

BRIEFING	TO:	Health and Wellbeing Board
	DATE:	02 September 2026
	LEAD OFFICER	Oscar Holden, Health and Wellbeing Support Officer
	TITLE:	Health and Wellbeing Board Terms of Reference
Background		
1.1	The Health and Wellbeing Board Terms of Reference are reviewed annually to ensure they remain up to date whilst both reflecting current partnership arrangements and supporting the effective delivery of the Health and Wellbeing Strategy 2025-2030. The revised Terms of Reference have been updated following a review of governance arrangements.	
1.2	The proposed 2026 Terms of Reference replace the previous version approved in June 2025 and incorporate amendments to Board membership, leadership arrangements, quorum requirements, review dates and supporting documentation. The revisions are intended to ensure the Board continues to operate effectively as the strategic partnership responsible for improving health and wellbeing outcomes and reducing health inequalities in Rotherham.	
Key Issues		
2.1	A review of the Terms of Reference has series a number of changes required to reflect current organisational structures and partnership arrangements across the health and care system.	
2.2	Changes to leadership arrangements include the removal of the named Vice Chair position held by the Rotherham Place Medical Director and replacement with a temporary arrangement whereby the Vice Chair position will be confirmed by the Health and Wellbeing Board in November 2026.	
2.3	Membership has been refreshed to reflect current partnership priorities. Key changes include: • Addition of a South Yorkshire Children and Young People's Alliance representative. • Addition of a Citizens Advice Rotherham and District representative. • Removal of the Healthwatch representative. • Amendment of the Rotherham Doncaster and South Humber NHS Foundation Trust representative from Chief Executive to Director of Strategic Development. • Amendment of attendance arrangements relating to senior Council representation.	
2.4	Governance and operational wording has been updated to reflect current arrangements, including references to the South Yorkshire Integrated Care Strategy, partnership reporting arrangements and Board responsibilities. The separate Memorandum of Understanding relating to Board Sponsors contained within the previous version has also been removed from the revised Terms of Reference document.	

2.5	The quorum requirements have been amended. The previous requirement for both RMBC and Integrated Care Board representation to be present has been replaced with a requirement for at least one RMBC representative within a quorate meeting. Review dates have also been updated.
Key Actions and Relevant Timelines	
3.1	The most recent review of the Health and Wellbeing Terms of Reference took place in June 2025.
3.2	The next review will be scheduled for September 2027.
Implications for Health Inequalities	
4.1	The proposed amendments do not alter the Board's overarching purpose or statutory responsibilities. The revised Terms of Reference retain a strong commitment to reducing health inequalities, tackling the wider determinants of health, embedding prevention, and ensuring that the health of the most vulnerable communities improves at the fastest rate. These approaches reflect a whole-system commitment to prevention, equity, and early intervention, though sustained effort and cross-sector alignment remain essential.
Recommendations	
5.1	The Health and Wellbeing Board is asked to: • Note the amendments made to the Terms of Reference since the previous review • Approve the revised Health and Wellbeing Board Terms of Reference for 2026/27 • Support implementation of the revised governance and membership arrangements • Agree that the next formal review of the Terms of Reference will take place in September 2027.