

CABINET

11 JUNE 2013

CABINET ADVISORY GROUPS

Portfolio Holder: Councillor Rodney Chambers, Leader

Report from: Neil Davies, Chief Executive

Author: Julie Keith, Head of Democratic Services

Summary

The Cabinet is asked to agree to the establishment of the Cabinet Advisory Groups for 2013/2014.

1. Budget and Policy Framework

1.1 The establishment and appointment to Cabinet Advisory Groups is a matter for Cabinet.

2. Background

2.1 The Cabinet has established a number of Advisory Groups to assist in the key areas of corporate parenting, the local development framework, the local transport plan, regeneration and the Council's procurement arrangements. Details of these are set out below.

2.2 These groups have no decision-making powers and consist of both executive and non-executive Councillors. In some instances they also include external representatives.

2.3 In 2009 the Cabinet agreed to delegate authority to the Chief Executive to make any in-year changes to the membership of the Cabinet Advisory Groups as necessary, in consultation with the Group Whips. This report requests that Cabinet agree to the establishment, size and nominations to these groups for 2013/2014.

2.4 It is noted that the Cabinet had established a Shadow Health and Wellbeing Board for Medway in September 2011, constituted as a Cabinet Advisory Group. In accordance with Section 194 of the Health and Social Care Act 2012 Council on 25 April 2013 agreed to establish a Committee of the Council called the Health and Wellbeing Board. The Cabinet Advisory Group is therefore no longer required.

- 2.5 It is proposed not to re-establish the Medway Regeneration, Community and Culture Cabinet Advisory Group given the recent re-establishment of the Chatham Regeneration Board and the continuation of the Rochester Riverside Board. Members are reminded that although the Rochester Riverside Board is not a Cabinet Advisory Group, it continues to meet as it is constituted under a collaboration agreement, originally with SEEDA (Now HCA) with 50/50 voting rights for both organisations irrespective of the numbers on the Board.

3. Airport Proposals Cabinet Advisory Group

- 3.1 The Cabinet agreed to set up a cross party Cabinet Airport Advisory Group with the aim of advising on the Council's strategy for joining with others to oppose plans for Thames Estuary Airports at its meeting on 20 December 2011.
- 3.2 Further to this, Council on 12 January 2012, reaffirmed its strong opposition to the current plans to construct any of the new International Airport proposals in, or close to, Medway and agrees to work with neighbouring authorities, local communities, businesses and environmental groups to oppose these proposals.
- 3.3 This is a cross-party Group on a 5:2:1:1 basis and is supported by the Director of Regeneration, Community and Culture together with other senior officers.
- 3.4 It is recommended that the Cabinet approve the reestablishment of the Airport Proposals Cabinet Advisory Group, as set out in appendix 1 to the report.

4. Chatham Regeneration Board

- 4.1 On 27 November 2012 the Cabinet agreed to re-establish a Chatham Regeneration Board. This decision was taken to respond to a number of changing circumstances.
- 4.2 The remit of this group is to:
- keep under review strategies to regeneration of Chatham
 - coordination of regeneration initiatives, projects and funding streams related to Chatham Regeneration
 - pursue external funding opportunities
 - ensure all appropriate development opportunities are appraised and pursued as appropriate
 - progress development of Queens Street and Chatham Waterfront sites as appropriate.
 - Ensure a positive message re Chatham Regeneration is effectively communicated.
- 4.3 This is a cross-party Group consisting of the Leader, Portfolio Holders and a representative of both Chatham Central and River Wards. It is supported by the Regeneration, Community and Culture Directorate.

4.4 It is recommended that the Cabinet approve the reestablishment of the Chatham Regeneration Board, as set out in appendix 1 to the report.

5. Children and Adults Capital Programme Cabinet Advisory Group

5.1 The Children and Adults Capital Programme Cabinet Advisory Group was established in 2011 to review, analyse and scrutinise progress on the Children and Adults capital programme.

5.2 The Board is chaired by the Portfolio Holder for Children's Services and consists of the Portfolio Holders for Adult Services, Children's Services and Finance, together with the Director of Children and Adults and senior council officers including representatives of finance, legal and procurement services.

5.3 It is recommended that the Cabinet approve the reestablishment of the Children and Adults Capital Programme Cabinet Advisory Group, as set out in appendix 1 to the report.

