

Report of the Director of Public Health

Draft Revised Terms of Reference for the York Health and Wellbeing Board (HWBB)

Summary

1. This report asks the Board to approve a redrafted Terms of Reference for the York Health and Wellbeing Board. These are at an Appendix 1 to this report and the membership at Annex A.

Background

2. The Council has appointed a Health and Wellbeing Board. The Board is responsible for encouraging providers of health and social care to work together and has certain statutory functions. The terms of reference for the Board set out how it operates and carries out these functions.
3. In July 2023 HWBB [received a discussion paper](#) about reviewing the HWBB; the discussions from that meeting have led to a redrafted Terms of Reference for the Board.
4. The newly drafted Terms of Reference reflect:
 - Changes to the NHS landscape that have happened over the past 12 months including amendments to the statutory functions of the HWBB and a revised membership to reflect these changes
 - A revised membership (including representatives from housing and the fire service) to reflect the priorities in the new Local Joint Health and Wellbeing Strategy
 - The addition of a section on the roles and responsibilities of HWBB members
5. The Terms of Reference are purposefully kept to a minimum to allow the HWBB to work in a flexible way to deliver its statutory functions and to work in partnership with all organisations represented on the HWBB.
6. Other changes that are not lengthily drawn out within the Terms of Reference are around the current sub-structure of the HWBB. As per

[the report to the July meeting of the HWBB](#) it is proposed that the Mental Health Partnership be realigned to the York Health and Care Partnership and work is underway to progress this.

7. The Population Health Hub, responsible for the production and maintenance of the Joint strategic Needs Assessment (JSNA) will continue to report to both the HWBB and to the York Health and Care Partnership.
8. Other groups, such as, but not restricted to, the Ageing Well Partnership and the York Health and Care Collaborative, will no longer be formal sub-groups of the HWBB but will still have a relationship with the Board and can report to them.
9. Provision has also been added into the Terms of Reference for the HWBB to establish Task and Finish Groups to undertake specific pieces of work that will aid the delivery of the priorities in the new Local Joint Health and Wellbeing Strategy and any other areas of work that the Board wishes to progress.
10. Whilst not reflected in the Terms of Reference to allow for maximum flexibility it should be noted that at their July meeting HWBB agreed a new way of managing their agendas aiming to have an even spread of agenda items across the following three areas:
 - Integration and determinants of health attributable to health and social care services
 - Wider Determinants of Health (such as education, housing, employment, social isolation, poverty)
 - Future Focus & Partnerships (this could include updates from any partnerships that have a relationship with the HWBB). This section would also afford the HWBB the space to discuss broader plans to meet longer term local health challenges (3 years +)

Consultation

11. HWBB members were consulted via a report sent to their July 2023 meeting.

Options

12. There are no specific options within this report; the Board can either agree to the proposed draft Terms of Reference and membership or suggest further amendments with the proviso that legal input is still required prior to them going through the Constitution Working Group.

13. Following on from this they will be presented to Full Council for approval, and it is after this that they will come into effect.

Council Plan and other strategic plans

14. Maintaining an appropriate decision-making function and reviewing how the Board operates, contributes to the Council delivering its core priorities set out in the current Council Plan, effectively. Updating the Board's terms of reference ensures that partnership working is central to both the Council and partner organisation working together to improve the overall wellbeing of the city.
15. The HWBB also have a new Joint Local Health and Wellbeing Strategy in place, and they will need to be assured that appropriate mechanisms are in place to deliver this, this may include membership changes to reflect the priorities within the strategy.

Implications

16. There are no known implications in relation to the following in terms of redrafting the Board's Terms of Reference:
 - Financial
 - Human Resources (HR)
 - Equalities
 - Crime and Disorder
 - Property
 - Other

Legal Implications

17. The Council is statutorily obliged to appoint a Health & Wellbeing Board and its Terms of Reference should be regularly reviewed and approved by the Council, given that the Board acts as a Committee of the Council. Following any review of, or proposed alteration to, the terms of reference by the Board, it is therefore appropriate for any changes to be referred to Full Council for ratification.
18. Prior to this the draft Terms of Reference must be considered by the legal team and then the Constitution Working Group.
19. The revised Terms of Reference cannot take effect until both the Constitution Working Group and Full Council have approved them. A definitive date for this happening cannot be confirmed but it is hoped that they will be presented to Full Council in March 2024.

Risk Management

20. In compliance with the Council's risk management strategy, the only risk associated with the recommendations in this report is that the Council would fail in its statutory obligation if the Terms of Reference were not reviewed, updated, and confirmed.

Recommendations

21. The Health and Wellbeing Board are asked to approve the proposed Terms of Reference
22. Following on from this that the Board's revised Terms of Reference be referred to the Constitution Working Group and then onto Full Council for approval.
23. For the Monitoring Officer to ensure that the Council's Constitution is updated to incorporate any revisions to the Terms of Reference agreed by Full Council.

Reason: In order to ensure that the Health and Wellbeing Board continues to undertake its statutory functions appropriately and effectively.

Author:
Tracy Wallis
Health and Wellbeing
Partnerships Co-Ordinator
Telephone: 01904 551714

Chief Officer Responsible for the report:
Sharon Stoltz
Director of Public Health

Report ✓ **Date** 13 November 2023
Approved

Specialist Implications Officers
Not applicable

Wards Affected:

All

For further information please contact the author of the report

Background Papers

None

Annexes

Appendix 1: Draft Terms of Reference

Annex A: Proposed Membership of HWBB