

CABINET

Urgent Item of Business - Lancaster District Local Strategic Partnership Appointments

18th March, 2008

Report of the Council Business Committee

PURPOSE OF REPORT			
To consider a referral from the Council Business Committee regarding Cabinet appointments to the Local Strategic Partnership.			
Key Decision		Non-Key Decision	X Referral from Committee
Date Included in Forward Plan	N/a.		
This report is public.			

RECOMMENDATIONS

- (1) That Cabinet appoint the member(s) and substitute member(s) on the Lancaster District Local Strategic Partnership Board and Management Group from among their number.
- (2) That it be noted that Cabinet will be required to make future appointments to the Lancaster District Local Strategic Partnership Thematic Groups as and when requested.

1.0 Introduction

- 1.1 At its meeting, held on 6th March, 2008 the Council Business Committee considered a report regarding the Lancaster District Local Strategic Partnership Appointments and its Constitution.
- 1.2 Members were advised that the Lancaster District Local Strategic Partnership had recently been reviewed to ensure that it was better placed to effectively deliver the Sustainable Community Strategy. As part of this process a new constitution had been adopted, which will take effect from the agreed appointed day 1st June 2008.
- 1.3 The new Constitution allows for each member of the LSP to appoint one voting representative and a single, named substitute to attend and vote in their place if they are unable to attend, to each of the Partnership Board and Management Group.

- 1.4 In order to enable the Board and Management Group to operate on a shadow basis to manage the transition, organisations that make up the board and management group have been requested to appoint representatives to each in advance of the new arrangements. Therefore, to enable Cabinet to appoint at its meeting on 18th March 2008, Council Business Committee was requested to consider this in accordance with the process for urgent business, where it was deemed impractical to convene a meeting of full Council.

Following consideration of the report, amongst other things, it was resolved: -

- That it be agreed that Cabinet appoint the member and substitute member on the Lancaster District Local Strategic Partnership Board and Management Group from among their number.
- That it be agreed that Cabinet should make future appointments to the Lancaster District Local Strategic Partnership Thematic Groups as and when requested.

Cabinet is requested to consider the above issues referred from the Business Committee.

- 1.5 Councillor Roger Mace is currently the Council's representative on the LSP Executive Committee. A second place previously allocated to Councillor Histed as Cabinet Member has been held vacant since December 2007 in anticipation of this change to the make-up of the Partnership Board.

- 1.6 A copy of the Terms of Reference are attached as an Appendix to this report.

2.0 Details of Consultation

- 2.1 Not applicable.

3.0 Options and Options Analysis (including risk assessment)

- 3.1 It is for Cabinet to decide on the appointment of Cabinet Members to each of the above.

4.0 Conclusion

- 4.1 Cabinet is requested to make the necessary appointments to each of the above without delay.

RELATIONSHIP TO POLICY FRAMEWORK

Representation on Partnerships is part of the City Council's community leadership role.

CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

There are no direct implications as a result of this report.

FINANCIAL IMPLICATIONS

Members of Outside Bodies are entitled to travel expenses. Any extra costs resulting from these additional appointments are not likely to be significant and may be offset by the discontinuation of other appointments. Any extra costs can therefore be funded from within existing democratic representation budgets.

SECTION 151 OFFICER'S COMMENTS

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

LEGAL IMPLICATIONS

There are no legal implications.

MONITORING OFFICER'S COMMENTS

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

BACKGROUND PAPERS

Letter from Lancaster District Local Strategic Partnership.

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Article 4 - Terms of Reference

4.1 LDLSP Board

Membership

The membership of the LDLSP Board shall comprise one representative of the following entities

- Lancaster City Council
- Lancashire County Council
- North Lancashire Primary Care Trust
- Lancashire Constabulary
- Lancaster District CVS, who shall act as a gateway to the continued involvement of the Voluntary, Community and Faith Sectors.
- Economic Stakeholder, the Board will appoint through open advertisement an Economic Stakeholder representative and selection process to be agreed by the LDLSP Board.

Chair

Each member entity of the LDLSP Board shall hold the Chair for one year in rotation in the order as set out above.

Administration

The LDLSP Board shall be administered and supported by the LDLSP Manager and clerked by the Accountable Body.

Frequency of Meetings

The LDLSP Board shall meet at least annually.

Responsibilities

- 1) To ensure the operation, existence and guardianship of the Lancaster District Local Strategic Partnership.
- 2) Approval and amendment of the Constitution, Sustainable Community Strategy, Communication and Community Engagement Framework and Performance Management Framework.
- 3) To hear all appeals against the removal of membership of the LDLSP
- 4) Dissolution of the LDLSP

4.2 LDLSP Management Group

Membership

The membership of the LDLSP Management Group shall comprise of one representative of the entities that make up the LSP Board and the Chair of each LDLSP Thematic Group. Members of the LDLSP Management Group will represent the group that appointed them and act as a communication channel to that group.

Chair

The LDLSP Management Group shall appoint a Chair from among their number at the first meeting following adoption of the Sustainable Community Strategy. The Chair shall hold office for the lifetime of the Sustainable Community Strategy. The Chair shall have specific responsibility for outputs, performance and delivery of the Sustainable Community Strategy.

Vice-Chair

The LDLSP Management Group shall appoint a Vice-Chair from among their number at the first meeting following adoption of the Sustainable Community Strategy. The Vice-Chair shall hold office for the lifetime of the Sustainable Community Strategy. The Vice-Chair shall have specific responsibility for strategy, policy and development.

Administration

The LDLSP Board shall be administered and supported by the LDLSP Manager and clerked by the Accountable Body.

Frequency of Meetings

The LDLSP Management Group shall meet at least quarterly.

Responsibilities

- 1) To allocate resources to LDLSP bodies as appropriate to support the delivery of the Sustainable Community Strategy.
- 2) To performance manage the delivery of the Sustainable Community Strategy through operating the LDLSP Performance Management Framework.
- 3) To receive regular written 'exception' based performance monitoring reports from the Chairs of LDLSP Thematic Groups.
- 4) To co-ordinate, arrange and manage the LDLSP Sustainable Community Strategy refresh process and to agree a draft Sustainable Community Strategy for recommendation to the LDLSP Board for adoption.
- 5) To review, create and dissolve LDLSP Thematic Groups as required in order to ensure the efficient and effective delivery of the Sustainable Community Strategy.
- 6) To ensure effective community engagement by the LDLSP Thematic Groups through performance managing the LDLSP Community Engagement Framework.

- 7) To ensure effective engagement in and influence of the Local Area Agreement and encourage effective engagement and reporting to and from the relevant thematic groups of the Lancashire Partnership.
- 8) To hear all appeals against the refusal of membership of the LDLSP and LDLSP Thematic Groups.
- 9) To represent or arrange the representation of the LDLSP on external bodies and appoint representatives as appropriate.
- 10) To do all things required by law of a Local Strategic Partnership and to facilitate the efficient and effective delivery of the Sustainable Community Strategy, unless reserved to another LDLSP body in this constitution.