

CABINET

12 JUNE 2018

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 2018/2019.

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 2018/2019.

2.4 Appendix 1 to the report sets out the proposed membership of Cabinet Advisory Groups with regards to the appointment of Councillors. The Innovation Park Medway Delivery Board also allows for the appointment of external representatives, details of which are set out in Appendix 2 to the report.

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 regenerate 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.
 - Oversee and monitor the LGF funded Chatham public realm improvements; and the Chatham Station forecourt improvements which is jointly funded by Local Growth Fund and Network Rail.
- 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, Culture, Environment and Transformation Directorate.
- 3.4 It is recommended that the Cabinet approve the re-establishment 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 (Lead Member) and includes the Leader, the Portfolio Holder for Educational Attainment and Improvement, the Portfolio Holder for Adults' Services, together with the Director of Children and Adults Services and/or senior council officers including representatives of finance, legal and procurement services.
- 4.3 It is recommended that the Cabinet approve the re-establishment 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 Lead Member for Children's Services (LMCS). As a key Member of the Board, this allows the LCMS to provide strategic leadership in relation to Looked After Children. The 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 Services, the Deputy Director, Children and Adults, 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 re-establishment 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, and the legislative changes that advise local authorities to produce Local Plans.
- 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 new model of developer contributions in line with updated legislation or government guidance.
- 6.4 It is recommended that the Cabinet approve the re-establishment of the Development Plans Advisory Group, as set out in Appendix 1 to the report.

7. Innovation Park Medway Delivery Board

- 7.1 In December 2017, the Cabinet agreed to the establishment of the Innovation Park Medway (IPM) Delivery Board to oversee development at Rochester Airport and receive updates on key issues relating to the delivery of the IPM site/North Kent Enterprise Zone.
- 7.2 The Innovation Park Medway Delivery Board will provide improved coordination and oversee progress of the regeneration at Rochester Airport and development of Innovation Park Medway, ensuring that the aspirations for the site can be achieved.
- 7.3 The Board consists of relevant officers, Members and external representatives who will provide a balanced direction for the project. The Board's terms of reference are set out in Appendix 2 to the report.
- 7.4 It is recommended that the Cabinet approve the re-establishment of the Innovation Park Medway Delivery Board, as set out in Appendices 1 and 2 to the report.

8. Medway Skills Partnership Board

- 8.1 In March 2018, the Cabinet agreed to the establishment of the Medway Skills Partnership Board to steer, champion and monitor the improvement of skills delivering across Medway and will receive updates on key issues relating to the delivery of skills and employability, both impacting on the work of the Council and its partners.
- 8.2 The Medway Skills Partnership Board will provide improved coordination of skills development and delivery. It will engage stakeholders to monitor progress on the delivery of higher skills, careers information advice and guidance, meaningful apprenticeships, NEETS and support for the Council's Corporate Parenting responsibilities.
- 8.3 The Board consists of relevant officers and Members and key skills partners (Industry, Schools, Higher Education and Further Education) will be in attendance as required, reflecting the specific meeting agenda. The Board's terms of reference are set out in Appendix 3 to the report.
- 8.4 It is recommended that the Cabinet approve the re-establishment of the Medway Skills Partnership Board, as set out in Appendices 1 and 3 to the report.

9. Procurement Board

- 9.1 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.

- 9.2 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.
- 9.3 The Procurement Board consists of two Portfolio Holders, together with the Chief Legal Officer, Chief Finance Officer, Assistant Director Transformation, Category Management team members, and representatives from Public Health, Children and Adults Services, Regeneration, Culture, Environment and Transformation and Business Support.
- 9.4 It is recommended that the Cabinet approve the re-establishment 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.

10. Regeneration, Culture and Environment Member Project Advisory Board

- 10.1 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.
- 10.2 The Group is chaired by the Portfolio Holder for Front Line Services and would include the Leader, Deputy Leader and Portfolio Holder for Housing and Community Services and the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships. The Group also consists of the Director of Regeneration, Culture, Environment and Transformation and senior council officers including representatives of finance, legal and procurement services. Transformation issues will continue to be monitored under a separate informal Transformation Board.
- 10.3 It is recommended that the Cabinet approve the re-establishment of the Regeneration, Culture and Environment Member Project Advisory Board Cabinet Advisory Group, as set out in Appendix 1 to the report.

11. Strood Regeneration Board

- 11.1 The Strood Regeneration Board was established by Cabinet in June 2015. The remit of this Group is 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
 - Ensure all appropriate development opportunities are appraised and pursued as appropriate
 - Progress development of Strood Waterfront, including the LGF funded flood defences on the former Civic Centre site, Temple Waterfront and other key sites as appropriate.
 - Ensure a positive message re Strood Regeneration is effectively communicated.
- 11.2 This Group will consist of the Leader and relevant Portfolio Holders and is supported by the Regeneration, Culture, Environment and Transformation Directorate.
- 11.3 It is recommended that the Cabinet approve the re-establishment of the Strood Regeneration Board, as set out in Appendix 1 to this 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 re-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 Appendices 1-3 to the report, for 2018/2019.

15. Suggested Reasons for Decision

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

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Appendices

Appendix 1 – Cabinet Advisory Groups memberships

Appendix 2 – Innovation Park Medway Delivery Board – terms of reference

Appendix 3 – Medway Skills Partnership Board – terms of reference

Background papers

None