

HEALTH AND WELL-BEING BOARD 24 SEPTEMBER 2019

REVISED HEALTH AND WELL-BEING BOARD TERMS OF REFERENCE AND BOARD WORKING ARRANGEMENTS.

Board Sponsor

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Author

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Item for Decision, Consideration or Information

Decision

Recommendation

1. The Health and Well-being Board is asked to:
 - a) Consider and agree the refreshed Terms of Reference,
 - b) Consider the proposed revisions to the membership and agree to invite any new members as set out in the report to join the Board.
 - c) Note that the agreed revised ToR will have to be presented at a full Worcestershire County Council meeting for ratification if required.
 - d) Consider and agree the changes to the stakeholder events and the private development sessions.

Background

2. The Board's Terms of Reference (ToR), have not been updated since January 2014 and some changes in emphasis of the Board's work, reorganisation of the CCG, the implementation of the Integrated Care System (ICS) and revisions to key sub groups, now warrants some amendments to be made. A refreshed Draft ToR is attached as well as the current ToR. The Board has had an initial consideration of potential changes in its private development session on 30 April 2019 and account has been taken of comments and suggestions made. Proposals are made below in relation the various points for discussion.

Key issues for consideration and agreement

3. **NHS representation:** The original balance of Board membership voting rights (a ratio of 7:7, Local Authority: NHS) has altered, primarily due to changes in the number of CCG representatives in attendance because of CCG reorganisation. There is no legal requirement for there to be a voting balance, but there is a consensus view that this should remain in place. To achieve this balance it is proposed that under the new the CCG organisational arrangements,

Board representation is made up of the CCG Accountable Officer, the CCG Chair and three Worcestershire CCG locality lead GP's.

4. The statutory role of the NHSE/I (a nomination from the then Commissioning Board) is limited to being consulted on certain key proposals such as the development of the strategy and preparation of JSNA's. NHSE/I will remain a voting member of the Board.

5. Additionally, considering the significance of the developing Integrated Care System, the NHS 5 year Forward plan and Long-Term Plan and the requirement to strengthen partnership working particularly around the prevention agenda, it is proposed the Worcestershire Acute NHS Trust and the Worcestershire Health and Care NHS Trust are invited to join the Board as non-voting members.

6. **Local Authority representation:** The three WCC statutory directors for adults, children and young people and Public Health, as well as the 3 cabinet members with responsibility for these areas continue to be voting Members. This results in a balanced Local Authority:NHS voting membership of 6:6.

7. The District Councils (DC) continue to be represented by 2 portfolio Members for the north and south of the County. There has also been the interim appointment of a co-opted member to represent the District Local Housing Authorities (the current Chair of the Strategic Housing Partnership), to lead the Board's increasingly significant oversight of strategic housing work, through the MoU on health and housing and the Homelessness Health Charter. It is proposed that this appointment is now confirmed as a permanent non-voting member.

8. The Chair of Healthwatch would remain as a voting member and represent the independent voice of the consumer.

9. **Sub Groups:** These have changed over time and no longer include the Health and Social Care strategic partnership group, the joint commissioning executive or the Children's Trust executive group. One new sub group, the Children's Strategic Partnership has been added in the light of changes to the Children's Trust arrangements, and ICEOG as it is required to report to the Board. Appendix A has been updated to include as necessary the sub group membership, their purpose and proposed reporting cycles.

10. The Voluntary sector is strongly represented on all of the Board subgroups and plays a significant role in these and contributes to the Board's strategic plans and the stakeholder events that influence the Board's work.

11. Other partnership groups who deal with health and well-being matters also report to the Board annually, for example Safeguarding Adults Board, the Children's Safeguarding Partnership and the Substance Misuse Oversight Group.

12. **Private Board Development sessions:** Previously the Board has had a total of 7 development sessions set aside throughout the year to consider specific issues and topics in private. These have sometimes been cancelled and take up of these can be limited. It is proposed that this is revised so that there are 3

sessions per year, in-between Board meetings, to be fully utilised to consider local issues including those arising from the ICS developments and Better Care Fund planning.

13. **Stakeholder Events:** The Board has run stakeholder events, primarily in relation to the development of its strategy and focusing on its three key priorities. There have also been subject specific workshops on priority topics including, Adverse Childhood Experiences, integrated wellness and suicide prevention. It is proposed that there should be one annual stakeholder event, focusing in depth on one of the three HWBS priorities, with other related events taking place as required. From April 2020 stakeholder events will be arranged to shape the next Health and Wellbeing Strategy for 2021 onwards.

14. The final review of the Terms of Reference may require confirmation by the full Worcestershire County Council.

Contact Points

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Supporting Information

- Proposed Terms of Reference
- List of Sub Groups - Appendix A to the Terms of Reference
- Current Terms of Reference and Sub Groups

Background Papers

N/A