

 Brent NHS North West London	Health and Wellbeing Board 25 July 2023
	Report from Brent Strategic Partnerships Manager
Brent Health and Wellbeing Board Terms of Reference Annual Review	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt:	Open
No. of Appendices:	Appendix 1 – Terms of Reference
Background Papers	None
Contact Officer(s): (Name, Title, Contact Details)	Wendy Marchese Strategic Partnerships Manager Wendy.Marchese@brent.gov.uk

1.0 Purpose of the Report

- 1.1 The Brent Health and Wellbeing Board undertakes a refresh of the Board's Terms of Reference on an annual basis.
- 1.2 This paper outlines the proposed updates for 2023-2024 to the existing HWB Terms of Reference.

2.0 Recommendations

- 2.1. The Health and Wellbeing Board is asked to agree the proposed updated Terms of Reference for 2023 - 2024, attached to this report as Appendix A.

3.0 Detail

- 3.1. As part of the agreed annual review the following proposed amendments have been made to the existing HWB Terms of Reference:

Formatting

- 3.1.1. Inclusion of Brent Council Logo – The Brent Council logo has been included and the format updated so that it is now in-line with the Brent Council corporate style guidelines
- 3.1.2. To enable the Health and Wellbeing Board to have clarity on the approval date and scheduled review date, these details have been included.
- 3.1.3. To ensure ease of reference, paragraph numbering has been included.

3.1.4. To ensure version control, the version has been added to the footer of the document

3.1.5. To confirm the entirety of the document, page numbers have been added.

Content (highlighted in yellow on updated Terms of Reference - Appendix A)

3.1.6. Paragraph 1.2 - to correct the formal title

Removed: *North West London Integrated Care System Executive (i.e. the Integrated Care Board)*

Amended: *Brent Integrated Care Partnership Executive*

3.1.7. Paragraph 4 - to formalise the current Vice Chair arrangements

Addition: *This member will also take on the role of Vice Chair of the Health and Wellbeing Board.*

3.1.8. Paragraph 6 - to specify the quoracy

Addition: *(one of which must be a member of the Brent Integrated Care Partnership)*

3.1.9. Paragraph 7.10 – to reflect delegation of this activity

Removed: *Agree the borough's pharmaceutical needs assessment, which is updated every three years*

Amended: *Oversee and ensure publication of the borough's Pharmaceutical Needs Assessment, which is updated every three years*

4.0 Financial Implications

4.1 There are no financial implications as a result of this report.

5.0 Legal Implications

5.1 There are no legal implications as a result of this report.

6.0 Equality Implications

6.1 There are no equality implications as a result of this update report.

Report sign off:

Melanie Smith
Director of Public Health