



Borough of Telford and Wrekin

Health & Wellbeing Board

Thursday 26 June 2025

Terms of Reference 2025/26

Cabinet Member:	Cllr Zona Hannington – Cabinet Member: Finance, Governance & Customer Services.
Lead Director:	Anthea Lowe – Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Lorna Gordon – Mayor & Member Support Officer
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Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Health & Wellbeing Board – 26 June 2025

1.0 Recommendations for decision/noting:

It is recommended that the Health & Wellbeing Board Committee:

- 1.1 Review and agree the Terms of Reference set out at Appendix A.

2.0 Purpose of Report

- 2.1 To set out for review and agreement the Terms of Reference for the Health & Wellbeing Board outlined at Appendix A.

3.0 Background

- 3.1 The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees to enable the Council to efficiently conduct its business.

3.2 At the Annual Meeting of the Council on 15 May 2025, Full Council delegated authority to each Committee to review its own Terms of Reference.

3.3 The Terms of Reference forms part of the Consitution and approved by Full Council in that context on 3 March 2022.

4.0 Summary of main proposals

4.1 Following the Annual Council meeting held on 15 May 2025, the Health & Wellbeing Board has been granted delegated authority to review and amend its Terms of Reference. This delegation ensures the Board can maintain effective governance arrangements that reflect evolving system priorities and statutory responsibilities.

4.2 As part of this review, the membership of the Committee has also been updated. These amendments aim to strengthen representation and improve the Board's ability to meet quoracy requirements.

5.0 Alternative Options

5.1 There are no alternative options arising from this report.

6.0 Key Risks

6.1 There are no key risks arising from this report.

7.0 Council Priorities

7.1 A community-focused, innovative council providing efficient, effective and quality services.

8.0 Financial Implications

8.1 There are no financial implications arising from adopting the recommendations of this report.

9.0 Legal and HR Implications

9.1 Health and Wellbeing Boards (HWBs) are statutory bodies established under the Health and Social Care Act 2012 (The Act). They are designed to improve health and wellbeing and reduce health inequalities within local authority areas. In accordance with the Act there is a minimum statutory requirement for membership of the Board but it also has the discretion to appoint other additional members such as representatives form the Integrated Care Boards (ICB's).

The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees. At the Annual Meeting of the Council on 15 May 2025, Full Council delegated authority to the Health and Wellbeing Board to review its own Terms of Reference.

Once Terms of Reference are confirmed, the Monitoring Officer will update the Constitution to ensure consistency of the terms of reference. There are no direct legal implications arising from this report.

9.5 The proposals contained in this report can be delivered using existing resources

10.0 Ward Implications

10.1 There are no ward implications arising from this report.

11.0 Health, Social and Economic Implications

11.1 There are no Health, Social and Economic Implications arising from this report.

12.0 Equality and Diversity Implications

12.1 There are no equality and diversity implications arising from this report.

13.0 Climate Change, Biodiversity and Environmental Implications

13.1 There are no Climate Change, Biodiversity or Environmental implications arising from this report.

14.0 Background Papers

1 [Council Constitution](#)

15.0 Appendices

A Health & Wellbeing Board Terms of Reference 2025/26

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal Services	13/06/2025	17/06/2025	SH
Finance	17/06/2025	17/06/2025	RP