

# WHEATLEY PARISH COUNCIL— PARISH COUNCIL MEETING 12<sup>TH</sup> APRIL 2021

## ITEM 180 – TERMS OF REFERENCE FOR WELLBEING COMMITTEE

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<b>Author:</b>	Clerk – Cllrs Sercombe and Willmott
<b>Strategic Goal:</b>	Goal 1 – To continue to support the village so it becomes a vibrant and sustainable community for everyone
<b>Strategic Aim:</b>	1.1 work with others to improve and promote our village
<b>Summary:</b>	To approve Terms of Reference for Wellbeing Committee

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### **Purpose/Background**

The council showed support for a committee/working group to support wellbeing initiatives within the parish, or those that support the community. After further research and discussion, a revised set of terms of reference for a **council committee** are being proposed:

#### **1. Objective**

To work with the partner organisations to improve health and wellbeing outcomes for the residents of Wheatley.

To develop strategies for Wheatley and, working with Morland House Surgery in particular, to develop a Health and Wellbeing Strategy for our village.

The Committee/Working group to ensure that the agreed council policies within the Action Plan are pursued, including the Neighbourhood Plan.

To review the general policies and performance of the Council and external organisations in relation to the following areas:

<b>Health</b>	Morland House Policies Scrutiny of NHS Public Health
<b>Community</b>	Emergency Plan Neighbourhood Plan Community Events Support for Local Charities
<b>Leisure</b>	New Pavilion Fitness Sport Activity
<b>Environment</b>	Flooding Highways Green Space Green Route Planning
<b>Care</b>	Loneliness Policies

## **2. Membership**

### *Committee Membership*

Shall consist of at least five councillors. These will be the Chairs of the Finance Committee, Open Spaces Committee, Planning Committee. The Chair and Vice-Chair remain ex-officio members of all council committees. Where the Chair is also the chair of other council committees, additional councillors can be appointed to fill these positions on the wellbeing committee.

Representatives from stakeholders and community groups will invited and welcomed, however representatives will have **no** voting rights.

Each of the councillors have voting rights and the Chair of the Wellbeing Committee retains the casting vote.

The Clerk/Assistant Clerk, or other nominated member will record the decisions made at the meeting.

The Chairman and Vice Chairman of the committee shall be elected, annually, at the first meeting of the committee.

A quorum shall consist of three members.

## **3. Areas of Responsibility**

The Wellbeing Committee will:

- regularly review the council's practices, policies, and contracts in relation to health and wellbeing and make recommendations to the council
- consider, and make recommendations to the parish council relating to health and wellbeing in the village
- consider and make recommendations to the parish council for budgets that will support health and wellbeing initiatives and projects.

## **4. Meetings**

Meetings will take place at least four times a year, on dates to be agreed amongst committee members.

The location of Wellbeing committee meetings will be held virtually, as legislation allows. For face-to-face meetings, a suitable location will be used, that will meet current health and safety considerations.

Agendas, notices, and minutes will be prepared, circulated, and approved in line with Local Government Act 1972.

## **5. Review**

These terms of reference are to be reviewed at least annually. Any changes will be approved by full council.