

TRAFFORD COUNCIL

Report to: Trafford Council
Date: 20th January 2016
Report for: Approval
Report of: John Pearce, Acting Corporate Director Children, Families and Wellbeing

Report Title

New Revised Terms of Reference for the Trafford Health and Wellbeing Board

Purpose and Summary

This report outlines recommendations made by the Health and Wellbeing Board to adopt new Terms of Reference following a review of the Board and its place within the new Trafford Partnership structures.

Recommendations

Trafford Council notes the contents of this report and agrees the new revised Terms of Reference and membership for the Health and Wellbeing Board.

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1 Background

1.1 Under the Health and Social Care Act 2012, upper-tier and unitary councils in England must establish a health and wellbeing board. Its statutory functions are:

- To prepare Joint Strategic Needs Assessments (JSNAs) and Joint Health and Wellbeing Strategies (JHWSs), which is a duty of local authorities and clinical commissioning groups (CCGs).
- A duty to encourage integrated working between health and social care commissioners, including providing advice, assistance or other support to encourage arrangements under section 75 of the National Health Service Act 2006 (i.e. lead commissioning, pooled budgets and/or integrated provision) in connection with the provision of health and social care services.
- A power to encourage close working between commissioners of health-related services and the board itself.
- A power to encourage close working between commissioners of health-related services (such as housing and many other local government services) and commissioners of health and social care services.

- 1.2 The Health and Wellbeing Board may also discharge any other functions that the council wishes to delegate to it which will be allowed for in the health and wellbeing board's terms of reference. Constitutional matters such as terms of reference need to be discussed with the whole council.
- 1.3 During the latter half of 2015 a comprehensive review of the Trafford Partnership was undertaken to ensure the Partnership is fit for the future and is aligned in its structures and priorities with the Greater Manchester Reform and Growth Agendas.
- 1.4 Within the context of this review and the Health and Social Care developments under the Greater Manchester Devolution Agreement, in September the Health and Well Being Board tasked a small governance group to re-examine the purpose, functions and membership of the Board.

2 Key changes to the Terms of Reference

- 2.1 At its December 2015 meeting the Health and Wellbeing Board agreed to recommend that additional locally agreed functions be added to the Terms of Reference and that a revised version be presented to Trafford Council for approval.
- 2.2 The additional functions with a brief explanation follow:

- Provide oversight to the delivery of the Trafford (Locality) Plan (although accountability for the delivery of the Plan will remain with the Trafford Joint Commissioning Board, reporting into the GM Joint Commissioning Board).
- Maintain a positive relationship with the Joint Commissioning Board in order to help shape strategic commissioning decisions and those concerning structural reform in Health and Social Care sectors.

The Joint Commissioning Board is an addition to the Trafford Partnership structure, required by the GM Health and Social Care devolution Agreement and will be accountable to GM for the delivery of our Locality Plan.

- Agree annually, a number of key priorities (5-10) based on those in the Trafford (Locality) Plan, the CAMHs strategy and relevant data sets such as the JSNAA, the indices of Multiple Deprivation and Public Health profiles, as well as reflecting GM agendas emerging from the GM Joint Commissioning and GM Early Intervention and Prevention Boards.
- Ensure delivery against these priorities either through Task and Finish (service reform) project groups or by delegating the priority to a relevant thematic partnership (e.g. Safer Trafford)
- Put in place a Performance dashboard to monitor progress against the agreed priorities and receive exception reports relating to progress as necessary.
- Receive written reports at regular agreed intervals from the Safer Trafford, Sport and Physical Activity Partnerships, from the two Safeguarding Boards and from the project groups.

The priorities and associated action plans will replace the Health and Wellbeing Strategy which is due for a refresh this year. The Chairs of the Safer Trafford Partnership (GMP), the Sports and Physical Activity Partnership (independent Chair) and of the Children's Safeguarding and Adults Safeguarding Boards (both independent Chairs) will be invited to sit on the Health and Wellbeing Board.

2.3 **Health and Well Being Board Membership**

The revised terms of reference recommend membership as follows:

- Executive Member for Adult Social Services and Community Wellbeing
- Executive Member for Children and Families
- Shadow Executive Member for Adult Social Care and Community Wellbeing
- NHS England representative
- Corporate Director of Children, Families and Well Being (Director of Children's Services)
- Director of Public Health
- Chief Accountable Clinical Officer NHS Trafford Clinical Commissioning Group
- Chief Operating Officer NHS Trafford Clinical Commissioning Group
- Chair of Health Watch
- Third Sector representative
- Independent Chair Children's Local Safeguarding Board
- Independent Chair Adult Safeguarding Board
- Chair of the Safer Trafford Partnership - GMP
- Chair of the Trafford Sports and Physical Activity Partnership
- Chief Executive Officers of health care providers: (Central Manchester University Hospital NHS Foundation Trust; University Hospital South Manchester NHS Foundation Trust; Pennine Care NHS Foundation Trust Greater Manchester West Mental Health NHS Foundation Trust)

2.4 **Meeting Arrangements**

The proposed changes to the new Terms of Reference are as follows:

- **Substitutes**

Nominating groups may appoint a substitute member for each position. These members will receive electronic versions of agendas and minutes for all meetings. Members are asked to nominate a single named substitute who replace them in the event they cannot attend a meeting. Notification of a named substitute member must be made in writing or by email to the Clerk. Substitute members will have full voting rights when taking the place of the ordinary member for whom they are designated substitute.

- **Meeting Frequency**

The Health and Well Being Board will meet quarterly in line with the new schedule of dates agreed within the Trafford Partnership review. One day each quarter the three strategic boards of the Trafford Partnership (Health and Wellbeing, Growth and Strong Communities) will all meet simultaneously at 10 am followed by a partnership networking event over lunchtime. The Trafford Partnership Board which will comprise representatives from each strategic board will then meet in the

early afternoon. This has been agreed by the Trafford Partnership Board. The new arrangements are being launched at the first Trafford Partnership quarterly day on 22nd January 2016.

2.5 Recommendations

2.5.1 Trafford Council notes the contents of this report and agrees the new revised Terms of Reference and membership for the Health and Wellbeing Board.

Appendix

New Revised Terms of Reference for the Trafford Health and Wellbeing Board