

**Meeting:**

**Date:**

**Classification:** Part 1 /

**Key Decision:** Yes / No

**Title of Report:** Health and Wellbeing Board's Terms of Reference and proposed Community Venues

**Executive Director:** Mark Harvey

**Report Author:** Krishna Ramkhelawon

**Executive Councillor:** Cllr Sadza

## 1. Executive Summary

- 1.1. The draft **Terms of Reference** were discussed at the Informal HWB Board in September 2024 and at the formal Board meeting in October 2024. This has now been revised and pending the formal approval by the HWB Board, this will be incorporated in the Council's revised Constitution.
- 1.2. Following discussions at the informal meeting in September and further deliberations at the October Board meeting, a list of **community venues**, which will meet the agreed criteria has been collated.

## 2. Recommendations

**It is recommended that the HWB Board:**

- 2.1. Approves the final Terms of Reference.
- 2.2. Endorses the selected community venues where future HWB Board meetings can be organised and held, with the localities of Southend City.

## 3. Background

- 3.1. **Terms of Reference** - The Health and Wellbeing Board is a Committee of the Council established under the Local Government Act 1972 as an ordinary committee but amended pursuant to section 194 of the Health and Care Act 2012 (as amended 2022), and the Local Authority (Public Health, Health and Wellbeing Boards and Scrutiny) Regulations 2013.
- 3.2. The purpose of the Health and Wellbeing Board is to lead the improvement of health and wellbeing of residents of the Southend-on-Sea City Council area, with a specific focus on tackling health inequalities.

- 3.3. The Health and Care Act 2022 introduced new architecture to the health and care system, specifically the establishment of integrated care boards (ICBs) and integrated care partnerships (ICPs).
- 3.4. In an effective health and care system the ICP should build upon the existing work by HWBs and any place-based partnerships to integrate services. Working together at system level is helpful for issues that benefit from being tackled at scale.
- 3.5. In October 2024, the Southend HWB provided feedback and suggestions that have been incorporated in this final draft.
- 3.6. **Meeting Venues** - Following the Board meeting held in October, there was a general consensus to hold future meetings of this Board in community venues across the City.
- 3.7. A list of venues to cover facilitate more public attendances across Southend have been identified (please see attached listing) which will meet the following criteria:
  - 3.7.1. Full accessibility
  - 3.7.2. Parking – on site or close to venue
  - 3.7.3. Security
  - 3.7.4. Adequate Acoustics and A/V Equipment
  - 3.7.5. Refreshments
  - 3.7.6. Reasonable size to accommodate public seating
  - 3.7.7. Provides coverage all 4 localities
- 3.8. These venues can potentially cater for the Health and Wellbeing Board to hold meetings closer to the communities across the four localities in the City, which will accommodate members of the public.
- 3.9. The four meetings of the HWB Board will be rotated across these venues, depending on availability.

#### **4. Reasons for Decisions**

- 4.1. Following the amended national guidance in October 2022, and with the creation of Integrated Care Partnership Boards, we have reviewed the Southend Health and Wellbeing Board's Terms of Reference.
- 4.2. In October 2024, there was consensus at the HWB Board meeting to explore a number of potential community venues where future HWB Board meetings could be held.

#### **5. Other Options**

- 5.1. **Meeting Venues** – we have selected venues that meet the minimum criteria indicated by the Board and in keeping the cost to a minimal. A list of additional venues have been included, should there be a need to call upon any of these sites in the future.

**6. Financial Implications**

6.1. Within the agreed expenditure set for running this Committee of the Council.

**7. Legal Implications**

7.1. Along with the HWB's other statutory functions, the functions of a local authority and its partner ICBs (under sections 116 and 116A of the Local Government and Public Involvement in Health Act 2007) are to be exercised by the HWB established by the local authority.

**8. Policy Context**

8.1 The HWBs will work with ICPs and ICBs to determine the integrated approach that will best deliver holistic care and prevention activities, including action on wider determinants in their communities.

**9. Carbon Impact**

9.1. None

**10. Equalities**

10.1. n/a

**11. Consultation**

11.1. Not required

**12. Report Authorisation**

<b>This report has been approved for publication by:</b>		
	<b>Name:</b>	<b>Date:</b>
Executive Director(s)	Mark Harvey	
S151 Officer	n/a	
Monitoring Officer	Susan Zeiss	28/11/2024
Relevant Cabinet Member(s)	Cllr M Sadza	28/11/2024