

Workstream: Priority One: Help people live healthy lives

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N.B: Please note this document has been converted from its original Microsoft Excel format so it can be printed in A3.

Focus Area 1: Working to reduce obesity and excess weight rates and physical inactivity															Refer to definitions on guidance tab	Start date	End date	RAG
Ref	Activity	Accountability	Dependencies					System Capability: Governance	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Community development	HWB Comms Plan	Start date	End date	RAG		
			Internal to workstream	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance											
Campbell Livingston, Active Surrey: Project 1 - Develop a Whole Systems Approach to physical activity including improving green spaces, transport initiatives, and healthy planning																		
MILESTONE 1: Secure strategic leadership support for a whole systems approach to physical activity.																		
1.1	Review KPIs and milestones for project 1	Campbell Livingston, Active Surrey		x									19/11/19	31/12/19	Green			
1.2	Identify a H&W Board Champion for Physical Activity.	Campbell Livingston, Active Surrey					x						05/09/19	05/09/19	Green			
1.3	Gain support from the Surrey Senior Leisure Officers Group.	Campbell Livingston, Active Surrey					x						25/09/19	25/09/19	Green			
1.4	Gain support from the Active Surrey Board.	Campbell Livingston, Active Surrey					x						14/10/19	14/10/19	Green			
1.5	Agree (with Champion) the process and timescales to develop a whole system approach.	Campbell Livingston, Active Surrey					x						01/01/20	31/01/20	Green			
1.6	Communicate plans to organisations involved with/represented on the H&W Board.	Campbell Livingston, Active Surrey									x		01/02/20	29/02/20	Green			
1.7	Identify/train suitable physical activity champions to support/attend sectoral network groups (e.g. Surrey Planners; Parks & Countryside Forum; etc.) and key teams (e.g. SCC Transport; SCC Spatial Planning; SCC Public Health; etc.).	Lawrie Baker, Active Surrey							x				01/01/20	31/03/20	Green			
1.8	Identify key stakeholders and sectoral groups that could be involved in a whole system approach.	Lawrie Baker, Active Surrey							x				01/12/19	31/01/20	Green			
1.9	Gain strategic sign up to include physical activity within the whole system approach by all organisations involved with/represented on the H&W Board.	Campbell Livingston, Active Surrey							x				01/01/20	30/06/20	Green			
MILESTONE 2: Develop the Surrey Physical Activity Strategy 2020-29.																		
2.1	Produce needs assessment on infrastructure including green spaces	Jamie Fagg, SCC	x										01/10/19	01/01/20	Green			
2.2	Develop access strategy for parks and green spaces with Districts and Boroughs to remove perceived and actual barriers to access.	David Greenwood, SCC	x										02/01/20	30/03/20	Green			
2.3	Review NCMP data to inform targeted approaches to work with schools and young people.	Charlotte Long, SCC	x										01/11/19	29/02/20	Green			
2.4	Review physical inactivity data to inform targeted approaches of the strategy.	Mark Sherwood, Active Surrey	x										01/01/20	29/02/20	Green			
2.5	Review needs assessments for areas of greatest need and gaps in provision.	Mark Sherwood, Active Surrey	x										01/01/20	29/02/20	Green			
2.6	Provide workshops, briefing notes and other communications to partners and stakeholders about adopting a whole system approach.	Campbell Livingston, Active Surrey	x										01/01/20	31/12/20	Green			
2.7	Consult with partners and stakeholders on the priorities for the Strategy ensuring it will - deliver activity across the life course - target intervention in areas with the greatest need - deliver a Surrey-wide approach for the general population - be innovative, including the use of digital solutions.	Campbell Livingston, Active Surrey									x		01/01/20	31/07/20	Green			
2.8	Develop and publish the Strategy.	Campbell Livingston, Active Surrey									x		01/09/20	31/10/20	Green			
2.9	Develop full partnership implementation plans for the Strategy including accountable leads and timescales.	Campbell Livingston, Active Surrey	x										01/09/20	31/12/20	Green			
2.10	Develop implementation plans for District & Borough Councils with the Health Leads Partnership.	Charlotte Long, SCC	x										01/09/20	31/12/20	Green			
MILESTONE 3: Support all NHS organisations, local authorities and schools (via completion of the Healthy Schools Evaluation Tool) to have a physical activity development plan (PDAP) - approved by their Board, Cabinet or Governing Body - as part of the Workplace Wellbeing Framework.																		
3.1	Work with partners to ensure physical activity is a key element of the Workplace Wellbeing Charter Framework.	Charlotte Long, SCC							x				01/11/19	31/01/20	Green			
3.2	Provide workshops, briefing notes and other communications to raise awareness of physical activity and the importance of having a PADP.	Charlotte Long, SCC									x		01/01/20	31/12/20	Green			
3.3	Develop (in partnership with MECC - Make Every Contact Count) a module to enable the workforce to deliver brief intervention advice on physical activity.	Charlotte Long, SCC and Gail Hughes, SCC	x										01/01/20	31/12/20	Green			
3.4	Support NHS organisations to develop a PADP (as part of the Workplace Wellbeing Charter) through the NHS CEX Group.	Charlotte Long, SCC							x				01/06/20	31/12/20	Green			
3.5	Support local authorities to develop a PADP (as part of the Workplace Wellbeing Charter) through the Surrey Senior Leisure Officers Group and Workplace Wellbeing Group.	Lawrie Baker, Active Surrey							x				01/06/20	31/12/20	Green			
3.6	Support schools to implement the Physical Activity element of the Healthy Schools Self Evaluation Team (as part of the PALSS - Physically Active Learning in Surrey Schools - scheme) through the Active Schools Strategy Group.	Sarah Lyles, Active Surrey	x										01/06/20	31/12/21	Green			
3.7	Set targets and monitor uptake on PADP through completion of the Surrey Schools Self Evaluation Tool.	Sarah Lyles, Active Surrey	x										01/06/20	01/09/21	Green			
MILESTONE 4: Implement the whole system approach (across the life course) through the Surrey Physical Activity Strategy 2020-29.																		
4.1	Quarterly review of progress against the Strategy.	Campbell Livingston, Active Surrey	x										01/10/20	31/03/29	Green			
4.2	Annual report on progress against the Strategy.	Campbell Livingston, Active Surrey	x										01/04/21	31/03/29	Green			
4.3	Ensure all programmes use the Sport England Evaluation Framework.	Mark Sherwood, Active Surrey	x										01/10/20	31/03/29	Green			
4.4	Organise a biennial conference to review progress and maintain momentum.	Nic Fraser, Active Surrey	x										01/04/21	31/03/29	Green			
Jenn Smith, SCC: Project 2 Implementing a Healthy Food Environment approach with a focus on the most deprived areas and residential care																		
MILESTONE 5: Identify priority areas and approach																		
5.1	Review KPIs and milestones for project 2	Jenn Smith, SCC		x									19/11/19	31/12/19	Green			
5.2	Identify the areas for targeted intervention for obesity/Indices of multiple deprivation	Lynn Sawyer, SCC	x										01/01/20	01/05/20	Green			
5.3	Identify EHOs and Trading Standards members from target areas	Kate Bailey, Trading Standards and Jenn Smith, SCC	x										01/05/20	01/10/20	Green			
5.4	Review uptake of the Eat out Eat Well Model, evaluating those (900 organisations) who have Eat out Eat well uptake and sustained use in Surrey	Kate Bailey, Trading Standards and Jenn Smith, SCC	x										01/05/20	01/10/20	Green			
5.5	Eat out Eat well Action Planning with EHOs, Trading Standards, PH and Prevention Member Champion	Kate Bailey, Trading Standards and Jenn Smith, SCC	x										01/10/20	01/03/21	Green			
5.6	Explore opportunities with EHOs and Trading Standards to progress uptake of Eat out Eat Well	Kate Bailey, Trading Standards and Jenn Smith, SCC	x										01/03/21	01/10/21	Green			
5.7	Finalise communications plan for Eat Out Eat Well and revise milestones	Shannon Mulkerrins, SCC and Jen Smith, SCC									x		01/10/21	31/12/21	Green			
MILESTONE 6: Place-Based Healthy Foods																		
6.1	Ensure inclusion of healthy food environment in the workplace standards for Surrey	Jane Semo, SCC							x				01/11/19	01/03/20	Green			
6.2	Identify key groups who are at risk of poor health outcomes as a result of unhealthy eating	Jenn Smith, SCC											01/11/19	01/03/20	Green			
6.3	Review healthy eating training options for carers	Jenn Smith, SCC	x										01/03/20	01/05/20	Green			
6.4	Develop a training module/plan for supported living and residential care	Jenn Smith, SCC	x										01/03/20	01/05/20	Green			
6.5	Implementation of Phase 1 training for supported living and residential care	Jenn Smith, SCC	x										01/05/20	01/09/20	Green			
6.6	Evaluation Plan on Phase 1 training plan	Jenn Smith, SCC	x										01/08/20	01/09/20	Green			
6.7	Develop programme for scaled roll out of training programme for supported living and residential care	Jenn Smith, SCC	x										01/09/20	31/03/21	Green			
6.8	Work with leisure to implement eat out eat well	Jane Semo, SCC and Kate Bailey, Trading Standards	x										01/03/20	01/03/21	Green			
Jenn Smith, SCC: Project 3 - Develop a Whole Systems Approach to tackling childhood obesity																		
MILESTONE 7: Secure strategic leadership support for a whole systems approach to childhood obesity																		
7.1	Review KPIs and milestones for project 3	Jenn Smith, SCC		x									19/11/19	31/12/19	Green			
7.2	Re-establish the healthy weight alliance	Jenn Smith, SCC						x					19/11/19	28/02/20	Green			
MILESTONE 8: Refresh Family Healthy Weight Strategy																		
8.1	Engage key partners and communities to refresh the existing strategy	Jenn Smith, SCC	x										01/01/20	01/04/20	Green			
8.2	Engage partners in the draft healthy weight strategy post 2022	Jenn Smith, SCC	x										01/04/21	01/10/21	Green			
8.3	Consultation on the draft healthy weight strategy	Jenn Smith, SCC											01/10/21		Green			
8.4	Final strategy produced	Jenn Smith, SCC											01/02/22		Green			

