

# CABINET

## Merger of the Lancaster and Morecambe Cabinet Liaison Groups 16<sup>th</sup> February 2010

### Report of the Head of Democratic Services

PURPOSE OF REPORT			
This report informs Members of progress with the merger of the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Cabinet Liaison Group. It requests approval of terms of reference for the newly merged Group, which will be known as the Business Cabinet Liaison Group.			
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
		Referral from Cabinet	<input checked="" type="checkbox"/>
Date Included in Forward Plan			
This report is public.			

#### RECOMMENDATIONS OF COUNCILLOR ARCHER

- (1) That the merger of the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Cabinet Liaison Group, to become the Business Cabinet Liaison Group, be noted.
- (2) That it be noted that Morecambe Hotel and Tourism Association, the Bay Tourism Association, Carnforth and District Chamber of Trade and the Lancaster District Federation of Small Businesses have all been invited to participate in the Business Cabinet Liaison Group by the Cabinet Member for the Economy.
- (3) That the terms of reference for the Business Cabinet Liaison Group be approved as:-

“To enable the City Council and representatives from business organisations in the District to liaise and consider items affecting the local economy.”

#### 1.0 Introduction

Members will recall that at the Cabinet meeting on 8 December, Members approved the merger of the Lancaster and District Chamber Liaison Group

and the Morecambe Retail, Commercial and Tourism Cabinet Liaison Group, subject to the agreement of mutually convenient meetings times.

A meeting had already been agreed for the Morecambe Retail Commercial and Tourism Cabinet Liaison Group on 11 January 2010 at Morecambe Town Hall. Members of the Lancaster and District Chamber Liaison Group were therefore invited to that meeting to discuss meeting times and other issues related to the merger.

## **2.0 Issues related to the merger**

As well as meeting start times, the Group also discussed the name of the new Cabinet Liaison Group; its terms of reference; frequency and venues for meetings. The Cabinet Member for the Economy also consulted the Group about inviting other organisations to participate.

Following the discussion it was agreed that the newly merged Group should be called the "Business Cabinet Liaison Group" and that the following terms of reference should be submitted to Cabinet for approval:-

"To enable the City Council and representatives from business organisations in the District to liaise and consider items affecting the local economy."

Participants of Cabinet Liaison Groups are by invitation from the Cabinet Member who chairs the meetings, in line with the Council's Constitution (Part 4, Section 4, Paragraph 2.9(b)). Following consultation with the Group, the Cabinet Member for the Economy asked Democratic Services to write to the following organisations to invite them to participate in the Business Cabinet Liaison Group:-

- Morecambe Hotel and Tourism Association
- Bay Tourism Association
- Carnforth and District Chamber of Trade
- Lancaster District Federation of Small Businesses

Those organisations have since been contacted accordingly.

It was also agreed that meetings would be held quarterly on Mondays at 6.30pm. The venues would alternate between Morecambe and Lancaster, or on a rota to include Carnforth, should the Carnforth Chamber of Trade accept the invitation to participate in the Group.

The Cabinet Member has considered the size of the new Group and the practicalities of holding meetings with several representatives from each organisation present. Membership of the Business Cabinet Liaison Group will therefore be limited to six City Council Members (one from each political group), two representatives from the Lancaster and District Chamber, two representatives from the Morecambe and District Chamber of Trade and Commerce and two representatives from each of the organisations listed above, should they wish to participate.

### 3.0 Conclusion

Cabinet is asked to note the issues that have been resolved to facilitate the merger of the two Liaison Groups, and to approve the new Business Cabinet Liaison Group's terms of reference.

#### **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.

#### **FINANCIAL IMPLICATIONS**

The merger of the two groups will result in fewer meetings, but it is expected that these would be longer in duration so that there would be no costs saving overall.

#### **SECTION 151 OFFICER'S COMMENTS**

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

#### **LEGAL IMPLICATIONS**

The proposals in this report 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.  
Cabinet Agenda and Minutes 1 September 2009 and 8 December 2009.  
Agenda and Minutes of Morecambe Retail, Commercial and Tourism Cabinet Liaison Group, 22 September 2009 and 11 January 2010.  
Agenda and Minutes of Lancaster and District Chamber Liaison Group, 19 October 2009.

**Contact Officer:** Debbie Chambers  
**Telephone:** 01524 582057  
**E-mail:** dchambers@lancaster.gov.uk  
**Ref:**