

## **CABINET**

**16 JUNE 2015**

### **CABINET ADVISORY GROUPS**

Portfolio Holder: Councillor Alan Jarrett, 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 2015/2016.

#### **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 previously established a number of Advisory Groups to assist in the key areas of corporate parenting, the local development framework, regeneration and the Council's procurement arrangements. Details of these are set out in the following sections.

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 2015/2016.

#### **3. Chatham Regeneration Board**

3.1 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.

3.2 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.
- 3.3 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.
- 3.4 It is recommended that the Cabinet approve the reestablishment of the Chatham Regeneration Board, as set out in Appendix 1 to this report.

#### **4. Children and Adults Capital Programme Cabinet Advisory Group**

- 4.1 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.
- 4.2 The Board is chaired by the Portfolio Holder for Children's Services and would include the Leader and Portfolio Holder for Adult Services, together with the Director of Children and Adults Services and senior council officers including representatives of finance, legal and procurement services.
- 4.3 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.

#### **5. Corporate Parenting Board**

- 5.1 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.
- 5.2 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 (now known as the Corporate Parenting Board) 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.
- 5.3 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 Care, the Service Manager for Looked After Children, the Virtual Head teacher as well as representatives from the Police, NHS and Medway Youth Trust.

- 5.4 It is recommended that the Cabinet approve the reestablishment of the Corporate Parenting Board, as set out in Appendix 1 to the report.

## **6. Development Plans Advisory Group**

- 6.1 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. This body was renamed the Development Plans Advisory Group in 2014, to better reflect the work the Council is currently undertaking in this area.
- 6.2 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.
- 6.3 The Group will also provide steers/advice to officers regarding the preparation of any revisions to the Developers' Guide or to any Community Infrastructure Levy.
- 6.4 It is recommended that the Cabinet approve the reestablishment of the Development Plans Advisory Group, as set out in Appendix 1 to the report.

## **7. Procurement Board**

- 7.1 The Procurement Board reviews, analyses and scrutinises procurement activity across the Council with a view to ensuring the provision of best value goods, services and works. It operates a "gateway" system which provides a robust oversight of the start of procurement processes, the award of contracts and the regular review of performance of contractors.
- 7.2 With the move to a "category management" approach to procurement which has seen Council spend being grouped together in categories to improve competition, value for money and the delivery of contract term savings, the Procurement Board oversees an annually agreed set of "strategic sourcing plans" for large and complex spend areas together with the more standard procurement processes.
- 7.3 The Procurement Board consists of two Portfolio Holders, together with the Monitoring Officer, Chief Finance Officer, Assistant Director Organisational Services, Category Management team members and other key representatives from each of the Council's directorates.

7.4 It is recommended that the Cabinet approve the reestablishment of the Procurement Board with the Board being chaired by the Portfolio Holder for Resources, together with the Portfolio Holder for Adult Services, as set out in Appendix 1 to the report.

## **8. Regeneration, Community and Culture Capital Programme Cabinet Advisory Group**

8.1 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.

8.2 The Group is chaired by the Portfolio Holder for Front Line Services and would include the Leader and Portfolio Holder for 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.

8.3 It is recommended that the Cabinet approve the reestablishment of the Regeneration, Community and Culture Capital Programme Cabinet Advisory Group, as set out in Appendix 1 to the report.

## **9. Strood Regeneration Board**

9.1 It is proposed to introduce a new Cabinet Advisory Group called the Strood Regeneration Board. The remit of this Group would be to:

- Keep under review strategies to regenerate Strood
- Coordination of regeneration initiatives, projects and funding streams related to Strood Regeneration
- Pursue external funding opportunities
- Oversee and monitor LGF funded Strood transport and public realm improvements
- Oversee Watermill Wharf project, New Family Archives facility and other projects as they evolve
- Ensure all appropriate development opportunities are appraised and pursued as appropriate
- Progress development of Strood Riverside, Temple Waterfront and other key sites as appropriate.
- Ensure a positive message re Strood Regeneration is effectively communicated.