MILESTONE 9: Implementation of the Family Healthy Weight Service													
9.1	Engage local communities in the development of the Family Healthy Weight Service	Charlotte Long, Active Surrey	x								01/11/19	27/01/20	Green
9.2	Family Healthy Weight Service is live	Charlotte Long, Active Surrey	x								27/01/20	01/12/22	Green
9.3	Evaluation of the family healthy weight service	Charlotte Long, Active Surrey	x								01/05/22	01/08/22	Green
MILESTONE10: Implement Eat Out Eat Well in early years settings													
10.1	Explore ways of using local planning policy to reduce number of Fast Food Outlets near schools	Rachel Gill, SCC	x								01/01/20	01/11/20	Green
10.2	Identify Funding for Phase 2 Eat Well Start well in Early Years Settings	Jenn Smith , SCC	x								01/10/19	31/12/19	Complete
10.3	If financed, roll out phase 2 of Eat Well Start well into additional 15 early years settings located in areas of higher deprivation.	Tracey Moore, Trading Standards	x								01/01/20	01/04/20	Green
10.4	Roll out Eat Well Start Well to all local authority early settings, implementing action plan with Trading Standards, EHOs and PH as outlined in project 3	Tracey Moore, Trading Standards	x								01/04/20	01/04/21	Green
MILESTONE 11: Tackling maternal obesity													
11.1	Develop maternal obesity business case	Jenn Smith, SCC	x								01/08/19	01/09/19	Complete
11.2	Identify funding for maternal obesity service	Jenn Smith, SCC	x								01/09/19	01/11/19	Green
11.3	Develop the service specification for maternal obesity	Jenn Smith, SCC and Clare Cardu, Surrey Heartlands	x								20/11/19	31/01/20	Green
MILESTONE 12: Working with partners to tackle childhood obesity													
12.1	Embed the Healthy Schools Self Evaluation Framework for Schools	Sarah Lyles, SCC	x								01/09/19	31/12/19	Green
12.2	Review the healthy schools evaluation framework and standards in schools for Healthy schools	Sarah Lyles, SCC			x						01/09/19	31/12/19	Green
12.3	Review milestones on school obesity work	Sarah Lyles, SCC	x								01/09/19	31/12/19	Green
12.4	Target implementation of workforce standards to areas of high obesity	Jane Semo, SCC				x					01/01/20	01/01/21	Green
12.5	Workshop with healthy weight alliance to discuss approach to childhood obesity	Jenn Smith, SCC	x								01/03/20	01/04/20	Green
Lucy Gate, SCC: Project 4 - Develop a health behaviour framework													
MILESTONE 13 Scope the content and engagement for behaviour change framework													
13.1	Review milestones and add KPIs for project 4	Lucy Gate			x						19/11/19	31/12/19	Green
13.2	Scope evidence base, project outline and core principles	Lucy Gate	x								02/01/21	01/06/21	Green
13.3	Scope Universal Digital Offer - Healthy Surrey	Lucy Gate	x								02/01/21	01/06/21	Green
13.4	Scope Place Based Interventions (i.e. infrastructure, transport, planning, arts, parks, night time economy, licensing, trading standards, police, traders)	Lucy Gate/Rachel Gill	x								02/01/21	01/06/21	Green
13.5	Scope Community Interventions (include i.e. workplace, educations, neighbourhoods, care homes, social prescribing, community empowerment, arts)	Lucy Gate/Rebecca Brooker								x	02/01/21	01/06/21	Green
13.6	Scope Individual-Targeted Level Interventions – including commissioned interventions and access points (supported by the system and scale required)	Lucy gate	x								02/01/21	01/06/21	Green
13.7	Develop engagement plan for Health Behaviour Framework	Lucy Gate	x								02/01/21	01/06/21	Green
13.8	Develop Phase II action plans with targeted areas	Lucy Gate	x								02/01/21	01/06/21	Green
13.9	Engagement of key partners in development of plans for implementation	Lucy Gate	x								02/01/21	01/06/21	Green
MILESTONE 14: Develop an aligned behavioural insights capability													
14.1	Stocktake capacity, dataflow, software and datasets including qualitative insights	Steve Bowe/N Kilvington Team	x								01/03/20	30/04/20	Green
14.2	Gap analysis and alignment of above	Steve Bowe/N Kilvington Team	x								01/03/20	30/04/20	Green
14.3	Develop a protocol for data flow with partnerships (i.e. ICP) including community insights	Steve Bowe/N Kilvington	x								01/03/20	30/05/20	Green
MILESTONE 15: Universal Digital Offer (Healthy Surrey)													
15.1	Develop an Standard Operational Procedure for Healthy Surrey Content	Negin Sarafranz-Shekary	x								01/09/19	31/12/19	Green
15.2	Baseline Behavioural Insights Report of Healthy Surrey to be published	Negin Sarafranz-Shekary	x								01/09/19	30/09/19	Complete
15.3	Review and add Universal Digital Intervention Offer a) Health and Wellbeing Management/Self-Care	Lucy Gate	x								03/03/21	03/09/21	Green
15.4	Review and make recommendations for Universal Digital Intervention Offer b) Referral pathways	Lucy Gate	x								03/03/21	03/09/21	Green
15.5	Review and develop plans for Universal Digital Intervention Offer c) Workforce Development	Lucy Gate	x								03/03/21	03/09/21	Green
15.6	Develop a business case for development of digital platform as required	Lucy Gate	x								03/03/21	09/09/21	Green
15.7	Interim evaluation of healthcare professional engagement with website and identify other areas	Negin Sarafranz-Shekary	x								01/02/21	28/02/21	Green
15.8	End of Year Evaluation of healthcare professional engagement with website	Negin Sarafranz-Shekary	x								01/09/21	30/09/21	Green
MILESTONE 16: Develop a strategic commissioning framework across all healthy behaviour services to link across the life course													
16.1	Gap analysis existing work programmes and system approach	Lucy Gate/Jenn Smith	x								01/07/19	30/12/19	Green
16.2	Identify key stakeholders involved in these and supporting strategies	Jenn Smith	x								01/07/19	30/12/19	Green
16.3	Identify all JSNA and behavioural insight intelligence	Negin / Jenn Smith	x								01/07/19	10/10/19	Green
16.4	Develop an action plan for addressing gaps in primary, secondary and tertiary interventions across target populations for accessing commissioned services	Lucy Gate/Jenn Smith	x								01/12/19	30/12/19	Green
16.5	Review existing training offer for prevention	Lucy Gate/Jenn Smith	x								26/09/19	26/09/19	Green
16.6	Explore and Develop a How are you Surrey training Hub	Jenn Smith						x			01/11/19	30/03/20	Green
16.7	Develop an action plan for addressing gaps in place and community level interventions (including healthy schools, workplace health and communities System capability	Lucy Gate	x								01/04/20	30/04/20	Green
16.8	Review options for integrated lifestyle services and develop a long term commissioning plan for lifestyle services	Jenn Smith	x										

Focus Area 2: Supporting prevention and treatment of substance misuse, including alcohol

Ref	Activity	Accountability	Dependencies											Start date	End date	RAG		
			Internal to workstream	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Community development	HWB Comms Plan						
Kanchan Bhanage, SCC: Project 1 - Refresh the Substance Misuse strategy and partnership																		
MILESTONE 1: Develop five year Drug & Alcohol Strategy for Surrey (2020-2025)																		
1.1	Review milestones and KPIs	Kanchan Bhanage, SCC		x												01/11/19	31/12/19	Green
	Develop new joint Drug & Alcohol Strategy for Surrey based on alcohol-related need identified in the Joint Strategic Needs Assessment, reviewing existing priorities, objectives and outcomes:- Theme 1 - Prevention & Early Identification Theme 2 - Treatment & Recovery Theme 3 - Safer & Stronger Communities	Kanchan Bhanage, SCC														01/09/19	31/01/20	Green
1.2	Produce final draft strategy for consultation.		x											x				Green
1.3	Ensure Surrey's Alcohol CleaR self-assessment is used to inform development of new Drug & Alcohol Strategy	Kanchan Bhanage, SCC	x													14/10/19	31/01/20	Green
1.4	Run 12 week consultation on draft strategy	Kanchan Bhanage, SCC	x											x		17/02/20	04/05/20	Green
1.5	Publish/launch Drug & Alcohol Strategy	Kanchan Bhanage, SCC	x											x		31/07/20	15/08/20	Green
1.6	Develop robust implementation action plans for delivery of strategy	Kanchan Bhanage, SCC	x													10/08/20	30/09/20	Green
1.7	Produce annual report on progress and implementation of strategy	Kanchan Bhanage, SCC	x												x	01/02/21	31/03/21	Green
1.8	Ensure prevention and treatment of substance misuse for young people is part of Drug & Alcohol Strategy	Heather Ryder, SCC	x													01/11/19	31/01/20	Green
MILESTONE 2: Engagement for the Substance Misuse Partnership																		
2.1	Identify and prepare two focused task and finish sub groups as part of the SM partnership annual programme.	Martyn Munro, SCC						x								13/11/19	31/03/20	Green
2.2	The partnership will develop aligned action plans for phase II of the HWBB Strategy	Martyn Munro, SCC		x												13/11/19	15/12/20	Green
Jenn Smith, SCC: Project 2 - Develop an Alcohol and Tobacco Alliance to increase focus on alcohol prevention (Inc: trading standards, licensing etc.)																		
MILESTONE 3: Develop the Alliance																		
3.1	Review milestones and KPIs	Rachael Taylor, SCC		x												01/11/19	43830	Green
3.2	Identify key stakeholders and update ToR for the Alcohol & Tobacco Alliance	Rachael Taylor, SCC						x								01/02/20	0/06/20	Green
3.3	Launch Alcohol & Tobacco Alliance	Rachael Taylor, SCC						x						x		01/03/20	0/06/20	Green
3.4	Agree the reporting governance arrangements with the Substance Misuse Partnership	Rachael Taylor, SCC		x												01/03/20	0/06/20	Green
3.5	Agree ToR for Alcohol & Tobacco Alliance	Rachael Taylor, SCC						x								01/03/20	0/06/20	Green
																01/03/20	0/06/20	Green
3.6	Agree the reporting governance arrangements with the Substance Misuse Partnership	Rachael Taylor, SCC						x										Green
3.7	Work with Alcohol & Tobacco Alliance to identify opportunities to increase delivery of alcohol and tobacco screening and brief advice, including promotion of national online e-learning training for staff, linking with MECC Programme	Rachael Taylor, SCC	x													01/03/20	0/06/20	Green
3.8	Review alcohol screening (AUDIT-C) data from One You Surrey to inform future planning	Rachael Taylor, SCC	x													01/03/20	0/06/20	Green
3.9	Review alcohol screening (AUDIT-C) data from Health Checks to inform future planning	Jason Ralphs, SCC	x													01/01/20	01/09/2020	Green
3.10	Support National Alcohol Campaigns and delivery through the Alcohol and Tobacco Alliance	Rachael Taylor, SCC														01/03/20	Ongoing	Green
MILESTONE 4: Tobacco Strategy Refresh																		
4.1	Update Tobacco Control Strategy and action plan, reviewing priorities and outcomes. Produce final draft strategy for consultation.	Rachael Taylor, SCC	x													01/02/20	30/09/20	Green
4.2	Launch updated Tobacco Control Strategy	Rachael Taylor, SCC	x													01/03/20	30/09/2020	Green
Jenn Smith, SCC Project 3: Implement targeted approaches for vulnerable groups to stop smoking																		
MILESTONE 5: Identify Areas of Greatest need																		
5.1	Develop KPIs and review milestones	Rachael Taylor, SCC		x												01/11/2019	31/12/2019	Green
5.2	Monitor stop smoking service provider KPIs identifying priority groups for targeting	Rachael Taylor, SCC	x													01/04/2019	31/03/2020	Green
MILESTONE 6: Targeted Smoking Cessation and access for PCNs																		
6.1	Review and write report with recommendations for updated Delivery Model for Smoking	Rachael Taylor, SCC	x													01/08/19	20/09/19	Green
6.2	Smoking Cessation in the workplace - Targeting R&M and Mental Health Services. Working closely with	Rachael Taylor, SCC							x							01/08/19	Ongoing	Green
6.3	Deliver Stoptober to launch telephone based support service, 28 day challenge.	Rachael Taylor, SCC	x													01/08/19	30/10/19	Complete
6.4	Evaluation of reach of 28 day challenge, working with OneYou Surrey.	Jen Smith, SCC	x													30/10/19	30/11/19	Green
6.5	Review development of PCN delivery model with provider	Rachael Taylor, SCC	x													01/11/19	31/12/19	Green
MILESTONE 7: Review and Development of next plan																		
7.1	See Focus Area 1 - 2.14 review commissioning plan for health behaviour services	Jen Smith, SCC	x													01/01/22	30/03/22	Green
Kanchan Bhanage, SCC: Project 4 - Preventing and reducing alcohol misuse and alcohol-related harm																		
MILESTONE 8: Preventing Ill Health CQUINS - (Identification and Brief Advice)																		
8.1	Monitor CQUIN performance and provide feedback where areas for improvement including links with the MECC programme	Jenn Smith, SCC	x													01/11/2019	31/03/2020	Green
MILESTONE 9: Increased delivery of system-wide Alcohol Identification & Brief (IBA) for increasing risk drinkers																		
9.1	Continue to commission DrinkCoach Alcohol Test - online alcohol Identification & Brief Advice	Kanchan Bhanage, SCC	x													01/01/20	01/03/21	Green
9.2	Identify opportunities to embed alcohol IBA into health settings and clinical pathways across primary and secondary care (i.e. PCN social prescribing, therapies/outpatient deps, mental health services, sexual health services). Work in partnership to establish this	Kanchan Bhanage, SCC / Substance Misuse Partnership & Tobacco Alcohol Alliance	x													01/01/20	01/03/21	Green
9.3	Identify opportunities to embed alcohol IBA in non-NHS settings; DA outreach services, social care, job centres, housing services, education establishments, leisure centres, voluntary orgs). Work in partnership to establish this	Kanchan Bhanage, SCC / Substance Misuse Partnership & Tobacco Alcohol Alliance	x													01/01/20	01/03/21	Green
9.4	Review performance of Alcohol Care Teams in Surrey	Kanchan Bhanage, SCC	x													01/01/21	01/03/21	Green
MILESTONE 10: Increased delivery of Alcohol Extended Brief Interventions (EBIs) for higher risk drinkers																		
10.1	Review delivery DrinkCoach Coaching Service and develop proposal for delivery of alcohol EBI for higher risk drinkers via i-access	Gail Hughes, SCC		x												01/08/19	01/10/19	Complete
10.2	Work with i-access and Catalyst to commence delivery of new model	Martyn Munro, SCC	x													21/10/19	30/11/19	Green
10.3	Produce full evaluation of pilot service with Centre for Public Innovation	Martyn Munro, SCC / Centre for Public Innovation														30/06/19	30/04/20	Green
10.4	Review uptake of EBI model	Martyn Munro, SCC	x													02/01/20	30/04/20	Green
10.5	Develop plan for sustainable model for Surrey	Martyn Munro, SCC	x													01/11/19	30/04/20	Green
10.6	Implement Model for Surrey	Martyn Munro, SCC	x													30/06/19	11/12/19	Green
MILESTONE 11: Improve data sharing for alcohol-harm reduction - Information Sharing to Tackle Violence (ISTV)																		
11.1	Establish processes for police, community safety and licensing partners to routinely review and utilise ISTV intelligence to inform coordinated response to violence prevention	Gail Hughes, SCC / Substance Misuse Partnership	x													01/04/20	01/10/20	Green
11.2	Identify key data sources that can be shared between partners to reduce alcohol-harm (i.e. ASB, Community Safety, Domestic Abuse, Suicide and ISTV data)	Gail Hughes, SCC and Martyn Munro, SCC	x													01/01/20	01/10/20	Green
11.3	Develop data sharing agreement using MAISP as appropriate and ensure systems in place to routinely share data across local alcohol partners and strategy groups	Gail Hughes, SCC and Martyn Munro, SCC									x					01/10/20	31/12/20	Green
Martyn Munro: Project 6 - Develop a programme to address access to substance misuse and mental health service for those with SMI																		
MILESTONE 15: Review partnership arrangements																		
15.1	Review co-existing conditions MH & SM profile at SM programme board, SI panel and CQRM	Martyn Munro, SCC		x												01/11/19	01/11/20	Green
15.2	Evaluation of HIC-D service and exploration of options for delivery with system partners and the SyH transformation board	Martyn Munro, SCC		x												01/02/20	31/03/20	Green
15.3	Identify gaps and challenges, adding additional milestones and KPIs to reflect new activity required	Martyn Munro, SCC		x												01/02/20	31/03/20	Green
15.4	Develop a response under the proposed co-operative agreement with SABP	Martyn Munro, SCC		x												01/01/20	31/03/20	Green
15.5	Share and consult outcomes of sub group with partner via MHCCC, Surrey Adults Matter and CQRM	Martyn Munro, SCC		x												01/11/20	01/01/21	Green
MILESTONE 16: Tackling drug misuse deaths																		
16.1	Implementation of the drug misuse death plan and Naloxone roll-out to high-risk populations	Lisa Byrne, SCC	x													01/04/19	01/04/20	Green
16.2	Review milestones and KPIs	Lisa Byrne, SCC		x												13/11/19		Green

