
APPENDIX



Report to HEALTH AND WELLBEING BOARD

Health and Wellbeing Board – terms of reference

Chair: Councillor M Bashforth

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21 June 2022

Purpose of the Report

The Terms of Reference of the Health and Wellbeing Board (HWB) were last reviewed in March 2021, and at that time the Board agreed to undertake a further review in March 2022. The advent of Integrated Care Systems and the governance arrangements to support them have implications for the role and operation of the HWB, and the planned review is therefore timely to ensure these new arrangements can be considered and appropriate changes made.

Requirement from the Health and Wellbeing Board

1. Note and support the draft revised terms of reference of the Health and Wellbeing Board subject to any final amendments prior to submission to Council being determined by the DPH and Deputy Chief Executive in consultation with the Chair of the HWB;
2. Consider and make recommendations on the arrangements for development sessions for the Board;
3. The terms of reference be further reviewed by the Board in March 2023.

Health and Wellbeing Board – terms of reference**1. Background**

- 1.1 The Health and Social Care Act 2012 required the establishment of a Health and Wellbeing Board (HWB) in every Upper Tier Local Authority in England, from April 2013. The intention of establishing HWBs was to build strong and effective partnerships which improve the commissioning and delivery of services across NHS and local government, leading to improved health and wellbeing for local people.
- 1.2 Health and wellbeing boards are a formal committee of the local authority charged with promoting greater integration and partnership between bodies from the NHS, public health and local government. Under the 2012 Act, they have a statutory duty, with clinical commissioning groups (CCGs), to produce a joint strategic needs assessment and a joint health and wellbeing strategy for their local population.
- 1.3 Joint Strategic Needs Assessment (JSNA) is a process by which the current and future health, care and wellbeing needs of the local community are assessed in order to inform local decision making.
- 1.4 The Joint Health and Wellbeing Strategy (JHWS) is intended to inform commissioning decisions across local services such that they are focused on the needs of service users and communities, and tackle the factors that impact upon health and wellbeing across service boundaries. The JHWS can also be used to influence the commissioning of local services beyond health and care to make a real impact upon the wider determinants of health¹.
- 1.5 A review of the Council Constitution including the terms of reference of the Health and Wellbeing Board was completed in early 2021. At the time of the review, the HWB agreed to undertake a further review of its terms of reference in March 2022.

2. Current Position

- 3.1 The current terms of reference of the Health and Wellbeing Board are contained at Part 3 (Responsibility for Functions) in the Council Constitution.
- 3.2 The advent of Integrated Care Systems (ICS) and the governance arrangements to support them have implications for the role and operation of the HWB. Whilst the ICS statutory guidance confirms the continued role of the HWB in JSNA and JHWS, 'Thriving Places: guidance on the development of place-based partnerships as part of statutory integrated care systems'² suggests significant overlap in the role and membership of the Place-based ICS Board and the HWB.
- 3.3 This potential overlap is particularly apparent in Greater Manchester, where the population health ambitions of the GMICS mean that there is also a drive to include a range of wider partners on place-based boards in order to drive improvements in the wider determinants of health.

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/215261/dh_131733.pdf

² <https://www.england.nhs.uk/wp-content/uploads/2021/06/B0660-ics-implementation-guidance-on-thriving-places.pdf>

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- 3.4 In this context there is a need to ensure there is a clearly defined role for the HWB which is distinct from the Health and Care System Board, with a clear articulation of the relationship between the two Boards and how they will work together.
- 3.5 Furthermore, the pandemic has placed a greater emphasis on the importance of population health and health inequalities, for which the Council and HWB hold statutory responsibilities, and the urgency with which action needs to be taken across all aspects of society to improve health and address health inequalities.

