

South Tees Single Health and Wellbeing Board

Terms of Reference

1. Overall Purpose of the Board:

1.1 The Single Health and Wellbeing Board has been constituted to meet the requirements of the Health and Social Care Act 2012. As a Committee of Redcar and Cleveland Borough Council and Middlesbrough Borough Council it acts as a forum where key leaders from the health and care system work together to improve the health and wellbeing of their local population and reduce inequalities.

1.2 The focus for the single Health and Wellbeing Board

Principal Function	Principal Subject Matter	Main Business Focus	Timescales
Shared Leadership	<ul style="list-style-type: none"> Improved health and social care outcomes Sustainable health and social care system 	Provide strategic leadership and accountability to design, develop and enhance joint health and social care system	Longer Term – within the next 3-5 years
Shared priorities approach	<ul style="list-style-type: none"> ensuring system alignment e.g. commissioning solving problems, removing barriers sharing risks 	A small number of key priorities to improve health and social care in South Tees.	Medium term – within the next year
Shared system assurance	<ul style="list-style-type: none"> high-level performance management 	<ul style="list-style-type: none"> progress against HWBB work programme progress against key metrics and projects Progress against priority workstreams Be given assurance from South Tees H&WBB Executive 	Short term – within the next week, month

1.3 In particular, the Board will:

- Provide strategic direction
- Ensure strategic influence over commissioning decisions across health, public health and social care.
- Strengthen democratic legitimacy by involving democratically elected representatives and patient representatives in commissioning decisions alongside commissioners across health and social care. The Board will also provide a forum for challenge, discussion, and the involvement of local people.
- Bring together clinical commissioning groups and council commissioners to develop a shared understanding of the health and wellbeing needs of the community.
- Ensure the Joint Strategic Needs Assessment is undertaken and develop a joint Health and Wellbeing Strategy to address needs and improve health and wellbeing outcomes. This will include supporting the development of joint commissioning and integrating services across health and care where this makes sense.
- Create a more effective and responsive local health and care system. Other services that impact on health and wellbeing such as housing and education provision will also be addressed.

2. Operating Principles

2.1 The Board will work to the following principles in the way it conducts business:

- Operate on the basis of consensus and discussion between all organisations
- Demonstrate collective leadership to improve health and wellbeing across the Middlesbrough and Redcar & Cleveland local authority areas
- Consider the views of patients, service users and communities and the third, public and private sectors
- Promote strong collaboration and partnerships and clear links between local statutory and non-statutory bodies
- Consider best use of combined commissioning resources to improve local health and well-being outcomes in the short, medium and long term.
- Members of the HWBB will have genuine levels of trust and an open and honest willingness to work collaboratively, with a culture and way of working that creates the conditions for innovation, integration and high performance.
- Communicate, listen and engage with the communities they serve and be representative of the public/patient voice.
- Decisions will be based on evidence and data sharing will be the norm, not the exception.

3. Shared Vision and Priorities

3.1 The Single South Tees Health and Wellbeing Board has agreed a shared vision and priorities:

Empower the citizens of South Tees to live longer and healthier lives. With a focus on the following areas key themes

- a. Inequalities - Addressing the underlying causes of inequalities across the local communities,
- b. Integration and Collaboration - across planning, commissioning and service delivery,
- c. Information and Data – data sharing, shared evidence, community information, and information given to people.

3.2 The following shared priorities were agreed for each theme

- a. Inequalities - Addressing the underlying causes of inequalities across the local communities, through a coordinated approach to;
 - Tackling worklessness and underlying health issues,
 - Tackling poverty, financial inclusion and welfare reforms,
 - Tackling fuel poverty,
 - Violence prevention,
 - Promoting good mental health and emotional wellbeing,
 - Maximising the benefits of economic development for all communities,
 - Promoting healthy lifestyles,
 - Developing resilient communities.
- b. Integration and collaboration
 - Joint decision making – single Health and Wellbeing Board and streamlined partnerships,
 - Further develop approaches for joint commissioning of health and social care for adults and children as well as joint working with other commissioning organisations to address the wider health and well-being challenges,
 - Develop new models of service delivery models that integrate health, social care, housing, VCS, police and fire service.
- c. Information and Data
 - Develop joint understanding of the local challenges through better use of information and intelligence,
 - Improved use of intelligence to drive planning and service improvements,
 - Improved arrangements for data sharing and integrated data systems,
 - Ensuring the local narrative, community information and qualitative information is also considered,
 - Joined up approaches for sharing information with residents.