Refer to definitions

Focus Area 3: Ensuring that everyone lives in good and appropriate housing

Ref	Activity	Accountability	Dependencies		HWB Comms Plan	Refer to definitions on g... (tab)		RAG
			System Capability: Community development			Start date	End date	
Lead tbc: Project 1 - Tackling fuel poverty in Surrey								
MILESTONE 1: Engaging communities								
1.1	Engage with key leads to develop understanding of existing activity and challenges	Amy Morgan, SCC and Rod Brown, Epsom and Ewell Borough Council				01/10/19	31/03/20	Complete
1.2	Engage with community partners incl Surrey Energy and Sustainability Partnership, Action Surrey and Heat Surrey	Amy Morgan, SCC and Rod Brown, Epsom and Ewell Borough Council				01/10/19	31/03/20	Complete
1.3	Discuss fuel poverty data and activity with LCGs	Fuel poverty lead (TBC)				31/12/19	31/03/20	Green
1.4	Discuss health engagement in fuel poverty with ICPs and identify an approach for each area	Fuel poverty lead (TBC)				31/12/19	31/03/20	Green
1.5	Explore fuel poverty with local deprived communities (working with food banks, etc.)	Fuel poverty lead (TBC)	x			31/12/19	31/03/20	Green
MILESTONE 2: Partnership governance								
2.1	Develop governance and reporting via Surrey Energy and Sustainability Partnership	Fuel poverty lead (TBC)				17/07/19	31/03/20	Green
2.2	Identify key project lead for fuel poverty	Fuel poverty lead (TBC)				17/07/19	31/03/20	Green
2.3	Develop KPIs and confirm with Surrey Energy and Sustainability Partnership	Fuel poverty lead (TBC)				17/07/19	31/03/20	Green
2.4	Agree governance approach with Runneymede	Fuel poverty lead (TBC)				17/07/19	31/03/20	Green
MILESTONE 3: Develop data and understand existing impact								
3.1	Map existing approaches and capacity across Surrey	Fuel poverty lead (TBC)				31/12/19	31/03/20	Green
3.2	Develop heat map of fuel poverty hotspots	Fuel poverty lead (TBC)				31/12/19	31/03/20	Green
3.3	Develop detailed data to demonstrate areas most fuel poor	Fuel poverty lead (TBC)				31/12/19	31/03/20	Green
MILESTONE 4: Develop and agree activity								
4.1	Develop fuel poverty partnership campaign	Fuel poverty lead (TBC)		x		31/03/20	31/07/20	Green
4.2	Develop a fuel poverty offer for those living in crisis	Fuel poverty lead (TBC)				31/03/20	31/07/20	Green
4.3	Develop targeted approaches to fuel poverty	Fuel poverty lead (TBC)	x			31/03/20	31/07/20	Green
4.4	Build fuel poverty into MECC approach	Fuel poverty lead (TBC)	x			31/12/19	31/03/20	Green
MILESTONE 5: Winter deaths review								
5.1	Workshop to review winter death causes and agree priorities	Amy Morgan, SCC and fuel poverty lead (TBC)				31/10/19	31/03/20	Green
5.2	Develop KPIs and milestones	Amy Morgan, SCC and fuel poverty lead (TBC)				31/10/19	31/03/20	Green
Lead tbc: Project 2 - Reducing rough sleeping								
MILESTONE 6: Homeless mapping								
6.1	Map existing rough sleeper/single homeless provision, key gaps and challenges	Amy Morgan (SCC)				30/09/19	31/12/19	Green
6.2	Refresh the Homeless Health Needs Audit	Aboyowa Popo, SCC				01/02/20	01/05/20	Green
6.3	Explore options for joint data gathering on rough sleeping across all Ds and Bs	Amy Morgan (SCC)				31/12/19	01/04/20	Green
6.4	Align activity with Surrey Adults Matter	Amy Morgan (SCC)				31/12/19	01/04/20	Green
6.6	Agreement of activity with housing needs managers, SCHOA and Chief Executives Group	Rough sleeping lead (TBC)				31/12/19	31/03/20	Green
6.7	Confirm project lead, confirm metrics (KPIs) and reporting	Rough sleeping lead (TBC)				31/12/19	01/08/20	Green
MILESTONE 8: Improving health access								
8.1	Raise awareness of rough sleeping referral pathways and existing hospital discharge protocols through primary care, substance misuse and mental health services	Rough sleeping lead (TBC)				31/12/19	31/12/20	Green
8.2	Create greater understanding among staff across homelessness and other sectors about the impact of trauma and adverse childhood experiences on rough sleepers.	Rough sleeping lead (TBC)				31/12/19	31/12/20	Green
8.3	Provide rough sleeper awareness training to community mental health and substance misuse services	Rough sleeping lead (TBC)				31/12/19	31/12/20	Green
8.4	Support GPs signed up to the PHA and increase % of homeless people accessing these GPs	Phill Austen-Reed (SCC)				31/12/19	31/12/20	Green
MILESTONE 9: Homeless Friendly Surrey								
9.1	Explore opportunities with services users, experts by experience, voluntary and community providers to develop initiative to make Surrey homeless friendly	Rough sleeping lead (TBC)				30/09/19	31/12/19	Green
9.2	Identify lead and resource to take forward initiative	Rough sleeping lead (TBC)				30/09/19	31/12/19	Green
9.3	Develop Surrey homeless friendly offer	Rough sleeping lead (TBC)		x		31/12/19	31/03/20	Green
9.4	Roll out across Surrey	Rough sleeping lead (TBC)				31/03/20	31/03/21	Green
MILESTONE 10: Housing First								
10.1	Develop Guildford Housing First model	Siobhan Kennedy (GBC)				01/01/20	01/01/22	Green
10.2	Evaluate impact	Siobhan Kennedy (GBC)				01/01/20	01/08/22	Green
10.3	Share learning across Surrey	Siobhan Kennedy (GBC)		x		01/08/22	01/01/22	Green
10.4	Explore options to roll out model in other areas	Rough sleeping lead (TBC)				31/12/21	31/03/22	Green
Ruth Hutchinson, SCC and Jon Savell, Surrey Police: Project 3 - Supporting people with severe and multiple disadvantage (Surrey Adults Matter)								
MILESTONE 11: Data Sharing								
11.1	Ensure all relevant partners signed up to MAISP	Amy Morgan (SCC)				31/05/2019	31/10/2019	Amber
11.2	Agree data sharing between key partners including all Surrey hospitals (dependant on client consent) through MAISP	Amy Morgan (SCC)				31/10/2019	30/11/2019	Amber
MILESTONE 12: Stakeholder engagement								
12.1	Surrey Adults Matter communication and engagement plan agreed by Steering Group	Amy Morgan (SCC)				01/07/19	31/10/19	Amber
12.2	Surrey Adults Matter launch event	Amy Morgan (SCC)				01/10/19	31/01/20	Green
12.3	Surrey Adults Matter engagement roadshow	Amy Morgan (SCC)				01/07/19	31/01/20	Amber
12.4	Stakeholder mapping	Amy Morgan (SCC)				01/07/19	31/10/19	Green
12.5	Engagement with HWB comms group	Amy Morgan (SCC)		x		01/07/19	31/10/19	Amber
12.6	Agree reporting for all key stakeholders	Amy Morgan (SCC)				01/07/19	31/10/19	Amber
MILESTONE 13: Induction								
13.1	Organise national Surrey Adults Matter induction (including meetings with other navigators and local service leads)	Amy Morgan (SCC)				16/09/19	31/10/19	Green
13.2	Organise meetings between SPM and key service leads	Amy Morgan (SCC)				16/09/19	31/10/19	Green
13.3	Attend MHCLG navigator event 30th October	Julie Shaw (SCC)				30/10/19	30/10/19	Green
13.4	Organise Outcomes Star training if required	Amy Morgan (SCC)				16/09/19	31/10/19	Green
13.5	Organise SCC training	Phill Austen-Reed (SCC)				16/09/19	31/10/19	Green

