

BARNSELY'S HEALTH AND WELLBEING BOARD**TERMS OF REFERENCE****Revised July 2013**

Purpose

The purpose of the Health and Wellbeing Board (H&WB) is to improve the health and wellbeing of Barnsley residents and communities, and to reduce health inequalities within the Borough and against national averages.

To do this, the H&WB has established a vision, based around the principles of personalisation, greater independence, choice and control, so that Barnsley residents and communities are able to identify their health and wellbeing needs and how best to address those needs, with the minimum support from statutory partners.

The H&WB vision is set out below:-

“Barnsley residents, throughout the Borough, lead healthy, safe and fulfilling lives, and are able to identify, access, direct and manage their individual health and wellbeing needs, support their families and communities and live healthy and independent lifestyles.”

The H&WB was established in shadow form in January 2012 and took on its full responsibilities in April 2013, as set out in the Health and Social Care Act 2012.

Objectives

To bring this vision to life, the H&WB has the following objectives:-

- Oversee the production of the Joint Strategic Needs Assessment (JSNA), providing a clear statement and narrative of the health and wellbeing needs and assets of Barnsley residents and communities,
- Develop a Health and Wellbeing Strategy (H&WBS) based on the needs identified in the JSNA and other forms of local intelligence such as the Joint Strategic Intelligence Assessment (JSIA), to provide a framework for how these needs are to be collectively addressed,
- Ensure local residents and communities are at the centre of the process, informing, shaping and holding services to account,
- Ensure health and social care strategic intentions and commissioning plans are consistent with the vision and priorities of the H&WBS,
- Promote integrated working across health and social care and engender a culture of mutual accountability and responsibility, and;
- To take a whole systems approach to service re-design, including the alignment and pooling of resources across health and wellbeing, to deliver improved outcomes for Barnsley residents and communities.

Membership

The H&WB consists of a number of key officers and Elected Members from across the health and social care sector. The Health and Social Care Act 2012 sets out a mandatory membership, with the flexibility to add to this as the local area sees fit. The membership of the Barnsley H&WB is set out below:-

- The Leader of the Council,
- The Cabinet Member for Adults and Communities,
- The Cabinet Member for Children, Young People and Families,
- The Cabinet Member for Public Health,
- The Chief Executive of Barnsley Council,
- The Council's Executive Director of Adults and Communities,
- The Council's Executive Director of Children, Young People and Families,
- Barnsley's Director of Public Health,
- The Chair of NHS Barnsley Clinical Commissioning Group,
- The Chief Operating Officer of NHS Barnsley Clinical Commissioning Group,
- The Chief Executive of Barnsley Hospital NHS Foundation Trust,
- The Chief Executive of South West Yorkshire Partnership Foundation Trust,
- Healthwatch Barnsley X2,
- The Medical Director of NHS South Yorkshire and Bassetlaw Area Team (NHS England),
- Barnsley's District Commander South Yorkshire Police.

Except where membership of the H&WB is by position, member organisations should appoint named representatives. All members should nominate a named deputy to attend only in their absence. The full membership, including deputies, is set out at appendix one.

Officer Support

Officer support for H&WB meetings will be provided as follows:-

- Ian Turner, Assistant Director, Council Governance Unit, BMBC,
- Scott Matthewman, Adults and Communities, BMBC.

Additional officers from the Council and partner agencies will attend meetings on an ad hoc basis to present specific reports.

Roles and Responsibilities

Individual members undertake to:-

- Reflect the views of their agency and/or sector, being sufficiently briefed, able to contribute to discussions, make decisions and enact those decisions within their respective agency/sector;
- Ensure that there are communication mechanisms in place within their agency/sector to enable information about the work and priorities of the H&WB to be disseminated and to ensure decisions are fed back accordingly;
- Feed in information about local issues, needs, priorities and assets to inform the development of the JSNA and H&WBS;
- Consult about the work of the H&WB where appropriate, to ensure a strong resident and community voice;
- Act on what the H&WB has agreed and be held to account for delivery within their respective agency/sector;
- Influence any consequent changes to policy development/ service delivery in their own agency/sector;
- Commit to a whole systems approach of working, including the alignment and pooling of resources to improve health and wellbeing outcomes for Barnsley residents and communities;
- Champion and advocate the work of the H&WB in their wider networks, locally and nationally, and in the community.

