

**Oxfordshire Health and Wellbeing Board**  
**Health Improvement Partnership Board**

**Terms of Reference**

**Purpose**

The Oxfordshire Health and Wellbeing Board is the principal structure in Oxfordshire with responsibility for promoting the health and wellbeing of the people of the county.

The Health Improvement Partnership Board exists to support the Health and Wellbeing Board in this purpose by delivering service change and improved outcomes through partnership working.

**Responsibilities**

To achieve its purpose, the Health Improvement Partnership Board has the following responsibilities:

- To demonstrate effective partnership working across Oxfordshire to meet peoples' health and social care needs and to achieve effective use of resources
- To deliver the priorities and objectives arising from the Joint Health and Wellbeing Needs Assessment (JSNA) for Oxfordshire,
- In particular to:
  - *Bring a coordinated and coherent approach to influencing a broad range of determinants of health to bring about health improvement*
  - *Work together to recommend priority areas to improve health in order to make a real and measurable difference to outcomes*
  - *Recommend actions and responsibilities to make that improvement a reality*
  - *Hold each other to account for making the agreed change and for reporting progress*
- To meet the performance measures agreed by the Health and Wellbeing Board.

**Membership**

The core membership of the Health Improvement Partnership Board is:

- Five district/city councillors – one of whom will be Chairman and another Vice-Chairman
- County Council Cabinet Member for Public Health and Voluntary Sector
- Clinical Commissioning Group representative
- Director of Public Health for Oxfordshire
- Public Health Specialist
- District Council officer representative

- Healthwatch Ambassador

In attendance

- District Councils' officer for partnership development

It is proposed that a wide range of stakeholders can be invited to Board meetings at the discretion of the Chairman. They may attend as expert witnesses and to report on implementation of plans.

## **Governance**

The meetings of the Health Improvement Partnership Board and its decision-making will be subject to the provisions of the County Council's Constitution including the Council Procedure Rules and the Access to Information Procedure Rules, insofar as these are applicable to the Partnership Board.

The Health Improvement Partnership Board will also be subject to existing scrutiny arrangements with the Oxfordshire Joint Health Overview and Scrutiny Committee providing the lead role.

Members of the Group will be subject to the Code of Conduct applicable to the body which they represent.

The Partnership Board will meet at least once a year in public. Dates, times and places of meeting will be determined by the Chairman of the Partnership Board.

The County Council's Joint Commissioning Team will service meetings of the Partnership Board including the preparation and circulation of agendas and minutes.

The Health and Wellbeing Board will agree terms of reference and membership for the Partnership Board. It will also agree its priorities, proposed outcomes and performance measures. The Partnership Board will review the terms of reference on an annual basis.

Peter Clark  
County Solicitor and Monitoring Officer

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