MILESTONE 14: Referral routes									
14.1	Develop a process for seeking referrals from direct services	Amy Morgan (SCC)				01/08/19	31/10/19	Amber	
14.2	Develop a process for seeking referrals from MASH	Amy Morgan (SCC)				01/08/19	31/10/19	Amber	
14.3	Receive pen portraits and discuss with service lead	Amy Morgan (SCC)				01/12/19	31/10/19	Green	
MILESTONE 15: Cohort identification									
15.1	Agree a methodology with the steering group for identifying individuals facing multiple disadvantage in the local area	Amy Morgan (SCC)				01/10/19	31/10/19	Green	
15.2	Delivery group agree the initial cohort (10 people) with the SPM using agreed methodology	Julie Shaw (SCC)				31/10/19	31/01/20	Green	
15.3	Delivery group agree the secondary cohort (additional 10 people) with the SPM using agreed methodology	Julie Shaw (SCC)				31/01/20	28/02/20	Green	
15.4	SPM agrees use of the Outcomes Star with all Surrey Adults Matter clients through liaising with key services	Julie Shaw (SCC)				31/12/19	31/01/20	Green	
15.5	SPM establishes baseline data with case workers and services engaged with client group	Julie Shaw (SCC)				31/12/19	31/01/20	Green	
15.6	SPM works with peer mentors to get client consent for information sharing	Julie Shaw (SCC)				31/12/19	31/01/20	Green	
MILESTONE 16: Evaluation									
16.1	Refresh the Surrey Health Needs Audit to include Surrey Adults Matter measures	Phill Austen-Reed (SCC)				01/02/20	01/05/20	Green	
16.2	Establish monthly reporting for Prevention Board and Steering Group	Amy Morgan (SCC)							
16.3	Establish quarterly reporting for national MEAM	Amy Morgan (SCC)				31/01/20	01/04/20	Green	
MILESTONE 17: Scope and set up peer network									
17.1	Initial meeting with peer mentors to explore opportunities	Julie Shaw (SCC)	x			01/07/19	31/08/19	Complete	
17.2	Peer network established (to include those with lived experience and peer mentors)	Julie Shaw (SCC)	x			31/08/19	30/09/19	Complete	
17.3	Expand Surrey Action Group into other areas	Julie Shaw (SCC)	x			01/10/19	01/08/20	Green	
17.4	Engage with other peer groups across England to learn and build approach	Amy Morgan (SCC)	x			31/08/19	31/10/19	Amber	
MILESTONE 18: Peer mentor delivery									
18.1	Agree approach for peer mentors to support referrals	Julie Shaw (SCC)	x			31/08/19	31/10/19	Amber	
18.2	Agree approach for peer mentors to deliver the Outcomes Star	Julie Shaw (SCC)	x			31/08/19	31/10/19	Amber	
18.3	Agree approach for peer mentors to co-produce service response to specific challenges/barriers	Julie Shaw (SCC)	x			31/08/19	31/10/19	Amber	
MILESTONE 19: Peer mentor training									
19.1	Outcomes star training delivered	Julie Shaw (SCC)	x			31/10/19	31/12/19	Green	
19.2	Accreditation scheme starts	Sue Murphy (Catalyst)	x			31/08/19	30/09/19	Complete	
Lead for: Project 4 - Supporting people who hoard in Surrey									
MILESTONE 20: Partnership governance									
20.1	Set up Surrey Hoarding Taskforce	Julie Meme (WBC)				01/09/19	30/11/19	Green	
20.2	Agree project scope and membership	Julie Meme (WBC)				30/11/19	31/12/19	Green	
20.3	Agree adult safeguarding position and role	Clement Guerin (SCC)				30/11/19	31/12/19	Green	
20.4	Agree mental health position and role	Mental health lead (TBC)				30/11/19	31/12/19	Green	
20.5	Agree role and position of Surrey Fire and Rescue service	Fire safety hoarding lead (TBC)				30/11/19	31/12/19	Green	
20.6	Discuss mental health involvement at priority two mental delivery board	Amy Morgan (SCC) and Julie Meme (WBC)				30/11/19	31/01/20	Green	
MILESTONE 21: Produce a multi-agency hoarding protocol for Surrey									
21.1	Agree to use the Clutter image guidance and explanation	Surrey Hoarding Taskforce				01/09/19	30/11/19	Green	
21.2	Agree referral routes	Surrey Hoarding Taskforce				01/09/19	30/11/19	Green	
21.3	Agree Homes Risk Assessment	Surrey Hoarding Taskforce				01/09/19	30/11/19	Green	
21.4	Agree approach to data sharing on client group	Surrey Hoarding Taskforce				30/11/19	31/01/20	Green	
MILESTONE 22: Develop data and understand existing impact									
22.1	Research good practice on hoarding	Julie Meme (WBC)				30/11/19	31/01/20	Green	
22.2	Develop case studies to demonstrate impact and costs	Julie Meme (WBC)				30/11/19	31/01/20	Green	
22.3	Provide overview of key legislation or sector practices, providing clarity about the expectations and legal powers of statutory organisations	Julie Meme (WBC)				30/11/19	31/01/20	Green	
22.4	Explore personal experiences of hoarding to develop deeper understanding of barriers and challenges	Catalyst	x			31/12/19	31/03/19	Green	
MILESTONE 23: Develop and agree activity									
23.1	Develop information advice and training for staff involved with hoarding	Training lead (TBC)				31/03/19	31/07/20	Green	
23.2	Agree hoarding disorder treatment pathway with partners	Mental health lead (TBC)				31/03/19	31/07/20	Green	
23.3	Agree further priority areas	Surrey Hoarding Taskforce				31/03/19	31/07/20	Green	
23.4	Co-produce programme plan	Surrey Hoarding Taskforce				31/03/19	31/07/20	Green	
Mike Boyle, SCC and Steve Hook, SCC: Project 5 - Specialist housing									
MILESTONE 24: Developing extra care housing									
24.1	Define essential design specification for all developments	Mike Boyle, SCC				01/11/19	31/03/20	Green	
24.2	Define tender specification for the former Pond Meadow School	Mike Boyle, SCC				01/11/19	31/03/20	Green	
24.3	Complete design brief for schemes delivered with our joint venture partner	Mike Boyle, SCC				01/11/19	31/03/20	Green	
MILESTONE 25: Developing independent living									
25.1	Define design specification, engagement approach and route to market for new schemes	Steve Hook, SCC				01/11/19	31/03/20	Green	
25.2	Design scope for deregistration programme	Steve Hook, SCC				01/11/19	31/03/20	Green	
25.3	Deliver improved void management	Steve Hook, SCC				01/11/19	31/03/20	Green	

Focus Area 5: Preventing domestic abuse (DA) and supporting and empowering victims

Ref	Activity	Accountability	Dependencies										HWB Comms Plan	Start date	End date	Rag	
			Internal to workstream	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Community development						
Jason Ralphs, SCC: Project 1 - Establish a Surrey-wide CVD and Diabetes screening and testing programme																	
MILESTONE 1: Identify High Priority Populations and Locations for Screening																	
1.1	Agree project 1 KPIs and review milestones	Jason Ralphs, SCC		x											19/11/19	31/12/19	Green
1.2	Complete a review to understand if current NHS HC enhanced groups should be updated	Jason Ralphs, SCC	x												01/11/19	31/12/19	Green
1.3	Complete a review to identify priority locations for screening and identify any gaps	Jason Ralphs, SCC	x												01/11/19	31/12/19	Green
1.4	Confirm priority populations for screening	Jason Ralphs, SCC	x												01/01/20	31/03/20	Green
1.5	Confirm priority locations for screening	Jason Ralphs, SCC	x												01/01/20	31/03/20	Green
1.6	Develop plan to address gaps in delivery locations	Jason Ralphs, SCC	x												01/01/20	31/03/20	Green
MILESTONE 2: Review access to screening programmes																	
2.1	Review workforce requirements to deliver screening programmes	Jason Ralphs, SCC	x												01/11/19	01/01/20	Green
2.2	Identify voluntary groups to deliver checks	Jason Ralphs, SCC										x			01/11/19	01/01/20	Green
2.3	Identify specific locations to deliver checks (workplaces, job centres etc.).	Jason Ralphs, SCC										x			01/12/19	01/02/20	Green
2.4	Set targets and create an evaluation plan	Jason Ralphs, SCC										x			01/12/19	01/02/20	Green
2.5	Deliver checks in locations identified as high priority	Jason Ralphs, SCC										x			01/01/20	01/01/21	Green
2.6	Evaluate impact following changes to methods	Jason Ralphs, SCC	x												01/04/20	01/10/20	Green
MILESTONE 3: Improve uptake of health checks in high priority groups																	
3.1	Work with CCG's to promote uptake of SMI Health checks and align with NHS HC	Neil Manrai, Surrey Heartlands	x												01/12/19	01/06/20	Green
3.2	Work with CCG's to promote uptake of LD Health checks and align with NHS HC	Kathryn Fisher, Surrey Heartlands	x												01/12/19	01/06/20	Green
3.3	Set targets and create an evaluation plan	Jason Ralphs, SCC	x												01/06/20	01/08/20	Green
3.4	Evaluate impact of aligned health checks approach	Jason Ralphs, SCC	x												01/01/21	01/05/21	Green
MILESTONE 4: Review Quality Assurance Processes for Screening																	
4.1	Explore best practice QA principles	Jason Ralphs, SCC	x												01/11/19	01/12/19	Green
4.2	Review POCT requirements for NHS HC	Jason Ralphs, SCC	x												01/11/19	01/01/20	Green
4.3	Review data collection approaches for NHS HC to identify gaps or issues in quality	Jason Ralphs, SCC	x												01/12/19	01/02/20	Green
4.4	Develop a plan to improve NHS HC data collection	Jason Ralphs, SCC	x												01/02/20	01/04/20	Green
4.5	Launch QA framework for Surrey screening programme	Jason Ralphs, SCC	x												01/04/20	20/04/20	Green
4.6	Set targets and create an evaluation plan	Jason Ralphs, SCC	x												01/04/20	01/07/20	Green
4.7	Evaluate impact of QA framework on success of screening programme	Jason Ralphs, SCC	x												01/09/20	01/12/20	Green
MILESTONE 5: Review evaluation																	
5.1	Adapt Pharmacy outcomes to include follow up survey for NHS HC	Jason Ralphs, SCC	x												01/12/19	01/02/20	Green
5.2	Complete BP+ 1 Year evaluation	Jason Ralphs, SCC	x												01/12/19	01/03/20	Green
5.3	Understand if changes are required for BP+ following year one evaluation	Jason Ralphs, SCC	x												01/04/20	01/05/20	Green
Tracey Fossaluzza, Surrey Heartlands: Project 2 - Improve the diabetes pathways across identification, prevention, treatment and management																	
MILESTONE 6: Review and Update Diabetes Pathways																	
6.1	Agree project 2 KPIs and review milestones	Tracey Fossaluzza, Surrey Heartlands		x											19/11/19	31/12/19	Green
6.2	Complete a review of the current T1 & T2 diabetes pathways to identify gaps & opportunities	Amrit Cheema - NWS CCG	x												01/12/19	01/09/20	Green
6.3	Propose a best practice diabetes pathway for T1 & T2	Amrit Cheema - NWS CCG	x												01/09/20	01/12/20	Green
6.4	Implement revised diabetes pathways in North West Surrey	Amrit Cheema - NWS CCG	x												01/12/20	01/12/21	Green
6.5	Evaluate approach	Amrit Cheema - NWS CCG	x												01/12/21	01/04/21	Green
6.6	Explore roll out with other parts of Surrey	Amrit Cheema - NWS CCG	x												01/12/21	01/12/22	Green
MILESTONE 7: Establish a Surrey-wide diabetes testing programme																	
7.1	National Diabetes Prevention Programme Monthly review of progress and action planning for areas for improvement	Anita Nowak - Surrey Downs	x												30/09/19	30/07/21	Green
7.2	National Diabetes Prevention Programme Oversight committee and development of action plans for areas for improvement	Anita Nowak - Surrey Downs	x												02/01/20	30/07/21	Green
MILESTONE 8: Develop the Diabetes UK (DUK) Champions Programme to target key communities																	
8.1	DUK champions: Engagement and recruitment from Traveller community	Amrit Cheema - NWS CCG										x			02/01/20	30/06/20	Green
8.2	DUK Champions: Refresher courses for the existing champions	Amrit Cheema - NWS CCG										x			01/12/19	01/12/20	Green
8.3	DUK champions: Engagement and recruitment from University Students	Amrit Cheema - NWS CCG										x			01/10/19	28/02/20	Green
8.4	DUK Champions: Evaluation of project successes	Amrit Cheema - NWS CCG										x			01/11/20	30/11/20	Green
8.5	DUK Champions Programme. Evaluation Project - Type 1 with Surrey University	Jason Ralphs, SCC										x			12/12/19	30/06/20	Green
Jason Ralphs, SCC: Project 3 - Agree a Surrey-wide CVD prevention approach																	
MILESTONE 9: Align Surrey CVD Programme with NHS Long Term Plan																	
9.1	Agree project 3 KPIs and review milestones	Jason Ralphs, SCC		x											19/11/20	31/12/19	Green
9.2	Review the options available for a Surrey wide CVD prevention group and propose options for review	Jason Ralph, SCC and Cyril Haessig, Surrey Heartlands	x												01/11/19	01/01/20	Green
9.3	Following review of options ensure PH CVD links with Surrey NHS LTP	Jason Ralphs	x												01/01/20	01/04/20	Green
MILESTONE 10: Embed Lifestyle services across the system to prevent CVD																	
10.1	Review how providers currently refer/signpost to lifestyle services	Jason Ralphs, SCC	x												01/01/20	01/04/20	Green
10.2	Review clinical pathways to understand where lifestyle services feature	Jason Ralphs, SCC	x												01/04/20	01/08/20	Green
10.3	Create a plan to improve access and impact to lifestyle services	Jason Ralphs, SCC	x												01/09/20	01/11/20	Green
10.4	Evaluate impact of changes on referrals to lifestyle services and CVD outcomes	Jason Ralphs, SCC	x												01/04/21	09/04/21	Green
MILESTONE 11: Optimise CVD Medication for CVD patients																	
9.1	Scope out the feasibility of a case finding project for Hypertension & AF	Negin Sarafranz-Shekary, SCC	x												01/11/19	01/04/20	Green
MILESTONE 10: Identify and support people with FH (Familial hypercholesterolemia)																	
10.1	Explore impact of FH (Familial hypercholesterolemia) service in Surrey Heath and Farnham	Cyril Haessig, Surrey Heartlands	x												01/11/19	31/01/20	Green
10.2	Create a business case outlining the need for an FH (Familial hypercholesterolemia) service in Surrey	Cyril Haessig, Surrey Heartlands	x												31/01/20	01/04/20	Green

Rachel Gill: Project 4 - Promote bowel and cervical screening as a preventative health measure rather than purely for those at high risk

