

Newcastle Higher Community Council



Terms of Reference for the Wellbeing Committee:

Adopted by resolution: 12/04/2022

1. Objective

To work with the partner organisations to improve health and wellbeing outcomes for the residents of Aberkenfig and Pen Y Fai. To develop strategies for the Community Council and, working with external organizations, to develop better Health and Wellbeing for the Community.

2. Membership:

The committee shall comprise 5 members in total.

- 5 members to be elected at the Annual Meeting of the Community Council in May.
- Members are appointed until the following Annual Meeting of Council or a resignation, either from the Committee or Council.

3. Chair/Vice Chair

To be elected annually at the first committee meeting following the Annual meeting of the Community Council.

4. Quorum

The quorum of the committee shall be 3 Community Council members.

5. In attendance

The Proper Officer may be requested to attend any meeting.

6. Frequency of Meetings

- The Committee shall meet a minimum of 2 times per Annum Agreed during the Council's Annual Meeting, with further Committee meetings held as often as required, by full Council, the Clerk, or the committee.
- The Proper officer will 'call' the meeting and summon members to attend in accordance with standing orders.

7. Public participation

- The Public and Press will be admitted to all meetings of the Committee in line with the Council's Standing Orders. If required, the Committee will have the right to pass a resolution to exclude the press and public in accordance with s1(2) of the Public Bodies (Admission to

Meetings) Act 1960 where the Press and Public be excluded from the meeting during consideration of these items due to the confidential nature of this item. Where the press and public are likely to be excluded from the meeting this will be advertised on the Committee's agenda.

8. Voting

- Only appointed committee members may vote and participate at a meeting. In the case of an equal vote the Chairman of that meeting shall have a second or casting vote.

9. Appointment of Working groups:

- The Committee may as it feels fit appoint working parties made up of no less than 2 members of the committee, to undertake work relating to any of its duties or responsibilities and report back to the Committee, the Committee will determine the terms of reference for the working group.

10. Minutes

- Minutes of all meetings will be recorded by the Proper Officer (or delegated) and circulated to all members of the committee and to all Full Council members.
- All resolutions and recommendations made to Full Council shall be recorded in the minutes of the appropriate meeting.

11. Delegated Powers:

The Wellbeing Committee has delegated powers for the following:

The committee has full delegated powers for the below matters provided that decisions do not exceed the set annual budget for that area: (Where funding is required outside of agreed budgets decision making must be referred to full council.)

- Regularly review the council's practices, policies, and contracts in relation to health and wellbeing and make recommendations to the council
- Provide & promote activities that will increase awareness on various health topics (e.g., healthy eating, exercise, relaxation methods).
- Motivate and provide activities that will help to build the required skills to maintain a healthy lifestyle and community spirit to combat loneliness. (e.g., fitness classes, fitness challenges, cooking classes, etc.).
- Put forward suggested policy recommendations to Council on new and innovative health topics and ideas.
- Build strong partnerships with various stakeholders.
- To continuously evaluate and make recommendations to the council for budgets that will support health and wellbeing initiatives and projects.

Note: In accordance with the Local Government Act 1972 (s101) any arrangements made by Full Council for the discharge of functions does not prevent Full Council from exercising those functions when required.