

HEALTH AND WELLBEING BOARD, 18 JANUARY 2017

Subject Heading:	Health and Wellbeing Board Terms of Reference – Revision re Named Substitutes for Members
London Borough of Havering Officer Lead:	Susan Milner, Director of Public Health
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Policy context:	The establishment of named substitutes for Members will allow more effective functioning of the Health and Wellbeing Board
Financial summary:	There are no financial implications of the decision.

The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	<input type="checkbox"/>
People will be safe, in their homes and in the community	<input checked="" type="checkbox"/>
Residents will be proud to live in Havering	<input type="checkbox"/>

SUMMARY

Following a recent inquorate meeting of the Board, this report recommends that named substitutes for Board be allowed to attend future meetings of the Board and to have voting rights on issues where a vote is required.

RECOMMENDATIONS

1. That the Health and Wellbeing Board agree that named substitutes be permitted for members in the event members are unable to attend meetings of the Board. These substitute members to have voting rights on issues where a vote is required.
2. That the following wording is added to the 'Reporting and Governance' section of the Board's Terms of Reference:
 - Named substitutes for Health and Wellbeing Board Members are permitted if advised prior to the start of a meeting. Named substitute members will have voting rights.

REPORT DETAIL

1. The meeting of the Health and Wellbeing Board that took place on 16 November 2016 had received a number of apologies and had not been quorate. Although productive discussions had still taken place, this had meant that it was not possible for any formal decisions to be made by the Board.
2. In light of this, it was suggested that an addition be made to the Board's Terms of Reference in order to allow the attendance of named substitutes for Board members and for these substitutes to have full voting rights, should a formal vote be required on an issue before the Board.
3. The proposed wording for addition to the Board's Terms of Reference is as shown in recommendation 2 above and it is suggested this will be of considerable assistance should a meeting of the Board be in danger of being inquorate in the future.

IMPLICATIONS AND RISKS

Financial implications and risks: None.

Legal implications and risks: None.

Human Resources implications and risks: None.

Equalities implications and risks: None –no impact on equalities issues from allowing of substitute members.

BACKGROUND PAPERS

None.