MILESTONE 11: Understand the challenges to uptake and develop a survey-wide response

11.1	Agree project 4 KPIs and review milestones	Rachel Gill, SCC	x								19/11/19	31/12/19	Green
11.2	Undertake an evidence review to explore barriers/attitudes to cervical screening	Rachel Gill, SCC		x							01/01/20	01/03/20	Green
11.3	Design a local survey and focus group work to test national evidence and explore barriers/attitudes with local residents	Rachel Gill, SCC	x								01/03/20	01/04/20	Green
11.4	Use evidence from review and survey/focus group work to inform future bids through the Sussex and Surrey Cancer Alliance for local initiatives to increase uptake of cancer screening	Chrissie Clayton, Surrey Heartlands		x							01/03/20	01/04/20	Green
11.5	Develop a robust evaluation framework for cancer screening programmes, including inequalities of access	Negin Sarafraz-Shekary, SCC	x								01/03/20	01/04/20	Green
11.5	Develop a multi-stakeholder action plan through the Surrey Cancer Screening Forum to improve uptake of cancer screening, focusing initially on the cervical screening programme	Chrissie Clayton, Surrey Heartlands	x								01/03/20	01/04/20	Green

Rachel Gill: Project 5 - Targeted engagement with key geographies and groups to improve understanding and uptake of childhood immunisations

MILESTONE 12: Scoping Coverage of immunisations and opportunities to address gaps

12.1	Agree project 5 KPIs and review milestones	Rachel Gill, SCC		x							19/11/19	31/12/19	Green
12.2	Undertake an evidence review to explore barriers/attitudes to immunisations	Rachel Gill, SCC	x								01/09/19	01/10/19	Complete
12.3	Design a local survey and focus group work to test national evidence and explore barriers/attitudes with local residents and health professionals	Rachel Gill, SCC	x								01/09/19	01/01/20	Green
12.4	Hold a 'Call to Action' Workshop for front line staff to raise awareness and develop a multi-stakeholder action plan to increase uptake of childhood immunisations (0-5 year olds)	Rachel Gill, SCC		x							01/02/20	01/03/20	Green
12.5	Hold a 'Call to Action' Workshop for front line staff to raise awareness and develop a multi-stakeholder action plan to increase uptake of school based immunisations (5-19 year olds)	Rachel Gill, SCC		x							01/09/20	01/12/20	Green
12.6	Review of PCN data to identify gaps in MMR uptake in Surrey Heath	Nicola Airey, Surrey Heath	x								01/09/20	01/12/20	Green

Gail Hughes: Project 8 - Making Every Contact Count

MILESTONE 13: Delivery of MECC Programme (2018-20)

13.1	Agree project 3 KPIs and review milestones	Gail Hughes, SCC		x							19/11/19	31/12/19	Green
13.2	Delivery and promotion of Level 2 MECC training to workforce (phase 1)	Gail Hughes, SCC							x		01/03/19	31/03/20	Green
13.3	Delivery and promotion of Level 2 MECC training to workforce via train the trainers (phase 2)	Gail Hughes, SCC							x		31/03/20	31/03/21	Green
13.4	Delivery and promotion of MECC Train the Trainer (TtT) Programme	Gail Hughes, SCC							x		01/10/19	01/04/20	Green
13.5	Development of ongoing support mechanism and Community of Practice for TtTs and establish peer support network	Gail Hughes, SCC							x		01/01/20	01/04/21	Green
13.6	Review of organisational plans for the roll-out of MECC by Train the Trainers and retarget approaches where necessary, including whether the alcohol IBA is delivered routinely	Gail Hughes, SCC							x		01/01/20	01/04/20	Green
13.7	Produce full evaluation of MECC Programme with Surrey University	Gail Hughes, SCC							x		01/01/20	01/04/20	Green

Page 41

MILESTONE 14: Incorporate MECC approaches into the domestic abuse 'Change that Lasts' agenda

14.1	Integrate MECC training, principles and philosophies into existing DA outreach services; embedding these into Surrey's new DA outreach service provider during mobilisation period	Gail Hughes, SCC and Charisse Monero, SCC									01/11/19	01/04/20	Green
14.2	Deliver MECC training to Community Ambassadors	Gail Hughes, SCC and Louise Gibbins, SCC							x		14/10/19	01/04/20	Green
14.3	Develop DA-focused MECC training to be delivered by MECC TtTs specifically targeted at DA workforce, maternity services, and other high risk groups	Gail Hughes, SCC							x		01/04/20	01/06/20	Green

MILESTONE 15: Workforce development - Increase awareness, knowledge, skills and delivery of MECC and alcohol IBA across the system

15.1	Input into consultation and user research on development of new national MECC e-learning, commissioned by Health Education England	Gail Hughes, SCC							x		01/11/19	01/02/20	Green
15.2	Promote new national MECC e-learning programme to partners / frontline staff	Gail Hughes, SCC								x	01/03/20	30/06/20	Green

MILESTONE 16: Incorporate MECC and alcohol IBA into diabetes and other NHS & non-NHS pathways

18.1	Develop joint work plan with Diabetes Leads to embed MECC within diabetes pathways (i.e. via diabetes champions, and diabetes programme board)	Gail Hughes, SCC and Jason Ralphs, SCC							x		01/11/19	01/10/20	Green
18.2	Review milestones to incorporate delivery of joint diabetes work plan	Gail Hughes, SCC and Jason Ralphs, SCC							x		01/10/20	31/12/20	Green
18.3	Identify opportunities and settings to embed MECC and alcohol IBA into pathways and systems (i.e. DA outreach services, social care, job centres, housing services, education establishments, leisure centres, voluntary orgs). Work in partnership to establish this. SEE SUBSTANCE MISUSE SECTION	Gail Hughes, SCC							x		01/11/19	01/04/20	Green

MILESTONE 17: Develop reciprocal pathways between screening and preventative health behaviour services, and embed MECC at all key stages of the patient pathways

17.1	Develop a plan for embedding MECC into screening programmes and pathways. Work with Screening Leads to implement this.	Gail Hughes, SCC and Sarah Tomkinson, Public Health England and NHS England South East							x		30/10/19	30/06/20	Green
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MILESTONE 18: Implement MECC and the preventative offer across the wider frontline workforce (communities for example)

18.1	Develop proposal and business case to continue roll out of MECC inc TtT Programme	Gail Hughes, SCC									01/11/19	01/01/20	Green
18.2	Explore and agree approach to extend of existing MECC programme into communities, linking with Community Development System Capability Strategy (development of preventative volunteer workforce)	Gail Hughes, SCC and Rebecca Brooker, SCC							x		01/01/20	01/05/20	Green
18.3	Create a sustainability plan for MECC inc setting up communities of practice, delivery of MECC training by PH TtTs and bank staff, and establishing a buddy system for MECC TtTs post March	Gail Hughes, SCC							x		01/11/19	01/02/20	Green

Focus Area 4: Promoting prevention to decrease incidence of serious conditions and diseases

Ref	Activity	Accountability	Dependencies									Start date	Refer to definitions on guidance tab	
			Internal to workstream	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Community development		End date	RAG

Charisse Monero, SCC: Project 1 - DA Transformation programme set up and governance

MILESTONE 1: Establish Membership and Objectives of DA partnership

1.1	Produce DA Catalyst Paper and Design Programme	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
1.2	Present draft Objectives extraordinary meeting of CSB and H&WB boards	Charisse Monero, SCC						x				01/09/19	31/12/19	Green
1.3	Establish one DA Executive Steering Group, ToR and forward plan	Charisse Monero, SCC						x				01/09/19	31/12/19	Green
1.4	Finalise and agree outcomes, KPIs and milestones	Charisse Monero, SCC		x								01/09/19	31/12/19	Green

MILESTONE 2: Establish metrics

2.1	Rapid research and data to inform Surrey DA needs assessment/ service gaps	Charisse Monero, SCC								x		01/09/19	31/12/19	Green
2.2	Establish metric and baseline for measurement	Charisse Monero, SCC								x		01/09/19	31/12/19	Green
2.3	Agree key metrics for agreement with the DA steering group	Charisse Monero, SCC								x		01/09/19	31/12/19	Green

Charisse Monero, SCC: Project 2 - DA Prototype Design & Development

MILESTONE 3: Multi-agency design

3.1	Design Development Workshops for Multiagency Design Teams	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
3.2	Identification of System Design Leads from across partnership & formation of Multiagency Design "Pods" for each DA prototype work stream	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
3.3	DA Inaugural Partnership Event	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
3.4	District & Borough analysis to determine location of DA prototype sites	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
3.5	Prioritisation of Domestic Abuse Prototype development workstreams (prioritising 5 key areas from the identified areas)	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
3.6	Scoping of each prototype model cross referencing against best practice evidence based models & local demographic needs assessment	Charisse Monero, SCC	x									01/09/19	31/12/19	Green

MILESTONE 4: Design Sprints

4.1	Set up detailed Design Sprints Timetable	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
4.2	Development of Business Case investment proposals for each DA prototype model	Charisse Monero, SCC	x									01/09/19	31/12/19	Green
4.3	Delivery of Multiagency Design Sprints –co designing each DA prototype model	Charisse Monero, SCC	x									01/12/19	31/03/20	Green
4.4	Delivery of Design Sprint Events –Prototype 1 to 6	Charisse Monero, SCC	x									16/12/19	13/03/20	Green
4.5	Develop specification for Evaluation Partner to evaluate prototype areas	Charisse Monero, SCC	x									13/03/20	31/03/20	Green
4.6	Agreed procurement model for commissioning DA prototypes	Charisse Monero, SCC	x									13/03/20	31/03/20	Green

Charisse Monero, SCC: Project 3 - Prototype Implementation & Mobilisation

MILESTONE 5: Prototype Implementation

5.1	Design evaluation framework for evaluation of prototype workstreams	Charisse Monero, SCC	x									13/03/20	31/03/20	Green
5.2	Develop framework for Ethnographic Research to form part of evaluation of Prototypes	Charisse Monero, SCC	x									13/03/20	31/03/20	Green
5.3	Market Engagement Events	Charisse Monero, SCC	x									31/03/20	30/04/20	Green

MILESTONE 6: Prototype Implementation

6.1	Prototype 1 Mobilisation: Early Intervention and Young People Approaches	Lead tbc	x									30/04/20	31/07/20	Green
6.2	Prototype 2 Mobilisation: Recovery and Coping	Lead tbc	x									30/04/20	31/07/20	Green
6.3	Prototype 3 Mobilisation: Young Offenders and Domestic Abuse	Lead tbc	x									30/04/20	31/07/20	Green
6.4	Prototype 4 Mobilisation: Rehabilitation Programmes	Lead tbc	x									30/04/20	31/07/20	Green
6.5	Prototype 5 Mobilisation: Couples affected by Situational Violence	Lead tbc	x									30/04/20	31/07/20	Green
6.6	Prototype 6 Mobilisation: Health Sector	Lead tbc	x									30/04/20	31/07/20	Green
6.7	Agree milestones and KPIs for each prototype	Charisse Monero, SCC		x								01/06/20	01/09/20	Green
6.8	Commence delivery and implementation of DA prototype models in each locality	Charisse Monero, SCC	x									31/07/20	31/08/20	Green
6.9	Commence evaluation programme of prototype work streams	Charisse Monero, SCC	x									31/07/20	31/08/20	Green
6.10	First draft evaluation	Charisse Monero, SCC	x									31/08/20	28/02/21	Green

Charisse Monero, SCC: Project 4 - Final Service Model

MILESTONE 7: Procure service

3.1	Procurement Process for full DA service	Charisse Monero, SCC	x									01/05/21	30/04/22	Green
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MILESTONE 8: Deliver service

