

## **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.