

NORTH EAST LINCOLNSHIRE HEALTH AND WELLBEING BOARD TERMS OF REFERENCE

July 2026

1. Health & Wellbeing Board: vision

- 1.1 The Health and Wellbeing Board is the strategic leadership forum for improving population health and reducing inequalities in North East Lincolnshire. It provides system leadership for the delivery of the Joint Health and Wellbeing Strategy and strategic oversight of Marmot Place, Neighbourhood Health and other key partnership programmes. Working alongside the Health and Care Partnership and wider system partners, the Board promotes collective action to improve outcomes, strengthen prevention, reduce inequalities and create the conditions for residents to live longer, healthier and more independent lives.
- 1.2 The Board will support the shift from treatment to prevention, hospital to community and organisational priorities to population outcomes. It will provide strategic leadership and oversight of Marmot Place, Neighbourhood Health and other key partnership programmes, supporting partners to work together to improve health, wellbeing and independence through integrated, place-based approaches.
- 1.3 Collectively, the Health and Wellbeing Board will work to improve population health outcomes, increase healthy life expectancy and reduce avoidable differences in health outcomes through evidence-based action on the wider determinants of health. Through our commitment to becoming a Marmot Place, partners will work together to create the conditions for residents and communities to thrive.
- 1.4 The Health and Wellbeing Board will focus on the circumstances in which residents are born, grow, live, play, work and age. Collaboratively the Board will seek to influence the social, economic and environmental factors that shape health and wellbeing, including employment, income, housing, neighbourhoods, education, transport, food, community connections and access to opportunities, ensuring efforts are targeted where they are needed the most.

2. Functions of the Health and Wellbeing Board

- 2.1 North East Lincolnshire's Health and Wellbeing Board is established under the Health and Social Care Act 2012 as a statutory committee of North East Lincolnshire Council and has been in place since April 2013.
- 2.2 Whilst the Board is formally a committee of North East Lincolnshire Council, it operates as a multi-agency board of equal partners and includes both Elected Members and senior officer representation from a range of partner organisations.
- 2.3 Members will provide collective leadership for the delivery of the Joint Health and Wellbeing Strategy, working through their own organisations, the Health and Care Partnership and wider partnerships to champion prevention, reducing inequalities and support system-wide action to improve population health. The board will monitor progress, celebrate achievements, challenge performance where necessary and promote

a shared accountability for improving outcomes across North East Lincolnshire.

- 2.4 The Board will support the shift from treatment to prevention, hospital to community and organisational priorities to population outcomes. It will provide strategic oversight of neighbourhood health, supporting partners to work together to improve health, wellbeing and independence through integrated, place-based approaches.
- 2.5 The Health & Wellbeing Board is *statutorily* required to carry out the following functions:
- a) To undertake and publish a Joint-Strategic Needs Assessment (JSNA);
 - b) To undertake a Pharmaceutical Needs Assessment (PNA);
 - c) To develop and publish a Joint Local Health and Wellbeing Strategy (JLHWS) for North East Lincolnshire.
 - d) To discharge all functions relating to the Better Care Fund that are required or permitted by law to be exercised by the Board;
 - e) To receive and approve any other plans or strategies that are required either as a matter of law or policy to be approved by the Board.
 - f) To carry out any new functions as requested by the Secretary of State and as advised in issued guidance.
- 2.6 In addition to its statutory responsibilities, the Health and Wellbeing Board will:
- a) Provide strategic oversight of delivery of the Joint Health and Wellbeing Strategy.
 - b) Champion prevention and early intervention across the system.
 - c) Promote the use of evidence, insight and lived experience in decision-making.
 - d) Provide leadership for increasing healthy life expectancy, reducing health inequalities and addressing the wider determinants of health.
 - e) Provide strategic leadership for the development, approval and delivery of the North East Lincolnshire Neighbourhood Health Plan. Including sign off of the Neighbourhood health plan.
 - f) Promote alignment between local strategies, plans and partnership programmes.
 - g) Ensure the voice of residents and communities informs strategic decision-making.
 - h) Seek assurance on delivery of shared priorities and outcomes from relevant partnerships, programmes and organisations, including the Health and Care Partnership and other system partnerships.