3.3	New Model goes live	Charisse Monero, SCC	x									01/03/22	30/04/22	Green
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Workstream Programme 5 year plan															Refer to definitions on guidance tab		
Ref	Activity	Accountability	Dependencies										HWB Comms Plan	Start date	End date	RAG	
			Internal to workstream	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance	System Capability: community development						
Rachel Gill, SCC: Project 1 - To promote healthy, inclusive and safe places through planning policies/decisions																	
MILESTONE 1: Develop guidance to support health and local planning in Surrey																	
1.1	Finalise <i>Creating healthier built environments: strategic guidance for health and local planning in Surrey</i>	Rachel Gill, Public Health, SCC	x												01/08/19	31/12/09	Green
1.2	Launch the guidance at the first Health and Planning Forum meeting	Rachel Gill, Public Health, SCC	x												30/09/19	31/12/19	Green
1.3	Monitor/evaluate number of local authorities using the guidance	Rachel Gill, Public Health, SCC	x												31/12/2019	01/04/2020	Green
1.4	Develop technical air quality planning development guidance	Rachel Gill, Public Health, SCC/Surrey Air Alliance	x												01/04/2020	01/04/2021	Green
MILESTONE 2: Establish a Planning and Health Forum to improve collaborative working across planning and health and maximise opportunities for health to influence Local Plans and draw on available funds, such as the Community Infrastructure Levy																	
2.1	Write Terms of Reference for the Planning and Health Forum	Rachel Gill, Public Health, SCC									x				12/08/19	16/09/19	Complete
2.2	Set up the first meeting and send out invitations to health and planning colleagues	Rachel Gill, Public Health, SCC									x				16/09/19	30/09/19	Complete
2.3	Agree the ToR and set future dates for the Planning and Health Forum	Rachel Gill, Public Health, SCC									x				30/09/19	31/12/19	Green
2.4	Identify outcomes/process measures to monitor effectiveness of the Forum	Rachel Gill, Public Health, SCC					x								31/12/19	31/03/20	Green
MILESTONE 3: Embed Health Impact Assessment approach																	
3.1	Explore opportunities to embed Health Impact Assessment in planning process e.g. Environment Impact Assessment, Sustainability Appraisal and Strategic Environmental Assessment	Rachel Gill, Public Health, SCC	x												01/04/2020	31/03/2021	Green
3.2	HIA in council policies/strategies and commissioning process	Rachel Gill, Public Health, SCC	x												01/04/2020	01/10/2020	Green
MILESTONE 4: Engage in the Development Consent Order process for airport expansion application at Heathrow																	
4.1	Review and provide comments on the Preliminary Environment Information Report (PEIR)	Spatial Planning, SCC	x												18/06/19	18/09/19	Complete
4.2	Draft response for the statutory Airport Expansion consultation to be submitted in September 2019	Spatial Planning, SCC	x												01/08/19	18/09/19	Complete
4.3	Liaise with Heathrow Airport Holdings (HAL) to determine mitigation for airport expansion through bilateral subtopic meetings	Spatial Planning, SCC	x												Ongoing	31/12/20	Green
4.4	Work with Heathrow Strategic Planning Group (HSPG) to determine mitigation and develop a joint position	Spatial Planning, SCC	x												Ongoing	31/12/20	Green
4.5	Await Development Consent Order (DCO) submission in 2020	Spatial Planning, SCC	x													31/12/20	Green
MILESTONE 5: Engage in the Development Consent Order process for the airport expansion application at Gatwick																	
5.1	Respond to Gatwick's Statement of Community Consultation	Spatial Planning, SCC	x												TBC	31/12/20	Green
5.2	Liaise with other local authorities through the subtopic groups to determine mitigation and develop a joint position	Spatial Planning, SCC	x												TBC	30/06/20	Green
5.3	Respond to Gatwick's statutory consultation	Spatial Planning, SCC	x												TBC	31/12/20	Green
Rachel Gill, SCC: Project 2 - To promote healthy, inclusive and safe places through transport/highways policy, projects and operations																	
MILESTONE 6: Implement actions within Surrey Transport Plan that contribute to improved health and wellbeing																	
6.1	Develop Surrey County Council's on-street Electric Vehicle charging policy	Lyndon Mendes, Transport Policy, SCC	x												01/01/20	31/12/20	Green
6.2	Explore opportunities to incorporate emissions standards for council fleet vehicles within Surrey Greener Futures Strategy, as well as in procurement guidelines	Lyndon Mendes, Transport Policy, SCC	x												01/12/19	01/04/20	Green
6.3	Explore opportunities to review signal timings of traffic junctions in Air Quality Management Areas (and areas at risk of becoming AQMAs) as part of future major transport schemes	Lyndon Mendes, Transport Policy, SCC	x												01/01/20	ongoing	Green
6.4	Transport and Public health teams to jointly design/shape transport infrastructure proposals to embed health and wellbeing into transport schemes, including greener spaces	Lyndon Mendes and Rachel Gill	x												01/12/2019	01/04/2020	Green
6.5	Develop health prioritisation tool for transport schemes to prioritise schemes in relation to the Health and Wellbeing Strategy priorities	Lyndon Mendes and Rachel Gill	x												01/10/2019	01/12/2019	Green
Rachel Gill, SCC: Project 3 - People who live and work in Surrey have an increased awareness of the health impact of poor air quality and take action to improve air quality																	
MILESTONE 7: Deliver Schools Air Quality Programme (runs until July 2019) and Eco Schools																	
7.1	Complete delivery of the Schools Air Quality Programme 2018/19	Duncan Knox, Safer Travel Team, SCC	x												01/09/19	31/12/19	Green
7.2	Complete evaluation of the Schools Air Quality Programme 2018/19	Duncan Knox, Safer Travel Team, SCC	x												01/09/19	31/12/19	Green
7.3	Seven district/boroughs have signed up to continue the Schools Air Quality Programme into 2019/20, these include: Waverley, Woking, Mole Valley, Spelthorne, Runnymede, Surrey Heath and Guildford. Therefore the programme will continue to be delivered into 2019/20	Duncan Knox, Safer Travel Team, SCC	x												01/10/19	31/07/20	Green
7.4	Submit bid for DEFRA Air Quality Grant Fund 2019/20	Rachel Gill, SCC/Surrey Air Alliance	x												23/10/19	31/11/19	Complete
7.5	Submit bid for DEFRA Air Quality Grant Fund 2020/21	Rachel Gill, SCC/Surrey Air Alliance	x												01/10/20	31/11/21	Green
MILESTONE 8: Surrey wide communications campaign to raise awareness of the importance of good air quality																	
8.1	Work with communications colleagues to re-run the successful air quality comms campaign	Rachel Gill, Public Health, SCC	x												01/01/20	01/07/20	Green
8.2	Share communication messages with district/borough colleagues to support consistent messages across Surrey to support national Clean Air Day	Rachel Gill, Public Health/Surrey Air Alliance	x												01/03/20	01/07/20	Green
8.3	Develop air quality communications campaign element for the DEFRA Air Quality Grant Fund bid for 2020/21	Rachel Gill, Public Health/Surrey Air Alliance	x												01/10/19	31/12/19	Complete
Rachel Gill, SCC: Project 4 - People who live and work in Surrey have an increased awareness and take actions to support environmental sustainability																	
MILESTONE 9: Surrey's Greener Future Design Challenge/Call for Evidence																	
9.1	Deliver the Surrey's Greener Future Design Challenge: enable local communities to develop and test 10 prototypes in response to the declared Climate Emergency	Strategic Commissioning Team, SCC													01/07/19	31/12/19	Green
9.2	Incorporate the information received from residents and community groups through the call for evidence through the Greener Future's work to inform witness sessions with Surrey County Council members	Strategic Commissioning Team, SCC													01/07/19	31/12/19	Green
MILESTONE 10: Implement the Surrey Single Use Plastics Strategy																	
10.1	Support implementation of the Surrey Single Use Plastics Strategy, which is being taken forward through the Surrey Environment Partnership	Surrey Environment Partnership/ Joint Waste Solutions'													01/07/19	31/03/20	Green
MILESTONE 11: Surrey wide communications campaign to raise awareness of the importance of environmental sustainability																	
11.1	Develop messages for environmental sustainability and work with communications colleagues to promote key messages to local residents, aligning with Surrey Greener Futures	Rachel Gill, Public Health, SCC										x			01/07/19	01/04/20	Green
11.2	Add pages to the Healthy Surrey website to raise awareness of environmental sustainability and impacts on health	Rachel Gill, Public Health, SCC										x			01/09/19	01/04/20	Green
MILESTONE 12: Promotion of passenger transport services, including park & ride																	
13.1	Promotional campaign to highlight health benefits of switching private car journeys to public transport journeys (including linking with relocation work - discount on public transport)	Passenger Transport Projects Team, SCC											x		01/01/20	31/03/21	Green
Rachel Gill, SCC: Project 5 - Public Sector across Surrey embed environmental sustainability within their organisations																	
MILESTONE 13: Support local authorities across Surrey to embed sustainability																	
13.1	Working with Surrey University to take forward initial work to baseline carbon emissions across the council of Surrey, including specific work to benchmark Surrey County Council's emissions from own estate and operations	Strategic Commissioning Team, SCC	x												01/10/19	31/12/19	Green
13.2	Research the relevant strategies of SCC and partner organisations to determine whether our current commitments will achieve a carbon neutral future by 2050 and make recommendations about additional commitments that might be needed	Strategic Commissioning Team, SCC	x												01/10/19	31/12/19	Green
13.3	Working together strategically with Surrey Environment Partnership authorities on a strategy / action plan to reach a common sustainability aim	Surrey Environment Partnership/ Joint Waste Solutions'	x												01/12/19	31/12/19	Green
13.4	Work with partners to develop Surrey Greener Futures Strategy	Strategic Commissioning Team, SCC	x												01/07/19	31/12/19	Green
13.5	Deliver the Tree strategy and facilitate the planting of 1.2M trees by 2030 (100,000 per annum)	Environment Team, SCC	x												01/08/19	01/08/30	Green

MILESTONE 14: Support all NHS organisations across Surrey to have a Sustainable Development Management Plan approved by their Board													
14.1	Support NHS organisations to develop a SDMP through the Surrey Heartlands Sustainability Network	Rachel Gill, Public Health, SCC	x								01/01/20	01/01/21	Green
14.2	Provide workshops to raise awareness of sustainability and the importance of having a SDMP	Rachel Gill, Public Health, SCC	x								01/01/20	31/03/21	Green
14.3	Monitor the number of NHS organisations to develop a SDMP	Rachel Gill, Public Health, SCC	x								01/01/20	01/01/21	Green
Rachel Gill, SCC: Project 6 - Reduce death and injury on Surrey roads													
MILESTONE 15: Deliver the Drive SMART Road Safety Strategy 2019-2021													
15.1	Deliver the Drive SMART Road Safety Strategy 2019-2021	Duncan Knox, Road Safety & Active Travel Team, SCC	x								01/04/19	31/03/21	Green
Rachel Gill, SCC: Project 7 - Increase active travel across Surrey													
MILESTONE 16: Provide cycle training, pedestrian training and promotion of active travel to schools													
16.1	Develop a Sustainable School Transport Strategy	Duncan Knox, Safer Travel Team, SCC	x								01/09/19	01/01/20	Green
16.2	Implement the Sustainable School Transport Strategy	Duncan Knox, Safer Travel Team, SCC	x								01/01/20	01/01/21	Green
MILESTONE 17: Improving quality of walking, cycling, public transport and EV infrastructure in Surrey													
17.1	Identify prospective schemes that address known weaknesses or omissions in current walking, cycling and public transport infrastructure for inclusion in 'Transport Futures' long-listing exercise	Lyndon Mendes, Transport Policy, SCC	x								01/08/19	15/09/19	Green
17.2	Submit funding bids for prioritised major schemes that encompasses walking, cycling and passenger transport measures	Lyndon Mendes, Transport Policy, SCC	x								01/04/20	01/04/21	Green
17.3	Submit funding bid for a pilot of Electric Vehicle charge points on Surrey highways, to evaluate feasibility and viability of various technological and operational options	Lyndon Mendes, Transport Policy, SCC	x								01/09/19	01/04/20	Green
17.4	Explore opportunities to develop a Walking Strategy for Surrey, aligning with the Physical Activity Strategy being developed as part of Priority 2 of the Health and Wellbeing Strategy	Lyndon Mendes, Transport Policy, SCC	x								01/01/20	01/01/21	Green
17.5	Explore opportunities to develop Local Cycling & Walking Infrastructure Plans (LCWIPs) for priority locations in Surrey	Lyndon Mendes, Transport Policy, SCC	x								01/01/20	01/01/21	Green
Rachel Gill, SCC: Project 8 - Connect people with the natural environment													
MILESTONE 18: Promote health benefits of Surrey's countryside and green space, building on Explore Surrey													
18.1	Identify good practice and learning from initiatives that link countryside/green space and health	David Greenwood, SCC	x								01/01/20	31/05/20	Green
18.2	Collate and commission evidence base to understand people's use the countryside and the barriers to their participation	David Greenwood, SCC	x								01/01/20	31/12/20	Green
18.3	Identify opportunities to strengthen links between the countryside/green space and health sectors and activities	David Greenwood, SCC	x								01/03/20	31/07/20	Green
18.4	Develop an Action Plan to deliver future projects and campaigns that promote the health benefits of Surrey's countryside, including considering how to support under-represented groups accessing the countryside	David Greenwood, SCC							x		01/06/20	31/12/20	Green
18.5	Deliver a campaign to promote the health benefits of visits to the countryside and greenspace	David Greenwood, SCC								x	01/01/21	30/09/21	Green
MILESTONE 19: Make rights of way more useful/suited for every day journeys to work and school and encourage contact with the natural environment through the Rights of Way Improvement Plan (Countryside Access Team, SCC)													
19.1	Review Plans to ensure desired routes are flagged up as projects for funding through CIL/s106 /London Marathon Trust	Transport team and Countryside Access Team, Surrey Nature Partnership	x								01/04/20	TBC	Green
19.2	Employ Project Officer to review Plans and deliver these projects(Zero Hours Contract)	Countryside Access Team	x								01/04/20	TBC	Green
19.3	Seek funding to upgrade routes to make them suitable to all abilities	Countryside Access Team	x								01/10/19	ongoing	Green
19.4	Ensure suitable routes are promoted so people know where to they go and that they are suitable for all abilities	Countryside Access Team	x								01/10/19	ongoing	Green
Rachel Gill, SCC: Project 9 - Local residents and strategic partners understand the importance of seasonal health and wellbeing and undertake interventions to reduce the impact of hot/cold weather on health													
MILESTONE 20: Provide information and advice regarding seasonal health and wellbeing													
20.1	Public health to provide seasonal health information and advice to relevant organisations and partners to support effective action to protect the health of the local population, including messaging through the Healthy Surrey website	Rachel Gill, Public Health, SCC								x	01/08/2019	ongoing	Green
20.2	HWB Communications and Engagement Subgroup to co-ordinate and plan summer/winter 2020 campaigns	HWB Communication and Engagement Subgroup								x	01/08/2019	ongoing	Green
20.3	Work together and with communities to plan and prepare for potential emergencies through Surrey Prepared forum	Sarah Goodman, Community Projects Support Team, SCC									01/08/2019	ongoing	Green
Rachel Gill, SCC: Project 10 - Review environmental impacts on health and local priorities													
MILESTONE 21: Review local health protection/environment priorities and effective actions to address them													
21.1	Publish a health protection report to identify local health protection priorities and support effective action to protect the health of the local population	Rachel Gill, Public Health, SCC									01/10/2019	01/04/2020	Green
21.2	Develop an evidence base for environmental impacts on health	Rachel Gill, Public Health, SCC									01/10/2019	01/04/2020	Green
21.3	Review Terms of Reference for the Health Protection Forum to support environmental priorities being taken forward	Rachel Gill, Public Health, SCC									01/10/2019	01/04/2020	Green
21.5	Support development of the Social Progress Index, being taken forward as part of Priority 3 of the Health and Wellbeing Strategy	Rachel Gill, Public Health, SCC									01/08/2019	ongoing	Green

