

<b>Title</b>	Wirral Place Governance Manual
<b>Authors</b>	Alison Hughes, Director of Corporate Affairs, WCHC David McGovern, Director of Corporate Affairs, WUTH
<b>Report for</b>	Wirral Place Based Partnership Board
<b>Date of Meeting</b>	22 <sup>nd</sup> February 2024

### Report Purpose and Recommendations

Under the leadership of the Place Director, the Place Governance Group has been established to support governance arrangements at Place.

This report follows a report to the PBPB in July 2023 presenting the first draft of the Wirral Place Governance Manual. Since July 2023, further work has been completed by the Place Governance Group members to review the Terms of Reference of the groups supporting the PBPB and version 2 of the Governance Manual has been developed and is provided for approval.

It is recommended that the Wirral Place Based Partnership Board (WPBPB) approves the Wirral Place Governance Manual V2. Recognising that by nature it remains a dynamic document and further updates or revisions will be reported to the PBPB as appropriate.

### Key Risks

There are no risks identified as part of this report.

### Governance journey

Date	Forum	Report Title	Purpose/Decision
8 December 2022	Place Based Partnership Board	Wirral PBPB ToRs (Item 7)  Wirral PBPB supporting groups ToRs (Item 8)	The work to progress the actions detailed in the report were noted and further work approved noting that the PBPB terms of reference remained draft.  The Place Governance Advisory Group was asked to address the issues raised by the Place Based Partnership Board at its meeting on 8 December 2022.  The establishment of the four supporting groups was endorsed.
27 July 2023	Place Based Partnership Board	Wirral PBPB ToRs and Place Governance Manual (Item 7)	The Wirral Place Governance Manual was approved and the further workplan noted to ensure arrangements were fit for purpose including a refresh and review of the Terms of Reference for the sub-groups supporting and reporting to the Wirral Place Based Partnership Board.

<b>1</b>	<b>Narrative</b>
<b>1.1</b>	<b>Background</b>
1.1.1	<p>NHS Cheshire and Merseyside is working with each of the nine Places in the Cheshire and Merseyside Integrated Care System (ICS) to establish robust governance and assurance mechanisms through strong partnership arrangements.</p> <p>The Wirral Place Based Partnership Board (WPBPB) is the forum where NHS Cheshire and Merseyside conducts business pertaining to the Borough transparently in the public domain and in collaboration with system partners. These arrangements also support further delegation of decision making and resources to each borough.</p> <p>The Place Governance Manual V1. Was presented to the PBPB in July 2024 and approved on the basis that it would remain a dynamic document and provided a useful overview of the operation of all governance arrangements at Place to ensure clarity, and consistency in approach and to establish appropriate information and assurance flows.</p> <p>The PBPB recognised that a further review of the Governance Manual would be completed to consider the Terms of Reference of the supporting groups. This has now been completed and all updated ToRs are included in the Place Governance Manual V2.</p>
<b>1.2</b>	<p><b>Summary of actions</b></p> <p><b>Board documentation and reporting</b></p> <p>The Place Governance Manual confirms future accountability and reporting requirements along with the production of governance templates to ensure consistency across all for a.</p> <p><b>Terms of Reference – Sub-groups</b></p> <p>The members of the Place Governance Group have determined a governance workplan which includes a review and cross-reference of all sub-group Terms of Reference to ensure consistency where appropriate and clarity of purpose and accountability. This has now been completed and forms the basis of the revisions in V2.</p> <p><b>Wirral Provider Partnership (WPP)</b></p> <p>The WPP has been disestablished recognising that provider representation from all sectors (NHS, Local Authority, Primary Care and VCSFE) is included in the Terms of Reference of the sub-groups. This has been reflected in the governance map included.</p>
<b>2</b>	<b>Implications</b>
2.1	<p><i>Risk Mitigation and Assurance</i></p> <p>There are no risks identified as part of this report.</p>
2.2	<p><i>Financial</i></p> <p>There are no direct financial implications arising from this report.</p>

2.3	<i>Legal and regulatory</i> There are no direct legal implications arising from this report.
2.4	<i>Resources</i> Wirral Council are supporting the Wirral Place Based Partnership Board and, when required, the Joint Strategic Commissioning Board Sub-Committee. NHS Cheshire and Merseyside will support the remaining governance and assurance infrastructure.
2.5	<i>Engagement and consultation</i> Engagement with system partners has taken place in the development of the Terms of Reference.
2.6	<i>Equality</i> Wirral Council and NHS Cheshire and Merseyside have a legal requirement to make sure their policies, and the way they carry out their work, do not discriminate against anyone. The business of these groups will be conducted with an awareness of the general duty requirements and place equality considerations. No Equality Impact Assessment is required for this report.
2.7	<i>Environment and Climate</i> Wirral Council and NHS Cheshire and Merseyside and partners in Wirral are committed to carrying out their work in an environmentally responsible manner.
2.8	<i>Community Wealth Building</i> Community Wealth Building in Wirral focusses on partnerships and collaboration. These partnerships are led by Wirral Council with external partners and stakeholders, including residents. NHS Cheshire and Merseyside and partner organisations will support the Council in community wealth building by ensuring health and care organisations in the borough have a focus on reducing health inequalities and contribute to the development of a resilient and inclusive economy for Wirral.  There are no community wealth building implications from this report.

<b>3</b>	<b>Conclusion</b>
3.1	The members of the Place Based Partnership Board are asked to receive and approve V2 of the Place Governance Manual noting the work completed to review the Terms of Reference of all supporting groups.  The members of the Place Based Partnership Board are also asked to note that further revisions to the Governance Manual will be completed as required to ensure it remains fit for purpose in supporting effective governance arrangements at Place. Any further revisions will be presented to the PBPB for approval.

<b>4</b>	<b>Appendices</b>
	Appendix 1 - Wirral Place Governance Manual V2

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