

Health and Wellbeing Board



PLYMOUTH
CITY COUNCIL

Date of meeting:	15 January 2026
Title of Report:	Plymouth H&WB Terms of Reference (draft update)
Lead Member:	Councillor Mary Aspinall (Cabinet Member for Health and Adult Social Care)
Lead Strategic Director:	Professor Steve Maddern (Director of Public Health)
Author:	Elliot Wearne-Gould (Principal Democratic, Governance and Scrutiny Officer)
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Your Reference:	N/A
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To provide visibility of the draft updated Terms of Reference for the Plymouth Health and Wellbeing Board for review and comment following development workshops and member feedback, prior to submission to City Council for approval.

Recommendations and Reasons

1. That the Health and Wellbeing Board review, comment and endorse the draft updated Terms of Reference to City Council for approval.

Reason: To ensure that the Terms of Reference reflect recent national and system changes, and incorporate Board member feedback from development workshops.

Alternative options considered and rejected

1. Not update the Plymouth Health and Wellbeing Board Terms of Reference – Rejected as this would leave the Terms of Reference outdated and fail to address development points highlighted by members to improve the functionality of the Board.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Health and Wellbeing Board directly supports the Plymouth Corporate Plan priorities of 'Working with the NHS to provide better access to health, care and dentistry' and 'Keeping children, adults and communities safe'.

Implications for the Medium Term Financial Plan and Resource Implications:

N/A

Financial Risks

N/A

Legal Implications

(Provided by Insert Name / Initials)

The draft Terms of Reference will require formal approval of City Council prior to being enacted.

Carbon Footprint (Environmental) Implications:

N/A

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

N/A

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Plymouth H&WB Updated Terms of Reference (draft) January 2026							
B	Plymouth H&WB Updated Terms of Reference (draft) January 2026 (with tracked changes)							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable)							
	<p><i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i></p> <table border="1" data-bbox="751 1435 1330 1459"> <tr> <td data-bbox="751 1435 832 1459">1</td><td data-bbox="832 1435 913 1459">2</td><td data-bbox="913 1435 994 1459">3</td><td data-bbox="994 1435 1076 1459">4</td><td data-bbox="1076 1435 1157 1459">5</td><td data-bbox="1157 1435 1238 1459">6</td><td data-bbox="1238 1435 1330 1459">7</td></tr> </table>	1	2	3	4	5	6	7
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Sign off:

Cabinet Member approval: *Councillor Mary Aspinall*

Date approved: 07/01/2026

Plymouth H&WB Terms of Reference (Draft Update)

I. Overview

In Spring 2025, the Plymouth Health and Wellbeing Board agreed to participate in a developmental work programme supported by the Office of the Director of Public Health. A workshop was held in April 2025, which aimed to explore the purpose of the Board, the role of Board members, and elements of the Board that would benefit from review.

Following the workshop, the Board agreed on 12 June 2025 to Review the Terms of Reference to:

- I. Consider widening membership to include housing provider representation, as well as police, fire and/or ambulance service representatives;
- II. Provide clarity between 'Core' and 'Additional' members and the required meeting quorum.

Following a review by the Chair, Director of Public Health, and Democratic Services, it has been identified that further amendments to the Terms of Reference are required to reflect pertinent changes, including:

- III. Changes to partner organisation names;
- IV. Changes to Board member role profiles/titles;
- V. Changes to Board responsibilities following the introduction of Neighbourhood Health Guidance.

2. Summary of Changes

A full tracked changes version of the updated Terms of Reference is attached at Appendix B, 'Plymouth H&WB Updated Terms of Reference (draft) January 2026 (with tracked changes)'.

Item	Amendment	Reason
2.2 – Bullet 4	Deletion of: 'Devon Clinical Commissioning Group' and replacement with: 'Devon, Cornwall and Isles of Scilly Integrated Care Board (DCIOS)'	To reflect the new name following organisational changes. In September 2025, NHS England approved the creation of a "cluster" combining NHS Devon ICB with the Cornwall & Isles of Scilly ICB, forming a joint executive leadership and statutory cluster board.
2.3 – Bullet 11	Addition of: 'Will be proactively involved in the neighbourhood planning agenda and have oversight of the plans developed for Plymouth'.	Following the September 2025 Neighbourhood guidance, H&WBs have a formal requirement to oversee the development and implementation of Neighbourhood Health Plans for the city.

3.1	Deletion of: 'People' and replacement with: 'Adults, Health and Communities'	To reflect changes to the role profile and title of the former 'Strategic Director for People'.
4.1.1	Addition of: 'Statutory'	To clarify that 'core' Board members are statutory members, as set out in the Health and Social Care Act 2012.
4.1.1	Addition of: 'Co-opted'	To clarify that additional members are co-opted to the Board under powers set out in Section 194(2) of the Health and Social Care Act 2012.
4.1.1	Changes to co-opted membership	To reflect changes and additional invitations as suggested by Board members during development workshops.
4.8	Replacement with: 'A quorum of one third of 'core (statutory)' members will apply for meetings of the Health and Wellbeing Board including at least one elected councillor from Plymouth City Council'.	To ensure that an expanded co-opted membership does not impede Board quorum. Co-opted members are not mandated to attend every meeting and therefore, the submission of apologies by co-opted members could impede meeting functionality if retained in quorum requirements.