

CHESHIRE EAST HEALTH AND WELLBEING BOARD
Reports Cover Sheet

Title of Report:	Terms of Reference Update
Date of meeting:	23 rd March 2021
Written by:	Guy Kilminster
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Health & Wellbeing Board Lead:	N/A

Executive Summary

Is this report for:	Information <input type="checkbox"/>	Discussion X	Decision X
Why is the report being brought to the board?	To agree changes to the wording of the Terms of Reference required by recent personnel changes and the forthcoming introduction of the Council's new Committee System.		
Please detail which, if any, of the Health & Wellbeing Strategy priorities this report relates to?	Creating a place that supports health and wellbeing for everyone living in Cheshire East <input type="checkbox"/> Improving the mental health and wellbeing of people living and working in Cheshire East <input type="checkbox"/> Enable more people to live well for longer <input type="checkbox"/> All of the above <input type="checkbox"/>		
Please detail which, if any, of the Health & Wellbeing Principles this report relates to?	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 type="checkbox"/>		
Key Actions for the Health & Wellbeing Board to address. Please state recommendations for action.	To consider and agree the proposed changes to the wording of the Health and Wellbeing Board's Terms of Reference, to allow for consideration by Staffing Committee and endorsement by Council, in preparation for the new Committee system being introduced later in the year.		
Has the report been considered at any other committee meeting of the Council/meeting of the CCG board/stakeholders?	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 Recent changes within the Council's senior management team and the forthcoming introduction of the new Committee decision making system later in the year, requires changes to the wording of the membership section of the Health and Wellbeing Board's Terms of Reference (ToR).
- 1.2 The report summarises the proposed changes to the ToR and seeks the agreement of the Board to those changes. The draft Revised ToR are attached as Appendix One.

2 Recommendations

- 2.1 That the Board consider and agree the suggested amendments to the ToR.
 - 2.1.1 That the Acting Director of Adult Social Services be included as a core voting member of the Health and Wellbeing Board and the Interim Director of Children's Services a core non-voting member.
 - 2.1.2 That the wording regarding the nomination of Councillors to sit on the Health and Wellbeing Board be amended as shown in paragraph 5.1 of the ToR
 - 2.1.3 That the amended references to the naming of the Scrutiny Committee in paragraph 4.6 of the ToR be accepted.

3 Reasons for Recommendations

- 3.1 To ensure the ToR are fit for purpose as the Council introduces changes to its senior management team and a new decision-making structure.

4 Impact on Health and Wellbeing Strategy Priorities

- 4.1 N/A

5 Background and Options

- 5.1 The Cheshire East Health and Wellbeing Board's Terms of Reference are usually reviewed at the Annual General Meeting every two years. They were last reviewed in 2020 so are not due for review until next year, 2022. However recent senior management personnel changes and the forthcoming introduction of the Committee System impacts upon the membership section (paragraph 5.1) of the current ToR and thus require these to be updated.

- 5.2 With the departure of the Executive Director of People (Mark Palethorpe) an interim arrangement has been put in place to cover the roles of Director of Adult Social Services (DASS) and the Director of Children's Services (DCS).
- 5.3 The existing ToR include the post of Executive Director of People as a core voting member of the Board and acting as both the DASS and DCS. These two posts are both required to be members of a Health and Wellbeing Board by the Health and Care Act 2012, the legislation that set out how the Boards would function. The Council's interim arrangements to cover these posts are for two separate post holders, Jill Broomhall as Acting Director of Social Services and Ged Rowney as Interim Director of Children's Services.
- 5.4 It is proposed that whilst these interim arrangements are in place the DASS is added as a Core Voting Member of the Board and the DSC as a core non-voting member. If both were added as voting members the voting balance on the Board would be weighted in favour of the Council.
- 5.5 With regard to the implications of the introduction of the Committee system, these impact upon the membership of Councillors on the Board. The current Terms of Reference state that the Leader of the Council will nominate the three Councillors who will join the Board. This will not be possible under the new arrangements.
- 5.6 It is therefore proposed to simplify the wording and state that three councillors will be nominated by Cheshire East Council, leaving the Council to determine how those Councillors are selected.
- 5.7 Further changes to membership may be required when the Council's new permanent senior management arrangements are finalised and the outcomes of the changes to NHS organisations brought about by the NHS 'Integration and Innovation' White Paper are concluded.
- 5.8 A change to the wording in paragraph 4.6 of the ToR has been made to reflect the new Scrutiny Committee arrangements that are being introduced.
- 5.9 If accepted by the Board, the proposed changes will be taken before the Constitution Committee and then the Council for sign off as required by the Council's Constitution.

6 Access to Information

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