6. Corporate Parenting Group

6.1 Medway Council is the corporate parent of the children in its care, wherever the children are placed. All councillors have a responsibility in fulfilling this role. Medway has decided to exercise the function of corporate parenting through a Corporate Parenting Group.

6.2 The Cabinet in 2003 agreed to the establishment of a corporate parenting steering group, to advise officers on policy relating to looked after children monitor performance and celebrate and share achievements. Following the Joint Area Review the group was reconfigured and has now become an advisory group chaired by the Portfolio Holder for Children's Services. The group examines how Medway Council is meeting its obligations to Looked after Children in terms of providing care, a home and access to health and education and doing all the other things a good parent does.

6.3 Reflecting the responsibility for all councillors in this area it is proposed that the group comprises representatives from all the political groups on the council. The officers who usually attend meetings are the Director of Children and Adults, the Assistant Director for Children's Social Care, the Service Manager for Looked After Children, the Virtual Head teacher as well as representatives from the Police, NHS and Medway Youth Trust.

6.4 It is recommended that the Cabinet approve the reestablishment of the Corporate Parenting Group, as set out in appendix 1 to the report.

7. International Economic Development Cabinet Advisory Group

7.1 On 30 October 2012 the Cabinet considered a report that sought approval to revised terms of reference for the former International Relations Cabinet Advisory Group.

- 7.2 The Cabinet had established the International Relations Cabinet Advisory Group in June 2012 and the group had considered its role and existing terms of reference. It was agreed that the group would focus on economic development and international inward investment, and former responsibilities for 'twinning and ceremonial activities' and 'student exchanges' were passed to the Mayor's Office and officers within the Children and Adults directorate respectively.
- 7.3 The Group's Terms of Reference are as follows:
- Building long term confidence and investment/economic / trade relationships with international cities.
 - Responding appropriately and in a focused way to interest and delegations from business/investment groups from outside the UK.
 - Utilising the council's economic development website to encourage Medway's international trade links.
 - Seeking external funding (e.g. Interreg) to promote international trade and business in Medway.
 - Developing international trade in university related research, innovation (including promoting an innovation corridor in Europe), port and logistics etc.
 - Ensuring that Medway's economic development strategies include an international focus.
 - Strengthening existing economic development related links with Chancheng (China) and Tallinn (Estonia) and enable Medway to respond to investment opportunities, which present themselves.
- 7.4 It is recommended that the Cabinet approve the reestablishment of the International Economic Development Cabinet Advisory Group, as set out in appendix 1 to the report.

8. Local Development Framework Advisory Group

- 8.1 In May 2004 the Cabinet agreed to the establishment of a Local Development Framework Advisory Group comprising of two Cabinet Members and three Members of the then Environment and Front Line Services Overview and Scrutiny Committee.
- 8.2 Consisting of officers and Council Members the group was established to report on day-to-day details and also local development documents and public participation before reports were presented to Cabinet or Overview and Scrutiny.
- 8.3 It is recommended that the Cabinet approve the reestablishment of the Local Development Framework Advisory Group, as set out in appendix 1 to the report.
- 8.4 The Group will also provide steers/advice to officers re the preparation of Medway's proposed Community Infrastructure Levy and its Charging Schedule.

9. Local Transport Plan Advisory Group

- 9.1 In November 2009 the Cabinet agreed to the establishment of a Cabinet Advisory Group to assist with the development of the Local Transport Plan.
- 9.2 On 3 March 2011 Full Council approved the Local Transport Plan (LTP) 3, which set out Medway's Transport Strategy for the next 15 years. This followed consideration at Cabinet on 15 February 2011.
- 9.3 At the Cabinet meeting on 15 February 2011 the work of the group to help steer the development of the LTP3 Transport Strategy was reported. The Cabinet also agreed that the LTP Advisory Group should continue to meet during the early stages of LTP3 (decision number 27/2011). This would be to oversee the implementation of the strategy.
- 9.4 It is recommended that the Cabinet approve the reestablishment of the Local Transport Plan Advisory Group, as set out in appendix 1 to the report.

