

**CHESHIRE EAST HEALTH AND WELLBEING BOARD**  
**Reports Cover Sheet**

<b>Title of Report:</b>	Health and Wellbeing Board Terms of Reference - review
<b>Date of meeting:</b>	25 <sup>th</sup> June 2019
<b>Written by:</b>	Guy Kilminster
<b>Contact details:</b>	Guy.kilminster@cheshireeast.gov.uk
<b>Health &amp; Wellbeing Board Lead:</b>	Chairman of the Board

**Executive Summary**

<b>Is this report for:</b>	Information <input type="checkbox"/>	Discussion <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
<b>Why is the report being brought to the board?</b>	The Terms of Reference state that the Board should review them every two years. They were last reviewed in 2017.		
<b>Please detail which, if any, of the Health &amp; Wellbeing Strategy priorities this report relates to?</b>	Starting and Developing Well <input type="checkbox"/> Living and Working Well <input type="checkbox"/> Ageing Well <input type="checkbox"/> All of the above <input checked="" type="checkbox"/>		
<b>Please detail which, if any, of the Health &amp; Wellbeing Principles this report relates to?</b>	Equality and Fairness <input type="checkbox"/> Accessibility <input type="checkbox"/> Integration <input type="checkbox"/> Quality <input type="checkbox"/> Sustainability <input type="checkbox"/> Safeguarding <input type="checkbox"/> All of the above <input checked="" type="checkbox"/>		
<b>Key Actions for the Health &amp; Wellbeing Board to address. Please state recommendations for action.</b>	The Board is asked to consider whether the Terms of Reference as written remain fit for purpose or whether any changes are required.  Any proposed changes will be forwarded to the Constitution Committee for consideration and then to the Council for approval. The Constitution would then be updated to reflect the approved changes.		
<b>Has the report been considered at any other committee meeting of the Council/meeting of the CCG board/stakeholders?</b>	N/A		

Has public, service user, patient feedback/consultation informed the recommendations of this report?	N/A
If recommendations are adopted, how will residents benefit? Detail benefits and reasons why they will benefit.	N/A

## **1 Report Summary**

- 1.1 The current Terms of Reference (ToR) of the Board (paragraph 14.1) require the Health and Wellbeing Board to review their ToR every two years at the Annual General Meeting. Any proposed changes will be referred to the Constitution Committee and subject to their agreement to Council for approval.

## **2 Recommendations**

- 2.1 That the Health and Wellbeing Board review the current Terms of Reference (as approved by Council on 17<sup>th</sup> May 2017) and, if felt necessary, make recommendations to the Constitution Committee on required changes.

## **3 Reasons for Recommendations**

- 3.1 To ensure that the Terms of Reference remain up to date and fit for purpose.

## **4 Impact on Health and Wellbeing Strategy Priorities**

- 4.1 The Terms of Reference help to ensure that the Board operates effectively as a system leadership forum, and that it undertakes its statutory requirements that include the publication of a Joint Health and Wellbeing Strategy.

## **5 Background and Options**

- 5.1 The Health and Wellbeing Board's current Terms of Reference were agreed in May 2017 following an extensive review. Paragraph 14.1 requires the Board to review its ToR at the Annual General Meeting every two years. The 2019 AGM is therefore the first review of these ToR since they were adopted.
- 5.2 The Board is asked to consider the Terms of Reference and consider whether they remain fit for purpose or whether any changes are required. Proposed changes that are agreed by the Board will, as referenced in Paragraph 14.2, be referred to the Constitution Committee of the Council and then the next meeting of the Council for approval.

## **6 Access to Information**

6.1 The background papers relating to this report can be inspected by contacting the report writer:

Name: Guy Kilminster

Designation: Corporate Manager Health Improvement

Tel No: 01270 686560

Email: [Guy.kilminster@cheshireeast.gov.uk](mailto:Guy.kilminster@cheshireeast.gov.uk)