

<b>20 September, 2019</b>		<b>ITEM: 6</b>
<b>Thurrock Health and Wellbeing Board</b>		
<b>Consequential amendments to the Health and Wellbeing Board's Terms of Reference and membership</b>		
<b>Wards and communities affected:</b> None	<b>Key Decision:</b> Non-key	
<b>Report of:</b> Councillor Sue Little, Portfolio Holder for Adult and Children's Social Care and Chair of Thurrock Health and Wellbeing Board		
<b>Accountable Head of Service:</b> n/a		
<b>Accountable Director:</b> Roger Harris, Corporate Director for Adults, Housing and Health and interim Director for Children's Services		
<b>This report is Public</b>		

### **Executive Summary**

The Health and Wellbeing Board is a committee of the Council. As such, its terms of reference are agreed by Council and are contained within the Council's Constitution.

Statutory provisions for Health and Wellbeing Boards are contained within the Health and Social Care Act 2012. This includes provisions about changes to Board membership which require Council approval, following approval from the Health and Wellbeing Board. The Monitoring Officer has the authority pursuant to Article 15 Paragraph 3.4 of the Constitution to make consequential amendments to the Constitution including the current clarifications to the Board's Terms of Reference and changes in legislation to ensure that the Constitution is up-to-date.

Once Health and Wellbeing Board members have considered recommendations in this report the Monitoring Officer will be requested pursuant to Article 15 to incorporate these consequential amendments into the Constitution.

This paper asks the Health and Wellbeing Board to agree to the following consequential amendments to its Terms of Reference. Key changes proposed are:

- Minor amendments to the Board's membership to ensure that the TOR reflects the current membership
- A review of the frequency and length of meetings with a view of meetings taking place on a quarterly basis instead of bi-monthly. It is also proposed the length of meetings is shortened from 2 and a half hours to 2 hours, with the introduction of a 15 minutes refreshment break taking place during the meeting.
- Revisions to the relationship between the Health and Wellbeing Board and the Executive Committee and proposals for the Health and Wellbeing Board to delegate some decision making powers to the Executive Committee – enabling the Health and Wellbeing Board to consider matters of most relevance.

- The introduction of reviewing the Chair of the Health and Wellbeing Board on a bi-annual basis (with next review due in 2021).

## **1. Recommendation(s)**

- 1.1 That the Health and Wellbeing Board agrees to:
- The changes to the Terms of Reference as outlined within the report.
  - Delegating authority for some decision making powers to be delegated to the Health and Wellbeing Board Executive Committee
  - Meetings being less frequent, more focussed and shorter in length

## **2. Introduction and Background**

- 2.1 The Health and Wellbeing Board is a statutory partnership board governed by s194 of the Health and Social Care Act 2012 (the Act). The Act specifies who must be a member of the Board and specifies how additional Board members are to be appointed. The Act states that at any time after a Health and Wellbeing Board is established, the Local Authority must, before appointing another member of the Board or amending the Terms of Reference, consult the Health and Wellbeing Board.
- 2.2 A commitment provided in the Board's Terms of Reference is that it will be reviewed and refreshed on an annual basis. The purpose of this report is to ask the Health and Wellbeing Board to agree the recommended amendments prior to them being considered by the Council's Monitoring Officer for inclusion in the Council's Constitution as consequential changes pursuant to Article 15 Paragraph 3.4.

## **3. Issues, Options and Analysis of Options**

- 3.1 Amending the functions and job titles for Board membership will ensure that the Terms of Reference continues to accurately reflect the roles of existing members of the Health and Wellbeing Board. Positions amended are as follows:
- Cllr Sue Little is now Chair of the Board. Cllr Halden remains a member of the Board.
  - Cllr Luke Spillman is now a member of the Board. Cllr Barbara Rice is no longer a member
  - The Corporate Director for Children's Services, a statutory member of the Board, will be represented on an interim basis by the Corporate Director for Adults Housing and Health and Interim Director for Children's Services, Roger Harris.
  - The Corporate Director for Place Directorate, a non-statutory member will be represented by the Interim Director for Place Directorate, Andy Millard.
  - The executive member of Basildon and Thurrock University Foundation Trust will continue to be Andrew Pike, Managing Director, who will now be supported as necessary by the Head of the Strategy Unit at BTUH, Preeti Sud.