10. Procurement Board

- 10.1 The Procurement Board was originally established in 2006 when the Council replaced its value based procurement process with a new risk based gateway process.
- 10.2 In October 2010 the Council agreed changes to the Contract Procedure Rules and the Council's procurement framework to ensure that the processes were more streamlined, whilst remaining robust. These took effect from 1 January 2011. This process includes the Procurement Board that reviews, analyses and scrutinises procurement activity across the Council with a view to ensuring the provision of best value goods, services and works.
- 10.3 The Procurement Board consists of two Portfolio Holders, together with the Monitoring Officer, Chief Finance Officer, Assistant Director Organisational Services, Procurement representative and other key representatives from each of the council's respective directorates.
- 10.4 It is recommended that the Cabinet approve the reestablishment of the Procurement Board with the Board being chaired by the Portfolio Holder for Finance, together with the Portfolio Holder for Adult Services, as set out in appendix 1 to the report.

11. Regeneration, Community and Culture Capital Programme Cabinet Advisory Group

- 11.1 The Regeneration, Community and Culture Capital Programme Cabinet Advisory Group was established by Cabinet in June 2012 to review, analyse and scrutinise progress on the Regeneration, Community and Culture capital programme, on a similar basis to the Children and Adults Capital Programme Cabinet Advisory Group, as outlined earlier in the report.

- 11.2 The Group is be chaired by the Portfolio Holder for Front Line Services and also include the Portfolio Holders for Finance and Housing and Community Services. The Group also consists of the Director of Regeneration, Community and Culture and senior council officers including representatives of finance, legal and procurement services.
- 11.3 It is recommended that the Cabinet approve the re-establishment of the Regeneration, Community and Culture Capital Programme Cabinet Advisory Group, as set out in appendix 1 to the report.

12. Financial and legal implications

- 12.1 There are no direct financial implications arising from this report.
- 12.2 Requirements under the Local Government and Housing Act 1989 concerning political proportionality do not apply to these advisory groups. It is a matter for Cabinet to establish and/or remove such groups as appropriate, as well as determine their size and composition.

13. Risk management

- 13.1 There are no risk management implications arising from this report.

14. Recommendation

- 14.1 The Cabinet is asked to agree the establishment of the Cabinet Advisory Groups with the terms of reference set out in this report and appointment of members to these bodies, as set out in appendix 1 to the report, for 2012/2013.

15. Suggested reasons for decisions

- 15.1 The establishment of these groups will support the Cabinet in decision-making and the development of policies.

Lead officer contact

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Background papers

None.

Appendix 1

Bodies established by Cabinet (Appointments to these bodies must be approved by Cabinet)

Title	No and ratio	Names of nominated representatives	
Airport Proposals Cabinet Advisory Group	9 (5:2:1:1)	Cllrs Bright, Rodney Chambers, Chitty, Filmer, Jarrett, Juby, Maple, Murray and Stamp	
Chatham Regeneration Board	7 (Leader, appointed portfolio holders and 1 x Chatham Central Ward Councillor 1 x River Ward Councillor)	Cllrs Rodney Chambers, Chitty, Doe, Hicks and Jarrett Cllr Maple Cllr Mackness	
Children and Adults Capital Programme Cabinet Advisory Group	3 (3 Portfolio Holders)	Cllrs Brake, Jarrett and O'Brien	
Corporate Parenting Group	9 (5:2:1:1) plus named substitutes	<u>Member</u> Cllr Cooper Cllr Etheridge Cllr Gilry Cllr O'Brien Cllr Price Cllr Purdy Cllr Royle Cllr Smith Cllr Wildey	<u>Substitute</u> Cllr Stamp Cllr Iles Cllr Craven Cllr Baker Cllr Maple Cllr Brake Cllr Avey Cllr Kearney Cllr A Gulvin
International Economic Development Cabinet Advisory Group	5 (3:2)	Cllrs Chitty, Mackness, Price, Shaw and Wicks	
Local Development Framework Advisory Group	5 (3:2)	Cllrs Bowler, Bright, Mrs Diane Chambers, Chitty and Griffiths	
Local Transport Plan Advisory Group	5 (3:2)	Cllrs Bowler, Bright, Filmer, Griffiths and Hicks	

Title	No and ratio	Names of nominated representatives
Procurement Board	2 (2 Portfolio Holders)	Cllrs Brake and Jarrett
Regeneration Community and Culture Capital Programme Cabinet Advisory Group	3 (Portfolio holders)	Cllrs Doe, Filmer and Jarrett