



HEALTH AND WELLBEING BOARD, 15 NOVEMBER 2017

Subject Heading:	Health and Wellbeing Board Terms of Reference – Revision re Alteration of Quorum
London Borough of Havering Officer Lead:	Mark Ansell, Director of Public Health
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Policy context:	The lowering of the quorum for meetings 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 the quorum for meetings of the Board be reduced from nine to six members, in line with the quorum level for other Committees of the Council

RECOMMENDATIONS

1. That the Health and Wellbeing Board agree that the quorum be reduced from nine to six members of the Board.
2. That the relevant paragraph of the 'Reporting and Governance' section of the Board's Terms of Reference be amended to read as follows:
 - The Board is quorate when 6 members are present.

REPORT DETAIL

1. The meeting of the Health and Wellbeing Board that took place on 16 September 2016 was not quorate for part of its length due to a number of apologies having been received. This meant that, although productive discussions took place, it was not possible to take formal decisions on several items.
2. In light of this, it is suggested that an amendment be made to the Board's Terms of Reference in order to lower the quorum for meetings of the Board from nine to six members. This will also bring the Board in accordance with the quorum level for other Council Committees of a similar size.
3. The proposed amended wording for a section of the Board's Terms of Reference is as shown in recommendation 2 above and it is suggested this will reduce the likelihood of meetings of the Board 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.

BACKGROUND PAPERS

None.