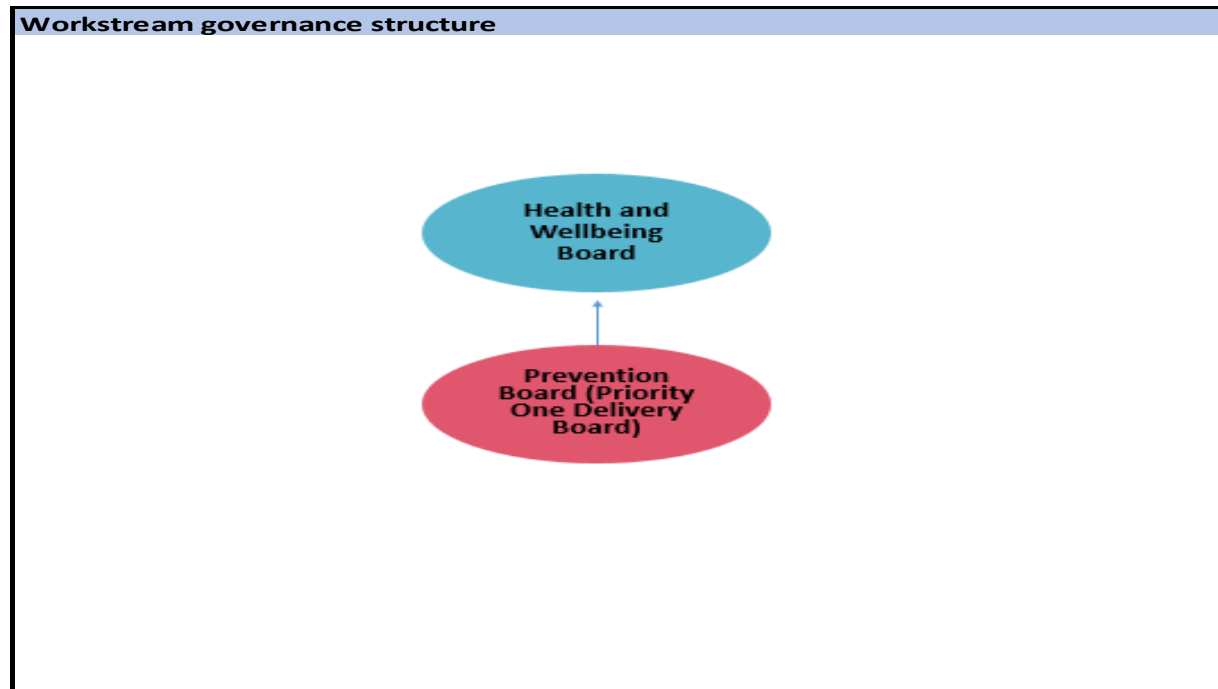
Focus Area 7: Helping people to live independently for as long as possible and to die well

Ref	Activity	Accountability	Dependencies										HWB Comms Plan	Refer to definitions on guidance tab		RAG				
			Internal to workstream	System Capability: Programme management	System Capability: Digital and technology	System Capability: Devolution and incentives	System Capability: Governance	System Capability: Workforce	System Capability: Intelligence	System Capability: Estates	System Capability: Community development	Start date		End date						
Debbie Hustings, Surrey Heartlands: Project 1 - Supporting carers																				
MILESTONE 1: Scoping and Mapping																				
1.1	Develop and agree a carer metric for Health and Wellbeing Strategy using the Zarit Burden Scale	Debbie Hustings, Surrey Heartlands															01/04/2019	01/04/2020	Green	
1.2	Agree KPIs for measuring performance	Debbie Hustings, Surrey Heartlands and John Bangs, SCC																01/04/2019	01/12/2019	Green
1.3	Confirm governance structure for Surrey Carers Commissioning Group and link to Prevention Board	Debbie Hustings, Surrey Heartlands and John Bangs, SCC							x									01/04/2019	01/12/2019	Complete
1.4	Identify and engage with Frimley carers leads	Debbie Hustings, Surrey Heartlands and John Bangs, SCC							x									01/10/2019	31/12/2019	Green
1.5	Co-produce priorities for priority one plans with the Surrey Carers Commissioning Group	Debbie Hustings, Surrey Heartlands and John Bangs, SCC																01/10/2019	01/08/2020	Green
1.6	Complete carers programme plan for priority one	Debbie Hustings, Surrey Heartlands and John Bangs, SCC																01/08/2020	01/09/2020	Green
MILESTONE 2: Supporting carers in the workplace																				
2.1	Develop working carers section of workplace charter	Debbie Hustings, SyH and Lucy Gate, SCC																01/06/2019	01/05/2020	Green
2.2	Map recommendations from Surrey Working Carers survey into HWBS programme plan	Debbie Hustings, Surrey Heartlands																01/10/2019	01/05/2020	Green
MILESTONE 3: Develop carer supportive communities																				
3.1	Explore MECC training for carers	Gail Hughes, SCC																01/10/2019	01/05/2020	Green
3.2	Explore social prescribing offer to carers	Rebecca Brooker, SCC																01/10/2019	01/05/2020	Green
3.3	Develop carers MoU, governance and action plans in all Surrey District and Borough Councils	Jamie Gault, Action for Carers and Debbie Hustings, SyH																01/04/2019	01/04/2020	Green
3.4	Develop carers MoU, governance and action plans across Surrey County Council	Jamie Gault, Action for Carers and John Bangs, SCC																01/04/2019	01/04/2020	Green
3.5	Develop carers MoU, governance and action plans in all Surrey Police	Jamie Gault, Action for Carers and Surrey Police lead (tbc)																01/04/2019	01/04/2020	Green
3.6	Develop carers MoU, governance and action plans in all Surrey Fire and Rescue	Jamie Gault, Action for Carers and Fire and Rescue Lead (tbc)																01/04/2019	01/04/2020	Green
MILESTONE 4: Supporting carers through Surrey providers																				
4.1	Tier 1 established providers implement their carer plans	Debbie Hustings and Ron Critcher, SyH																01/04/2019	01/04/2020	Green
4.2	Tier 2: Start-ups develop a carer strategy	Debbie Hustings and Ron Critcher, SyH																01/06/2019	01/04/2020	Green
4.3	Tier 2: Start-ups complete implementation of their carer strategy	Debbie Hustings and Ron Critcher, SyH																01/06/2019	01/04/2020	Green
4.4	Carer KPI included in all Surrey contracts	Debbie Hustings, SyH and Heads of Contracts																01/07/2019	01/10/2019	Green
4.5	All Surrey hospitals complete implementation their carer plans	Debbie Hustings, SyH and Heads of Contracts																01/10/2019	01/04/2020	Green
4.6	Run pilot on social prescribing - PCN to host a carer support worker	PCN Lead (TBC)																tbc	tbc	Green
4.7	Develop carer quality marker in secondary care	Debbie Hustings and Ron Critcher, SyH with NHS England																tbc	tbc	Green
MILESTONE 5: Developing an offer to young carers																				
5.1	Young Carers/Young Adult Carers Event	Debbie Hustings and Livy Shaw (G&W CCG)																01/10/2019	31/10/2019	Complete
5.2	Work with stakeholder to develop understanding of young carers' needs	Debbie Hustings and Livy Shaw (G&W CCG)																01/10/2019	28/02/2019	Green
5.3	Co-produce priorities for young carers	Debbie Hustings and Livy Shaw (G&W CCG)																01/10/2019	28/02/2019	Green
5.4	Refresh Surrey Young Carers/Young Adult Carers Strategy	Debbie Hustings and Livy Shaw (G&W CCG)																31/12/2019	01/04/2020	Green
5.5	Pilot between CCGs/School Nursing Service/SYCS and School young carers champions to improve young carer registration.	Debbie Hustings and Livy Shaw (G&W CCG)																01/10/2019	01/04/2020	Green
5.6	Map recommendations for young carers into HWBS programme plan	Debbie Hustings and Livy Shaw (G&W CCG)																tbc	tbc	Green
Chris Tune, SCC: Project 2 - Aligning the Better Care Fund to the Health and Wellbeing Strategy																				
MILESTONE 6: 2019/20 BCF plan implementation																				
6.1	Agree KPIs for measuring performance	Chris Tune																01/11/2019	31/12/2019	Green
6.2	Implement agreed High Impact Change Model action plans	Local A&E Delivery Boards and Local Joint Commissioning Groups																01/10/2019	01/03/2020	Green
6.3	Alignment of Technology Enabled Care offer with BCF plan	Tim Cowles																01/10/2019	01/06/2020	Green
6.4	Pilot top slice innovation fund to align to Health and Wellbeing Strategy priorities	Anna Bruin																01/10/2019	01/03/2020	Green
MILESTONE 7: Future planning																				
7.1	Agree 'at scale'/'at place' commissioning	Chris Tune and Local Joint Commissioning Groups																01/04/2020	01/03/2021	Green
7.2	Agree Better Care Fund four-year plan including evaluation of existing schemes	Chris Tune																01/04/2020	01/03/2021	Green
Toni Carney, SCC: Project 3 - Developing a Technology enabled care offer in Surrey																				
MILESTONE 8: Governance																				
8.1	Agree governance via the Prevention Board	Toni Carney and Tim Cowles, SCC																01/10/2019	31/01/2020	Green
8.2	Agree KPIs for measuring performance	Toni Carney and Tim Cowles, SCC																01/10/2019	31/01/2020	Green
8.3	Confirm full programme plan	Toni Carney and Tim Cowles, SCC																01/10/2019	31/01/2020	Green
8.4	Link to Priority Two to explore actions to use TEC to enable independence for people to maintain social connections	Toni Carney and Tim Cowles, SCC																01/10/2019	31/01/2020	Green
MILESTONE 9: Market engagement																				
9.1	Market engagement event for TEC	Tim Cowles, SCC																01/05/2019	01/10/2019	Complete
9.2	Engagement with key partners to explore what's worked	Tim Cowles, SCC																01/10/2019	28/02/2020	Green
9.3	Bring together TEC workstreams with SyH and Frimley	Toni Carney, SCC, Giles Mahoney, SyH and Chris Tune, SCC																01/10/2019	31/01/2019	Green
9.4	Agree programme plan for digital system capability	Toni Carney, SCC, Giles Mahoney, SyH and Chris Tune, SCC																31/01/2019	31/03/2020	Green
MILESTONE 10: TEC procurement																				
10.1	Paper for collaborate on tender exercise for TEC	Toni Carney and Tim Cowles, SCC																01/10/2019	31/01/19	Green
10.2	Paper for Committees in Common for approval of tender exercise	Toni Carney and Tim Cowles, SCC																01/10/2019	28/02/20	Green
Amy Howard, SCC: Project 4 - Developing a reablement framework for Surrey and integrating intermediate care																				
MILESTONE 11: Governance																				
11.1	Agree governance via the Prevention Board	Amy Howard, SCC																01/10/2019	31/01/2019	Green
11.2	Agree KPIs for measuring performance	Amy Howard, SCC																01/10/2019	31/01/2019	Green
11.3	Confirm full programme plan	Amy Howard, SCC																01/10/2019	31/01/2019	Green
MILESTONE 12: Developing a reablement framework																				
12.1	SCC and SyH scope existing reablement offer	Amy Howard, SCC																01/10/2019	01/03/2020	Green
12.2	SCC and SyH explores gaps and interfaces between reablement services	Amy Howard, SCC																01/10/2019	01/03/2020	Green
12.3	SCC launch refreshed reablement framework	Amy Howard, SCC																01/03/2020	01/04/2020	Green
MILESTONE 13: Develop a Surrey integrated intermediate care service																				
13.1	Evaluation of impact of reablement framework on integrated models of care	Amy Howard, SCC																01/04/2020	01/06/2020	Green
13.2	Explore opportunities and agree milestones for districts and boroughs in integrating intermediate care services	Amy Howard, SCC																01/04/2020	01/06/2020	Green
13.3	Roundtable meeting between reablement and rapid response provider leadership to explore impact of framework	Amy Howard, SCC																01/04/2020	01/06/2020	Green
13.4	Agree local milestones for each area to integrate intermediate care services	Amy Howard, SCC																01/06/2020	01/08/2020	Green
Charlotte Canniff, North West Surrey CCG: Project 5 - Improving End of Life Care in Surrey																				
MILESTONE 14: Scoping and mapping																				
14.1	Hold initial stakeholder roundtable event to agree priorities	Dr Charlotte Canniff, North West Surrey CCG																01/05/2019	31/10/2019	Complete
14.2	Mapping work to identify appropriate delivery levels (PCN, ICP, ICS, Surrey wide, Surrey+) to provide opportunities for Surrey wide working	Dr Charlotte Canniff, North West Surrey CCG																31/10/2019	28/02/2020	Green
14.3	Hold local conversations with key partners	Dr Charlotte Canniff, North West Surrey CCG																31/10/2019	28/02/2020	Green

