

MEMBERSHIP AND TERMS OF REFERENCE

ST HELENS PEOPLE'S BOARD

(Revised Version – 22 May 2019)

1. Introduction

The St Helens People's Board has been established following a review of the Council's Health and Wellbeing Board and Community Safety Partnership. The People's Board integrates working arrangements under a single structure to maximise effectiveness of the partnership.

2. Purpose

The vision and purpose of the Board is:

"Improving peoples lives in St Helens, together, by tackling the challenge of cost and demand"

Partners will collaborate to produce a St Helens People's Plan, which will confirm a single vision and strategic plan to deliver improved outcomes for local people and a sustainable public sector, that all partners will contribute towards implementing.

In delivering the vision the People's Board will work towards the following strategic objectives for St Helens;

1. Raising and achieving aspirations
2. Developing a sustainable Health and Social Care system
3. Growing the Economy
4. Being Connected

3. Membership

Position	Organisation	Status	Voting Rights
Leader of the Council	St Helens Council*	Chair	Voting
Portfolio holder for Adult Social Care and Health	St Helens Council*	Member	Voting
Portfolio holder for Protecting Young People	St Helens Council*	Member	Voting
Portfolio holder for Public Health, Leisure & Libraries	St Helens Council*	Member	Voting
Position	Organisation	Status	Voting Rights
Portfolio holder for Community Safety	St Helens Council*	Member	Voting

Portfolio Holder for Developing Young People	St Helens Council *	Member	Voting
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Position	Organisation	Status	Voting Rights
Chief Executive	St Helens Council*	Member	Voting
Strategic Director/ Accountable Officer – Peoples Services	St Helens Council* NHS St Helens CCG	Member	Voting
Director of Public Health	St Helens Council*	Member	Voting
Senior Assistant Directors – Housing, Safer Communities. Recreation and Libraries	St Helens Council	Member	Voting
Chair	NHS St Helens CCG*	Member (Deputy Chair)	Voting
Clinical Deputy Chair	NHS St Helens CCG*	Member	Voting
Chief Executive	Halton and St Helens Voluntary and Community Action	Member	Voting
Chair	Healthwatch*	Member	Voting
NHS England Local Area Team representative	NHS England	Member	Voting
Chief Superintendent	Merseyside Police*	Member	Voting
Deputy Chief Fire Officer	Merseyside Fire & Rescue Service*	Member	Voting
Assistant Divisional Director	National Probation Service*	Member	Voting
Assistant Chief Executive	Community Rehabilitation Company*	Member	Voting
Chief Executive	Torus	Member	Voting
Chief Executive	Bridgewater Community Healthcare NHS Trust	Member	Voting

Position	Organisation	Status	Voting Rights
Chief Executive	St Helens and Knowsley Hospitals NHS Trust	Member	Voting
Chief Operating Officer	NW Boroughs Healthcare NHS Foundation Trust	Member	Voting
Representative	Primary Care Provider	Member	Voting
Representative	Voluntary Sector Provider	Member	Voting

*** = Organisations that are “Responsible Authorities” under the statutory duties of Community Safety Partnerships or statutory members of the Health and Wellbeing Board**

4. Council Officers in attendance to support the Board:

- Democratic Services Officer
- Any officer invited to attend when necessary as requested by the Board

5. Deputies

The Chair of the St Helens People’s Board is the Leader of the Council. The Deputy Chair will be the Chair of NHS St Helens CCG. The Deputy Chair will Chair the meetings if the Chair is unable to attend.

Nominated and fully briefed deputies with authority to vote on behalf of their organisation are permitted.

6. Quorum

The meeting will be quorate provided the Chair or Deputy Chair and at least 50% from the organisations that are responsible authorities and 50% of the statutory members of the Health and Wellbeing Board are present. . Where the Board is not quorate, business may proceed but decisions will need to be subsequently ratified.

Community Safety Responsible Authorities are: Police, Local Authority, Fire and Rescue, Probation, Community Rehabilitation Company, Clinical Commissioning Group (CCG)

Health and Wellbeing Statutory members are: Leader, Director of Adult Social Care (Strategic Director of Peoples), Director of Children Services (Strategic Director of Peoples), Director of Public Health, Healthwatch and the Clinical Commissioning Group (CCG)

7. Statutory Duties

The combined statutory duties of Health and Wellbeing Boards and Community Safety Partnerships are:

7.1 Health and Wellbeing

- To prepare a local Joint Strategic Needs Assessment (JSNA) and a Joint Health and Wellbeing Strategy (which is a duty of local authorities and clinical commissioning groups)
- A duty to encourage collaboration and integrated working between health, wellbeing and social care commissioners
- A power to encourage close working between commissioners of health related services (such as housing and other local government services) and commissioners of health and social care services
- Any other functions that may be delegated by the Council under section 196(2) of the Health and Social Care Act 2012 (e.g. could include certain public health functions)

7.2 Community Safety

The responsible authorities have a statutory duty to work together to;

- Reduce reoffending
- Tackle crime and disorder
- Tackle alcohol and substance misuse
- Tackle any other behaviour which has a negative effect on the local environment
- The Board are responsible for the strategic assessment of the above areas and the development of local strategies to address issues.

8. Frequency

Meetings will be held a minimum of six times per annum with no more than three months between meetings.

9. Functions of the Board

1. To assess the needs of the St Helens population and lead development of the Joint Strategic Needs Assessment and Community Safety Strategy
2. To promote collaboration integration and partnership across the local public sector, including through production of a St Helens Locality Plan
3. To support strategic planning and joint commissioning and provision of services

across health, wellbeing, social care and community safety

4. To contribute to developments in wider partnership arrangements in St Helens with a focus on the Borough's strategic priorities of raising and achieving aspiration, being connected and growing the economy.

10. Accountability

Actions required as a result of decisions or recommendations made should be clearly documented within the minutes, assigned to a responsible officer(s) and progress monitored.

All Members are responsible for communicating and progressing decisions / recommendations within their respective organisations.

Members are to ensure that effective governance and accountability processes are in place between relevant decision making bodies and the Board.

11. Review

The Terms of Reference will be reviewed annually, or sooner if there is significant change in legislation and/or relevant guidance.