

19. TERMS OF REFERENCE HEALTH AND WELLBEING BOARD

19.1 Core Membership

Cabinet Member – Health and Wellbeing (Chair)
Cabinet Member – Children and Families
Cabinet Member – Adults
Shadow Cabinet Member – Health and Wellbeing
Director of Community
Director of Education and Enterprise
Director of Public Health
Representative of Local Healthwatch
Wolverhampton Commissioning Consortia (*3 representatives*)
West Midlands Police and Crime Commissioner (or representative)
National Health Services Commissioning Board
National Health Service Local Area Team
University of Wolverhampton – School of Health + Wellbeing
West Midlands Police – Wolverhampton Local Policing Unit

19.2 Frequency of meetings

The Board will meet every other month.

An extraordinary meeting can be called when the Chair considers this necessary and or/ in the circumstances where the Chair receives a request in writing from 50% of the membership of the Board.

The Board may hold informal focus days / sessions on specific issues of interest to the Board.

19.3 Meetings of the Board will be conducted in public.

The quorum for meetings will be 50% of the membership. There must be at least one local authority and one health Board Member at each meeting.

19.4 Purpose

- (a) To identify and act upon changes required under the enactment of the NHS Health and Social Care Act 2012 and subsequent related legislation.

The statutory health and wellbeing board will the following functions:

- To prepare and publish a joint strategic needs assessment

- To prepare and publish a health and wellbeing strategy based on the needs identified in the joint strategic needs assessment and to oversee the implementation of the strategy
- Discretion to give an opinion on whether the Council is discharging its statutory duty to have due regard to the joint strategic needs assessment and the health and wellbeing strategy
- To promote and encourage integrated working including joint commissioning in order to deliver cost effective services and appropriate choice. This includes providing assistance and advice and other support as appropriate, and joint working with services that impact on wider health determinants

19.5 Terms of Reference

- (a) To provide leadership and democratic / public accountability to improve health and well being and reduce inequalities.
- (b) To promote integration and partnership working between the NHS, social care, public health and other commissioning organisations.
- (c) To assess the robustness of the Joint Strategic Needs Analysis (JSNA) Plan for the local population and to ensure that key commissioning decisions reflect local needs analysis.
- (d) To receive the Annual Public Health Report and agree and performance manage the forward plan for Public Health priorities and to review progress.
- (e) To develop in the light of the JSNA, a joint Health and Wellbeing Strategy, setting out how the health and well-being needs of the community will be addressed. To set an action plan to take forward the key priorities from the Health and Wellbeing Strategy and to performance manage progress against defined targets.
- (f) To support and challenge, as appropriate joint commissioning integrated care and management and pooled budget arrangements as a means of delivering service priorities.
- (g) To determine appropriate partnership structures required to deliver the Board's responsibilities. To oversee and performance management the work programmes of the Board sub-groups (Children's Delivery Board / Adults Delivery Board / Public Health Board).
- (h) To oversee major partnership service transformation programmes and to monitor the QUIPP Programme as it impacts on all partners.
- (i) To consider options for the development of Local Healthwatch in Wolverhampton ensuring that appropriate engagement and involvement with patient and service user involvement groups takes place. To monitor

the continued development of Local Healthwatch and receive regular reports on work undertaken.

- (j) To oversee the governance and partnership arrangements for both Adults and Children's Safeguarding Boards.
- (k) Lead on the Joint Strategic Needs Assessment and ensure coherent and co-ordinated commissioning.
- (l) Produce a Health and Wellbeing Strategy and an Annual Health Improvement Plan monitor and review these documents on a regular basis.
- (m) Ensure decisions of Clinical Consortia and other Commissioners fit with the Health and Wellbeing Strategy and hold them to account for delivery.
- (n) To oversee the work of Public Health on health promotion and ill-health prevention campaigns.
- (o) Support local voice and patient choice by ensuring that the views of local people are used.
- (p) To respond to major Government launched Inquiries into Health and Wellbeing issues.