

Council and CCG Logos Isle of Wight Health and Wellbeing Board

Although a formal committee of the Island council, the Health & Wellbeing Board has a remit which includes matters relating to the Clinical Commissioning Group (CCG), the Local Safeguarding Boards for Children and Adults and Healthwatch. Papers come from a variety of sources. The format for Health & Wellbeing Board papers is consequently different from papers submitted to the Isle of Wight Council for exclusive Isle of Wight Council business.

*As this is formally a committee of the Isle of Wight Council the meetings will be held in public, and other than in exceptional circumstances (as follows) all the reports will be published on the council's publically available intranet. The rules and exceptions around this are detailed at page 113 of the council's constitution that is available from this link:
<https://www.iwight.com/documentlibrary/view/council-constitution1>*

1. Formal details of the paper

- 1.1. Title
- 1.2. Who can see this paper?
General publication or closed session
- 1.3. Date of Board
- 1.4. Author of the Paper and contact details

Support:

2. Summary

- 2.1 Key messages for Board members

Clarify if all members of the Board will be effected.

Clarify if all wards will be effected by the decisions made.

3. Decisions, recommendations and any options

3.1 The Board is asked to do what:

To note report
To discuss report
To make decisions

3.2 **Relevant information**

4. **Important considerations and implications**

There are a number of formal requirements of papers coming to the Health and Wellbeing Board. You need to consider any important legal, financial (including exist strategy), equalities and diversity, health, public health, social care and children's services implications. You will have to consult officers in the council to complete any relevant section. State who you consulted, when and summarise what advice was given.

4.1 Legal

Prior to this report coming to the Board, this report has been discussed with

4.2 Finance

4.3 Performance information and benchmarking

4.3 Equalities and Diversity

1. The council as a public body is required to meet its statutory obligations under the Equality Act 2010 to have due regard to eliminate unlawful discrimination, promote equal opportunities between people from different groups and to foster good relations between people who share a protected characteristic and people who do not share it. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

2. Under the Equality Act 2010 we are required to have due regard to our equality duties when making decisions, reviewing services, undertaking projects, developing and reviewing policies. This must be done at the

formative stage of your proposal, not retrospectively as justification for the recommendation.

3. The equality impact assessment looks at how a service promotes equality and diversity to ensure legal compliance and how the services we provide and the decisions that we make meet the needs of our local community. It should also identify methods for mitigating or avoiding any adverse impact (further information is available through the following link):

http://wightnet.iow.gov.uk/equality_diversity/Default.aspx

4. An equality impact assessment (EIA) is more than a 'tick box' exercise and requires the council to view a range of information in relation to the local demographic profile. IW Facts and Figures in relation to local equality and diversity demographical information can be found on the following link:

http://wightnet2000.iow.gov.uk/staff/personnel_services/images/Diversitypages2011-12v2Apr2011.rtf

5. If the report introduces new or revised Policy or Procedure or is a significant decision, an equality impact assessment must be undertaken and the results should be summarised in this section. Usually, the EIA should also be attached.

- 4.5 Future Proofing / Exit strategy

There are no budgetary implications for the terms of reference. A further paper concerning the funding of the Board and its delivery will come to the board shortly for discussion.

- 4.6 Health, social care, children's services and public health and other partners who may be effected by the report

- 4.7 Key PIs that will be monitored and why

5 Supporting documents and information

BACKGROUND PAPERS

- This must include all documents that disclose any facts or matters on which the report or an important part of the report is based and have been relied on to a material extent in preparing the report. These may have been referred to under the BACKGROUND section earlier in the report. If background papers are referred to here, please ensure that the links to them are readily available as they must be sent to Democratic Services with the final version of the report prior to publication.

- It is not necessary to include any works published elsewhere (including legislation, other Committee reports and Minutes), but this may be extremely helpful to anyone reading the report and their inclusion is welcomed.

Contact Point: [type report author] , [type job title] , ☎ 821000 e-mail
[type email name] @iow.gov.uk

INSERT DIRECTOR'S NAME (upper
case)

Director's Title (lower case)

INSERT EXECUTIVE MEMBER'S NAME (CLLR) (upper
case)

Insert Executive Member's Title (lower case)

If it is a report from outside the Council please put your equivalent Director. Ideally as the Board is a partnership it would be ideal to have names that reflect the partnership