3. Membership

- 3.1 The Health and Wellbeing Board brings together elected members, health and care leaders, community representatives and strategic partners with responsibility for improving health, wellbeing and reducing inequalities in North East Lincolnshire. Membership reflects the Board's role in providing system leadership for the Joint Health and Wellbeing Strategy, Marmot Place and Neighbourhood Health.
- 3.2 The membership consists of a mixture of statutory members, who are required under statute to be members of the Health and Wellbeing Board, and some additional members who have been invited to join the Board.

- 3.3 Members are expected to act as system leaders, contributing the perspective and expertise of their organisation whilst placing the interests of North East Lincolnshire residents at the centre of decision-making.
- 3.4 The Chair may invite additional organisations, subject matter experts or community representatives to attend meetings where their expertise would support discussion of a particular topic.
- 3.5 The membership is as follows:

Statutory:

Cllr N.Oliver – Chair

Cllr Grice

Cllr Henderson

Sharon Wroot – Chief Executive – North East Lincolnshire Council

Diane Lee – Director of Public Health – North East Lincolnshire Council

Ann-Marie Matson – Director of Children’s Services – North East Lincolnshire Council

Katie Brown – Director of Adults Services – North East Lincolnshire Council

Carolina Borgstrom – Director of Economy, Environments and Infrastructure – North East Lincolnshire Council

Claire Jacobs – Humberside Police

TBC – Humberside Fire and Rescue

Alastair Smith – East Midlands Ambulance Service

Helen Philips – Humber North Yorkshire Integrated Care Board

Lucy Wilkinson – Healthwatch

Becky Volans – Hull CVS (Healthwatch)

Non Statutory:

Jane Dickerson – Department Work and Pensions

Polly Bancroft – Grimsby Town Football Club

Duncan Rossiter – Citizens Advice Bureau

Tracey Good – Centre4

Julie Walmsley – Doorstep

Peter Melton – GP Representative

Simon Beeton – Chair of the Children and Young Person Strategic Board

Louise Fadina – Health Care Partnership

Sarah Everest-Ford – Health Care Partnership

Danielle Toyne – LHP

- 3.6 The Health and Wellbeing Board will be supported by North East Lincolnshire’s Democratic Services and by the Council’s core Public Health team.

4. Role and Responsibilities of Health and Wellbeing Board Members

- 4.1 All members of the Board, as a statutory committee of the Council, must observe the Council's code of conduct for members and co-opted members.
- 4.2 Board members are expected to attend all Board meetings wherever possible and to contribute fully to discussions, bringing strategic leadership, constructive challenge and insight from their organisation and professional expertise.
- 4.3 Deputies should be sufficiently senior to contribute to discussion and decision-making on behalf of their organisation.
- 4.4 Members share collective responsibility for improving population health and reducing inequalities in North East Lincolnshire. Board members are expected to work collaboratively across organisational boundaries, promote prevention and early intervention, and support delivery of agreed priorities through their own organisations and partnerships.
- 4.5 The membership of the Board is designed to provide a broad range of perspectives on improving health and wellbeing and reducing inequalities in North East Lincolnshire. Members are expected to act as system leaders, supporting delivery of agreed neighbourhood health priorities through their own organisations and partnerships. Members will bring the insight, knowledge and expertise of their organisation whilst placing the interests of North East Lincolnshire residents and communities at the centre of decision-making.
- 4.6 Members are expected to communicate and champion the priorities, decisions and collective ambitions of the Board within their own organisations and networks, supporting delivery of the Joint Health and Wellbeing Strategy and wider partnership priorities.
- 4.7 Contributing to the ongoing development of the Board, identifying emerging issues, opportunities and risks, and ensuring that matters of strategic significance are brought to the Board's attention where appropriate.
- 4.8 Act in a respectful, inclusive and open manner with all colleagues to encourage constructive debate and challenge.

