

CABINET

7 JUNE 2022

CABINET ADVISORY GROUPS

Portfolio Holder: Councillor Alan Jarrett, Leader of the Council

Report from: Neil Davies, Chief Executive

Authors: Wayne Hemingway, Head of Democratic Services
Teri Reynolds, Democratic Services Officer

Summary

The Cabinet is asked to agree to the establishment of the Cabinet Advisory Groups for 2022/2023.

1. Budget and Policy Framework
 - 1.1 The establishment and appointment to Cabinet Advisory Groups (groups) is a matter for Cabinet.
2. Background
 - 2.1 The Cabinet has previously established a number of Advisory Groups to provide assistance in a number of key areas.
 - 2.2 As well as seeking approval to re-establish existing groups, this report proposes the establishment of the following new advisory groups, details of which are set out in the body of the report and the appendices to the report:
 - High Needs Block Recovery Advisory Group and
 - the Medway Youth Justice Partnership Board.
 - 2.3 These groups have no decision-making powers, although officers may have delegated powers that can be exercised following consultation with the respective group, which may consist of both executive and non-executive Councillors. In some instances, they also include external representatives.
 - 2.4 Under the constitution, the Chief Executive has delegated authority to make any in-year changes to the membership of the Cabinet Advisory Groups as necessary, in consultation with the Group Whips.

- 2.5 This report requests that Cabinet agree to the establishment, size and nominations to these groups for 2022/23.
- 2.6 Appendix 1 to the report sets out the proposed membership of each of the groups and details of each group are either set out below or in Appendices 2-9 of the report.

3. Children and Adults Capital Programme Cabinet Advisory Group

- 3.1 The Children and Adults Capital Programme Cabinet Advisory Group reviews, analyses and scrutinises progress on the Children and Adults capital programme.
- 3.2 The Board is chaired by the Portfolio Holder for Children's Services (Lead Member) together with other Cabinet Members and senior council officers including representatives of finance, legal and procurement services. It is supported by the Children and Adults Directorate.
- 3.3 It is recommended that the Cabinet approves the re-establishment of the Children and Adults Capital Programme Cabinet Advisory Group, as set out in Appendix 1 to the report.

4. Corporate Parenting Board

- 4.1 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 Board.
- 4.2 This Cabinet Advisory Group advises officers on policy relating to looked after children, monitor performance and celebrates and shares achievements. The Lead Member for Children's Services (LMCS) is a key Member of the Board, which allows her 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.
- 4.3 Reflecting the responsibility for all Councillors in this area, this is a cross-party group established on a 5:3 basis. The officers who usually attend meetings are the Director of People - Children and Adults Services, the Assistant Director Children's Social Care, the Head of Corporate Parenting, the Virtual Head teacher and representatives from other Council services, such as Housing and Public Health, as required, as well as representatives from the Police, NHS, Medway Children and Young People Council and the Young Lives Foundation.
- 4.4 It is recommended that the Cabinet approves the re-establishment of the Corporate Parenting Board, as set out in Appendix 1 to the report.

5. Procurement Board

- 5.1 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.
- 5.2 The Procurement Board consists of two Portfolio Holders, together with the Assistant Director, Legal and Governance, Chief Operating Officer, Category Management team members, and representatives from the Directorates as required. It is supported by the Business Support Directorate. Further information on the Procurement Board is set out in the Contract Procedure Rules, in the Council’s Constitution.
- 5.3 It is recommended that the Cabinet approves the re-establishment of the Procurement Board as set out in Appendix 1 to the report.

6. Development Plans Advisory Group

- 6.1 This is a cross-party group established on a 4:3 basis, chaired by the Portfolio Holder for Planning, Economic Growth and Regulation. The officers who usually attend the meeting are the Head of Planning and Planning Manager – Policy. Senior planners are invited to attend as appropriate. It is supported by the Regeneration, Culture and Environment Directorate.
- 6.2 The Group was established to report on day-to-day details and also local development documents and public participation before reports are presented to Members.
- 6.3 The Group also provide steers/advice to officers regarding the preparation of any revisions to the Developers’ Guide to Contributions and Obligations or to any new model of developer contributions in line with updated legislation or government guidance.

