

Agenda Item 88.

TITLE	Health and Wellbeing Board Sub-Committee
FOR CONSIDERATION BY	Health and Wellbeing Board on 9 April 2015
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

The establishment of a Health and Wellbeing Sub-Committee to act as a Programme Board to manage the local healthcare delivery programme up to 2026.

RECOMMENDATION

That the Health and Wellbeing Board:

- 1) agree to establish the Health and Wellbeing Board Sub Committee;
- 2) agree the terms of reference and recommends their inclusion in the Council's Constitution, to Council, via the Constitution Review Working Group.

SUMMARY OF REPORT

Under the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, the Health and Wellbeing Board may establish formal sub committees to discharge those of its functions it considers appropriate.

The purpose of the report is to establish a Health and Wellbeing Board Sub Committee to act as a Programme Board to manage the local healthcare delivery programme up to 2026, to and recommend the inclusion of its terms of reference (Appendix A) in the Council's Constitution to Council.

Background

The Health and Wellbeing Board received an update on Strategic Development Locations and Primary Care Facilities at its meeting in October 2014.

Planned population growth requires planned capacity growth within primary healthcare to ensure that no resident receives poorer services, and that services are readily and equally accessible throughout the Borough.

The Public Health Team commissioned Grimes Ltd. in January 2014 to carry out a needs assessment for primary healthcare requirements in the Borough's Strategic Development Locations at Arborfield Garrison, South of M4, Wokingham North and Wokingham South.

One of the main recommendations of the final report produced by Grimes Ltd. was that *"The Wokingham Health and Wellbeing Board forms a sub-committee, which includes co-opted external members as necessary, to act as a Programme Board to manage the healthcare delivery programme up to 2026."*

At its 9 October 2014 meeting the Health and Wellbeing Board agreed that an approach to meet this recommendation be agreed, making the necessary steps to recommend this approach to Full Council in due course.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	N/A	N/A	N/A
Next Financial Year (Year 2)	N/A	N/A	N/A
Following Financial Year (Year 3)	N/A	N/A	N/A

Other financial information relevant to the Recommendation/Decision

N/A

Cross-Council Implications

N/A

Reasons for considering the report in Part 2

N/A

List of Background Papers

N/A

Contact Madeleine Shopland	Service Governance and Improvement Services
Telephone No 0118 974 6319	Email madeleine.shopland@wokingham.gov.uk
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APPENDIX A

HEALTH AND WELLBEING BOARD SUB-COMMITTEE

4.4.48 Introduction

The Core Strategy sets out the location and vision for community developments across the Borough to 2026. In taking forward the Core Strategy the Council recognises its responsibility with other stakeholders to meet the health needs of a growing and changing population.

The Health and Wellbeing Board Sub Committee will act as a Programme Board to manage the local healthcare delivery programme up to 2026.

4.4.49 Membership

The membership of the Health and Wellbeing Board Sub-Committee will be as follows:

- a) Two Elected Members who sit on the Health and Wellbeing Board;
- b) Two representatives from the Wokingham Clinical Commissioning Group;
- c) One representative from NHS England;
- d) One representative from local Healthwatch;
- e) Wokingham Borough Council Consultant in Public Health;
- f) One Wokingham Borough Council Director;
- f) One senior Wokingham Borough Council Planning Officer working on the Strategic Development Location's delivery;
- g) One representative representing the Health and Wellbeing Board Partnership Groups;
- h) One representative from South Central Ambulance Service

The Health and Wellbeing Board Sub Committee may appoint such additional persons to be members of the Sub Committee as it thinks appropriate. The appointment of any additional members to the Health and Wellbeing Board Sub Committee will take place at Sub Committee meetings.

4.4.50 Co-optees

With the agreement of the Health and Wellbeing Board Sub Committee individuals may be co-opted to the Health and Wellbeing Board Sub Committee for an agreed period.

Representatives from other key partners may be invited to attend the Health and Wellbeing Board Sub Committee meeting where there is a specific agenda item which would benefit from their engagement. Representatives attending in this capacity will be non-voting attendees.

4.4.51 Appointment of Health and Wellbeing Board Sub Committee

Health and Wellbeing Board Sub Committee members will be appointed at the first meeting of the Health and Wellbeing Board of the municipal year.

