

## SCHEDULE 3

(as introduced by section 34)

### PUBLIC SERVICES BOARDS: FURTHER PROVISION

#### *Quorum*

- 1 The quorum of a public services board meeting is all of its members.

#### *First meeting*

- 2 (1) A public services board must hold a meeting no later than 60 days after the date on which the board is established.
- (2) The local authority must chair the first meeting of a board.

#### *Mandatory meetings*

- 3 (1) A public services board must hold a meeting no later than 60 days after the date of each ordinary election held under section 26 of the [Local Government Act 1972 \(c.70\)](#) (election of councillors).
- (2) The local authority must chair a meeting held under sub-paragraph (1).

#### *Terms of reference*

- 4 (1) At the first meeting, a public services board must agree its terms of reference.
- (2) The terms of reference must include—
- (a) the procedure to be followed at subsequent meetings insofar as not specified in this Act;
  - (b) the proposed schedule of subsequent meetings;
  - (c) the procedure for inviting persons to participate under section 30 insofar as not specified in this Act;
  - (d) proposals relating to the manner in which the board intends to involve invited participants and its other partners;
  - (e) proposals for involving persons who, in the opinion of the board, are interested in the improvement of the area's economic, social, environmental and cultural well-being (in addition to consulting such persons in accordance with sections 38(1)(k) and 43(1)(k));
  - (f) proposals for the establishment of one or more sub-groups including details of the functions to be exercised by any sub-group on behalf of the board (but see paragraph 6);
  - (g) the procedure for resolving a disagreement between members relating to the exercise of the board's functions;
  - (h) any other terms relating to the operation of the board that the members consider appropriate.
- (3) A public services board—
- (a) must review its terms of reference at each meeting held under paragraph 3(1), and
  - (b) may review them at any other meeting.
- (4) Following a review, a public services board may amend its terms of reference.

*Status: This is the original version (as it was originally enacted).*

### *Administrative support*

- 5 The local authority must make administrative support available to the public services board.

### *Sub-groups and delegation*

- 6 (1) A sub-group of a public services board—
- (a) must include at least one member of the board, and
  - (b) may include any invited participant or other partner.
- (2) A sub-group may exercise such of a board’s functions as the board authorises in its terms of reference.
- (3) But those terms of reference may not authorise a sub-group—
- (a) to invite persons to participate under section 30;
  - (b) to set, review or revise the board’s local objectives;
  - (c) to prepare or publish an assessment of well-being under section 37;
  - (d) to consult under section 38 or to prepare a draft of an assessment under section 37 for the purposes of consulting;
  - (e) to prepare or publish a local well-being plan;
  - (f) to consult under section 43 or to prepare a draft of a local well-being plan for the purposes of consulting;
  - (g) to review or amend a local well-being plan or to publish an amended local well-being plan;
  - (h) to consult under section 44;
  - (i) to agree that the board—
    - (i) merges with another public services board under section 47(1), or
    - (ii) collaborates with another board under section 48(1).

### *Representation at meetings*

- 7 (1) Each member of a public services board must be represented at a meeting by—
- (a) the individual specified in relation to that member in the following Table, or
  - (b) such other individual as the individual referred to in paragraph (a) designates (but an elected mayor or executive leader of a local authority may only designate another member of the authority's executive).

TABLE 2

<b>Member</b>	<b>Representative</b>
Local authority	The elected mayor of the authority or the councillor elected as executive leader of the authority, and the head of the authority’s paid service designated under section 4 of the <a href="#">Local Government and Housing Act 1989 (c.42)</a> .
Local Health Board	Whichever of the following the board designates—

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<b>Member</b>	<b>Representative</b>
	(a) the chairman; (b) the chief officer; (c) both.
Welsh fire and rescue authority	Whichever of the following the authority designates— (a) the chairman; (b) the chief officer; (c) both.
The Natural Resources Body for Wales	The chief executive

- (2) “Elected mayor” and “executive leader” each have the same meaning as in Part 2 of the [Local Government Act 2000 \(c.22\)](#).
- (3) An invited participant is to be represented at a meeting of a public services board by the individual designated by the participant.
- (4) A public services board may invite any of its other partners to attend a meeting of the board (or any part of such meeting).
- (5) Such other partner is to be represented at the meeting by the individual specified by the public services board in the invitation to the meeting.