

**REPORT FOR: HEALTH AND WELLBEING BOARD**

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<b>Date of Meeting:</b>	20 July 2017
<b>Subject:</b>	Terms of Reference for Health and Wellbeing Board
<b>Responsible Officer:</b>	Hugh Peart, Director of Legal and Governance Services
<b>Public:</b>	Yes
<b>Wards affected:</b>	All Wards
<b>Enclosures:</b>	Current Terms of Reference with tracked changes

**Section 1 – Summary and Recommendations**

This report informs the Board of the request by the Harrow Clinical Commissioning Group for an increase in its voting representation on the Board. It also seeks approval to amend the terms of reference in relation to sub groups.

**Recommendations:**

The Board is requested to:

1. Consider the request from the Harrow Clinical Commissioning Group to amend its membership by the inclusion of the Accountable Officer as a Voting Board Member;
2. Agree, subject to Council approval, that the paragraph on Sub Groups be deleted from the terms of reference as these groups are not in operation;
3. Recommend to the Constitutional Review Working Group that Council be requested to approve the revised Terms of Reference for inclusion in the Council's Constitution.

## **Section 2 – Report**

At its first meeting on 19 June 2013 the Board received a report which set out its terms of reference and procedural rules. The voting membership comprised four Members of the Council nominated by the Leader of the Council, three representatives from Harrow Clinical Commissioning Group and one representative from Harrow Healthwatch. At the meeting on 30 June 2016, it was noted that the number of Members of the Council nominated by the Leader of the Council had been increased from 4 to 5. This was to enable the Leader of the Council to take a place on the Board and to enable the continued attendance of an opposition Member.

### **Current situation**

Harrow Clinical Commissioning Group has requested that the CCG Accountable Officer or his/her nominee becomes an additional voting member on the Board. The officer is currently a non-voting member. If this is approved, there would be an equality of votes between the Members of the Council and the CCG/Healthwatch with the casting vote in the event of an equality of votes falling to the Leader of the Council or in his absence the Vice-Chair who is the Chair of the Harrow Clinical Commissioning Group. This is in accordance with the balance between the organisations as when the Board was first set up. As the CCG Accountable Officer is currently a non-voting member, the bullet point in section 4.3 would be deleted if it is agreed for this member to become a voting member. The total number of CCG Board members would remain the same.

It was envisaged that the Health and Wellbeing Board would establish sub groups. These would be informal officer level groups and would be reviewed annually. As Sub groups are no longer appointed, and no minutes or issues have been submitted to the Board, it is suggested that they be deleted from the terms of reference.

### **Why a change is needed**

The current terms of reference for the Health and Wellbeing Board are attached with suggested amendments in track changes with regard to a revised voting membership and the deletion of the paragraph on sub groups.

### **Financial Implications/Comments**

No additional costs have been identified as a result of the proposed changes to voting representation. However, in the event that any costs arise from these changes, such costs would need to be contained within existing partner organisation budgets as appropriate

### **Legal Implications/Comments**

Under s.194 of the Health and Social Care Act, a local authority must establish a Health and Wellbeing Board. The core membership is set out

under that section and may include 'such other persons, or representatives of such other persons, as the local authority thinks appropriate.' The Board itself can appoint additional members. As the member in question was originally appointed by the local authority it is appropriate for the change in their status to be approved by Council, particularly as it is a change to the constitution.

The usual practice is for proposed changes to the constitution to be considered by the Constitution Review Working Group prior to a report going to Council..

### **Risk Management Implications**

There are no additional risks identified.

### **Equalities implications**

The purpose of the Board is to improve health and wellbeing for the residents of Harrow and reduce inequalities in outcomes.

### **Council Priorities**

The Council's vision:

#### **Working Together to Make a Difference for Harrow**

The report incorporates the administration's priorities by improving health and wellbeing for the residents of Harrow and reduce inequalities in outcomes.

- Making a difference for the vulnerable
- Making a difference for communities
- Making a difference for local businesses
- Making a difference for families

### **Section 3 - Statutory Officer Clearance (Council and Joint Reports)**

Name: Donna Edwards	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 14 June 2017		
Name: Caroline Eccles	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 27 June 2017		

<b>Ward Councillors notified:</b>	<b>NO</b>
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## **Section 4 - Contact Details and Background Papers**

**Contact:** Miriam Wearing, Senior Democratic Services Officer

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**Background Papers:** Terms of reference of Health and Wellbeing Board