



To: Coventry Health and Wellbeing Board

Date: 23rd January 2023

Subject: Health and Wellbeing Board Membership

1 Purpose of the Note

- 1.1 The membership of the Health and Wellbeing Board needs to be reviewed following the establishment of the Integrated Care Board. This note asks the Health and Wellbeing Board to review the current constituted membership.

2 Recommendations

- 2.1 That Health and Wellbeing Board recommend the following to the Coventry City Council Constitution Advisory Panel
- 1) That the Membership of the Board be updated as outlined in Table 1
 - 2) That the Constitution be amended to enable the Health and Wellbeing Board to approve the removal of members as well appoint additional persons as appropriate.

3 Information/Background

- 3.1 The Membership of the Health and Wellbeing Board requires reviewing due to the establishment of the Integrated Care Board. This amalgamates the two Coventry and Warwickshire Clinical Commissioning Group seats with the one for Coventry and Warwickshire Integrated Care System.
- 3.2 There are two seats - Voluntary Action Coventry (VAC) and Coventry and Rugby GP Federation which do not have nominated Members. VAC stepped down from their seat in October 2021 and there is no another organisation which represents the wider voluntary and community sector. The Coventry and Rugby GP Federation has become the Coventry and Rugby GP Alliance. Representatives of the Coventry and Rugby GP Alliance have not attended a meeting since February 2017.
- 3.3 To enable voluntary and community sector representation at the meetings, an appropriate organisation, based on the agenda items, will be invited to each Health and Wellbeing Board meeting.
- 3.4 The Cabinet Member for Adult Social Care currently sits on HWBB as a nominee of the Leader. It is suggested this seat be amended from a nominee of the Leader to the Cabinet Member for Adult Services.
- 3.5 This change aligns with the set up for Public Health and Children's Services whereby the Directors are statutory appointments and the Cabinet Members for Public Health and Sport and Children and Young People are allocated a HWBB seat, as the Director of Adult Services is also a statutory appointment.
- 3.6 Reprofiting this seat from a nominee of the Leader to Cabinet Member for Adult Services maintain the ratio of Elected Members on the HWBB.
- 3.7 A full list of Members and suggested recommendation is outlined below in Table 1.

- 3.8 The quorum is one half of the total number of members plus one member and updating the membership will help the meetings to be quorate. This must include at least one of the following; an Elected Member, Integrated Care Board representative and Local Authority Director.
- 3.9 The constitution also allows Members to nominate a substitute to attend the meeting providing notice of one hour prior to the meeting start time is given. This would assist in achieving a quorum.
- 3.10 The constitution allows the Health and Wellbeing board to appoint additional persons as appropriate to the Board. It is recommended that the Health and Wellbeing Board ask the Council to consider amending the constitution to also give the Board the ability to remove existing members where required. This will allow the Board to be responsive to changes.

4 Current Membership

4.1 The current membership is below with recommendations for the eats to be amended:

Table 1

	Position / Organisation	How Appointed	Recommendation
(a)	Leader of the Council*:	Nominated by Leader	Retain
(b)	Cabinet Member (Public Health and Sport):	Nominated by Leader	Retain
(c)	Cabinet Member (Children and Young People):	Nominated by Leader	Retain
(d)	One additional councillor nominated by the Leader:	Nominated by Leader	Update to: Cabinet Member (Adult Social Care)
(e)	Conservative Group representative:	Nominated by Leader	Retain
(g)	Director of Adult Services**	Statutory appointment	Retain
(h)	Director of Children's Services**	Statutory appointment	Retain
(i)	Director of Public Health and Wellbeing**	Statutory appointment	Retain
(j)	Coventry City Council Chief Partnerships Officer	1 Representative	Retain
(k)	Coventry Healthwatch**	2 representatives	Retain

(l)	Coventry and Warwickshire Clinical Commissioning Group:	2 representatives	Update to: Coventry and Warwickshire Integrated Care Board
(m)	NHS Commissioning Board:	1 representative	Retain
(n)	Voluntary Action Coventry:	1 representative	Remove Following VACs resignation, there is no one organisation that represents the sector. Appropriate representatives from the voluntary and community sector will be invited to Health and Wellbeing Board meetings.
(o)	Coventry University:	Vice-Chancellor (or representative)	Retain
(p)	Warwick University:	Vice-Chancellor (or representative)	Retain
(q)	West Midlands Police:	1 representative	Retain
(r)	West Midlands Fire Service:	Operations Commander Coventry	Retain
(s)	Coventry and Warwickshire Partnership Trust:	1 representative	Retain
(t)	University Hospitals Coventry and Warwickshire:	Chief Executive or representative	Retain
(u)	Coventry and Rugby GP Federation:	Chief Executive or representative	Remove
(v)	Coventry and Warwickshire Integrated Care System:	1 representative	Remove now the ICB is a formal member as at (k).

*- at least one Councillor of the Local Authority must sit on the Board

**Statutory appointments

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