4. Proposed changes

- 4.1 Oldham's HWB has recently developed a health inequalities plan for the borough. This plan aims to reduce inequalities in life expectancy and healthy life expectancy within the borough, and between in Oldham and England. The actions proposed consider the broad range of determinants of health and health inequalities and includes action on education and employment, housing, transport, environment, income and poverty, as well as health and care services.
- 4.2 It is proposed that this Plan becomes the focus of the work of the HWB, effectively becoming the JHWS. With changes to the Board membership to ensure appropriate coverage of topics such as housing, environment and employment, the HWB could oversee and drive delivery of the Health Inequalities Plan. It is therefore proposed that the Council's Director of Economy and Director of Environment be invited to join the Board.
- 4.3 In addition, the HWB should continue to play a key role in the JSNA, ensuring that key findings are considered, and appropriate recommendations are produced and acted upon. The proposal to broaden the membership of the HWB would help extend understanding and awareness of the JSNA across the system.
- 4.4 The relationship between the HWB and Health and Care Locality Board must be clearly delineated to prevent duplication. The focus of HWB on the wider determinants of health will help to ensure that there is a clear distinction in the roles of the two Boards. The Health and Care Locality Board should be able to refer matters concerning the wider determinants of health to the HWB for consideration, and vice versa regarding the health and care system's role in improving population health and addressing health inequalities.
- 4.5 A strong relationship between the Oldham Partnership and the Health and Wellbeing Board will be important. The work of the HWB can support delivery of the Oldham Plan, and action across the full scope of the Oldham Plan and the work of the Oldham Partnership will be critical to improving population health and reducing health inequalities. There is overlap in the membership of the Oldham Partnership and the Health and Wellbeing Board which should support this approach.
- 4.6 The Terms of Reference for HWB include a requirement for the Board "To ensure that the Council complies with its duties to improve public health as set out in Sections 2B and 111 of the National Health Act 2006 as amended;". In order to fulfil this responsibility it is proposed that the Board receive regular reports on health improvement and health protection, to ensure the board is sighted on relevant work and has the opportunity to shape how the Council is working alongside other partners to meet its statutory responsibilities.
- 4.7 Revised Terms of Reference and membership of the board, reflecting the above proposals, are included in Appendix 1 and 2 respectively. Proposed changes to

membership also reflect new Integrated Care System arrangements, as CCGs will cease to exist in July 2022.

4.8 An outline agenda for future meetings has also been included at Appendix 3, which incorporates some of the proposals regarding regular reporting on JSNA, health inequalities plan, health improvement and health protection referenced in this report.

4.9 As in previous years, six Board meetings and two Development session (July and December) have been scheduled for the coming year (Appendix 4). As part of this review of Terms of Reference the Board are invited to consider the proposed timetabling of these planned Development Session and how they could be best utilised to support the Board in the coming year.

5. Approval of proposed changes

5.1 Terms of Reference require sign off by Council, and it is proposed that the revised Terms of Reference for the HWB be submitted to Council in July, subject to any final amendments being determined by the DPH and Deputy Chief Executive in consultation with the Chair of the HWB.

5.2 On the grounds of good governance, it is suggested that the Health and Wellbeing Board receive and, if considered appropriate, review the terms of reference in March 2023 and on an annual basis thereafter.

6. Recommendation

- 6.1 The Health and Wellbeing Board is asked to
- note and support the draft revised terms of reference of the Health and Wellbeing Board subject to any final amendments prior to submission to Council being determined by the DPH and Deputy Chief Executive in consultation with the Chair of the HWB;
 - consider and make recommendations on the arrangements for development sessions for the Board
 - agree that the terms of reference be further reviewed by the Board in March 2023.

Health and Wellbeing Board

1. To assess the health needs of the local population and to prepare and publish the statutory Joint Strategic Needs Assessment (JSNA) in accordance with s196 of the Health and Social Care Act 2012;
2. To prepare and publish the Borough's Health and Wellbeing Strategy [the Oldham Locality Plan] in accordance with s196 of the Health and Social Care Act 2012;
3. To approve submission of the Better Care Fund Plan to NHS England;
4. To highlight and oversee action to address the health inequalities existing in the Borough, encouraging those persons and organisations holding responsibility for the commissioning or provision of public services in the Borough to work together in an integrated and/or partnership manner for the benefit of the local population;
5. To ensure that the Council complies with its duties to improve public health as set out in Sections 2B and 111 of the National Health Act 2006 as amended;
6. To receive and oversee plans to protect and improve the health of the local population
7. To be consulted by the GM Integrated Commissioning Board and/or the Locality Board in respect of those documents and plans detailed at s14Z of the National Health Service Act 2006 (as amended)
8. To receive those documents and plans from the Integrated Commissioning Board and/or the Locality Board as detailed at s14Z of the National Health Service Act 2006 (as amended)
9. To assess the need for pharmaceutical services in the Borough area and publish a Pharmaceutical Needs Assessment and any revised Assessment, pursuant to s128A of the NHS Act 2006 (as amended).
10. To undertake such oversight of local safeguarding arrangements as the Board considers appropriate and necessary;
11. To undertake, jointly with the Bury and Rochdale Health and Wellbeing Boards, such oversight of the Bury, Oldham and Rochdale Child Death Oversight Panel as the Board considers appropriate and necessary.

