

## Live Well South Tees Health and Wellbeing Board

### TERMS OF REFERENCE

#### 1 OVERALL PURPOSE OF THE BOARD:

1.1 The Live Well South Tees 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 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 Live Well South Tees Health and Wellbeing Board

Principal Function	Principal Subject Matter	Main Business Focus	Timescales
<b>Shared Leadership</b>	<ul style="list-style-type: none"> <li>Improved health and social care outcomes</li> <li>Sustainable health and social care system</li> <li>Ensuring system alignment e.g. commissioning</li> </ul>	<ul style="list-style-type: none"> <li>Provide strategic leadership and accountability to design, develop and enhance joint health and social care system</li> </ul>	Longer Term – within the next 3-5 years
<b>Shared priorities approach</b>	<ul style="list-style-type: none"> <li>solving problems,</li> <li>removing barriers</li> <li>sharing risks</li> </ul>	<ul style="list-style-type: none"> <li>A small number of key priorities to improve health and social care in South Tees.</li> </ul>	Medium term – within the next year

<p><b>Shared system assurance</b></p>	<ul style="list-style-type: none"> <li>• high-level performance management</li> </ul>	<ul style="list-style-type: none"> <li>• progress against HWBB work programme</li> <li>• progress against key metrics and projects</li> <li>• Progress against priority workstreams</li> <li>• Be given assurance from South Tees H&amp;WBB Executive</li> </ul>	<p>Short term – within the next week, month</p>
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**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 Integrated Care Board 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 Health and Wellbeing Board 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 Live Well South Tees Board has agreed the vision and aims summarised in the table below:

Vision	Empower the citizens of South Tees to live longer and healthier lives		
Aims	Start Well	Live Well	Age Well
Aspiration	<p><b>Children and Young People have the Best Start in Life</b></p> <p>We want children and young people to grow up in a community that promotes safety, aspiration, resilience and healthy lifestyles</p>	<p><b>People live healthier and longer lives</b></p> <p>We want to improve the quality of life by providing opportunities and support so more people can choose and sustain a healthier lifestyle.</p>	<p><b>More people lead safe, independent lives</b></p> <p>We want more people leading independent lives through integrated and sustainable support.</p>

### 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 Live Well South Tees Health and Wellbeing Board is accountable to Redcar and Cleveland Borough Council and Middlesbrough 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 Live Well South Tees Health and Wellbeing Board will be the arena for holding individual organisations (and partnerships) to account for delivery.
- 5.3 The Live Well South Tees Health and Wellbeing Board will in turn be held accountable for implementing the Joint Health and Wellbeing Strategy by the South Tees Joint Scrutiny Committee
- 5.4 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 Live Well South Tees Health and Wellbeing Board will consist of the following members:
- Leader of Redcar & Cleveland Council,
  - Mayor of Middlesbrough 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,
  - Chief Executive Middlesbrough Council,
  - Managing Director Redcar & Cleveland Council,
  - Director of Place North East and North Cumbria Integrated Care Board
  - 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 South Tees
  - Senior representative of the local HealthWatch,
  - Chief Executive of South Tees Hospitals NHS Foundation Trust,
  - Chief Executive of Tees, Esk and Wear Valleys NHS Foundation Trust,
  - Senior representative on behalf of Middlesbrough and Redcar Voluntary Development Agencies,
  - Senior leader on behalf of Beyond Housing and Thirteen Housing Group,

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

6.2 In order to ensure consistency and ability for senior decision-making, ad-hoc substitutions will not be allowed. However, each member of the group will be asked to nominate one appropriate deputy for those instances of non-attendance. Nominated deputies should be fully briefed prior to attendance and must have the authority to make decisions on behalf of their organisations.

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 CODE OF CONDUCT AND MEMBER RESPONSIBILITIES**

7.1 All voting members are required to comply with Redcar & Cleveland's Borough Council's (and/or Middlesbrough Council's) Code of Conduct, including submitting a Register of Interests.

7.2 In addition all members of the Board will commit to the following roles, responsibilities and expectations:

- Commit to attending the majority of meetings
- Uphold and support Board decisions and be prepared to follow through actions and decisions obtaining the necessary financial approval from their organisation for the Board proposals and declaring any conflict of interest
- Be prepared to represent the Board at stakeholder events and support the agreed consensus view of the Board when speaking on behalf of the Board to other parties. Champion the work of the Board in their wider networks and in community engagement activities.
- To participate in Board discussion to reflect views of their partner organisations, being sufficiently briefed to be able to make recommendations about future policy developments and service delivery
- To ensure that communication mechanisms are in place within the partner organisations to enable information about the priorities and recommendations of the Board to be effectively disseminated.

**8 QUORACY AND CHAIR (including VICE CHAIR )**

8.1 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.

8.2 For a meeting to take place there must be at least six members of the Board present and at least one representative from each of the following:

- Middlesbrough Council (Elected Member)
- Redcar & Cleveland Borough Council ( Elected Member)
- North East and North Cumbria Integrated Care Board Representative
- One senior officer member from both Middlesbrough Council and Redcar & Cleveland Borough Council
- Local Healthwatch/Other Representatives

8.3 Where a meeting is inquorate those members in attendance may meet informally but any decisions shall require appropriate ratification at the next quorate meeting of the Board.

**9 VOTING**

9.1 Decision-making will be achieved through consensus reached amongst those members present. Where a vote is required, decisions will be reached through a show of hand and a majority vote of voting members; where the outcome of a vote is impasse the chair will have the casting vote.

**10 FREQUENCY**

A schedule of meeting dates will be agreed for the year, including key milestones as part of a forward plan. Extraordinary meetings can be arranged throughout the year at the discretion of the Chair.

**11 PRIVATE / PUBLIC MEETINGS**

11.1 Meetings of the Live Well South Tees Health and Wellbeing Board are open to the public. Members of the public are not permitted to take part in the discussions, unless invited to do by the Chair. The Chair will invite members of the public, to put questions or make a statement to the Board.

**12 SECRETARIAL SUPPORT**

- 12.1 Coordination and oversight to be managed by the South Tees Integration Programme Manager and rotated on annual basis between Redcar & Cleveland Borough Council and Middlesbrough Council Democratic Services. 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's and Middlesbrough Council's websites.

13 **DECLARATION OF INTERESTS**

- 13.1 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.

14. **REVIEW OF TERMS OF REFERENCE**

- 14.1 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 Council, North East and North Cumbria Integrated Care Board and other partners and stakeholders.

**Reviewed 03 September 2024**