

Sunderland Health and Wellbeing Board:

Delivery Board

DRAFT Terms of Reference

1. Context

The Healthy City Plan is the new statutory Health and Wellbeing Strategy of the Health and Wellbeing Board. The Health and Wellbeing Board will have strategic oversight of the Healthy City Plan.

The Healthy City Plan is set in the context of the Sunderland City Plan with its ambitions to create a Dynamic, Healthy and Vibrant City. We recognise that the interaction between these three themes will have a great impact on people's lives in relation to social determinants of health. The City Board has reviewed the City Plan to ensure it is responding to the impacts of the pandemic, in both the short and long term. We recognise that all the City Plan themes have an inextricable link to the Healthy City Plan vision.

This document sets out the Terms of Reference for Delivery Boards that will support the statutory Health and Wellbeing Board.

The Delivery Boards will bring together senior officers from the council, as well as key partners from statutory, private and voluntary sector organisations to provide challenge and support outside of the formal Health and Wellbeing Board meetings.

The Delivery Boards will take a life course approach:

- Starting Well Delivery Board
- Living Well Delivery Board
- Ageing Well Delivery Board

The Delivery Boards will sit alongside wider Health and Wellbeing Board governance arrangements, namely the Health Protection Board and emerging place-based integration arrangements.

2. Aim of the Delivery Boards

On behalf of the Health and Wellbeing Board the Delivery Boards will drive improvements in Sunderland's health and reductions in inequalities by striving to ensure the delivery of the Healthy City Plan vision is achieved, this vision being:

Everyone in Sunderland will have healthy, happy lives, with no one left behind.

In adopting a life course approach, we have applied the six policy objectives set out in the 'Marmot Review: Fair Society, Healthy Lives' (2010) to be our priorities. The Delivery Boards have responsibility for these Marmot policy objectives as follows:

Starting Well Delivery Board	Living Well Delivery Board	Ageing Well Delivery Board
By working together we will: <ul style="list-style-type: none">• Give every child the best start in life• Enable all children, young people and families to maximise their capabilities and have control over their lives	By working together we will: <ul style="list-style-type: none">• Create fair employment and good work for all• Ensure a healthy standard of living for all• Create and develop healthy and sustainable places and communities• Strengthen the role and impact of ill health prevention (strategic approach)	By working together we will: <ul style="list-style-type: none">• Strengthen the role and impact of ill health prevention for older people

The Delivery Boards will also have oversight of the appropriate Healthy City Plan workstreams that will support the delivery of our priorities. Current workstream responsibilities are as follows:

Starting Well Delivery Board	Living Well Delivery Board	Ageing Well Delivery Board
Existing Healthy City Plan workstreams: <ul style="list-style-type: none">• Best start in life• Young people 11-19	Existing Healthy City Plan workstreams: <ul style="list-style-type: none">• Healthy Economy• Adult mental health and wellbeing	Existing Healthy City Plan workstreams: <ul style="list-style-type: none">• Ageing well• Covid-19 health inequalities

<ul style="list-style-type: none"> • Children and young people's mental health and wellbeing • Healthy weight (strategic approach) • Covid-19 health inequalities 	<ul style="list-style-type: none"> • Addressing alcohol harms (strategic approach) • Smoke free Sunderland (strategic approach) • Covid-19 health inequalities 	
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3. Objectives of the Delivery Boards

The Delivery Boards will provide leadership to promote effective partnership working to deliver the ambitions of the Healthy City Plan and reduce health inequalities. Key objectives of the Delivery Boards include:

- i. Maintain oversight of progress being made to deliver the Healthy City Plan and identify areas for action.
- ii. Understand the 'lived experience' and use this insight to champion and advocate for tackling health inequalities through assets-based approaches.
- iii. Delegate accountability for the implementation plan workstreams to responsible groups and ensure governance arrangements are in place for all activity. Receive regular updates on the Healthy City Plan workstreams, monitor their workplans and performance.
- iv. Have oversight of the appropriate elements of the Sunderland Covid-19 Health Inequalities Strategy
- v. Take every opportunity to mitigate the impact that Covid-19 has had on our communities.
- vi. Invite the strategic leads for the Vibrant Smart City and Dynamic Smart City elements of the City Plan to meetings to make recommendations and take action, in order to link common issues and implications for other developments taking place across the city.
- vii. Be assured that activity being delivered through the Vibrant Smart City and Dynamic Smart City elements of the City Plan are maximising opportunities to reduce health inequalities and address the social determinants of health, provide challenge and support where appropriate.
- viii. Lead and support a 'Health in All Policies' approach to the planning, implementation and evaluation of activity that contributes to health and wellbeing, ensuring opportunities to reduce inequalities and improve health are maximised across the system
- ix. Identify risks and opportunities, and appropriate mitigation of those risks. Escalate risks to the Health and Wellbeing Board, or City Board, where appropriate.
- x. Ensure there is good linkage with emerging place-based integration arrangements.

- xi. Provide assurance to the Health and Wellbeing Board that work is progressing within the required timescales, underpinned by six-monthly performance reporting.

4. Shared values and behaviours

The Delivery Boards will champion the Health and Wellbeing Board's shared values and behaviours:

- **Focusing on prevention** – helping people to stay healthy, happy and independent
- **Tackling health inequalities** – challenging and taking action to address inequalities and the social determinants of health
- **Equity** – ensuring fair access to services dependent on need
- **Building on community assets** – recognising individual and community strengths that can be built upon to support good health and independence
- **Working collaboratively** – everyone playing their part, sharing responsibility and working alongside communities and individuals
- **Being led by intelligence** – using data and intelligence to shape responses

5. Charing and membership

The Delivery Boards will be chaired by Executive Officers, or in their absence their nominated deputy.

