

Kirklees Health and Wellbeing Board

Membership and Terms of Reference 2022/23

1. Membership

- 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 (including as representative of the Children & Young Peoples Partnership)
- Director for Public Health
- Director of Adult Social Care
- One representative of local Kirklees Healthwatch
- Independent Chair (or Member) of the Kirklees Integrated Care Board Committee
- Kirklees (ICB) Accountable Officer/Place-based Lead
- Chief Executive Kirklees Council
- Representative of NHS England

Nominated representative of significant partners:

- General Practice
- Community Pharmacy
- Social Care providers (nominated by Kirklees Care Association)
- Mid Yorkshire Hospitals Trust
- Calderdale and Huddersfield Foundation Trust
- South West Yorkshire Partnership Foundation Trust
- Locala
- West Yorkshire Police
- West Yorkshire Fire & Rescue
- Third Sector (nominated by Third Sector Leaders)
- Schools
- University of Huddersfield
- Housing providers

Invited observers:

- Representative of Kirklees Council Overview and Scrutiny

The Council will appoint a Chair at the start of each Municipal Year.

The Board can appoint a Deputy Chair from its members at the first meeting of the Board in each municipal year. The Deputy Chair will normally be from a partner organisation other than the Council.

2. Terms of Reference

The Health and Wellbeing Board is a statutory Committee of the Council.

The Board is a critical part of the governance structures for health and wellbeing across Kirklees and West Yorkshire.

It is the main strategic partnership for Kirklees that brings together the NHS, the Council and partners to

- set the strategic direction for improving the health and wellbeing of the people who live, work and study in Kirklees
- reduce health inequalities, and
- promote co-operation and integration of services.

The Board will achieve this through¹:

Understanding Needs and Assets

- a) Developing, publishing and owning 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.
- b) Publishing and maintaining a statement of needs for pharmaceutical services (**the Pharmaceutical Needs Assessment**) across the Kirklees area.

Setting out a Health and Wellbeing Strategy

- c) Developing, publishing and owning the **Joint Health and Wellbeing Strategy** for Kirklees, based on the KJSA and other local intelligence, to provide the overarching framework for planning, commissioning and delivery of services.

Promoting co-operation and integration

- d) **Promoting co-operation and integration and** across the Council, NHS, social care, public health and other bodies in the planning, commissioning and delivery of services to improve the wellbeing.
- e) Establishing and maintaining links and active co-operation with the West Yorkshire Integrated Care Partnership, the West Yorkshire Integrated Care Board (ICB) and the Kirklees Place-based subcommittee of the ICB, and other regional working structures.

Overseeing delivery of the Health and Wellbeing Strategy

- f) Assuring plans and delivery of key partnerships (eg Kirklees Health and Care Partnership) and programmes (eg the Kirklees Children and Young Peoples Plan), including that they have taken sufficient account of the Kirklees Joint Strategic Assessment, the Kirklees Health and Wellbeing Strategy, and the commitment to co-operation and integration.
- g) 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.
- h) Exercise any other functions of the Council delegated to the Board by the Council excluding health scrutiny functions.

¹ The Boards statutory functions are shown in **bold**

To facilitate co-ordination and integration the Chair, or their nominee, will:

- represent the Kirklees Health and Wellbeing Board at the West Yorkshire Integrated Care Partnership
- attend the formal meetings of the Kirklees Integrated Care Board Committee
- participate in the formal Kirklees health and care system assurance process
- liaise with the Chairs of the Children's Safeguarding Partnership, Adult Safeguarding Board and other formal partnership bodies in Kirklees as required.

3. Voting Rights

All members of the Board are entitled to vote.

Decisions will be taken by majority vote.

The Chair has the casting vote.

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.

4. Substitute Members

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

5. Quorum

The quorum for the board will be attendance by one third of the membership.