

Report for: **Health and Wellbeing Board**

Date of Meeting:	22 November 2022
Subject:	Health and Wellbeing Board Terms of Reference
Responsible Officer:	Hugh Peart - Director of Legal and Governance Services
Public:	Yes
Wards affected:	All
Enclosures:	Appendix 1 – Revised Terms of Reference Appendix 2 – Revised Health and Wellbeing Board Procedure Rules

Section 1 – Summary and Recommendations

This report sets out revised Terms of Reference for the Health and Wellbeing Board (HWB) and confirmation of its membership.

Recommendations:

The Board is requested to

- (1) Endorse the revised terms of reference of the Board as set out in Appendix 1 to this report;
- (2) Endorse the revised Health and Wellbeing Board Procedure Rules as set out in Appendix 2 to this report;
- (3) Discuss, consider and agree whether the proposed quorum for the HWB requiring at least one member of the Council and one member of the North West Integrated Care Board being present is appropriate;
- (4) Recommend to Council that the Constitution be updated on the revised terms of reference (as set out in Appendix 1 to this report), the Health and Wellbeing Board Procedure Rules (as set out in appendix 2 to this report) and the outcome of the discussion on the quorum for the HWB; and
- (5) Re-affirm that Dr Radhika Balu be appointed as Vice-Chair for the remainder of the 2022-23 municipal year.

Section 2 – Report

Background

- 2.1 The Health and Social Care Act 2012 required the Council to establish a Health and Wellbeing Board from 1 April 2013. The Act had the effect of establishing the Board as a formal Committee of the Council, performing a number of roles including overseeing the production of the Health and Wellbeing Strategy and the Joint Strategic Needs Assessment and playing a key role in encouraging integrated health working to improve the quality of life for local residents.
- 2.2 The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 provided further provisions relating to the governance of Health and Wellbeing Boards.
- 2.3 The Council, at its extraordinary meeting on 23 May 2013, agreed to the establishment of the Health and Wellbeing Board (HWB), with its current terms of reference and procedural rules.

Current Terms of Reference and Membership

- 2.4 In accordance with the relevant legislative provisions, the current terms of reference, at paragraph 4.1, provides that the Chair of the Board will be nominated by the Leader of Harrow Council; or a nominated deputy.
- 2.5 Paragraph 4.2 of the Terms of Reference also provides that the current Membership of the HWB is as follows:

Voting Members

- Members of the Council nominated by the Leader of the Council
- Chair of the Harrow Clinical Commissioning Group (vice chair)
- GP representative of the Harrow Clinical Commissioning Group
- A further representative of the Harrow Clinical Commissioning Group
- CCG Accountable Officer or nominee
- Representative of Healthwatch Harrow

Non-voting members

- Director of Public Health
- Chief Officer, Voluntary and Community Sector
- Senior Officer of Harrow Police
- Chair of the Harrow Safeguarding Children and Adult Board
- Chief Operating Officer – CCG
- Corporate Director People
- Director Adult Social Services

Proposed Terms of Reference and Membership

- 2.6 It is important to note that since 1 July 2022, Clinical Commission Groups were replaced with Integrated Care Groups. Several additional members of the HWB have also been added to ensure that the HWB has full representation to aid its discussions.
- 2.7 The terms of reference therefore require updating to ensure that they accurately reflect the current membership of the HWB.

2.8 It is therefore proposed that paragraph 4.2 of the terms of reference be amended to reflect the following:

Voting Members

- Members of the Council nominated by the Leader of the Council (5)
- Representatives of the North West London Integrated Care Board (3)
- Representative of Healthwatch Harrow (1).
- Representatives from the NHS (2)

Non-Voting Members

- Director of Public Health
- Chief Officer, Voluntary and Community Sector
- Senior Officer of Harrow Police
- Chair of the Harrow Safeguarding Children and Adult Board
- Managing Director of Harrow Based Partnership
- Corporate Director – People
- Director of Adult Social Services
- Director of Children Services

