

CABINET

Culture & Heritage Advisory Group 13th September 2022

Report of the Director for Economic Growth & Regeneration

PURPOSE OF REPORT				
To propose that Cabinet form an Advisory Group to provide an opportunity for the council and cultural partners and stakeholders to engage directly in the interests of the district's culture and heritage offer.				
Key Decision	N	Non-Key Decision	Y	Referral from Cabinet Member
Date of notice of forthcoming key decision	N/A			
This report is public				

RECOMMENDATIONS OF Councillor Thornberry

- (1) That Cabinet establishes a Culture & Heritage Advisory Group.
- (2) That the Advisory Group be established based on the Terms of Reference attached to this report, recognising that the Advisory Group itself will have a role in shaping its specific activities.

1.0 Introduction

- 1.1 To assist the council to achieve the 2030 Priorities, it is proposed to establish an advisory group to take a consultative and non-decision-making role to consider how the council and local partners and stakeholders can help shape and influence the district's culture and heritage offer.

2.0 Proposal Details

- 2.1 Draft Terms of Reference are attached to this report, although the Advisory Group itself will have a role in defining its activities. Membership of the group is at the discretion of the Chair and will be established as part of the group's formation; it is envisaged that membership will include individuals from arts, cultural, heritage and associated sectors, stakeholders with a key interest in arts, culture and heritage in the district and relevant experts in key areas (sometimes as speakers) including elected members and officers.

There was an advisory group established in 2019 in relation to culture,

heritage, arts and leisure, however the current portfolio holder wishes to establish new terms of reference as set out in the appendix.

3.0 Details of Consultation

3.1 No formal consultation has taken place, however, The Advisory Group itself will have a role in defining its activities.

4.0 Options and Options Analysis (including risk assessment)

	Option 1: Establish a Culture & Heritage Advisory Group	Option 2: Do not establish a Culture & Heritage Advisory Group
Advantages	<p>Provides an opportunity for the council and cultural partners and stakeholders to engage directly in the interests of the district's culture and heritage offer</p> <p>To share information and discuss important cultural issues and opportunities that have an impact on the district's culture and heritage sector</p> <p>To reflect on council priorities and help to inform a shared approach to cultural priorities</p> <p>To strengthen partnership working and develop relationships</p>	No officer support or meeting space required
Disadvantages	Requires officer support and council space to hold meetings	Missed opportunity for the council and cultural partners and stakeholders to engage directly in the interests of the district's culture and heritage offer.
Risks	Could raise expectations from the sector about additional council support for culture and heritage. Clear terms of reference should mitigate against this	No risks were identified

5.0 Officer Preferred Option (and comments)

5.1 Option 1

6.0 Conclusion

6.1 The Culture and Heritage Advisory Group provides a good opportunity for members to engage directly with the culture and heritage partners and stakeholders, as described in this report and the attached terms of reference. Noting that Advisory Groups are informal bodies that are purely consultative and not decision-making. The Advisory Group can discuss key projects such as the development of the council's culture and heritage strategy, funding opportunities, opportunities for joint working, issues effecting the sector as it recovers from the pandemic etc.

RELATIONSHIP TO POLICY FRAMEWORK

The proposal is entirely consistent with and supports Lancaster City Council's policy. It contributes to the Plan 2030 Priorities for a smart and forward thinking council and healthy and happy communities.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

No direct impact arising from the Advisory Group itself; the Advisory Group may make recommendations to Cabinet, within which any impact will be considered.

LEGAL IMPLICATIONS

No direct implications; the Advisory Group may make recommendations to Cabinet, which would be subject to consideration in their own right.

FINANCIAL IMPLICATIONS

No direct implications; the Advisory Group may make recommendations to Cabinet, which would be subject to consideration in their own right.

OTHER RESOURCE IMPLICATIONS

Officer resource will be required to establish and support the Advisory Group, as set out in the proposed Terms of Reference. The specific requirements will be considered as the group is established, however, there is an additional resource requirement as outlined below.

Property:

Access to meeting space and refreshments

SECTION 151 OFFICER'S COMMENTS

The s151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Cabinet Procedure Rules provide as follows:-

Rule 21 - Advisory Groups

(a) Advisory Groups are informal bodies that may be created by Cabinet. They are purely consultative and not decision-making. They will be chaired by a member of Cabinet and maybe co-chaired between cabinet members, or a cabinet member and a member of the group and there is no restriction on size although the group must be limited to what is manageable and effective for their purpose. They may be time-limited or of longer standing, again depending on their purpose.

(b) The participants in the Group will be by invitation of the Chair and can be made up from any or all of the following:

- Other members of Cabinet
- Others from outside the Council
- Other members of Council not on Cabinet
- Council officers

(c) Terms of Reference: Their Terms of Reference are to facilitate meaningful engagement and discussion with communities and stakeholders, with each group reflecting on focus areas role in:

- Responding to the climate emergency;
- Contributing to community wealth-building;
- Taking an approach of asset-based community development; and
- Strengthening community engagement.

Further terms of reference may be agreed upon by each Advisory Group, within the terms of the broad topic area, and observing the focus areas above.

(d) Specific outcomes from their meetings may generate requests for pieces of work to be undertaken by Officers or partner bodies, or Overview and Scrutiny committee to set up a Task Group to undertake a specific piece of work, or a specific report to Cabinet, Committees of Cabinet, individual Cabinet members, or other Committees of Council recommending action for determination.

BACKGROUND PAPERS

Draft Terms of Reference Culture & Heritage
Advisory Group

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Ref: [Click here and type Ref, if applicable]