HEALTH AND WELLBEING BOARD**Proposed Membership from July 2022****Statutory**

Oldham Council – minimum of one elected Member appointed by Leader of the Council - Six Councillors	Councillor Marie Bashforth (Chair) Councillor Steve Bashforth Councillor Barbara Brownridge Councillor Eddie Moores Councillor Leanne Munroe Councillor Howard Sykes
Director of Public Health	Katrina Stephens
Director of Children’s Services	Gerard Jones
Director of Adult Social Care	Jayne Ratcliffe
Greater Manchester ICS – minimum of one representative of GM ICS + four locality representatives	Mike Barker, Place Lead Dr John Patterson +1 +1 +1
Local Healthwatch Organisation	Tamoor Tariq

Discretionary membership Council or Board determined

Chief Executive, Oldham Council	Harry Catherall
Deputy Chief Executive, Oldham Council	Sayyed Osman
Director of Economy, Oldham Council	TBC
Director of Environment, Oldham Council	TBC
Chief Officer (Oldham) – Northern Care Alliance	David Jago
Chief Officer (or rep) – Pennine Care	Gaynor Mullins
Greater Manchester Police	Ch Supt Chris Bowen
Oldham Community Leisure	Stuart Lockwood
Housing Partnership (First Choice Homes)	Donna Cezair
Action Together	Laura Windsor-Welsh

Advisory/Non-voting

GM Fire and Rescue	Val Hussain
CCG Executive Nurse ³	Claire Smith
Consultant in Public Health	Dr Rebecca Fletcher
Consultant in Public Health	Dr Charlotte Stevenson

Invited Representative (Observer/participant by invitation)

Dr Kershaw’s	Joanne Sloan
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³ TBC subject to confirmation of ICS representatives

Health and Wellbeing Board

Meetings 2022-23

Tuesday, 21st June 2022 at 2.00pm.

Tuesday, 26th July 2022 at 2.00pm (Development Session)

Tuesday, 13th September 2022 at 2.00pm

Tuesday, 15th November 2022 at 2.00pm

Tuesday, 13th December 2022 at 2.00pm (Development Session)

Tuesday, 24th January 2023 at 2.00pm

Tuesday, 21st March 2023 at 2.00pm

Health and Wellbeing Board

Template Agenda

1. Apologies for Absence

2. Urgent Business

Urgent business, if any, introduced by the Chair.

3. Declarations of Interests

To receive any Declarations of Interests in any contract on matter to be discussed at the meeting.

4. Public Question Time

To receive questions from members of the public, in accordance with the Council's Constitution.

5. Minutes

To consider the attached Minutes of the meeting of the Health and Wellbeing Board held 25th January 2022.

Standing items

6. Joint Strategic Needs Assessment

To consider new and updated information which has been included in the Joint Strategic Needs Assessment

7. Health Inequalities Plan Updates

To receive highlight reports detailing progress on the key themes of the health inequalities plan

8. Health Inequalities Plan: Thematic Review

To undertake a more detailed review of one thematic area from the health inequalities plan and consider progress, opportunities and challenges

9. Public Health Updates

To receive highlight reports detailing progress in delivering plans for:

a. Health improvement

b. Health protection

Business items

Items covering other areas for which the Board is responsible including Child Death Overview Panel, Better Care Fund, key ICS plans.