

Oxfordshire Shadow Health and Wellbeing Board

Terms of Reference

Purpose:

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

Responsibilities:

To achieve its purpose, the Health and Wellbeing Board has the following responsibilities:

- To oversee the development and improvement of effective partnership working across Oxfordshire to meet peoples' health and social care needs and to achieve effective use of resources
- To prepare a Joint Health and Wellbeing Strategy (JHWS) for the whole population of Oxfordshire that drives the development and delivery of services to meet agreed priorities;
- To ensure a Joint Strategic Needs Assessment (JSNA) is in place to help determine priorities and objectives for health and social care services across Oxfordshire
- To oversee the joint commissioning arrangements for health and social care across the County;
- To maintain oversight of the commissioning intentions of both the Clinical Commissioning Consortium and the Council;
- To establish and monitor three Partnership Boards and a Public Involvement Board to deliver required service change and improved outcomes.

Membership

The core membership of the Board is:

- The Leader of the County Council – who is also the Chairman of the Board;
- The Chief Executive of the Oxfordshire Clinical Commissioning Group as Vice Chairman;
- The County Council Cabinet Members for Adult Services (Chairman of the Adult Health and Social Care Board) and Children, Education and Families (Chairman of the Children and Young People's Board);
- The Chairmen and Vice-Chairmen of the three Partnership Boards and the Chairman of the Public Involvement Board ;
- The Oxfordshire County Council Directors for Public Health; Children, Education and Families; and Social and Community Services (Statutory members).

In attendance

- The Chief Executive of Oxfordshire County Council
- The Chief Executive of the Oxon/Bucks NHS Cluster (as a transitional arrangement until April 2013)

Governance

The meetings of the 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 Board in its shadow form.

The Board will also be subject to existing scrutiny arrangements with Oxfordshire's 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 frequency and timing of Board meetings will be determined following the first meeting. Dates, times and places of meeting will be determined by the Chairman of the Board.

The County Council's Law and Governance team will service meetings of the Board and the partnership boards, including the preparation and circulation of agendas and minutes and the giving of procedural advice.

Partnership Boards and Public Involvement Board

The Health and Wellbeing Board will participate with the following partnership boards to deliver the service change required:

- Adult Health and Social Care Board
- Children and Young People's Board
- Health Improvement Board
- Public Involvement Board

The Health and Wellbeing Board will agree terms of reference and membership for each of the Partnership Boards and the Public Involvement Board. It will also agree their priorities, proposed outcomes and performance measures.

Peter Clark

County Solicitor and Monitoring Officer

November 2011.