

## Appendix II: Relevant Minutes from MKS Board meeting 22/09/2017

5	MKS Governance arrangements – Terms of Reference	
5.1	MKS board considered the proposed terms of reference. It was agreed that:	<b>AB/FW/DJ</b>
5.2	<ul style="list-style-type: none"><li>• MKS board meetings would take place every six months, on a trial basis and any urgent items in-between would be considered remotely. CEX and Leaders would also have opportunities to meet when required.</li></ul>	
5.3	<ul style="list-style-type: none"><li>• Increase the board membership to include an appointed representative from each authority. AB, FW and DJ will consider and inform WT.</li></ul>	
5.4	<ul style="list-style-type: none"><li>• Any decision of MKS budget allocation would go through decision making process of each authority.</li></ul>	