MILESTONE 15: Partnership governance													
15.1	Confirm programme lead and other key roles	Dr Charlotte Canniff, North West Surrey CCG		x							31/10/2019	31/12/2019	Green
15.2	Confirm governance for EoL Care	Dr Charlotte Canniff, North West Surrey CCG				x					31/10/2019	31/12/2019	Green
15.3	Agree outcome metrics and KPIs	Dr Charlotte Canniff, North West Surrey CCG						x			31/10/2019	31/12/2019	Green
15.4	Agree representation on the P1 delivery board	Dr Charlotte Canniff, North West Surrey CCG				x					31/10/2019	31/12/2019	Green
MILESTONE 16: Communications and engagement													
16.1	Identify key stakeholders including district and borough councils	Dr Sian Jones, Guildford and Waverley CCG								x	31/10/2019	31/01/2020	Green
16.2	Develop comms plan and activity for Dying Matters week in May 2020	Dr Sian Jones, Guildford and Waverley CCG								x	31/10/2019	31/01/2020	Green
16.3	Explore link to carers	Chris Tune, SCC	x								31/10/2019	30/11/2019	Green
16.4	Provide opportunities for co-production of action plan with communities/VCFs	Dr Sian Jones, Guildford and Waverley CCG and Dr Charlotte Canniff, North West Surrey CCG	x								31/10/2019	28/02/2020	Green
16.5	Agree actions for EoLC programme plan on the use of home adaptations to improve outcomes	Chris Tune, SCC and Mary Oduleye, SCC	x								31/10/2019	28/02/2020	Green
16.6	Agree activity through the HWB comms groups	Dr Sian Jones, Guildford and Waverley CCG and Amy Morgan, SCC								x	31/10/2019	31/01/2020	Green
MILESTONE 17: Out of hours and crisis response													
17.1	To identify deep dive and model pathway, building on existing work carried out by Jennifer Green	Dr Simon Williams, Surrey Downs CCG	x								31/10/2019	28/02/2020	Green
17.2	Identify solutions for programme plan	Dr Simon Williams, Surrey Downs CCG			x						31/10/2019	28/02/2020	Green
MILESTONE 18: Develop workforce													
18.1	Mapping non-professional workforce offer and considering the implication of professional workforce capacity pressures on non-professional workforce	Nicki Shaw	x								31/10/2019	28/02/2020	Green
18.2	Identify solutions for programme plan	Nicki Shaw			x						31/10/2019	28/02/2020	Green
MILESTONE 19: Develop and agree activity													
19.1	2nd roundtable event to develop detailed programme plan	Chris Tune, SCC and Dr Charlotte Canniff, North West Surrey CCG	x								01/02/2020	01/03/2020	Green
19.2	Complete programme plan	Chris Tune, SCC and Dr Charlotte Canniff, North West Surrey CCG			x						28/02/2020	31/03/2020	Green
MILESTONE 20: End of Life Training for all carers													
20.1	Develop new resources for all carers on End of Life Care	Debbie Hustings, Surrey Heartlands	x								01/10/2019	01/10/2020	Green
20.2	Roll out a Surrey-wide training package for carers on EoLC	Debbie Hustings, Surrey Heartlands	x								01/10/2019	01/10/2021	Green
Lead TBC: Project 6 - Housing adaptations													
MILESTONE 21: Scoping and Mapping													
21.1	Engage with key leads to develop understanding of existing activity and challenges	Jeremy Taylor, SCC and Amy Morgan, SCC	x								17/07/2019	01/03/2020	Green
21.2	Engage with Adaptations and Equipment Steering Group to explore key priorities	Jeremy Taylor, SCC and Liz Uliasz, SCC	x								17/07/2019	31/12/2019	Green
21.3	Surrey Next discussion on which chief executive leads on this area	Katie Jackson, RBBC and Liz Uliasz, SCC				x					31/12/2019	31/03/2020	Green
21.4	Roundtable meeting with senior leaders across health, districts and county on developing a whole of life adaptations service and recycling	Katie Jackson, RBBC and Liz Uliasz, SCC				x					31/12/2019	31/03/2020	Green
21.5	Develop governance, key leads, confirm metrics (KPIs) and reporting	Jeremy Taylor, SCC and Liz Uliasz, RBBC			x			x		x	31/12/2019	01/08/2020	Green
MILESTONE 22: Improving hospital discharge													
22.1	Clarify links to development of reablement framework, and opportunities to identify how and what adaptations are required to do this	Amy Howard, SCC		x							01/10/2019	01/03/2020	Green
22.2	Develop an integrated hospital discharge model with Guildford and Waverley ICP and PCNs	Linda Arnell, GBC		x							01/10/2019	01/10/2020	Green
22.3	Develop an integrated hospital discharge model with North West Surrey ICP and PCNs	Julie Meme, WBC		x							01/10/2019	01/10/2020	Green
22.4	Create an automatic update to consistently map current protocols and approaches across Surrey	Katie Jackson, RBBC and Liz Uliasz, SCC	x								31/12/2019	31/03/2020	Green
22.5	Explore role of district and borough councils in hospital discharge approach for Frimley	Lead tbc		x							31/12/2019	31/03/2020	Green
22.6	Share partnership approach with the prevention board, highlighting key barriers and challenges	Julie Meme, WBC		x							01/10/2020	31/12/2020	Green
22.7	Discuss hospital discharge approaches with East Surrey LJCG and Surrey Downs LJCG, identifying options for delivery	Katie Jackson, RBBC and other leads tbc	x								01/10/2020	28/02/2021	Green
MILESTONE 23: Clarifying financial and legal position													
23.1	Conversation with finance leads with each borough and county about joint and consistent approach to the use of funds for adaptations community equipment	Will House, SCC	x								31/12/2019	01/06/2020	Green
23.2	Agree consistent approach to DFG finance	Will House, SCC	x								01/06/2020	01/07/2020	Green
23.3	Review effectiveness of approach	Will House, SCC	x								31/12/2020	31/01/2021	Green

Workstream Risk Register

Ref.	Risk description	Likelihood (1-5)	Description of consequence	Consequence (1-5)	Risk score (1-25)	Mitigations	Risk owner	Who was risk identified by (individual / group)	Date identified	Status	Any changes to risk	Date closed
FA7 Project 6	There is no project lead identified for the adaptations project	5	This project is focused on adaptations for hospital discharge needs a lead who can work across districts and boroughs and other key partners to lead activity	5	25		Amy Morgan, SCC	Amy Morgan, SCC and Jeremy Taylor, SCC	19/11/19	Open		
FA3 Project 1	There is no project lead identified for the fuel poverty project	5	This project is focused on tackling fuel poverty through targeting vulnerable groups and developing an offer for those in crisis. It requires a lead who can work across districts and boroughs and other key partners to lead activity	5	25		Amy Morgan, SCC	Amy Morgan, SCC	19/11/19	Open		
FA3 Project 2	There is no project lead identified for the rough sleeping project	5	This project is focused on ending rough sleeping in Surrey. It requires a lead who can work across districts and boroughs and other key partners to lead activity	5	25		Amy Morgan, SCC	Amy Morgan, SCC	19/11/19	Open		
FA3 Project 4	There is no project lead identified for the hoarding project	5	This project is focused on supporting people who hoard in Surrey. It requires a lead who can work across districts and boroughs and other key partners to lead activity.	5	25		Amy Morgan, SCC	Amy Morgan, SCC	19/11/19	Open		
ALL	There are no KPIs for any projects	5	We are unable to demonstrate progress without clear KPIs for prevention. These do not need to cover all projects within the priority one programme, but do need to capture the essence of delivery.	5	25	We have built in milestones to review activity and identify key KPIs by the end of December	Amy Morgan, SCC	Amy Morgan, SCC	19/11/19	Open		



Name of group:		Prevention and WDH Programme Board	
Frequency of meetings:		Monthly	
Link to terms of reference on SharePoint (if			
Name	Role(s)	Organisation	Role on group
Ruth Hutchinson	Acting Director of Public Health	SCC	SRO
Rod Brown	Head of Housing and Communities	Epsom and Ewell District Council	Priority One Sponsor
David Fluck	Medical Director	Ashford and St Peter's	Clinical Lead
Jonathan Perkins	Lay Member		Lay Member
Justine Chatfield	Head of Communities	Reigate and Banstead	
Darren Williams	Head of Community Services	Runnymede Borough Council	
Sian Jones	Clinical Chair	Guildford and Waverley CCG	Clinical Lead
Helen Barnsley	Public Health Coordinator	Guildford Borough Council	
Lucy Gate	Public Health Principal	SCC PH	
Amy Morgan	Policy and Programme Manager	SCC PH	Programme Manager Priority One
Debbie Hustings	Partnership Manager	Surrey Heartlands	Carers Lead
Christine Clayton	Cancer workstream Lead	Surrey Heartlands	
Julia Chase	GP and Mental Health Clinical	Surrey Heartlands	
Michelle Bradley			
Yvette Robbins	Lay Member	East Surrey CCG	
Lorna Hart	Deputy Director Urgent Care and	Surrey Downs CCG	
Michael Baker	Consultant in Public Health	PHE	
Campbell Livingstone	Director	Active Surrey	
Tracey Fossaluzza	Diabetes Programme Manager	Surrey Heartlands	Diabetes Lead
Anna Bruin	Partnerships Manager	East Surrey CCG	
Ruth Colburn-Jackson	Director of Delivery &	NEHF CCG	
Nicola Airey	Director of Planning & Delivery	Surrey Heath CCG	
Sarah Robson	Deputy Director of Partnerships	Central Sussex and East Surrey Commissioning Alliance	
Rebecca Brooker	Communities and Prevention Lead	Surrey County Council	

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Helen Barnsley	Public Health Coordinator	Guildford Borough Council	
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