- Starting Well Delivery Board – chaired by the Chief Executive of Together for Children / Director of Children Services
- Living Well Delivery Board – chaired by the Executive Director of Public Health and Integrated Commissioning
- Ageing Well Delivery Board – chaired by the Executive Director of Neighbourhood Services

Membership of the Delivery Boards will need to be determined by each Board, but may include:

- Chairs and lead officers of the Healthy City Plan workstreams
- Cumbria, Northumberland and Tyne and Wear NHS Foundation Trust
- Northumbria Police
- Sunderland City Council – Relevant Portfolio Holders, Public Health, Neighbourhood Services, Communications, Partnerships, Performance
- Sunderland Clinical Commissioning Group
- Sunderland Healthwatch
- South Tyneside and Sunderland NHS Foundation Trust

- Sunderland Workplace Health Alliance
- Together for Children
- University of Sunderland
- Voluntary and Community Sector

It is expected people who attend the meetings will be able to make decisions on behalf of their organisation.

The full membership of each group will be appended to these Terms of Reference when the Delivery Boards are established.

Members will agree to send a nominated representative if the named individual is unable to attend.

The membership of the Delivery Boards will be reviewed regularly. The Delivery Boards may agree to co-opt members or invite attendees as and when necessary for specific knowledge and expertise.

6. Governance arrangements and decision making

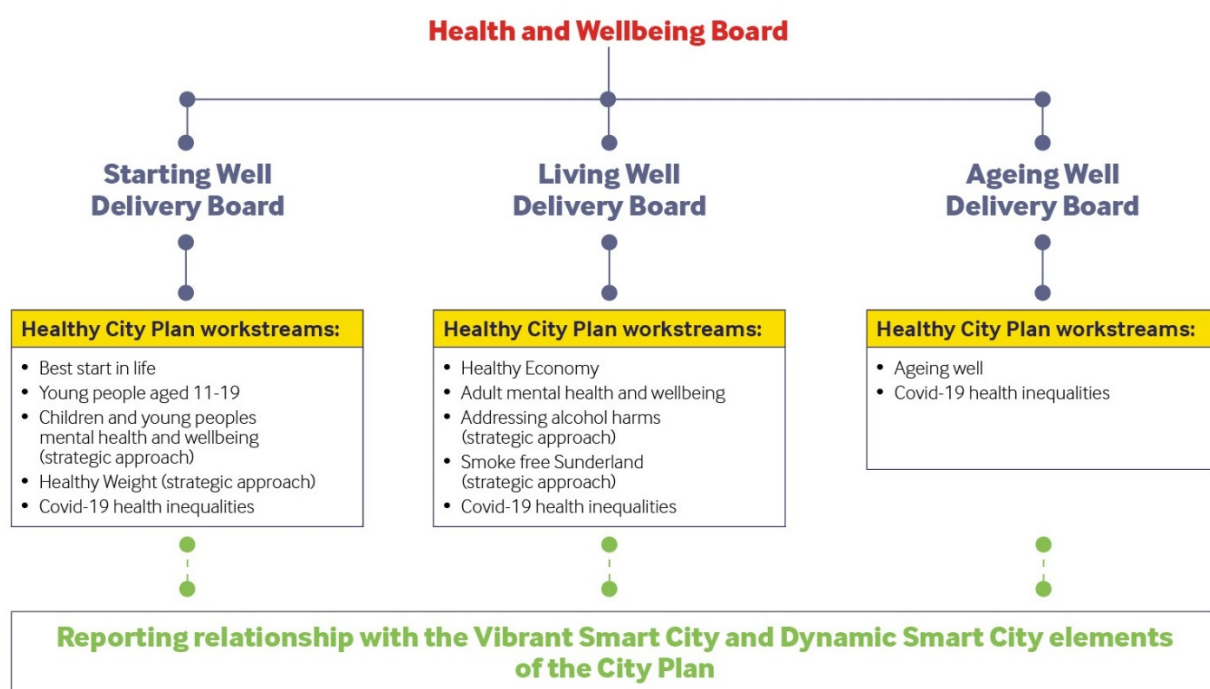
The Delivery Boards will be directly accountable to the Health and Wellbeing Board.

The Delivery Boards will be decision making boards, with decisions being ratified where appropriate by the Health and Wellbeing Board or through the governance arrangements of the bodies represented which will retain their decision-making sovereignty.

The Delivery Boards will provide detailed proposals so that informed decisions can be made. Proposals will be specific and individual organisational support will be needed at the appropriate times.

7. Structure and accountability

The Delivery Boards will report directly to the Health and Wellbeing Board and will sit alongside wider Board governance arrangements, namely the Health Protection Board and emerging place-based integration arrangements.



8. Operation of the Delivery Boards

Frequency - The Delivery Boards will meet, as and when required, as deemed appropriate by the Chair. The Chair may change the frequency depending on prevailing circumstances.

Medium – The Delivery Boards will meet remotely, via Microsoft Teams until it is deemed appropriate or necessary to meet face-to-face.

Quorum – At least the chair or nominated deputy, plus representation from two other organisations. It is the responsibility of each organisation to send an appropriate deputy if the principle member cannot attend.

Servicing arrangements – Action notes of meetings will be shared with members of the groups. Papers will be distributed five working days before each meeting.

Agenda management – Agenda setting, in consultation with the Chair. Members of the Delivery Boards may request an agenda item to be considered at the Chair's discretion.

9. Review of Terms of Reference

These will be reviewed annually.