The Chair will undertake to:-

- Promote and encourage discussion and ensure that discussions and resulting decisions reached are recorded;
- Ensure that meetings are orderly, fair, thorough, efficient and appropriate to the vision and priorities of the H&WB;
- Represent the views of the H&WB locally, regionally and nationally, where appropriate.

Accountability/Governance

The H&WB reports into formal Council processes, as a committee of the Council from April 2013, but will also have a working relationship with One Barnsley, the Local Strategic Partnership.

One Barnsley has recently concluded a review of its governance arrangements which has seen the endorsement of the H&WB and the Barnsley Economic Partnership (BEP) as the two high level strategic partnerships in the Borough. It is important that the H&WB and BEP work closely together to improve local outcomes for residents and communities of Barnsley due to the inextricable link between employment, health and overall wellbeing.

The H&WB will establish a series of sub groups and task and finish groups as it sees fit, to deliver the vision and priorities of the H&WBS. The structure is set out at appendix two.

Decisions of the H&WB will be made in accordance with the Council's Constitution.

The Chair of the H&WB is the Leader of the Council. The Vice-Chair will be appointed from the membership of the H&WB on an annual basis from May in any year. The Vice Chair is the Chair of the Clinical Commissioning Group.

Meetings will be held approximately every 8 weeks, as required, with a minimum of 6 per calendar year.

The quorum for the meeting will be one quarter of the membership including at least one Council Cabinet Member and one representative of the Clinical Commissioning Group.

Agendas will be agreed by the Chair with minutes approved at the following meeting.

Papers will be distributed a minimum of 5 clear days before the meeting date. In exceptional circumstances papers can be tabled on the day of the meeting. With effect from April 2013, meetings of the H&WB will be open to the public and press and papers available for inspection.

Plain English will be used in preparing all working documents.

Members can request the inclusion of items for future meetings by contacting the Chair or the Assistant Director, Council Governance Unit/ Adults and Communities Wellbeing Co-ordinator no later than three weeks before the meeting in question.

Review

The terms of reference for the H&WB will be reviewed on a 12 monthly basis or as and when required.

Appendix One: Health and Wellbeing Board Membership

	Agency/Position	Named Representative	Named Deputy
1.	The Leader of the Council (Chair)	Councillor Stephen Houghton	Councillor Jenny Platts/ Councillor Tim Cheetham
2.	The Cabinet Member for Adults and Communities	Councillor Jenny Platts	Councillor Margaret Morgan
3.	The Cabinet Member for Children, Young People and Families	Councillor Tim Cheetham	Councillor Margaret Bruff
4.	The Cabinet Member for Public Health	Councillor Chris Lamb	Councillor Karen Dyson
5.	The Chief Executive of Barnsley MBC	Diana Terris	Martin Farran
6.	The Council's Executive Director of Adults and Communities	Martin Farran	Wendy Lowder
7.	The Council's Executive Director of Children, Young People and Families	Rachel Dickinson	Sue Hare
8.	Barnsley's Director of Public Health	Sharon Stoltz	Steve Turnbull
9.	The Chair of NHS Barnsley CCG (Vice Chair)	Nick Balac	Chris Ruddlesdin
10.	The Chief Operating Officer of NHS Barnsley CCG	Mark Wilkinson	Brigid Reid
11.	The Chief Executive of Barnsley Hospital NHS Foundation Trust	Steve Wragg (Chairman)	David Peverelle (Interim)
12.	The Chief Executive of South West Yorkshire Partnership Foundation Trust	Steven Michael	Sean Rayner
13.	The Medical Director of NHS South Yorkshire and Bassetlaw Area Team (NHS England)	David Black	tbc
14.	Healthwatch Barnsley	Chris Green	Margaret Baker
15.	Healthwatch Barnsley	Margaret Baker	Chris Green
16.	Barnsley's District Commander, SY Police	Andy Brooke	Liz Watson

Appendix Two: Health and Wellbeing Board Structure