9.2 This Group will consist of the Leader, Portfolio Holders and a representative of Strood Rural Ward. It will be supported by the Regeneration, Community and Culture Directorate.

9.3 It is recommended that the Cabinet approve the establishment of the Strood Regeneration Board, as set out in Appendix 1 to this report

## **10. Former Cabinet Advisory Groups**

- 10.1 Following consultation with lead officers and relevant Portfolio Holders it is not proposed to re-establish three former Cabinet Advisory Groups: the Airport Proposals Cabinet Advisory Group, the International Economic Development Cabinet Advisory Group and the Local Transport Plan Cabinet Advisory Group. These groups are not considered necessary at this time.
- 10.2 Consequently, it will be necessary to request that the Leader of the Council approve a revision to the Employee Delegation Scheme, as set out within the Constitution. It is noted that following the establishment of the International Relations Cabinet Advisory Group in 2012 the Leader agreed to delegate authority to the Director of Regeneration, Community and Culture to consider and determine recommendations from International Relations Advisory Group, on the allocation of up to £12,500 per annum to develop twinning and support proposed activities. As there is no budget for 2015/2016 for such an allocation, it will now be proposed that the following delegation is removed:

“8.20 International Relations Project Funding:

To consider and determine recommendations from the International Relations Cabinet Advisory Group on the allocation of up to £12,500 per annum to develop twinning and support proposed activities including applications from the sub groups previously established for Valenciennes, Yokosuka/Ito and Foshan (the fourth sub group covering Cadiz is no longer operational).”

## **11. Financial and Legal Implications**

- 11.1 There are no direct financial implications arising from this report.
- 11.2 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.

## **12. Risk Management**

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

## **13. Recommendation**

- 13.1 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 2015/2016.
- 13.2 The Leader is asked to delete paragraph 8.20 of the Employee Delegation Scheme (International Relations Project Funding).

## **14. Suggested Reasons for Decisions**

- 14.1 The establishment of these groups will support the Cabinet in decision-making and the development of policies.
- 14.2 The deletion of paragraph 8.20 of the Employee Delegation Scheme (International Relations Project Funding) will ensure that the Constitution is up to date.

### **Lead officer contact**

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### **Background papers**

None

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

Title	No and ratio	Names of nominated representatives	Term of office
Chatham Regeneration Board	7 (Leader, appointed portfolio holders and 1 x Chatham Central Ward Councillor 1 x River Ward Councillor)	Cllrs Rodney Chambers OBE, Chitty, Doe, Jarrett, Mackness  Cllr Maple  Cllr Tejan	Municipal year
Children and Adults Capital Programme Cabinet Advisory Group	3 (3 Portfolio Holders)	Cllrs Brake, Jarrett and O'Brien	Municipal year

Title	No and ratio	Names of nominated representatives		Term of office
Corporate Parenting Board	9 (6:2:1) plus named substitutes	<u>Member</u> Cllr Avey Cllr Cooper Cllr Gulvin Cllr O'Brien Cllr Price Cllr Royle Cllr Wicks Cllr Wildey 1 x UKIP vacancy	<u>Substitute</u> Cllr Tranter Cllr Johnson Cllr Brake Cllr Williams Cllr Johnson Cllr Purdy Cllr Saroy Cllr Hall 1 x UKIP vacancy	Municipal year
Development Plans Advisory Group	5 (3:2)	Cllrs Bowler, Diane Chambers, Carr, Chitty and Griffiths		Municipal year
Procurement Board	2 (2 Portfolio Holders)	Cllrs Brake and Gulvin		Municipal year
Regeneration Community and Culture Capital Programme Cabinet Advisory Group	3 (Portfolio Holders)	Cllrs Jarrett, Filmer and Doe		Municipal Year



<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Strood Regeneration Board	6 (Leader, appointed portfolio holders and 1 x Strood Rural Ward Councillor)	Cllrs Jarrett, Doe, Rodney Chambers OBE, Chitty, Filmer and Williams	Municipal Year