

<h1>BRIEFING</h1>	<b>TO:</b>	Health and Wellbeing Board
	<b>DATE:</b>	11 <sup>th</sup> March 2020
	<b>LEAD OFFICER</b>	Teresa Roche, Director of Public Health Rotherham Metropolitan Borough Council  Becky Woolley, Policy Officer Rotherham Metropolitan Borough Council
	<b>TITLE:</b>	Refresh of the Terms of Reference
<b>Background</b>		
<b>1.1</b>	The Terms of Reference for the Health and Wellbeing Board was refreshed in March 2019. It was agreed when this refresh came to the board that the Terms of Reference would be reviewed on an annual basis.	
<b>1.2</b>	A survey of Health and Wellbeing Board members was also undertaken in January-February 2020 to explore how the board has worked in the past year. The findings from this survey have informed the refresh of the Terms of Reference.	
<b>Key Issues</b>		
<b>2.1</b>	<p>The following key changes have been made to the Terms of Reference:</p> <ul style="list-style-type: none"> <li>• The 'role of the board' section has been expanded to improve clarity around the focus of the board.</li> <li>• Reference to the Pharmaceutical Needs Assessment has been included under the section around the responsibilities of the board.</li> <li>• Further detail has been included regarding the relationship of the board with Health Select Commission.</li> <li>• Relevant updates have been made in line with the refreshed Place Plan. For example, details are included around the new Prevention Enabling Group and the fact that this group will report directly into the Health and Wellbeing Board.</li> </ul>	
<b>Key Actions and Relevant Timelines</b>		
<b>3.1</b>	Subject to approval by the board, the Terms of Reference will continue to be reviewed by the board on an annual basis, meaning the next scheduled refresh would be March 2021.	
<b>Recommendations</b>		
<b>4.1</b>	Discuss and agree the refreshed Terms of Reference.	
<b>4.2</b>	Agree to review and refresh the Terms of Reference in March 2021.	