



Lancashire Health and Wellbeing Board
Friday, 3 July 2020, 1.00 pm,
Extraordinary Virtual Meeting

AGENDA

Part I (Open to Press and Public)

Agenda Item	Item for	Intended Outcome	Lead	Papers	Time
1. Welcome, introductions and apologies	Action	To welcome all to the meeting, introduction and receive apologies.	Chair		
2. Disclosure of Pecuniary and Non-Pecuniary Interests	Action	Members of the Board are asked to consider any Pecuniary and Non-Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.	Chair		
3. Covid 19 - Lancashire Outbreak Engagement Board	Action	To approve the Terms of Reference for the Board.	Chair	(Pages 1 - 4)	

Agenda Item	Item for	Intended Outcome	Lead	Papers	Time
4. Covid 19 Update	Update	To receive a verbal update.	Dr Sakthi Karunanithi		
5. Urgent Business	Action	An item of Urgent Business may only be considered under this heading, where, by reason of special circumstances to be recorded in the minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Members' intention to raise a matter under this heading.	Chair		
6. Date of Next Meeting	Information	The next scheduled meeting of the Board will be a virtual meeting, held at 2.00pm on 21 July 2020.	Chair		

L Sales
Director for Corporate Services

County Hall
Preston

Lancashire Health and Wellbeing Board

Meeting to be held on Friday, 3 July 2020

Covid 19 - Lancashire Outbreak Engagement Board (COVID-19)

(Appendix A refers)

Contact for further information: Josh Mynott, Democratic and Member Services Manager, Lancashire County Council, Tel: (01772) 534580, josh.mynott@lancashire.gov.uk

Executive Summary

As part of the Local Outbreak Control Plan, Local Authorities are required to establish an Outbreak Engagement Board to provide political ownership and public facing engagement and communication for an outbreak response. The proposed Terms of Reference for the Lancashire Board are attached (Appendix A) for consideration.

Recommendation

The Health and Wellbeing Board is recommended to approve the Terms of Reference for the Lancashire Outbreak Engagement Board as set out at Appendix A.

Background

All Upper Tier Local Authorities are now required to have a Local Outbreak Control Plan. As part of the arrangements, there is also a requirement for authorities to establish an Outbreak Engagement Board. The purpose of the board is to provide political ownership and public facing engagement and communication for an outbreak response.

Note that the Board is not expected to take the operational lead on outbreak response, but to be a conduit for engagement and communication between the authorities and the public.

In Lancashire, it has been agreed that the Engagement Board should fall under the Health and Wellbeing Board, as a well-established body with the relevant knowledge and experience. However, the Engagement Board itself is expected to be member-led. It is therefore proposed that the Engagement Board consist of the 7 elected members currently on the Health and Wellbeing Board, plus a representative of the main opposition group on Lancashire County Council.

Engagement with local elected representatives at all levels, including district and county councilors and MPs, is critical in ensuring that information, intelligence and advice flows freely to and from the communities affected by outbreaks. Initially, the proposal is to establish a county-wide board, but the Engagement Board will have the remit of agreeing arrangements to ensure truly local engagement, including considering whether area based sub-groups would be appropriate. The Engagement Board will also be asked to develop an effective communications protocol for local elected representatives at all levels.

The Engagement Board will meet monthly, although in an obviously fast-moving environment, may be required to meet more often as required.

The full draft terms of reference are presented at Appendix A.

List of background papers

N/A

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Lancashire Outbreak Engagement Board (COVID19)

Terms of Reference

The Board will be a Working group of the Lancashire Health and Wellbeing Board and has the following terms of reference

Membership

Membership shall consist of the County and District Council members of the Lancashire Health and Wellbeing Board, as follows:

- The Cabinet Member for Health & Wellbeing, LCC (Chair)
- 3 LCC members to be nominated by the Conservative Group
- Three District Councillors (one from each of the sub areas of Lancashire, to be nominated by the Lancashire Leaders Group)
- The Spokesperson for Adult Social Care from the main opposition group on the County Council

Administrative support for meetings will be provided by Lancashire County Council

Frequency of Meetings

Meetings will be held monthly, or as required.

Functions

- Undertake the roles and functions of a COVID19 Local Outbreak Engagement Board in line with regulations or guidance issued by government or relevant bodies
- Provide political ownership and public facing engagement and communication for an outbreak response
- Create appropriate arrangements for the full engagement of elected politicians (including MPs, county and district councillors) in local outbreaks, including the development of a communications protocol for the sharing of information with elected representatives at all levels and the public.
- To report activities to the Health and Wellbeing Board on an exception basis

Quoracy, Decisions and Voting

Quoracy – 3 members, including at least 1 county councillor and one district councillor

It is intended that decisions are reached by consensus. Where required, voting is by a show of hands. The Chair carries a second or casting vote.

