

**PROPOSAL TO UPDATE THE TERMS OF REFERENCE FOR THE
CAMBRIDGESHIRE HEALTH AND WELLBEING BOARD AND TO CREATE A
FURTHER JOINT SUB-COMMITTEE WITH PETERBOROUGH BOARD**

To: Health and Wellbeing Board

Meeting Date: 30th May 2019

From: Dr Liz Robin, Director of Public Health

Purpose: To present a proposal to update the terms of reference of the Cambridgeshire Health and Wellbeing Board by aligning them with those of the Peterborough Health and Wellbeing Board, and to amend the terms of reference for the Joint Cambridgeshire and Peterborough Health and Wellbeing Board (a sub-committee comprising both boards), and create a further joint sub-committee of the Cambridgeshire and Peterborough Health and Wellbeing Boards.

Recommendations: The Health and Wellbeing Board is asked to:

- a) Endorse the updated terms of reference for the Cambridgeshire Health and Wellbeing Board and the Joint Cambridgeshire and Peterborough Health and Wellbeing Board (a sub-committee comprising both boards) and refer these to the Constitution and Ethics Committee for recommendation to full Council.
- b) Endorse the proposed terms of reference for the new sub-committee of the Health and Wellbeing Board, and refer this to the Constitution and Ethics Committee for recommendation to full Council.
- c) Review the functioning and effectiveness of the Joint Sub-Committees after one year

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1. PURPOSE

- 1.1 The purpose of this paper is to propose arrangements to create a second joint sub-committee of the Cambridgeshire Health and Wellbeing Board and the Peterborough Health and Wellbeing Board, –a ‘Core’ Joint Sub-Committee. Council has already agreed a Joint Cambridgeshire and Peterborough Health and Wellbeing Board (a sub-committee comprising both boards), which will be known as a ‘Whole System’ Joint Sub-Committee. It is also proposed to amend the terms of reference of both the Cambridgeshire and the Peterborough Health and Wellbeing Boards so that they are aligned, which will then allow clear delegation of functions to the two Sub-Committees.

2 BACKGROUND

- 2.1 In November 2018, the Cambridgeshire Health and Wellbeing Board agreed to the establishment of a Joint Sub-Committee with the Peterborough Health and Wellbeing Board, with the full membership of both Boards. The rationale was that this would support joint working across the system and enable the Health and Wellbeing Boards to have a stronger strategic influence on the work of NHS organisations such as the Cambridgeshire and Peterborough Clinical Commissioning Group and the Cambridgeshire and Peterborough Sustainable Transformation Partnership (STP), which work across the two areas. The creation of a joint sub-committee with full membership of both Health and Wellbeing Boards was approved at full Council on 11 December 2018.
- 2.2 A joint development workshop for Cambridgeshire and Peterborough Health and Wellbeing Boards on March 28th 2019 explored options for how to take further forward joint working and priorities across the two Health and Wellbeing Boards (see Annex A). Two distinct roles of the Health and Wellbeing Boards were identified for joint work. The first is a system leadership role for health and wellbeing, for which representation from a range of organisations which impact on the wider determinants of health is required. The second is oversight of detailed financial, joint commissioning and integration issues for health and social care, specific to NHS commissioners and upper tier local authorities, which can be done more efficiently by a smaller group, reflecting the core statutory membership of the Health and Wellbeing Boards.

3.0 MAIN ISSUES

- 3.1 In order to create a joint infrastructure which will effectively deliver both roles of the Health and Wellbeing Boards outlined under 2.2, it is proposed to create a second Joint Sub-Committee (Core Joint Sub-Committee), and amend the terms of reference of the existing(Whole System) Joint Sub-Committee, comprising the full membership of both Boards, as follows:

Whole System Joint Sub-committee

Membership:	Full membership of both Cambridgeshire HWB Board and Peterborough HWB
Role:	To drive forward wider system health and wellbeing priorities, which require involvement from a range of organisations.
Delegations:	Approve Cambridgeshire and Peterborough Joint Strategic Needs Assessments Approve Cambridgeshire and Peterborough Joint Health and Wellbeing Strategy

Core Joint Sub-committee

Membership:	Core statutory HWB Board membership – equal across Cambridgeshire and Peterborough HWBs Total of seven to nine members <ul style="list-style-type: none"> - Four Local Authority members (including the Chairs of both HWB Boards or a nominated substitute, Director of Public Health, Director of Adult Social Care & Children) - Four Clinical Commissioning Group members - One representative of Cambridgeshire and Peterborough Healthwatch
Role:	To drive forward and oversee joint commissioning and integration of specific NHS / upper tier local authority services.
Delegations:	Better Care Fund approval Joint commissioning of NHS and LA social care / public health services

3.2 It is proposed that the two parent Health and Wellbeing Boards would continue to meet to cover Cambridgeshire only and Peterborough only issues. Overall during one year the proposed calendar of meetings would include:

- Two meetings of the Cambridgeshire (parent) Health and Wellbeing Board
- Two meetings of the Whole System Joint Sub-Committee
- Four meetings of the Core Joint Sub-Committee

3.3 In order to enable clear delegation of functions to the two sub-committees, the Monitoring Officer has advised that the terms of reference of the Cambridgeshire Health and Wellbeing Board and the Peterborough Health and Wellbeing Board should be aligned, so that the same wording is used to describe their functions. This will enable clarity in the delegation of functions to sub-committees. Since both Health and Wellbeing Boards have the same statutory duties, but describe the functions of the Board in different levels of detail, this alignment is relatively straightforward. The proposed updated

terms of reference for the Cambridgeshire Health and Wellbeing Board and the two proposed Joint Sub-Committees are attached as Annex B.

- 3.4 The delegated functions of the Cambridgeshire Health and Wellbeing Board and any joint Sub-Committees must be discussed by the Constitution and Ethics Committee and approved by full Council, following consultation with the Health and Wellbeing Board. Therefore the Health and Wellbeing Board is asked to endorse the attached Terms of Reference for referral to the Constitution and Ethics Committee.

4. SOURCE

Source Documents	Location
Cambridgeshire HWB – Item 10 Proposal to Establish Joint Working Across CP HWBs	Cambridgeshire HWB - Papers 22nd Nov 2018

ANNEX A: OPTIONS PROPOSED AT JOINT HEALTH AND WELLBEING BOARD DEVELOPMENT SESSION

What are the options to address this?

- Carry on as we have been – joint meetings of the two HWB Boards voting separately
- Create an advisory (only) joint sub-committee with full membership of both boards
- Create a smaller 'executive' joint sub-committee with equal membership from CCC and PCC
- Create two joint sub-committees with different membership and functions (preferred option)