7. New - Establishment of High Needs Block (HNB) Recovery Advisory Group

- 7.1 In light of the increasing HNB deficit and the invitation to partake in the Department for Education ‘Safety valve’ intervention programme, it is proposed that Cabinet agree to establish the HNB Recovery Advisory Group to continue to monitor and be kept updated on the implementation and delivery of the HNB Deficit Recovery Plan.
- 7.2 The Group, chaired by the Leader of the Council, is attended by the Portfolio Holders for Children’s Services (Lead Member) and Education and Schools, the Director of People, Assistant Director Education and SEND and colleagues from Finance. The Group is supported by the Children and Adults’ Directorate.

7.3 It is recommended that the Cabinet approves the establishment of the High Needs Block Recovery Advisory Group, as set out at Appendix 8 of the report.

8. New - Establishment of the Medway Youth Justice Partnership Board as a Cabinet Advisory Group – New

8.1 In light of the increasing HNB deficit and the invitation to partake in the Department for Education ‘Safety valve’ intervention programme, it is proposed that Cabinet agree to establish the HNB Recovery Advisory Group to continue to monitor and be kept updated on the implementation and delivery of the HNB Deficit Recovery Plan.

8.2 The Group, chaired by the Leader of the Council, is attended by the Portfolio Holders for Children’s Services (Lead Member) and Education and Schools, the Director of People, Assistant Director Education and SEND and colleagues from Finance. The Group is supported by the Children and Adults’ Directorate.

8.3 It is recommended that the Cabinet approve the establishment of the High Needs Block Recovery Advisory Group, as set out at Appendix 8 of the report.

9. Financial and Legal Implications

9.1 There are no direct financial implications arising from this report.

9.2 The Local Government and Housing Act 1989 requirements 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.

10. Risk Management

10.1 There are no risk management implications arising from this report.

11. Recommendations

11.1 The Cabinet is asked to agree:

- a. the re-establishment of the Cabinet Advisory Groups with the terms of reference set out in sections 3 to 8 and Appendices 2 to 7 to the report;
- b. the establishment of the High Needs Block Recovery Advisory Group and the Medway Youth Justice Partnership Board as new Cabinet Advisory Groups, as set out in Appendices 8 and 9 of the report
- c. the appointment of Members to these bodies, as set out in Appendix 1 to the report, for 2022/23.

12. Suggested Reasons for Decisions

- 12.1 The re-establishment of these groups will support the Cabinet in decision-making and the development of policies.
- 12.2 Establishment of the High Needs Block Recovery Advisory Group and the Medway Youth Justice Partnership Board will ensure all activity is sufficiently monitored and managed.

Lead officer contact

Teri Reynolds, Democratic Services Officer

T: 01634 332104

E: teri.reynolds@medway.gov.uk

Wayne Hemingway, Head of Democratic Services

T: 01634 332509

E: wayne.hemingway@medway.gov.uk

Appendices

Appendix 1 – Cabinet Advisory Groups memberships

Appendix 2 – Climate Change Member Advisory Group – terms of reference

Appendix 3 – Innovation Park Medway Delivery Board – terms of reference

Appendix 4 – Medway Skills Partnership Board – terms of reference

Appendix 5 – Medway SEND Partnership Board – terms of reference

Appendix 6 – Future Hoo Delivery Board (formerly New Routes to Good Growth Housing Infrastructure Fund (HIF) Delivery Board) – terms of reference

Appendix 7 – Town Centres Board – terms of reference

Appendix 8 – High Needs Block Recovery Advisory Group – terms of reference

Appendix 9 – Medway Youth Justice Partnership Board – terms of reference

Background papers

None