

Lincolnshire Whole System Healthy Weight Partnership Terms of Reference v0.02 14.10.22

1. Context

- 1.1 Under the Health and Social Care Act (2012), the [Lincolnshire Health and Wellbeing Board](#) ("the Board") is required to prepare and publish a [Joint Health and Wellbeing Strategy](#) (JHWS). Lincolnshire's JHWS was agreed by the Board in 2018.
- 1.2 One of the seven JHWS priorities is 'Healthy Weight' covering the life course, including both childhood and adult obesity.
- 1.3 The Lincolnshire Healthy Weight Partnership ("The Partnership") has been set up by the Board to provide system leadership in tackling the issues and improving health and wellbeing outcomes associated with healthy weight in Lincolnshire.

2. Purpose

- 2.1 The Partnership will provide strategic oversight to address issues of unhealthy weight in Lincolnshire, taking a whole system approach:
 - 2.1.1 Shared goals to address unhealthy weight in Lincolnshire
 - 2.1.2 Senior-level leadership for whole system healthy weight work
 - 2.1.3 Appropriate governance to implement the approach and to provide assurance to the Board that progress is being made to address the issues
 - 2.1.4 Compelling narrative explaining why improving healthy weight matters locally
 - 2.1.5 Shared understanding of how unhealthy weight is addressed at a local level, its beneficial impact on health and wellbeing outcomes, and related stakeholder benefits
 - 2.1.6 Comprehensive systems map for stakeholders that identifies the causes and contributors to unhealthy weight, and that demonstrates levers and opportunities to improve healthy weight
 - 2.1.7 Prioritise areas for action in the local system and propose collaborative and aligned actions, informed by system mapping
 - 2.1.8 Support partners and stakeholders to develop and maintain momentum towards shared goals
 - 2.1.9 Critical reflection on the process of undertaking a whole systems approach and consider opportunities for strengthening the process.

3. Objectives

- 3.1 Objectives currently set out in the JHWS are as follows:
 - Deliver the Healthy Weight in Children Strategic Actions to reduce childhood obesity.
 - Improve information and support for people of working age to achieve and maintain healthy weight.
 - Support healthy weight in older age.
 - Engage with spatial planning and design to develop places that support healthy individuals and communities.
- 3.2 The objectives will be reviewed in light of the work undertaken to map the local system and identify shared priorities for action across the whole system.

4. Membership

- 4.1 The core membership of The Partnership will comprise the following:
- Chair of the Lincolnshire Health and Wellbeing Board (Chair)
 - Director of Public Health
 - Senior representative, Lincolnshire Integrated Care Board
 - Senior manager, Environment and Economy, Lincolnshire County Council
 - Children's Services Manager, Lincolnshire County Council
 - Head Teachers representing both primary and secondary education
 - Senior manager, Children's Public Health, Lincolnshire County Council
 - Lead Nurse Children's Health, Lincolnshire County Council
 - Representative from Children's Sustainable Travel Group
 - Senior representative, Boston Borough Council
 - Active Travel
 - District Councillor
 - Senior representatives, NHS Provider Trusts
 - University of Lincoln
 - National Rural Centre for Health and Care
 - Greater Lincolnshire Local Enterprise Partnership Food Board
 - Strategic Communication Lead, Lincolnshire County Council
 - Representative from Active Lincolnshire as leaders of Let's Move Lincs, & system physical activity leads
- 4.2 In order to meet the changing requirements of the agenda, The Partnership has the right to seek representation from other organisations should the requirement arise.
- 4.3 Each member of The Partnership can nominate a named substitute to attend meetings in their absence. Substitute members will be included in all communications regarding The Partnership to ensure a consistent flow of information.
- 4.4 The Partnership members, including substitutes, should have the authority to act on behalf of their organisation.

5. Governance and Accountability

- 5.1 The Partnership is accountable to the Health and Wellbeing Board for the Healthy Weight priority area in the JHWS including acting as the Expert Panel for the Joint Strategic Needs Assessment Healthy Weight Factsheet.
- 5.2 The Partnership agrees to review the JSNA as required and to incorporate an assessment of the causes and positive health and wellbeing effects of focusing on healthy weight alongside an assessment of needs relating to obesity.
- 5.3 Specific responsibilities within the governance and accountability framework for the JHWS developed by the Board include:
- 5.3.1 To develop and own the JHWS Delivery plan for the Healthy Weight priority area
 - 5.3.2 To act as The Partnership with lead responsibility for the Healthy Weight priority area in the JHWS and be accountable to the Board for its progress and delivery

- 5.3.3 To work in partnership to build consensus and increase collaborative working
- 5.3.4 To identify ways and opportunities to engage and co-produce work with wider stakeholders and partners
- 5.3.5 To agree the outcomes and measures to be used to monitor progress/assess impact
- 5.3.6 To provide assurance on an annual basis, and as required, to the Board
- 5.3.7 To adopt the principles and approaches set out in the JHWS Governance and Accountability Framework.

6. Quorum

- 6.1 The Partnership shall be quorate if no less than a third of the membership is present. This third shall include a representative from the Lincolnshire County Council and the Integrated Care Board.

7. Frequency of Meetings

- 7.1 Meetings shall take place quarterly and in line with the Lincolnshire Health and Wellbeing Board to allow for updates reports from the Partnership to be taken to the Board should this be required. Additional meetings of the Partnership may be convened with the agreement of the Chairman.

8. Administrative Support

- 8.1 Administrative support will be provided by Public Health.
- 8.2 Agenda and reports will be circulated at least five clear working days prior to the meeting.
- 8.3 Draft minutes will be shared with the Chair and sent out accordingly with an action log seven working days after the meeting.

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