forward. Healthwatch Wolverhampton will be informed of the outcome of this consideration within 28 days and if the request is supported, details of how the matter will be taken forward. If Health Scrutiny decides not to act on the referral it will provide reasons for not doing so.

Referrals to Healthwatch Wolverhampton:

If, during the course of its work Health Scrutiny identifies an issue which it feels warrants exploration by Healthwatch Wolverhampton it can make a referral. Referrals should be made in writing to the Healthwatch Wolverhampton Chief Executive Officer. The referral should detail:

- The nature of the referral
- The reason why the referral has been made
- Any evidence about the issue
- What actions it is proposed should be taken

The referral will be acknowledged and considered. Health Scrutiny will be informed of the outcome of this consideration and if the request is supported, any actions planned and progress then made in investigating the issue. If Healthwatch Wolverhampton decides not to act on the referral it will provide reasons for not doing so.

Any information or intelligence resulting from an investigation will be used to refresh JSNA and inform future updates to the JHWS.

Referrals from Health and Wellbeing Together and OneWolverhampton:

If, during the course of its work Health and Wellbeing Together identifies an issue which could have a significant impact on delivering the outcomes identified in the JLHWS and/ or One Wolverhampton's work plan it can refer the matter to Health Scrutiny or Healthwatch Wolverhampton. The mechanism for referring matters is the same as above.