

TELFORD & WREKIN COUNCIL HEALTH & WELLBEING BOARD**15th JUNE 2015****REVIEW OF THE TERMS OF REFERENCE OF THE HEALTH AND WELLBEING BOARD****REPORT OF: JONATHAN EATOUGH, ASSISTANT DIRECTOR;
GOVERNANCE, COMMISSIONING AND PROCUREMENT****LEAD CABINET MEMBER – CLLR R. OVERTON****PART A) – SUMMARY REPORT****1. SUMMARY OF MAIN PROPOSALS**

This report reviews the terms of reference for the Health and Wellbeing Board ('the Board'), and recommends some changes to streamline and update the terms of reference in the light of experience since the inception of the Health & Well-Being Board in 2012.

2. RECOMMENDATIONS

That the Board review and agree the proposed terms of reference attached at Appendix 1.

4. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to a specific HWB Priority	
	Yes	The review ensures that the terms of reference are up to date and relevant to the work of the Board
	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	The review contributes to the Council meeting the 'Health and Wellbeing' objective.
	Will the proposals impact on specific groups of people?	
	No	
TARGET	If the Board recommends any changes to the	

COMPLETION/DELIVERY DATE	terms of reference; they will proceed to Council Constitution Committee and then, if approved, onto full Council at the earliest opportunity.	
FINANCIAL/VALUE FOR MONEY IMPACT	No	There are no financial implications arising as there are no proposed changes to the current terms of reference. Any proposed changes agreed at the HWB meeting may impact on the frequency and administration of future Board meetings which may impact on future costs but it is anticipated that this would be minimal and within the existing resources available. Any financial implications resulting from significant developments as a result of the enactment of legislation will be detailed within a future report.
LEGAL ISSUES	Yes	Section 194 of The Health and Social Care Act 2012 requires the Council to establish a Health and Wellbeing Board as a formal committee of the Council in accordance with section 102 of the Local Government Act 1972 (subject to some exceptions). Accordingly the conduct and procedure of the Board must comply with the appropriate statutory requirements that relate to matters such as the publication of the meeting agenda and publishing of reports. In order to give effect to any changes full Council has to approve the changes which will result in the consequent amendment to the Council's constitution to incorporate the new arrangements. Council Constitution Committee also has involvement in the structure and content of the Committee terms of reference and procedures.
EQUALITY & DIVERSITY	No	
IMPACT ON SPECIFIC WARDS	No	Borough-wide impact
PATIENTS & PUBLIC ENGAGEMENT	No	
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	It is recommended that the Board take the opportunity to review their Terms of Reference on at least an

		annual basis.
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PART B) – ADDITIONAL INFORMATION

1. INFORMATION

It is now twelve months since the Board undertook the last review when no changes were made.

Attached at appendix 1 are the proposed terms of reference and the existing terms of reference for comparison purposes.

The proposals streamline the current terms of reference to make them more consistent with the terms of reference of other Council committees and to recognise the greater flexibility that more general terms of reference and give the Board – moving away from the more prescriptive terms of reference that were more appropriate for a new committee and a new committee membership.

2. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

The proposed drafting is less prescriptive and recognises the maturity of the committee and its growing influence on the development of health and care services across Telford & Wrekin.

3. PREVIOUS MINUTES

17th July 2013 – Health and Wellbeing Board, HWB - 22

15th May 2014 – Health and Wellbeing Board, HWB - 64

10th June 2014 – Health & Wellbeing Board, HWB - 5

4. BACKGROUND PAPERS

- Health and Wellbeing Boards – A practical guide to governance and constitutional issues. Issued by the Local Government Association, March 2013
- The Health and Social Care Act 2012
- <http://www.legislation.gov.uk/ukpga/2012/7/contents>

Report prepared by Jonathan Eatough, Assistant Director: Governance, Commissioning & Procurement, Telephone: 01952 383200