

By: Roger Gough, Cabinet Member for Business Strategy,
Performance and Health Reform.

To: Kent Health and Wellbeing Board

Subject: Establishment of Sub Committees

Classification: Unrestricted

For Decision. The Kent Health and Wellbeing Board is asked to establish CCG level Health and Wellbeing Boards as sub committees of the Kent HWB.

Background, legislation and governance.

1. The Kent Health and Wellbeing Board (HWB) was established as a committee of Kent County Council in April 2013. Under section 101 of the Local Government Act 1972, committees of Kent County Council, such as the Kent HWB can establish sub committees to discharge some of their functions. In addition, part 2 of The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, allow for the discharge of HWB functions through sub committees.
2. This paper seeks to formerly establish the CCG level Health and Wellbeing Boards as sub committees of the Kent HWB.
3. The Kent Shadow HWB agreed in September 2012 to establish a series of CCG level Health and Wellbeing Boards to focus on a number of key areas to add value. These areas are:
 - CCG level Integrated Commissioning Strategy and Plan
 - Ensure effective Local Engagement
 - Local monitoring of outcomes
 - Delivery of local projects
4. As sub committees of a Kent County Council committee, the governance arrangements (e.g. terms of reference and declaration of pecuniary interests) are the same as those applied to any other County Council committee or subcommittee.
5. At this time, no decision has been taken to delegate any decision making responsibilities to the CCG level HWBs, instead they will be asked to make recommendations to both the Kent HWB and their partner bodies. This position may change in future.

6. The CCG level HWBs have a similar membership to that of the Kent HWB. Typically the membership is as follows:
 - District/Borough/City Council Leader/Senior member
 - District/Borough/City Council Senior Officer(s)
 - Kent County Council Cabinet Member
 - Kent County Council Families and Social Care Director
 - Kent County Council Public Health Consultant
 - CCG Senior Officer
 - CCG GP(s)
 - HealthWatch Representative
 - Other representatives as identified locally e.g. voluntary sector
7. In addition to the core membership, other people can be invited to attend the meeting to present as and when required. All meetings will be held in public.
8. An example of the Governance Arrangements/Terms of Reference is attached.
9. To date, all of the CCG level Health and Wellbeing Boards have met at least once, terms of reference have been revised and are in the process of being signed off (an example version is attached). Dates for future meetings are being programmed in.
10. The committee support to the 7 CCG Health and Wellbeing Boards is being provided by a number of district councils across Kent. The Kent Health and Wellbeing Board is grateful to the support and enthusiasm shown by the district/borough councils in Kent.

Recommendations

The Kent Health and Wellbeing Board is asked to agree:

1. That the Kent Health and Wellbeing Board establish a series of sub committees, to be known as CCG level Health and Wellbeing Boards.
2. That the governance arrangements will follow those set out in the Kent County Council Constitution and the Kent Health and Wellbeing Board Terms of Reference. This includes the use of the KCC Elected Members Code of Conduct for all members of the CCG level HWBs.
3. That minor changes to membership of the CCG level HWBs will not need to be notified to the Kent HWB.
4. That each CCG HWB will report at least on an annual basis to the Kent HWB, unless otherwise directed.

Background Documents

- Report to the Kent Shadow HWB, May 2012 on Options for the development of the sub architecture for the Kent Health and Wellbeing Board
- Health and Social Care Act 2012.
- The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- The LGA and ADSO Health and Wellbeing Boards – A Practical Guide to Governance and Constitutional Issues.

Contact details

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