

Name of meeting: Corporate Governance & Audit (CGA) and Council

Date: 20 April 2018 (CGA) & 23 May 2018 (Council)

Title of report: Proposed revisions to the terms of reference for the Health & Wellbeing Board

Purpose of report: The purpose of this report is to seek approval to the proposed amendments to the Terms of Reference for the Health and Wellbeing Board.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	Not applicable
The Decision - Is it eligible for call in by Scrutiny?	No
Date signed off by <u>Strategic Director</u> & name	Richard Parry - 11 April 2018
Is it also signed off by the Service Director for Finance IT and Transactional Services?	
Is it also signed off by the Service Director for Legal Governance and Commissioning Support?	Julie Muscroft - 11 April 2018
Cabinet member portfolio	Give name of Portfolio Holder

Electoral wards affected: N/A

Ward councillors consulted: N/A

Public or private: Public

1. Summary

The purpose of this report is to seek approval to the proposed amendments to the Terms of Reference for the Health and Wellbeing Board.

In accordance with The Local Authority (Public Health, Health and Wellbeing boards and Health Scrutiny) Regulations 2013, if the Council wishes to alter the voting rights and membership of the Health and Wellbeing Board, the Board must first be consulted on any proposed amendments.

On the 22 March 2018 the Health and Wellbeing Board, considered and approved the amendments to the terms of reference.

The proposed revision to the Terms of Reference (TOR) (see attached) aims to:

- Clarify the role, purpose and reflect the full range of the Board's responsibilities
- Improve understanding of the purpose and role of other boards and organisations
- Build constructive relationships across these bodies

In addition, changes to the management structure at Greater Huddersfield and North Kirklees CCGs which now has one Chief Officer and Lay Member representing both organisations has also been reflected in the TOR. This has implications for voting as they would hold a vote for each CCG. The Health and Social Care Act states at s.194 (7) that:

'A person may, with the agreement of the Health and Wellbeing Board, represent more than one clinical commissioning group on the Board'

The text in red denotes the proposed revisions to the terms of reference.

2. Information required to take a decision

The information is contained within the report.

3. Implications for the Council

3.1 Early Intervention and Prevention (EIP)

None.

3.2 Economic Resilience (ER)

None.

3.3 Improving Outcomes for Children

None.

3.4 Reducing demand for services

None.

3.5 Other (eg Legal/Financial or Human Resources)

None.

4. Consultees and their opinions

The Health and Wellbeing Board agreed the revisions at its meeting on the 22 March 2018.

5. Next steps

Following consideration by Corporate Governance and Audit Committee on the 20 April 2018, the report will progress to Annual Council on 23 May 2018 for ratification.

6. Officer recommendations and reasons

That the revised Terms of Reference of the Health and Wellbeing Board be approved and recommended by CGA for approval by the Council.

7. Cabinet portfolio holder's recommendations

Not Applicable

8. **Contact officer**

Phil Longworth, Health Policy Officer Tel: 01484 221000
Jenny Bryce-Chan, Governance Officer Tel: 01484 221000

9. **Background Papers and History of Decisions**

Revisions to the Terms of Reference were last made in May 2016.

10. **Service Director responsible**

Julie Muscroft, Service Director, Legal Governance and Commissioning, Tel: 01484 221000

Health and Wellbeing Board

Membership

Membership of the Board includes **voting and non-voting members as set out below:-**

Councillors, NHS Clinical Commissioning Group representatives, Healthwatch and Council Directors.

Voting members

- Three Members of Kirklees Council's Cabinet, one of whom may be the Leader
- One Senior Councillor from the main opposition group
- One Councillor from a political group other than the administration and main opposition group
- Director for Children Services
- Director for Public Health
- Director of Adult Social Service
- One representative of local Kirklees Healthwatch
- Three representatives of North Kirklees Clinical Commissioning Group, with one representative being a GP
- Three representatives of Greater Huddersfield Clinical Commissioning Group, with one representative being a GP
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Non-voting members

- Chief Executive Kirklees Council
- Member of NHS England (Statutory requirement: to participate in the Board's preparation of JSNA / JHWS and if requested to participate in exercise of the commissioning functions of the Board in relation to the Kirklees HWB Area)

Invited observers

Invited observers from key local partners to promote integration:

Chief Executive or nominated representative of significant partners:

- Mid Yorkshire Hospitals Trust
- Calderdale and Huddersfield Foundation Trust
- South West Yorkshire Partnership Foundation Trust
- Current community health provider
- West Yorkshire Police

Terms of Reference

The Health and Wellbeing Board is a statutory Committee of the Council **bringing** together the NHS, the Council **and partners to:**

- **Improve the health and wellbeing of the people in their area, reduce health inequalities and promote the integration of services.**
- Develop, publish and own the Joint Strategic Needs Assessment for Kirklees (JSNA) (which is known locally as the Kirklees Joint Strategic Assessment (KJSA)) to inform local planning, commissioning and delivery of services and meet the legal responsibilities of Kirklees Council and the Clinical Commissioning Groups.

- Publish and maintain a statement of needs for pharmaceutical services across the Kirklees area.
- Develop, publish and own the Joint Health and Wellbeing Strategy for Kirklees, based on the JSNA and other local intelligence, to provide the overarching framework for planning, commissioning and delivery of services.
- Provide the structure for overseeing local and regional planning and accountabilities for health and wellbeing related services and interventions and the development of sustainable integrated health and social care systems.
- Promote integration and partnership working with the NHS, social care, public health and other bodies in the planning, commissioning and delivery of services to improve the wellbeing of the whole population of Kirklees, including as part of regional working.
- Ensure the involvement and engagement of service users, patients and the wider public in planning, commissioning and delivery of services to improve the wellbeing of the whole population of Kirklees.
- Provide leadership and oversight of key strategic programmes, such as the Kirklees Health and Wellbeing Plan, Better Care Fund, and to encourage use of associated pooled fund arrangements where appropriate.
- Provide assurance that the commissioning and delivery of plans of partners have taken sufficient account of the Joint Health and Wellbeing Strategy and the Joint Strategic Needs Assessment.
- Ensure that the Council's statutory duties in relation to health protection arrangements and plans are delivered through the work of its sub-committee, the Kirklees Health Protection Board.
- Exercise any other functions of the Council delegated to the Board by the Council.

Voting Rights

See membership list

In accordance with The Local Authority (Public Health, Health and Wellbeing boards and Health Scrutiny) Regulations 2013, if the Council's wishes to alter the voting rights and membership the board must first be consulted on any proposed amendments.

Substitute Members

Voting Board Members can send a substitute to represent them should they be unable to attend and if appropriate cast their vote.

Quorum

The quorum for the board will be attendance by 50% of the accountable bodies and 50% of the membership.