

**Report title: Proposed Revisions to the Terms of Reference for the Kirklees Health and Wellbeing Board 2024/25**

<b>Meeting</b>	Annual Council (Reference from Corporate Governance and Audit Committee)
<b>Date</b>	22 May 2024
<b>Cabinet Member</b> (if applicable)	Not applicable
<b>Key Decision Eligible for Call In</b>	No N/A
<b>Purpose of Report</b> The purpose of this report is to seek approval for the proposed revisions to the Terms of Reference for the Health and Wellbeing Board.	
<b>Recommendations</b> <ul style="list-style-type: none"> <li>To approve the updated Terms of Reference for the Kirklees Health and Wellbeing Board for the year 2024/25.</li> <li>To delegate authority to the Chair of the Health and Wellbeing Board for the appointment of a Deputy Chair from among its members.</li> </ul>	
<b>Reasons for Recommendations</b> <ul style="list-style-type: none"> <li>The updated Terms of Reference reflect the evolving landscape of health and social care provision in Kirklees and ensure alignment with both statutory requirements and local priorities as set out in the Kirklees Health and Wellbeing Strategy.</li> <li>The revised Terms of Reference will ensure that the Health and Wellbeing Board can meet its statutory obligations and fulfil the local and national policy commitment to partnership based approaches to improving health and wellbeing.</li> <li>Delegating authority to the Chair for the appointment of a Deputy Chair facilitates efficient leadership within the Board.</li> </ul>	
<b>Resource Implication:</b>  The implementation of the revised Terms of Reference will require administrative support and coordination from officers involved in scheduling and facilitating Health and Wellbeing Board meetings within existing arrangements.	
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>	Richard Parry, Strategic Director for Adults and Health
<b>Is it also signed off by the Service Director for Finance?</b>	Isabel Brittain
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	Julie Muscroft

**Electoral wards affected:** N/A

**Public or private:** Public

**Has GDPR been considered?** N/A

**1. Executive Summary**

The report outlines proposed revisions to the Terms of Reference for the Kirklees Health and Wellbeing Board for the year 2024/25, aimed at aligning its strategic objectives with evolving health and social care priorities in the district.

**2. Information required to take a decision**

**Background:**

The Health and Social Care Act 2012 set out the core membership that health and wellbeing boards must include:

- at least one councillor from the relevant council
- the director of adult social services
- the director of children's services
- the director of public health
- a representative of the local Healthwatch organisation
- a representative of each relevant clinical commissioning group (CCG, as relevant at the time of legislation passing, now ICB)
- any other members considered appropriate by the council.

The current membership as set out in the Terms of Reference was amended in May 2022. Those changes to membership reflected the shift to a much more collaborative culture which is at the core of both the Kirklees Health and Wellbeing Plan and the NHS Long Term Plan. The report also highlighted other policy changes that were enshrined in the Health and Care Act 2022:

- 'primacy of place' which the White Paper recognised as 'most usually aligned with local authority boundaries'
- 'working together to integrate care' - embedding 2 forms of integration
  - within the NHS to remove some of the cumbersome boundaries to collaboration and to make working together an organising principle
  - greater collaboration between the NHS and local government, as well as wider delivery partners, to deliver improved outcomes to health and wellbeing for local people.

The revised changes to the Terms of Reference for 24/25 includes additional considerations for a whole systems approach to health in all local policies and providing systems leadership to support the Director of Public Health annual report and associated findings and recommendations.

Other significant revisions include additional considerations to the accountability of Board Members, with the expectation to initiate and lead systems change within their own organisations and to ensure effective integration of board priorities.

There are no changes to Board membership for 24/25.

**Cost Breakdown:** N/A

**Timescale:** Implementation upon approval at Annual Council on 22 May 2024.

**Expected Impact/Outcomes:** Enhanced collaboration and integration in health and care provision.

**Evaluation:** Ongoing review of Board performance against priorities outlined in the Kirklees Health and Wellbeing Strategy through both public board meetings and private development sessions.

**Sustainability:** Ensuring continued effectiveness and relevance of the Board's operations.

**Services & Agencies Involved:**

- 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 a 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
- Nominated representative of significant partners:
  - General Practice
  - Community Pharmacy
  - 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 Leaders
  - Schools
  - University of Huddersfield
  - Housing providers
- Invited observers:
  - Representative of Kirklees Council Overview and Scrutiny

### **3. Implications for the Council**

#### **3.1 Council Plan**

The proposed revisions to the Terms of Reference for the Kirklees Health and Wellbeing Board align closely with the council's priority to address its financial position in a fair and balanced way. By promoting cooperation, integration, and systems change across services and organisations, the Health and Wellbeing Board aims to optimise resource allocation and maximise the efficiency of service delivery within the health and care system in Kirklees.

The Board's function in understanding needs and assets, as outlined in sections a, b, and c of the Terms of Reference, directly contributes to informed decision-making and resource allocation strategies. By developing and owning the Joint Strategic Needs Assessment (JSNA), the Board ensures that local planning, policy development, and service delivery are tailored to address the most pressing health and wellbeing needs of the Kirklees community. This strategic approach enables the council to target resources effectively, mitigating financial pressures while delivering positive outcomes for residents.

Furthermore, the Board's role in promoting cooperation and integration across various stakeholders, as highlighted in sections d, e, and f, fosters collaborative efforts to streamline service provision and optimise resource utilization. By establishing and maintaining active cooperation with regional bodies and partners, the Board facilitates the sharing of resources and best practices, ultimately enhancing service efficiency and effectiveness.

The revised Terms of Reference for the Kirklees Health and Wellbeing Board provide a structured framework for promoting efficient resource management and effective service delivery within the health and care sector. By aligning closely with the council's priority to address its financial position in a fair and balanced way, the Board contributes to the council's overarching objective of delivering positive outcomes for the people and places of Kirklees while navigating financial challenges.

### **3.2 Financial Implications**

There are no direct financial implications for the population.

### **3.3 Legal Implications**

Ensures compliance with statutory regulations governing health and wellbeing boards.

### **3.4 Other (e.g. Risk, Integrated Impact Assessment or Human Resources)**

The Board has no decision taking responsibilities for service provision or finance. However, the Board will be represented on the Kirklees Integrated Care Board Committee that will have delegated powers to allocate funding and change service provision.

## **4 Consultation**

All Board members have been consulted on the revised changes, with the opportunity to provide feedback and amendments to the development of the proposed revisions, ensuring alignment with both community and organisational needs and priorities.

## **5 Engagement**

There was no Board meeting prior to CGA and Council, however Board members reviewed and made revisions via email correspondence. All amendments were formally signed off by the Chair.

The revised Terms of Reference have been reviewed and approved by ELT on 9 April 2024 and Corporate Governance and Audit Committee on 19 April 2024.

## **6 Options**

6.1 Options Considered: The report outlines the rationale behind the proposed revisions, taking into account the evolving healthcare landscape and statutory requirements.

6.2 Reasons for Recommended Option: The recommended option reflects the collective input of stakeholders and addresses identified gaps in the current Terms of Reference.

**6 Next steps and timelines**

Subject to approval, the proposed amendments will be implemented.

**8 Contact officer**

Alex Chaplin

Strategy and Policy Officer Adults and Health

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**9 Background Papers and History of Decisions**

Approved at ELT on 9 April 2024

**10 Appendices**

Appendix 1 - current version with proposed changes marked with tracked changes.

Appendix 2 - proposed new version with tracked changes removed.

**11 Service Director responsible**

Julie Muscroft