

HEALTH AND WELLBEING BOARD	AGENDA ITEM No. 4
25 MARCH 2013	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Marco Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital	
Contact Officer(s):	Helen Edwards, Solicitor to the Council	Tel. 452539

REVIEW OF TERMS OF REFERENCE

R E C O M M E N D A T I O N S	
FROM : Helen Edwards, Solicitor to the Council	Deadline date :
<p>1. That the Health & Wellbeing Board reviews its terms of reference, as set out in the attached Appendix 1, including a review of its membership prior to 1st April 2013 when it takes on its statutory form.</p> <p>2. To consider the proposed membership at Appendix 2 and determine whether to accept this and incorporate within the terms of reference.</p> <p>3. To consider the updated Terms of Reference at Appendix 3 which will be sufficient to deal with the transition from shadow (pre-April 2013) to actual operating. The amended terms of reference will be presented to Full Council on 17th April 2013 for approval and amendment to the Council's Constitution;</p>	

1. ORIGIN OF REPORT

This report is submitted to the Health & Wellbeing Board (HWB) following a referral from the Solicitor to the Council

2. PURPOSE AND REASON FOR REPORT

For the Board to review its terms of reference and membership.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	
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4. BACKGROUND TO THE RECOMMENDATIONS

- 4.1 The HWB was initially set up in shadow form. It will take on statutory responsibilities with effect from 1st April 2013. The purpose of this report is to allow the HWB to review its terms of reference and membership prior to that change in its status, to ensure that they remain fit for purpose or amend as appropriate.
- 4.2 The membership of the group in particular needs to be reviewed, as some of its current members belong to organisations that will cease to exist in April. It was always anticipated, as set out in paragraph 2.8.18 of the current terms of reference, that this review would be required prior to April 2013.

5. CONSULTATION

There has been no prior consultation. It is anticipated that the terms of reference and membership will be debated by the members of the Board at the meeting. Changes may be made subsequently if required, indeed it is expected that the terms of reference of this Board will change over time as its role develops, and issues emerge.

6. ANTICIPATED OUTCOMES

That the HWB will agree amended Terms of Reference and membership, and that this will be recommended to Council at its meeting in April for approval of changes to the Council's Constitution.

7. REASONS FOR RECOMMENDATIONS

To ensure that the Health & Wellbeing Board is able to operate properly and fulfil its statutory functions.

8. ALTERNATIVE OPTIONS CONSIDERED

The alternative is not to review the terms of reference, but this was rejected as it is appropriate to do so immediately before the status of the Board changes. In particular the membership must be reviewed because some of the organisations represented will cease to exist.

9. IMPLICATIONS

There are no specific financial, legal, or other implications to this report.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)