

24 June 2022		ITEM: 5
Thurrock Health and Wellbeing Board		
Consequential amendments to the Health and Wellbeing Board's Terms of Reference and membership		
Wards and communities affected: None	Key Decision: Non-key	
Report of: Councillor Huelin, Chair of Thurrock Health and Wellbeing Board		
Accountable Head of Service: n/a		
Accountable Director: Ian Wake, Corporate Director for Adults, Housing and Health		
This report is Public		

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 changes in personnel
- Some suggestions on the future operation of Board for member's consideration.

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 and subject to member's approval will be reflected in the attached Terms of Reference.

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

Membership of Board

- 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.
- 3.2 Organisations previously represented on the HWB largely continue to be represented albeit with a change in personnel. The Mid and South Essex (MSE) Integrated Care System (ICS) is now also represented on the Board in place of Thurrock Clinical Commissioning Group. The national legislation which governs Board continues to refer to CCG representation at this point. However, representatives of MSE ICS being members of the Board ensures that the legislative membership requirements continue to be met.
- 3.3 The Chair and elected members of the Health and Wellbeing Board are reviewed annually and selected by the Leader as part of determining Committee and Board memberships.

Operation of Board

- 3.4 It is proposed that an action and decision log is introduced to support the Board and provide an audit of decisions and approvals that have been taken. This will provide for members to approve the minutes and keep track of actions that have been agreed.
- 3.5 As part of helping to ensure that in future agenda items do not overrun it is proposed that a simple flag system is introduced whereby presenters will be provided with a two-minute warning when their allocated time is concluding. Presenters will be advised of the time that they have been

allocated in advance of the meeting and prompted at the meeting when their time is concluding. This approach will also facilitate members of Board providing comments and asking any questions that they may have.

- 3.6 As part of ensuring that Board drives forward the refreshed Health and Wellbeing Strategy and effectively monitors progress it is proposed that each of the six themes of the HWB Strategy are considered each Municipal year. It is proposed that future meetings are structured as follows:
- Welcome and introductions (including apologies), Urgent items, Declaration of interests, and approval of minutes and considering actions in the action log (30 minutes)
 - HWB Strategy themes (1 hour 30 minutes). Possibly two themes per meeting (45 minutes each)
 - Any other items for Boards' consideration such as JSNAs, emerging issues (such as BTUH CQC maternity assessments) (30 minutes)
- 3.7 For this year – year 1 of the refreshed HWB Strategy, it is proposed that board members are provided with focussed items setting out the detail of each of the themes and plans for delivering the outcomes over the life of the Strategy. Year two, beginning with the first meeting in June 2023, would provide an opportunity for Board members to receive reports on progress being made on each theme.
- 3.8 Consideration is currently being provided to elected members being able to nominate agreed substitutions to attend meetings when needed as is provided to wider members of Board. Constitutionally, there is no restriction on having substitutes for those places. Nominations for subs would follow the usual process at Full Council.

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 and meets as regularly as required to consider strategic issues that impact on the wider determinants of health and wellbeing.
- 4.2 Members will be aware that there is currently a review taking place which considers how Board will operate in the context of the MSE ICS going forward. The proposals in this Terms of Reference (TOR) review are to ensure that the board meets its obligation to review its TOR annually and are deemed consequential amendments. Any further review of the Boards' TOR to reflect the outcome of the review of Board will be subject to the Board's agreement at a future meeting.

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: N/A these are standard TOR reviewed annually

There are no financial implications.

7.2 Legal

Implications verified by: N/A these are standard TOR reviewed annually

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: N/A these are standard TOR reviewed annually

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:

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