

## Cambridgeshire and Peterborough Health and Wellbeing Board – Revised Terms of Reference

To: Constitution and Ethics Committee

Meeting Date: 14 November 2023

From: Service Director of Legal and Governance

Outcome: To consider changes to the terms of reference of the Cambridgeshire and Peterborough Health and Wellbeing Board / Integrated Care Partnership.

Recommendation: The Committee is asked to:

Recommend the revised terms of reference of the Cambridgeshire and Peterborough Health and Wellbeing Board / Integrated Care Partnership, as set out in Appendix 1 of the report, to full Council for approval.

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# 1. Background

- 1.1 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 July 2022.
- 1.2 The terms of reference form part of the constitutions of Cambridgeshire County Council and Peterborough City Council.

# 2. Main Issues

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

## Membership

- 2.2 The membership has been restructured to simplify the presentation of the different types of members.
- 2.3 Following the changes in the management arrangements for both councils, 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.
- 2.4 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. The Chief Executive of the Combined Authority will join going forward to fulfil the Health and Wellbeing Board role, with role of the Mayor unchanged.
- 2.5 The draft updated terms of reference also reflect the current list of Integrated Care Partnership. These changes do not introduce any new members.

## Quorum

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

## Appointment of Substitute Members

- 2.7 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 have additional arrangements in place for the management of substitutes. The proposed change clarifies the base expectations for all members.

## Members' Conduct

- 2.8 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.
- 2.9 The Cambridgeshire and Peterborough Health and Wellbeing Board / Integrated Care Partnership endorsed the proposed revisions with one suggestion regarding the presentation of the membership.

## 3. Source Documents

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