- Ann Radmore will be invited to future Board meetings as a Director level executive representing NHS England, Midlands and East of England Region, replacing Adrian Marr.
- The Executive Director of Essex Partnership University Trust will be Nigel Leonard, replacing Malcolm McCann.
- Trevor Hitchcock will be invited to future Board meetings as lay member, patient participation, Thurrock NHS CCG.
- A new member will be invited onto the group representing HM Prison and Probation Service. This proposal is in response to an approach made by HM Prison and Probation Service who wish to become members of the Board.

- 3.3 Amending the frequency and length of meetings will improve attendance at meetings due to reduced capacity required for members. It will be important to ensure that all items that would have previously been considered by the Health and Wellbeing Board still be considered and approved as necessary. To facilitate this it is proposed that members also approve the proposal to delegate some decision making powers to the Health and Wellbeing Board Executive Committee, a sub-group of the Board comprising strategic officers across the council and key partners.
- 3.4 It is proposed that strategic items that require input or approval from Health and Wellbeing Board members continue to be considered at Health and Wellbeing Board meetings. Operationally focussed items will be considered by the Health and Wellbeing Board Executive Committee members. For example, the Whole System's Obesity Strategy would be considered by the Health and Wellbeing Board during its development and when final approval is being sought. Follow up action plans and frameworks that focus on operational delivery would be considered by the Health and Wellbeing Board Executive Committee.
- 3.5 To ensure the Health and Wellbeing Board are sighted on decisions taken by the Executive Committee a standing item would be included on future Health and Wellbeing Board meetings that reports decisions taken by the Executive Committee. This would provide for the Health and Wellbeing Board to be aware of and scrutinise further decisions taken by the Executive Committee should members wish.
- 3.6 As part of ensuring the Board has the capacity to consider all necessary items going forward it is proposed that items previously considered at Board meetings for information will be circulated electronically. Again this would provide members with an opportunity to request that further information is provided about specific items at future board meetings if they wish.
- 3.7 It is proposed that the Chair of the Health and Wellbeing Board is reviewed bi-annually. This will enable the Chair to be mindful of the commitment they are making when they agree to Chair the Board and understand the commitment that they are providing before they accept the position.

#### **4. Reasons for Recommendation**

- 4.1 As set out in section 3, the recommendations aim to ensure that the Terms of Reference for the Health and Wellbeing Board accurately reflect members' roles and functions and ensures appropriate representation; meet as regularly as required to consider strategic issues that impact on the wider determinants of health and wellbeing, with support from the Executive Committee, a sub group of the Board which will take decisions focussed on operational delivery on its behalf.

#### **5. Consultation (including Overview and Scrutiny, if applicable)**

- 5.1 The report is being provided to Health and Wellbeing Board as part of consulting members about proposed changes.

#### **6. Impact on corporate policies, priorities, performance and community impact**

- 6.1 The Health and Wellbeing Board leads on the community and corporate priority 'improve health and wellbeing'. It is important that its membership is appropriate to influencing and setting that agenda and allows health and wellbeing in Thurrock to be improved and inequalities in health and wellbeing to be reduced.

#### **7. Implications**

##### **7.1 Financial**

Implications verified by: Roger Harris, Corporate Director, Adults Housing and Health  
There are no financial implications.

##### **7.2 Legal**

Implications verified by: Roger Harris, Corporate Director, Adults Housing and Health

The membership of the Board is in keeping with the requirements of the Health and Social Care Act 2012. The process for amending the Board's membership also complies with the Health and Social Care Act 2012 and Article 15 of the Council Constitution.

##### **7.3 Diversity and Equality**

Implications verified by: Roger Harris, Corporate Director, Adults Housing and Health

The Board's membership ensures representation is able to identify and respond to diversity and equality implications for Thurrock to ensure that all Thurrock citizens can achieve good health and wellbeing outcomes.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)  
None

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Not applicable

9. **Appendices to the report**

- Health and Wellbeing Board Terms of Reference

**Report Author:**

Darren Kristiansen, Business Manager, Adults, Housing and Health Directorate