

HEALTH & WELLBEING BOARD

SCHEDULE OF MEETING DATES 2019 -2020

1. Frequency of meetings

The Health and Wellbeing Board will meet 5 times a year. The following dates were agreed by the Council for 2019/20:

- **Tuesday 16 July 2019**
- **Tuesday 17 September 2019**
- **Tuesday 19 November 2019**
- **Tuesday 28 January 2020**
- **Tuesday 24 March 2020**

Meetings are scheduled to take place at **5.00pm**

2. Support to the Sub-Committee

The servicing of meetings will be undertaken by the Council's Democratic Services Team which will include:

- (a) Meeting room bookings, refreshments
- (b) Agenda preparation and dispatch
- (c) Taking minutes and recording of actions/decisions
- (d) Dissemination of minutes and decisions

The Health and Adult Care Strategy and Policy Team will provide policy support to the Board which will include:

- (e) Research and analysis
- (f) Work programme development

3. Proceedings

The Health and Wellbeing Board will generally meet in public and conduct its proceedings in accordance with the rules and procedure contained in the Council's Constitution such as the:

- (a) Council Procedure Rules
- (b) Access to Information Procedure Rules