

Advisory Groups and External Appointments 6 August 2019

Report of Chief Executive

PURPOSE OF REPORT

- (i) To establish a structure of Advisory Groups for Cabinet members to engage with communities and stakeholders on the council's core priorities.
- (ii) To make Cabinet appointments to a number of outside bodies, partnerships and boards.

Key Decision	<input type="checkbox"/>	Non-Key Decision	<input checked="" type="checkbox"/>	Referral from Cabinet Member	<input type="checkbox"/>
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This report is public.

OFFICER RECOMMENDATIONS

- (1) That Cabinet agree to establish the Advisory Group structure set out in this report, constituting each as a Cabinet Liaison Group.
- (2) That Cabinet agree the initial Terms of Reference for each Advisory Group as set out in Appendix A.
- (3) That the Lead Cabinet Member of each Advisory Group be requested to inform the Chief Executive of the arrangements and participants required for the group.
- (4) That the Cabinet Liaison groups in operation in 2018/19 (Planning Policy, Housing Regeneration, Museums, Property Review and Flooding) be stood down.
- (5) That Cabinet appoint a member to each of the outside bodies, partnerships and boards set out in Appendix B.
- (6) That the Leader (in consultation with the Monitoring Officer) arrange for the Constitution to be amended to reflect the change in Executive Arrangements and that the changes be reported to next Full Council.

1.0 Role and Purpose of Cabinet Liaison Groups

- 1.1 Lancaster City Council's Constitution (*Part 3, Section 2, Rule 20*) provides for Cabinet Liaison Groups to be established to provide "a wider information and advisory platform to inform executive decision-making and policy effectiveness."
- 1.2 Other key characteristics of Cabinet Liaison Groups are set out in this section:

- *Leadership*: chaired by a Cabinet member
- *Membership*: no restriction on size or composition; membership is by invitation of the Chair
- *Role*: consultative without any decision-making capability, although they can request items of work for completion by the council or any other body
- *Formation*: must be agreed by Cabinet along with Terms of Reference and expected outputs

2.0 Cabinet's Priorities

2.1 Cabinet has expressed its intention to establish a network of groups to facilitate meaningful engagement and discussion with communities and stakeholders, with each group reflecting the full range of Cabinet's core priorities:

- *Climate Change Action*: acting on the council's declaration of a Climate Emergency on 30 January 2019 and accompanying resolutions
- *Community Wealth-Building*: integrating social and environmental gains to economic development, focused on outcomes including jobs and meaningful work, equity, inclusion, economic stability and environmental sustainability
- *Asset-Based Community Development*: enabling communities to drive their resilience and development from the ground up through identifying and mobilising existing assets
- *Community Engagement*: developing positive and productive dialogue between public institutions and the communities they serve

3.0 Proposed Structure: Overview

3.1 It is proposed that for the purposes of the structure summarised below, Cabinet Liaison Groups are referred to as 'Advisory Groups' for simplicity.

3.2 Coordination is essential to building an effective network of Advisory Groups, covering different functional topics but each with a focus on the priorities outlined above. It is therefore proposed that an overarching 'Community Wealth-Building Partnership' provides a coordinating role across the structure, with Advisory Groups reporting into the Partnership.

3.3 The scale, complexity and community impact of two major infrastructure projects - Canal Quarter and Bailrigg Garden Village - suggests that a separate Advisory Group for each would be the appropriate forum to engage with communities and stakeholders outside the more general functional brief of the other Advisory Groups.

3.4 The proposed structure is shown in section 5.0, with the Advisory Group title in bold and Chair in italics.

4.0 Terms of Reference

4.1 It is envisaged that in reflection of the 'Asset-Based Community Development' and 'Community Engagement' priorities, the Terms of Reference and work programme for each Advisory Group would evolve during the course of discussions with communities and stakeholders.

4.2 Initial working Terms of Reference for the establishment of each Advisory Group is contained in Appendix A.

5.0 Proposed Structure: Outline



RELATIONSHIP TO POLICY FRAMEWORK

Cabinet Liaison Groups provide an opportunity for Cabinet members to meaningfully engage with communities and stakeholders on significant topics across the policy landscape, with members benefiting from an enhanced range of perspectives to inform decision-making.

CONCLUSION OF IMPACT ASSESSMENT

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

The content of this report has no impact in itself.

LEGAL IMPLICATIONS

No legal implications directly arising from this report.

FINANCIAL IMPLICATIONS

No financial implications directly arising from this report.

OTHER RESOURCE IMPLICATIONS, such as Human Resources, Information Services, Property, Open Spaces:

No other implications directly arising from this report.

SECTION 151 OFFICER'S COMMENTS

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

MONITORING OFFICER'S COMMENTS

The terms of reference of a Cabinet Liaison Group and expected outputs are to be authorised by Cabinet before the CLG meet (Part 3, Section 2, Rule 20 (e)). Cabinet members' responsibilities are determined by the Leader in accordance (Part 2, Section 4, Rule 8).

The Constitution does not refer to the "Advisory Group" structure of CLGs. If approved, the Constitution should be amended to reflect the change in Executive Arrangements. The Leader may authorise amendment to the constitution in respect of Executive Arrangements pursuant to paragraph 10.3 at Part 1, Rule 10 of the Constitution. This should be done in consultation with the Monitoring Officer. The change should be reported at the next Full Council meeting.

Appointment to outside bodies is made by Full Council except where appointment to those bodies is a Cabinet function or has otherwise been delegated (Part 2, Section 2, Para 1.2 (f)).

BACKGROUND PAPERS

N/A

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