

# Herefordshire Health & Wellbeing Board Terms of Reference

### Purpose

Herefordshire Health and Wellbeing Board (the board) works together to improve the health and wellbeing of the people of Herefordshire by working collaboratively with partners to join up commissioning and provision (where it is appropriate to do so) across the NHS, social care, public health and other areas related to health and wellbeing.

### Roles and Responsibilities

The board is responsible for:

- a) Developing a joint strategic needs assessment (Understanding Herefordshire)
- b) Preparing a joint local health & wellbeing strategy
- c) Reviewing whether the commissioning plans and arrangements for the NHS, public health and social care (including Better Care Fund submissions) are in line with and have given due regard to the joint local health and wellbeing strategy
- d) Reporting formally to the council's executive, the Herefordshire Integrated Care Board and the NHS England if commissioning plans affecting Herefordshire have not had adequate regard to the joint local health & wellbeing strategy
- e) Formally signing-off required submissions and direct the use of any performance related funding received on achievement of targets.

The board will seek to:

- f) Promote joint working and integration and support the effective delivery of the joint local health and wellbeing strategy
- g) Influence the strategic planning and service delivery of the council and the NHS in Herefordshire through promotion of Understanding Herefordshire and the joint local health and wellbeing strategy
- h) Influence the planning and delivery of economic development, planning, transport, housing, community safety, environment and community services in order to address the wider determinants of health & wellbeing
- i) Strategically performance manage key activity against the priorities of the joint local health and wellbeing strategy
- j) Provide leadership across the whole health and wellbeing system in Herefordshire to enable improved health and wellbeing outcomes and to tackle health inequalities

Responsibility for the scrutiny of health and wellbeing in Herefordshire remains the responsibility of the Health, Care and Wellbeing Overview and Scrutiny Committee.

## **Accountability**

Accountability for the discharge of statutory responsibilities remains with the council, Integrated Care Board and Herefordshire Healthwatch

Accountability for safeguarding lies with the Herefordshire Children Safeguarding Partnership and Herefordshire Safeguarding Adults Board both of which will report to the board on relevant performance outcomes against the joint local health and wellbeing strategy's priorities through a regular performance reporting process.

The Board is supported by a number of sub-bodies that support delivery of strategic commitments and outcomes in line with the joint local health and wellbeing strategy. These sub-bodies will report to the board on relevant performance outcomes against the joint local health and wellbeing strategy's priorities through a regular performance reporting process.

Current sub-bodies include;

- One Herefordshire Partnership
- Children and Young People Partnership
- Community Safety Partnership
- Health Protection Assurance Board
- Health Inequalities Personalisation and Prevention Board
- Physical Activity Strategy Board
- Adults Mental Health Partnership
- Oral Health Improvement Board

The Sub-Bodies may have responsibility for overseeing implementation of particular aspects of the Joint Local Health and Wellbeing Strategy and its associated Delivery Plan. The Sub-Bodies may have their own Terms of Reference; or act in accordance with any resolution of the Board establishing them, or any other resolution of the Board.

The Board is supported by One Herefordshire Partnership which is chaired by the Vice-Chairman of the Board. The One Herefordshire Partnership shall provide oversight of the delivery of the core priorities within the Joint Local Health and Wellbeing Strategy

## **Membership**

Membership of the board consists of:

- Herefordshire Council Leader of Council;
- Herefordshire Council Portfolio Holder with responsibility for Adults, Health and Wellbeing
- Herefordshire Council Portfolio Holder with responsibility for Children and Young People;
- Herefordshire Council Corporate Director – Community Wellbeing
- Herefordshire Council Corporate Director – Children and Young People
- Herefordshire Council Corporate Director – Economy and Environment
- Herefordshire Council Director of Public Health
- A nominated representatives from the Integrated Care Board;
- A nominated representative from Wye Valley NHS Trust;
- A nominated representative from Herefordshire & Worcestershire Health and Care NHS Trust;
- A nominated representative from Healthwatch Herefordshire;
- A nominated representative from the Voluntary and Community Sector;

- A nominated representative from Thames Valley Police;
- A nominated representative from Herefordshire and Worcestershire Fire and Rescue Service

### **Chairmanship, Quorum and Voting**

The Chairman of the Board shall be selected by The Council, at its annual meeting

The Vice-Chairman of the Board shall be the chair of the One Herefordshire Partnership. Should this be an already identified member of the board, that person shall also represent their respective organisation

The quorum for a meeting shall include one member from each of the council, Integrated Care Board and Healthwatch.

Board members may nominate a named substitute from their organisation.

### **Wider Engagement**

The Board will seek to engage all stakeholders in the development of the joint health and wellbeing strategy and will invite representatives from relevant stakeholder bodies to attend board meetings as relevant to the agenda.

The Board will ensure that effective communication and engagement mechanisms are in place to enable good public, patient, service user and stakeholder engagement.

By working together the board will proactively seek to embed good partner, public and patient engagement within the day to day business of the board through adherence to the following principles:

- Being clear of purpose
- Taking responsibility for good public engagement including feedback of engagement results
- Committing to culture change
- Providing access to information
- Fostering effective working relations based on mutual trust
- Acting with collective responsibility
- Developing an understanding of the working cultures operating within Herefordshire's health and wellbeing system.

### **Business Management**

The board is a statutory committee of the council and will be treated as if it were a committee appointed by the council under s102 of the Local Government Act 1972; it is exempt from the rules on political proportionality.

The board will act in accordance with the council's committee procedure rules and access to information rules.

The board will develop an operating model and work programme to support delivery of the health & wellbeing strategy.

The board will produce an annual report.

The board will meet not less than 4 times a year and at other times by arrangement in accordance with the committee procedure rules.