

<b>COUNCIL</b>	<b>AGENDA ITEM No. 13(d)</b>
<b>6 DECEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Jyoti Atri (Director of Public Health)	
Cabinet Member(s) responsible:	Councillor Saqib Farooq Cabinet Member for Adult Social Care, Health and Public Health	
Contact Officer(s):	Kate Parker (Head of Public Health Business Programmes)	Tel. 07535 694729

**REVISION TO THE CAMBRIDGESHIRE AND PETERBOROUGH HEALTH AND WELLBEING BOARD TERMS OF REFERENCE**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Director of Public Health	<b>Deadline date:</b> N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Approve the Terms of Reference as set out in Appendix A for inclusion in the Constitution: and</li> <li>2. Authorise the Monitoring Officer to make any other minor or consequential amendments to the Constitution necessary for, or incidental to, the implementation of these proposals.</li> </ol>	

**1. PURPOSE AND REASON FOR REPORT**

- 1.1 The purpose of this report is to present to Full Council new terms of reference for the new joint Cambridgeshire and Peterborough Health and Wellbeing Board / Integrated Care Partnership

**2. BACKGROUND AND KEY ISSUES**

- 2.1 Under the Health & Social Care Act 2021 Upper Tier Local Authorities (UTLA) have a statutory function to have a Health & Wellbeing Board (HWB) as a formal committee of the local authority. In 2019 procedures were put in place to establish joint working relationships between the Cambridgeshire and Peterborough HWBs and in 2022 Full Council agreed the formation of a Joint Health and Wellbeing Board meeting as a committee in common with the Integrated Care Partnership.
- 2.2 The terms of reference form part of the constitutions of Peterborough City Council and Cambridgeshire County Council. The previous terms of reference were received and approved by Full Council on 22<sup>nd</sup> May 2022.

The Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership met on 20 October 2023 to review proposed revisions to its terms of reference, which had occurred since May 2022.

### **3. TERMS OF REFERENCE UPDATE**

3.1 A copy of the revised terms of reference is attached at Appendix 1, with the changes detailed below

#### **3.2 Membership**

The membership has been restructured to simplify the presentation of the different types of members.

3.3 Following the changes in the management arrangements for Cambridgeshire County Council and Peterborough City Council, there are now two adults' services directors and two children's services directors. The two Chief Executives have agreed that each authority will nominate one director, with the other acting as the nominated substitute.

3.4 The terms of reference for the Health and Wellbeing Board provide for an officer of the Cambridgeshire and Peterborough Combined Authority to be a member of the Board, alongside the Mayor of the Combined Authority who is a member via the Integrated Care Partnership. Rob Bridge, Chief Executive of the Combined Authority will join going forward to fulfil the Health and Wellbeing Board role, with role of the Mayor unchanged.

3.5 The draft updated terms of reference also reflect the current list of Integrated Care Partners. These changes do not introduce any new members.

#### **3.6 Quorum**

To aid the effective planning of meetings, the quorum provisions have been made more explicit.

#### **3.7 Appointment of Substitute Members**

There is significant value where there is a continuity of attendance, however it is recognised that on occasions substitutes may be required to attend. Individual nominating organisations may choose to place additional arrangements in place for the management of substitutes. The proposed change clarifies the base expectations for all members.

#### **3.8 Members' Conduct**

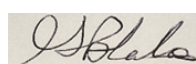
The proposed change also makes it an explicit requirement where a substitute attends to complete a register of interest declaration and introduces a requirement on the Clerk to ensure that a single register of members interest is compiled and maintained.

3.9 The Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership endorsed the proposed revisions with one suggestion regarding the presentation of the membership

### **6. IMPLICATIONS**

#### **Financial Implications**

6.1 Administration of the meetings will be a shared responsibility between PCC, CCC and ICP.



Michael Blake  
Head of Finance – Adults and Public Health

## **Legal Implications**

- 6.2 *There are no legal implications in respect of what is proposed which is approval of minor changes to the terms of reference. Legal advice should be sought and where needed by the Board.*

## **Equalities Implications**

- 6.3 *None to report*

## **Carbon Impact Assessment**

- 6.5 Not required for this report.

## **7. BACKGROUND DOCUMENTS**

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

- 7.1 [Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership meeting – 20 October 2023](#)

[Health and Social Care Act 2012](#)

[White Paper - Integration & Innovation: Working together to improve health and social care for all](#)

## **8. APPENDICES**

- 8.1 Appendix 1 – Revised Terms of Reference

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