



TO THE CHAIRMAN AND MEMBERS OF
THE EXECUTIVE

Legal and Democratic Services

Director of Legal & Democratic Services: J M Egan LLB

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SH/

20 April 2006

Dear Member

EXECUTIVE – 24 APRIL 2006 – ADDITIONAL ITEM

I attach a copy of a report from the Director of Legal and Democratic Services on the Cumbria Local Authorities Strategic Board Constitution which the Leader has agreed should be dealt with as an urgent item on the Agenda for the meeting of the Executive to be held on 24 April 2006. The report will be dealt with as Agenda Item A.24.

Yours sincerely

J. M. Egan _{for}

Director of Legal and Democratic Services



PORTFOLIO AREA: THE LEADER

Date of Meeting: 24 April 2006

Public

Key Decision: No

Recorded in Forward Plan: No

Inside Policy Framework

Title: CUMBRIA LOCAL AUTHORITIES STRATEGIC BOARD
Report of: DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES
Report reference: LDS.27/06

Summary:

To consider the draft Constitution for the Cumbria Local Authorities Strategic Board (copy attached) which it is proposed will be entered into by the six Districts and the County to facilitate closer partnership working between the Authorities.

Recommendations:

That the Executive approves the draft Constitution and authorises its signature by the Leader and the Town Clerk and Chief Executive.

Contact Officer: J M Egan
Director of Legal and Democratic
Services

Ext: 7004

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: Cumbria Local Authorities Strategic Board Constitution

Cumbria Local Authorities Strategic Board (CLASB)

Constitution

Allerdale Borough Council
Barrow Borough Council
Carlisle City Council
Copeland Borough Council
Cumbria County Council
Eden District Council
South Lakeland District Council

10 March 2006

AGREEMENT between the Leaders and Chief Executives of the County Council and six District Councils of Cumbria (the member authorities)

1. Purpose

The Board members agree to the establishment of a Board to:

- 1.1 Promote the role and voice of democratically accountable local authorities.
- 1.2 Provide a means to promote the interests of Cumbria regionally, nationally and internationally.
- 1.3 Identify, consider and pursue opportunities for collaboration on service delivery and efficiency.
- 1.4 Ensure the member authorities are engaging effectively with each other and partners in delivering public services to the community
- 1.5 Identify opportunities and increase our collective capacity for shared learning and development across authorities.
- 1.6 Facilitate, by its work, a more effective engagement by local government with the strategic partnerships.

2. Procedure Rules

- 2.1 The Strategic Board shall be a consensual board. No action shall be taken, nor shall any views be expressed, on behalf of the Board unless each of the member authorities consents to the proposed action or the views to be expressed. An authority may choose not to participate in a decision of the Board but indicate that non-participation is not the exercise of a veto. It follows that where a member authority does not consent that authority is free to take such action or express such views as it considers appropriate in all the circumstances. The Strategic Board will strive to operate, however, in a way which maximises consensual agreement on issues of mutual interest or concern to Cumbria.
- 2.2 Consent shall be signified by the Leader of each authority, or a member authorised by the Leader to act on his or her behalf.
- 2.3 A member authority may nominate an appropriate member or officer of that authority to act as a substitute for any meeting whenever one of its appointed representatives is unable to attend.

Only elected members may substitute for elected members. Only Officers may substitute for Officers

- 2.4 The board shall have no legal existence and explicitly shall have no power to take decisions which are properly the responsibility of any member authority whether executive decisions or not.

- 2.5 None of the Board members shall have authority or power (nor represent themselves as having authority and power) to contract in the name of or to undertake any liability or obligation on behalf of or to pledge the credit of any of the other Board members.
- 2.6 The Chairman and Vice-Chairman shall be appointed by the Board at its inaugural meeting and thereafter shall be by rotation alphabetically by authority.
- 2.7 There is no requirement for all member authorities to be represented before a meeting can go ahead but 2.1 above shall still apply in relation to any action to be taken or views to be expressed on behalf of the Board.
- 2.8 Agenda setting shall be by way of notification of agenda issues to the secretariat and by agreement of all member authorities.
- 2.9 The secretariat shall be rotational and shall be provided by the Authority whose leader is appointed chairman of the Board.
- 2.10 It is acknowledged that the use of Independent facilitators may be appropriate to aid some of the Board's discussions.
- 2.11 Non-local authority persons may be invited to inform discussion at the Board by mutual agreement.
- 2.12 The Board shall in all respects comply with the Local Government Codes of Conduct for Members and Officers and behaviour at the meeting will be mutually supportive, open and constructive.
- 2.13 An annual timetable of meetings shall be agreed for the Board.

3. Term of Reference

- 3.1 The Board may:
 - 3.1.1 Discuss the strategic development of public services in Cumbria.
 - 3.1.2 Discuss appointments to other bodies which require representation on behalf of the seven member authorities.
- 3.2 The Board may initiate joint work to:
 - 3.2.1 Develop and facilitate partnerships and agree a programme of joint work to enable service modernisation and efficiency throughout Cumbria and to undertake a shared approach to initiatives, where possible to establish good practice and provide training and experience.

- 3.2.2 Actively seek opportunities to reduce costs and/or improve services through joint working between member authorities and with appropriate bodies within the County, the North West region and nationally.
- 3.2.3 Where appropriate to act as a focus for bidding for funds, for the benefit of all member authorities.
- 3.2.4 Act as a vehicle for representing the Cumbrian Local Authorities' perspective at regional and national levels.