4 Annual work programme

- 4.1 The Board will develop an annual work programme to focus on key issues that address the priority areas. The Board will receive update reports on progress against the work programme. The work programme will be reviewed annually as part of the planning and commissioning cycle.

5. Accountability and Governance

- 5.1 As a Council Committee, the single Health and Wellbeing Board is accountable to Redcar and Cleveland Borough Council and Middlesbrough Borough Council.
- 5.2 The Health and Wellbeing Strategies for both localities are the key partnership strategies between the local authorities and other Health and Social Care partners. The single Health and Wellbeing Board will be the arena for holding individual organisations (and partnerships) to account for delivery. The single Health and Wellbeing Board will in turn be held accountable for implementing the Joint Health and Wellbeing Strategies by the South Tees Joint Scrutiny Committee
- 5.3 In order to function effectively the Board will need to be supported by a functioning Executive Group, meeting more frequently and ensuring delivery of the agenda. The Executive Group will meet on a monthly basis

6. Membership of the Board

- 6.1 The Single Health and Wellbeing Board will consist of the following members:

- Leader of Redcar & Cleveland Council,
- Mayor of Middlesbrough Council,
- Chief Executive Middlesbrough Council,
- Chief Executive Redcar & Cleveland Council,
- 3 Cabinet Members from Redcar & Cleveland Council,
- 3 Executive Members from Middlesbrough Council,
- Nominated Elected Member from Middlesbrough Council,
- Nominated Elected Member from Redcar & Cleveland Council,
- Chair of NHS South Tees Clinical Commissioning Group (STCCG),
- Chief Officer NHS South Tees Clinical Commissioning Group (STCCG),
- Director Adult Social Care and Health Integration for Middlesbrough,
- Corporate Director for Adults and Communities for Redcar & Cleveland,
- Executive Director of Children's Services for Middlesbrough,
- Corporate Director of Children's Services for Redcar & Cleveland,
- Director of Public Health for Middlesbrough and Redcar & Cleveland,
- Senior representative of the local HealthWatch,
- Chief Executive of South Tees Hospitals NHS Foundation Trust (STHFT),
- Chief Executive of Tees, Esk and Wear Valley NHS Foundation Trust (TEWV),
- Senior representative on behalf of Middlesbrough and Redcar Voluntary Development Agencies,
- Senior leader on behalf of Coast & Country Housing and Thirteen Housing Group,

- Chief Constable Cleveland Police,
- Chief Fire Officer Cleveland Fire Service

6.2 Nominated deputies may attend.

6.3 Members represent their agency or organisation, and individual members of the board remain accountable to their organisations. Members will bring informed views from their agency or organisation to the meetings and act as the conduit of information between the board and their agency or organisation.

6.4 Other guests may be invited from time to time, or attend at their own request, at the discretion of the Chair, and subject, in the event of any dispute, to approval by a majority of members.

7 Chair and Vice Chair

7.1 The Chair and Vice Chair will rotate between the Leader of Redcar and Cleveland Borough Council and Mayor of Middlesbrough Council at each meeting of the Board.

8. Frequency

8.1 The Board will hold a minimum of four meetings per year. A schedule of meeting dates will be agreed for the year, including key milestones as part of a forward plan.

9. Secretarial Support

9.1 For the first year Democratic Services, Middlesbrough Council will provide the secretarial support. Papers for Board meetings will be circulated at least seven days in advance of the meeting. All agendas, minutes and related papers will be posted on the Redcar and Cleveland Borough Council and Middlesbrough website.

10. Declaration of Interests

10.1 Each member is required to declare any pecuniary or non-pecuniary interest (direct or indirect) in any agenda items, and shall take no part in the discussion or decision-making about that item.

11. Review of Terms of Reference

11.1 The Board will review these Terms of Reference annually. It will develop its sub-structures and keep them aligned with developments within Redcar and Cleveland Borough Council, Middlesbrough Borough Council, South Tees Clinical Commissioning Group and other partners and stakeholders.