

Report to: **Governance Committee**

Date: **5 March 2019**

By: **Chief Executive**

Title: **East Sussex Health and Wellbeing Board (HWB) amendments to Terms of Reference**

Purpose: **To seek approval on the recommended changes to the membership, meeting structure and governance of the Health and Wellbeing Board.**

RECOMMENDATIONS

The Governance Committee is recommended to recommend the County Council to approve the revised terms of reference for the East Sussex Health and Wellbeing Board as set out in appendix 1.

1. Background

1.1 The East Sussex Health and Wellbeing Board (HWB) has undertaken a review of how it functions, as it has been in its current form since it was set up as a shadow board in 2011. The review aimed to ensure that the Board was working as effectively as possible in the light of the current health and social care landscape and to see whether there were lessons to be learned for the operation of similar boards elsewhere. The review also enabled the HWB to consider the outcome of the Care Quality Commission (CQC) local system reviews that took place during 2017/18.

1.2 As part of the review, desktop research was carried on other authorities' HWBs. In the light of this work and discussions at the HWB, it was agreed that the future shape of the board should be underpinned by the following principles:

- The Health and Wellbeing Board should provide whole system leadership for the health and wellbeing of the people of East Sussex and the development of sustainable and integrated of health and care services.
- East Sussex is the appropriate geographical building block for priority setting for the health and social care system. Given the variation across the county and the multiplicity of organisations, a smaller geographical focus may well be appropriate for specific work, but the county is the primary planning unit.
- A robust and up-to-date evidence base will be used to agree priorities and devise plans.
- There will be strong and effective engagement and communications between residents, communities, commissioners and providers.
- There will be a compelling shared vision for health and social care in East Sussex that clearly explains our joint purpose to residents, communities and staff/volunteers in all organisations.
- Plans and accountability for delivery must be clear and robustly exercised.
- The partnerships and bodies involved in the local system must be coherent, well-articulated and connected by strong infrastructure.
- The HWB needs to work effectively both in and outside meetings. The meetings should be timed so that they can deal with relevant issues and all members need to contribute to ensure meetings are effective and relevant.
- The core test must be "does this feel right for East Sussex?"

1.3 A workshop was held on 12 October 2018 to develop the changes needed to turn these principles into practice, informed by the outcomes of a questionnaire completed by HWB members over the summer. The HWB agreed a number of changes to the way it worked to enhance its effectiveness as a result. These were:

- An enhanced role for NHS providers.

- Better induction for new members of the board to ensure they understood current issues and responsibilities.
- An agreed meeting structure that sets out:-
 - A work programme is to be agreed annually for the Board's four meetings each year which is reviewed at each meeting.
 - Meetings are to focus on agreeing the strategic plan and reporting on progress, in addition, considering those items the Board is required to approve by law.
 - Time is to be set aside during at least half the meetings for a workshop on an identified theme, put forward by the members of the Board and agreed by the Chair and Vice Chair.
- Time to be set aside at meetings for less formal discussion.
- Ensuring the board acted as an effective strategic and influencing, rather than commissioning, body and had a focus on prevention as well as tackling existing issues.
- Ensuring there was a strategic influence over the newly formed East Sussex Health and Social Care Executive Group.

2. East Sussex Health and Wellbeing Board – Terms of Reference

2.1 The Governance Committee is asked to recommend the County Council to agree the revised terms of reference attached at Appendix 1, which reflect the changes agreed by the HWB. The key changes are:

- Membership - full membership of the Board is extended to include the major current health providers who deliver services in East Sussex. It is proposed that Brighton and Sussex University Hospitals NHS Trust (BSUH) and Maidstone and Tunbridge Wells (MTW) NHS Trust will be invited to be Observers with speaking rights.
- New HWB members will be provided with an induction to Health and Social Care and the role of the HWB.
- Role and Function - a reference to prevention has been added and reference to commissioning has been removed.
- Deliver and review the Health and Wellbeing Strategy - removal of reference to the Board reporting its views on the CCGs' contribution to the delivery of the Joint Health and Wellbeing Strategy; and, a reference about strategic influence over the newly formed East Sussex Health and Social Care Executive Group has been added.

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BACKGROUND DOCUMENTS None