4. Governance Arrangements (Diagram appendix 1)

4.1 The Member Authorities

Allerdale Borough Council
Barrow Borough Council
Carlisle City Council
Copeland Borough Council
Cumbria County Council
Eden District Council
South Lakeland District Council

NB: When established it might be considered, in due course, to invite CALC and the LDNPA to become a member authority.

5. The Cumbria Local Authorities Board

5.1 Membership:

The Leader and Chief Executive of each member authority.

5.2 Functions:

As set out above. Appoints sponsor (Lead Officer) to task and finish groups.

6. Chief Executives Group

6.1 Membership:

The Chief Executive of each member authority and the Chief Executive of the Lake District national Park.

6.2 Functions:

- 6.2.1 Receive brief updates from each Chief Executive on issues relating to their own area at each meeting.
- 6.2.2 Receive briefings from key partners (local, regional and national) on strategic issues that could impact on the whole County.

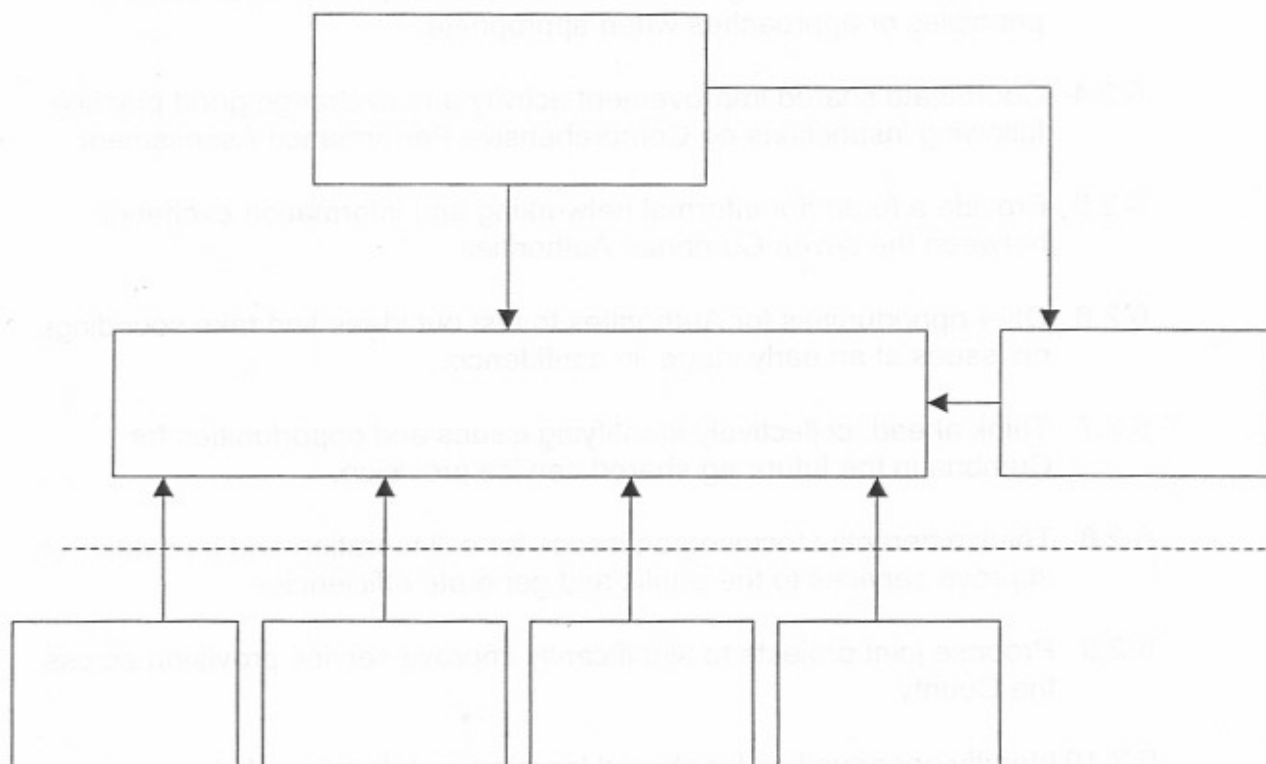
- 6.2.3 Offer advice on taking such issues forward in Cumbria, endorsing principles or approaches when appropriate.
- 6.2.4 Coordinate shared improvement activity and exchange good practice following inspections eg Comprehensive Performance Assessment.
- 6.2.5 Provide a forum for informal networking and information exchange between the seven Cumbrian Authorities.
- 6.2.6 Offer opportunities for Authorities to test out ideas and take soundings on issues at an early stage, in confidence.
- 6.2.7 Think ahead: collectively identifying issues and opportunities for Cumbria in the future eg shared service provision.
- 6.2.8 Think differently: focusing on issues for collaboration and innovation to improve services to the public and generate efficiencies.
- 6.2.9 Propose joint projects to significantly improve service provision across the County.
- 6.2.10 Identify opportunities for shared learning and development across authorities (officer and Member) and developing them further eg progressing the North West Improvement Network.

Project Groups shall be formed by joint agreement following the preparation of:

- A scoping report
- A business case
- An agreement for an accountability and governance framework

Topics for early consideration include:

- Customer Contact
- Procurement
- Achieving Cumbrian Excellence
- Connected Cumbria Partnership
- Shared Services



Allerdale Borough Council

Signed
Leader Chief Executive

Barrow Borough Council

Signed
Leader Chief Executive

Carlisle City Council

Signed
Leader Chief Executive

Cumbria County Council

Signed
Leader Chief Executive

Copeland Borough Council

Signed
Leader Chief Executive

Eden District Council

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Leader Chief Executive

South Lakeland District Council

Signed
Leader Chief Executive