

# CABINET

## Lancaster and Morecambe Cabinet Liaison Groups - Liaison Arrangements 1 September 2009

### Report of the Head of Democratic Services

PURPOSE OF REPORT				
This report, prepared at the request of the Cabinet Member for The Economy, sets out options for Cabinet to consider for liaison arrangements between two Cabinet Liaison Groups, the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group.				
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>	Referral from Cabinet Member
Date Included in Forward Plan			<input type="checkbox"/>	
This report is public.				

#### RECOMMENDATIONS OF COUNCILLOR ARCHER

- (1) That Cabinet considers options for liaison arrangements between the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group.
- (2) That, should Cabinet decide upon a preferred option requiring consultation with external members of the Groups, the Head of Democratic Services be asked to carry out that consultation and report the findings back to Cabinet at a future meeting.

#### 1.0 Introduction

- 1.1 Cabinet Liaison Groups are purely consultative and not decision-making bodies. They are chaired by the appropriate Cabinet Member and there is no restriction on size, although the group must be limited to what is manageable and effective for their purpose.

The terms of reference for the Morecambe Retail, Commercial and Tourism Liaison Group are as follows:

- (a) To act as a forum for issues of interest or concern to Morecambe businesses and the City Council.

- (b) To act as a forum to facilitate the promotion of Morecambe as a commercial and retail centre and leisure and tourist destination.

The terms of reference for the Lancaster and District Chamber Liaison Group are as follows:

To enable the City Council and the Lancaster and District Chamber of Commerce to liaise and consider items affecting both organisations.

## **2.0 Background**

- 2.1 Originally, the City Council met with the Lancaster and District Chamber of Commerce. It was not considered necessary to also meet with the separate Morecambe Chamber or, indeed, the Carnforth Chamber as the Lancaster and District Chamber draws its membership from all parts of the District.
- 2.2 Both a Morecambe Liaison Group and a Carnforth Liaison Group were created to allow a more focused discussion in greater detail for the centres of Morecambe and Carnforth. In the event, the Carnforth Liaison Group was not activated. The Morecambe Liaison Group was extended to include hoteliers.
- 2.3 At about the same time, a mechanism was created to allow Lancaster Chamber members to deal directly with Officers on Lancaster issues. So although we have two active liaison groups, they are effectively for different purposes. The Lancaster and District Chamber Liaison meeting enables a more strategic conversation about issues that affect the District as a whole, whereas, the Morecambe Liaison Group focuses on operational issues and is mirrored by an officer liaison group for Lancaster.
- 2.4 At present, there are two distinct Cabinet Liaison Groups. Each one consults with the same Cabinet Member at separate meetings. This allows the issues that affect each group to be considered entirely separately.

## **3.0 Details of Consultation**

- 3.1 Should Cabinet decide on a preferred option for liaison between the two Groups, Democratic Services would undertake consultation with the external members of both Groups.

## **4.0 Options and Options Analysis (including risk assessment)**

- 4.1 The options put forward for Members' consideration are:-
- 4.2 Option 1: Do nothing to change the present arrangements.
- 4.3 Option 2: To place the minutes of the last meeting of each group as a standing item on the agenda of the other group, to allow any issues to be raised and the Cabinet Member to feed back from one group to another.

This option would not encourage any direct dialogue between the two groups but would allow the members to keep up to date with the discussions at each group, with the Cabinet Member acting as a 'link' between the two.

- 4.4 Option 3: To merge the two groups to create one Cabinet Liaison Group with a larger membership, with representation from the Lancaster District Chamber of Commerce, Trade and Industry, the Morecambe Chamber of Trade and Commerce and the Morecambe Hotel and Tourism Association.

This option is likely to result in fewer meetings overall although each meeting is likely to last longer, as there could potentially be agenda items from several parties. It must also be recognised that the Lancaster and District Chamber considers that they already cover Morecambe issues.

- 4.5 Option 4: That the Morecambe Liaison Group is amended so that it becomes an officer group dealing with operational issues.

This option would mirror the current arrangements in Lancaster and Cabinet Members would still meet with the Lancaster and District Liaison Group on strategic matters.

## **5.0 Officer Preferred Option (and comments)**

- 5.1 There is no officer preferred option.

## **6.0 Conclusion**

- 6.1 Cabinet is asked to consider the options put forward in this report and any other options put forward by Cabinet Members at the meeting, as a way forward for liaison between the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group.

### **RELATIONSHIP TO POLICY FRAMEWORK**

As consultative bodies which inform the Cabinet Member for Economy, the Cabinet Liaison Groups relate to Corporate Plan Objective 1 "Work in partnership to ensure a strategic approach to economic development and regeneration", and the Sustainable Community Strategy Priority regarding economy which includes "To establish and maintain management and delivery arrangements to ensure economic priorities for the district are achieved".

### **CONCLUSION OF IMPACT ASSESSMENT**

**(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

No implications. All options put forward would lead to enhanced liaison between two existing groups.

### **FINANCIAL IMPLICATIONS**

None of options 1, 2 and 4 put forward increases in the number of meetings, so have no cost implications regarding staffing resources or room bookings. Option 3 would result in fewer meetings, but it is expected that these would be longer in duration so that there would be no saving overall.

**SECTION 151 OFFICER'S COMMENTS**

The Section 151 Officer has been consulted and has no further comments.

**LEGAL IMPLICATIONS**

Any changes to the existing arrangements would have to conform to the requirements within the Council's Constitution.

**MONITORING OFFICER'S COMMENTS**

The Monitoring Officer has been consulted and has no further comments.

**BACKGROUND PAPERS**

Constitution, Part 4, Section 4, Paragraph 2.9: Cabinet Liaison Groups.

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