

<b>LONDON BOROUGH OF CAMDEN</b>	<b>WARDS:</b> All
<b>REPORT TITLE</b> Update to Health and Wellbeing Board Terms of Reference	
<b>REPORT OF</b> Executive Director Adults and Health	
<b>FOR SUBMISSION TO</b> The Health and Wellbeing Board Audit and Corporate Governance Committee Council	<b>DATE</b> 18 <sup>th</sup> September 2024 26 <sup>th</sup> September 2024 14 <sup>th</sup> October 2024
<p><b>SUMMARY OF REPORT</b></p> <p>The Health and Wellbeing Board’s Terms of Reference require an update, firstly to allow the membership to elect a chair from amongst its membership and secondly to update an instance of outdated terminology. The changes require an update to the Constitution and therefore need to be agreed by the Health and Wellbeing Board, the Audit and Corporate Governance Committee and full Council.</p> <p><b>Local Government Act 1972 – Access to Information</b> No documents that require listing have been used in the preparation of this report.</p> <p><b>Contact Officer:</b> Colin Gajewski Senior Policy &amp; Projects Officer London Borough of Camden 5 Pancras Square N1C 4AG <a href="mailto:colin.gajewski@camden.gov.uk">colin.gajewski@camden.gov.uk</a></p>	
<p><b>RECOMMENDATIONS</b></p> <p>The Health and Wellbeing Board is asked to</p> <ul style="list-style-type: none"> <li>• Note the report</li> <li>• Recommend the changes to the Terms of Reference set out in paragraphs 2.1 - 2.2 to Audit and Corporate Governance Committee for recommendation on the Council.</li> </ul> <p>The Audit and Corporate Governance Committee is asked to</p> <ul style="list-style-type: none"> <li>• Recommend the changes to the Terms of Reference set out in paragraphs 2.1 - 2.2 to the Council for agreement.</li> </ul> <p>The Council is asked to</p>	

- Agree the changes to the Terms of Reference set out in paragraphs 2.1 - 2.2
- Delegate authority to the Borough Solicitor to make and publish these changes.

Signed:

A handwritten signature in black ink, appearing to read 'J. McGregor', written over a light grey rectangular background.

Jess McGregor  
Executive Director of Adults and Health  
Date: 9<sup>th</sup> September 2024

## **1. Purpose of Report**

- 1.1. The Health and Wellbeing Board's Terms of Reference require an update, firstly to allow the membership to elect a chair on an ongoing basis and secondly to remove instances of outdated terminology. These changes require an update to the Constitution and therefore need to be agreed by the Health and Wellbeing Board, the Audit and Corporate Governance Committee and full Council. The proposed schedule for these is as follows:
- 18th September 2024: Health and Wellbeing Board
  - 26th September 2024: Audit and Corporate Governance Committee
  - 14th October 2024: Full Council

## **2. Details of proposed updates**

- 2.1. Paragraph 23 of the current Terms of Reference states that "Meetings will be chaired by the Leader of the Council or in their absence the vice chair or other Camden Councillor as the meeting may appoint for the duration of the meeting". This restricts the Board's ability to elect a Chair of its choosing beyond the duration of a given meeting. It is proposed to remove this provision and introduce a new provision that "The Board will elect a chair from amongst its membership at the first meeting of the municipal year to serve for the duration of that year".
- 2.2. Paragraph 10 refers in the future tense to a Citizens' Assembly that has now taken place. It is proposed that sentence 1 of paragraph 10 be updated to state "An initial Citizen's Assembly informed the development of the Camden Joint Health and Wellbeing Strategy and identified the priorities of local residents".

## **3. Finance Comments of the Executive Director Corporate Services**

The Executive Director of Corporate Services has been consulted on the contents of the report and has no comments to add to the report.

## **4. Legal Comments of the Borough Solicitor**

The comments of the Borough Solicitor are included in the report.

## **5. Environmental Implications**

There are no environmental implications to the contents of this report.

## **6. Appendices**

- 2.1 Appendix A – Proposed update to Terms of Reference

**REPORT ENDS**