5. Governance, Accountability and Partnership Working

- 5.1 The Board will appoint a Chair and Vice Chair from amongst its membership. The Chair will be responsible for ensuring the effective operation of the Board, promoting partnership working and supporting constructive discussion and decision-making.
- 5.2 Quorum: the minimum attendance for meetings will be one third of its membership, to include:
 - Either the Chair or the Vice Chair
 - A North East Lincolnshire Council Councillor
 - An NHS member of the board

- 5.3 The Board will seek to operate by consensus wherever possible. Where consensus cannot be reached, decisions will be determined by a simple vote of those members present and entitled to vote. In the event of an equality of votes, the Chair shall have a casting vote.
- 5.4 The Health and Wellbeing Board provides strategic leadership for improving population health and wellbeing, reducing inequalities and delivering the Joint Health and Wellbeing Strategy. The Board will work collaboratively with the Health and Care Partnership, Neighbourhood Health governance arrangements, Better Care Fund Partnership, Community Plan governance and other relevant strategic partnerships to promote integration, align priorities and support delivery of shared outcomes. The Board will seek assurance on progress against agreed priorities, promote joined-up planning and collective action, and use evidence, insight and lived experience to inform its work and decision-making.
- 5.5 The Board is committed to ensuring that the voices of residents, communities, children and young people inform decision-making. The Board will promote engagement, co-production and the use of lived experience in the development, delivery and review of policies, strategies and services.

6. Sub-Groups and Accountability

- 6.1 The following groups will formally report into the North East Lincolnshire Health and Wellbeing Board:
- *Children and Young Person Strategic Board*
 - *Move Together North East Lincolnshire Steering Group*
 - *Neighbourhood Health Governance Arrangements*
 - *Any other partnership, programme or governance arrangement agreed by the Board*
- 6.2 Each of these groups will be expected to bring a minimum of one report per year to a Health and Wellbeing Board, to update the Board on progress made at their partnership.
- 6.3 The Health and Wellbeing Board may invite other groups, boards, partnerships or programmes to provide reports, updates or assurance to the Board where this would support the discharge of its responsibilities.

7. Meeting Arrangements

- 7.1 The Health and Wellbeing Board will meet in public every 3 months, interspersed with private strategy and Board development sessions. There will be no fewer than four public meetings per financial year.
- 7.2 Agendas and papers will be circulated to all members and be available on the Council's website 5 clear days in advance of any public meeting.
- 7.3 The Board's meetings are open to the public, unless business to be considered is likely to disclose exempt information within the relevant paragraphs of Schedule 12A of the Local Government Act 1972. Both the Council's Standing Orders and the highest ethical standards of public service will apply to its proceedings.

8. Probity and Transparency

- 8.1 A member of the public may ask a question at a meeting of the Health and Wellbeing Board that is relevant to the business of the Board and has been notified to the Council in writing or by email no less than 10 clear days in advance of the meeting in question.
- 8.2 Questions relating to items on the agenda for a specific meeting of the Board may be submitted by 7.00 pm on the day after the agenda's publication. Questions shall be no longer than 100 words.
- 8.3 If required, support will be made available by the Council's democratic services for members of the public who have literacy difficulties to formulate their question for the consideration by the Health and Wellbeing Board.
- 8.4 All questions shall be answered by the relevant Board member, who may reserve the right to indicate that the answer is given within a specific paper on the Board's agenda or reply in writing after the meeting.
- 8.5 Each member of the North East Lincolnshire Health and Wellbeing Board is subject to the Ethical Standards requirements of Chapter 7 of the Localism Act 2011. Members will ensure the registration of any personal, professional or pecuniary interests with the Monitoring Officer and declare at meetings any relevant interests in any matter being considered by the Board. Members are required to complete a declaration of interests form which will be published on the Council's website.