2.9 This therefore means that the membership of the HWB is as follows:

<u>Voting Members</u>	
Chairman	Councillor Paul Osborn
Members of Council Nominated by the Leader of the Council (5)	Councillor Ghazanfar Ali, Councillor Hitesh Karia, Councillor Pritesh Patel, Councillor Norman Stevenson Reserves: Councillor David Ashton, Councillor Marilyn Ashton, Councillor Chetna Halai, Councillor Anjana Patel, Councillor Natasha Proctor

Representatives of North West London Integrated Care Board (3)	Dr Radhika Balu (Vice Chair), Isha Coombes, third person tbc Reserves: Hugh Caslake
Representative of Healthwatch Harrow	Yaa Asamany Reserve: Marie Pate
Representatives from the NHS (2)	Simon Crawford, James Benson, Reserves: James Walters, Jackie Allain
<u>Non-Voting Members</u>	
Director of Public Health	Carole Furlong
Chief Officer, Voluntary and Community Sector	John Higgins
Senior Officer of Harrow Police	Inspector Edward Baildon
Chair of the Harrow Safeguarding Children and Adult Board	Chris Miller
Managing Director of Harrow Borough Based Partnership	Lisa Henschen
Corporate Director – People	Senel Arkut
Director of Adult Social Services	Shaun Riley
Director of Children Services	Peter Tolley

- 2.10 The proposed quorum of the Board states that it shall be 50% of the voting membership – however there must be attendance of at least one voting member from both the Council and the North West London Integrated Care Board. The HWB are requested to have a discussion on whether the requirement for a voting member from both the Council and the North West London Integrated Care Board is appropriate.
- 2.11 The Vice-Chair of the HWB, was Dr Radhika Balu, in her capacity as Chair of the Clinical Commissioning Group. It is proposed that the HWB re-affirms that Dr Balu remains as Vice-Chair for the remainder of the municipal year. The proposed revision to the terms of references

proposes that the Vice-Chair will be one of the representatives of the North West London Integrated Care Board appointed to the HWB.

2.13 The full set of proposed Terms of Reference for the HWB is attached at Appendix 1 to this report and the proposed Health and Wellbeing Board Procedure Rules is attached at Appendix 2.

2.14 Adoption of the revised terms of reference and procedure rules will ensure clarity and adherence to the membership requirements of the HWB as required by the Health and Social Care Act 2012.

Ward Councillors' comments

3.1 None as this affects the whole Council.

Financial Implications/Comments

4.1 There are no financial implications arising directly from this report.

Legal Implications/Comments

5.1 These are contained within the body of the report.

Risk Management Implications

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

The following key risks should be taken into account when agreeing the recommendations in this report:

Risk Description	Mitigations	RAG Status
Failure to have correct membership of the HWB will compromise its ability to make relevant decisions	<ul style="list-style-type: none">▪ Adoption of the membership recommendations in this report ensure compliance with the relevant legislation	Amber

Equalities implications / Public Sector Equality Duty

Was an Equality Impact Assessment carried out? No

An Equality Impact Assessment was not carried out as the membership of the Board requires adherence to the relevant legislation.

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

Statutory Officer: Donna Edwards

Signed on behalf of the Chief Financial Officer

Date: 7 November 2022

Statutory Officer: Hugh Peart

Signed by the Monitoring Officer

Date: 7 November 2022

Chief Officer: Carole Furlong

Signed on behalf of the Corporate Director - People

Date: 7 November 2022

Mandatory Checks

Ward Councillors notified: NO, as it impacts on all Wards

Section 4 - Contact Details and Background Papers

Contact: Vishal Seegoolam, Democratic, Electoral and Registration Services Manager, 020 8424 1158

Background Papers: List **only non-exempt** documents (ie not Private and Confidential/Part II documents) relied on to a material extent in preparing the report (eg previous reports). Where possible also include a web link to the documents.

None

If appropriate, does the report include the following considerations?

1. Consultation
2. Priorities

NO
YES