4.4.52 Voting

The Health and Wellbeing Board Sub Committee will generally reach decisions by consensus. However, in the event that a vote is required the Chairman will have the casting vote.

4.4.53 Substitutes

Named substitutes are permitted to cover for representatives other than elected Members if they are unable to attend a meeting.

Organisations other than the Council represented on the Health and Wellbeing Board Sub Committee will appoint a substitute for their representative(s) at the beginning of the municipal year. Appointment as a substitute to the Health and Wellbeing Board Sub Committee may be renewable.

If representatives from organisations other than the Council are unable to attend a Board Sub Committee meeting they may ask the nominated substitute to act in their place (including vote on their behalf if applicable) at the meeting.

Substitute Members will have all the powers and duties of any Ordinary Member of the Board Sub Committee but will not be able to exercise any special powers or duties exercisable by the person they are substituting.

4.4.53.1 Changing Substitutes

Organisations other than the Council represented on the Health and Wellbeing Board Sub Committee will inform Democratic Services should they change the substitute for their representative(s) on the Board Sub Committee during the municipal year.

4.4.54 Chairman and Vice Chairman

The Chairman of the Health and Wellbeing Board Sub Committee will be appointed at the first meeting of the Health and Wellbeing Board Sub Committee of the municipal year.

The Vice Chairman of the Board Sub Committee will be appointed at the first meeting of the Health and Wellbeing Board Sub Committee of the municipal year and can be any other member of the Board Sub Committee.

4.4.55 Functions

The Health and Wellbeing Board Sub Committee will:

- a) bring together relevant stakeholders and partners to ensure effective discussion of the commissioning of local health services as the Borough's population grows and changes;
- b) effect decision making regarding the commissioning of local health services by providing recommendations to the Health and Wellbeing Board and other commissioning partners, how and where investment, resources and improvements could be made within the Borough.

4.4.56 Meetings

The Health and Wellbeing Board Sub Committee shall meet on a basis agreed by the Health and Wellbeing Board Sub Committee.

Additional (extraordinary) meetings may take place with the agreement of the Chairman. Dates, times and locations of meetings will be agreed by the Health and Wellbeing Board Sub Committee and published.

4.4.57 Reporting Lines

The Health and Wellbeing Board Sub Committee will report and make formal recommendations to the Health and Wellbeing Board as appropriate, in accordance with functions described in 4.4.55.

4.4.58 Attendance of Public and Press

The Health and Wellbeing Board Sub Committee will meet in public, unless confidential or exempt information is to be discussed, and the Access to Information Rules contained in Chapter 3.2 of this Constitution set out the requirements covering public meetings. The principles of decision making set out in Chapter 1.4 will apply to meetings of the Board Sub Committee.

4.4.59 Public and Member Questions

Public and Member questions can be asked in relation to items under their remit in accordance with the requirements set out in Chapter 4.2 of this Constitution.

The total time allotted questions from the public will be limited to 30 minutes and Member questions will be limited to 20 minutes. The total time allotted to public and Member Questions may be extended at the discretion of the Chairman.

At meetings after each main presentation, members of the public present will be allowed to ask questions (through the Chairman). Any questions from the floor must be relevant to the item or presentation just received, and not relate to personal cases. Question time would be limited to 5 minutes per item at the discretion of the Chairman.

4.4.60 Speaking Rights

A Member of the Council who is not a member of the Board Sub Committee shall be entitled to attend and speak (but not vote) at any full public meeting of the Health and Wellbeing Board Sub Committee at the discretion of the Chairman.

4.4.61 Quorum

The quorum of a meeting of the Health and Wellbeing Board Sub Committee shall be three.

If there is no quorum at the published start time for the meeting, a period of no more than 10 minutes will be allowed, and if there remains no quorum at the expiry of this period, the meeting will be declared null and void.

Where a meeting is inquorate those members in attendance may meet informally but any decisions shall require appropriate ratification at the next quorate meeting of the Board Sub Committee.

4.4.62 Code of Conduct

All voting members of the Health and Wellbeing Board Sub Committee will be subject to the Local Code of Conduct for Members set out in Chapter 9.2 of this Constitution.

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