

Strategy and Resources Committee Agenda Plan, Training Plan, Appointments to Outside Bodies and Internal Advisory Groups and Panels, and the Appointment of Member Champions

To: Strategy and Resources Committee

Meeting Date: 11 July 2023

From: Democratic Services Manager

Electoral division(s): All

Key decision: No

Forward Plan ref: Not applicable

Outcome: To review the Committee's agenda plan and training plan, and appointments to Outside Bodies and Internal Advisory Groups and Panels, and the appointment of Member Champions to lead on specific subject areas.

It is important that the Council is represented on a wide range of outside bodies to enable it to provide clear leadership to the community in partnership with citizens, businesses and other organisations.

Recommendation: It is recommended that the Strategy and Resources Committee:

- (i) review its agenda plan attached at Appendix 1.
- (ii) review its training plan attached at Appendix 2.
- (iii) review the appointments to outside bodies as detailed in Appendix 3, and appoint:
 - Councillor P McDonald to replace Councillor Murphy on Pathfinder Legal Services Limited.
 - Councillor N Shailer to replace Councillor Goodliffe on all the ESPO bodies.
- (iv) review the appointments to Internal Advisory Groups and Panels as detailed in Appendix 4.

- (v) review the appointment of Member Champions as detailed in Appendix 5.

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1. Background

- 1.1 The Strategy and Resources Committee reviews its agenda plan at every meeting.
- 1.2 The training plan for the Committee has been updated to reflect recent training.
- 1.3 The County Council's Constitution states that the Strategy and Resources Committee has authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council, and the Local Government Association.
- 1.4 Appointments to Outside Bodies and Internal Advisory Groups and Panels are agreed by the relevant Policy and Service Committee.
- 1.5 The Strategy and Resources Committee at its meeting on 6 July 2021 agreed to delegate, on a permanent basis between meetings, the appointment of representatives to any vacancies on outside bodies, groups, and panels, within the remit of the Strategy and Resources Committee, to the Chief Executive in consultation with the Chair and Vice-Chair of Strategy and Resources Committee.

2. Appointments

- 2.1 The Committee is invited to review its appointments to outside bodies where appointments are required as set out in Appendix 3. It is proposed that Councillor P McDonald replace Councillor E Murphy as the Council's representative on Pathfinder Legal Services Limited. It is also proposed that Councillor N Shailer replace Councillor B Goodliffe on all the ESPO bodies.
- 2.2 The internal advisory groups and panels for review are set out in Appendix 4 to this report.
- 2.3 The appointment of Evidence-Informed Policy Member Champions is set out for review in Appendix 5.

3. Alignment with ambitions

- 3.1 There are no significant implications for the following ambitions:
 - Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes
 - Travel across the county is safer and more environmentally sustainable
 - Health inequalities are reduced
 - People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs
 - Helping people out of poverty and income inequality
 - Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised
 - Children and young people have opportunities to thrive

4. Significant Implications

4.1 There are no significant implications within these categories

Resource Implications

Procurement/Contractual/Council Contract Procedure Rules Implications

Statutory, Legal and Risk Implications

Equality and Diversity Implications

Engagement and Communications Implications

Localism and Local Member Involvement

Public Health Implications

Environment and Climate Change Implications on Priority Areas

5. Source documents

5.1 [Membership of Outside Bodies and Internal Advisory Groups and Panels](#)

Strategy and Resources Committee Agenda Plan

Notes

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log
- Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
07/09/23 Special Meeting	Waste Private Finance Initiative Update+	A Smith	2023/060		
26/09/23 Reserve date	Integrated Finance Management Report for the Period Ending 31st July 2023	S Howarth	2023/020	13/09/23	18/09/23
	Corporate Business Planning Strategies – Strategic Framework	S Grace			
	Corporate Risk Register	M Claydon			
	Electricity Procurement for 2024-28	S Wilkinson	2023/041		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
31/10/23	Integrated Finance Management Report for the Period Ending 31st August 2023	S Howarth	2023/021	18/10/23	23/10/23
	Business Planning Update for 2024-29	T Kelly			
	Corporate Services Performance Report – Quarter 1	T King			
	Disposal of the former Mill Road Library, Cambridge	J McMillan/ T Kelly			
	Re-tender of the Maintenance Contract (Mechanical and Electrical and Buildings)	C Ramsbottom	2023/051		
19/12/23	Integrated Finance Management Report for the Period Ending 31st October 2023	S Howarth	2023/022	06/12/23	11/12/23
	Business Planning Proposals for 2024-29	T Kelly	Not applicable		
	Corporate Services Performance Report Quarter 2	T King	Not applicable		
	Treasury Management Report – Quarter 2*	E Tod	Not applicable		
30/01/24	Integrated Finance Management Report for the Period Ending 30th November 2023	S Howarth	2024/001	17/01/24	22/01/24
	Business Plan*	T Kelly	Not applicable		
26/03/24	Integrated Finance Management Report for the Period Ending 31st January 2024	S Howarth	2024/002	13/03/24	18/03/24
07/05/24 Reserve date				24/04/24	26/04/24

STRATEGY AND RESOURCES COMMITTEE TRAINING PLAN		The Training Plan below includes topic areas for S&R approval. Following sign-off by the details for training and development sessions will be worked up.							
Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
1.	Link Treasury Management	Local Government Finance – Third session as part of Members' Induction Programme		November 2021	Tom Kelly	Virtual	Cllrs Bulat, Corney, Coutts, Kindersley, S King, McDonald, Milnes, Murphy, Shailer, Sharp, Taylor, Thompson, van de Ven & Whelan	14	Not applicable
2.	Performance Management training and case study research	In response to recommendations from the Peer Review and an internal audit. Members will be involved in reviewing and revising Key Performance Indicators that will be reported to Policy and Service Committees.		3 February 2022	Tom Barden	One hour session with PowerPoint presentation and live polls	All Members	18	Not applicable

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
3.	Procurement Training for Members	To understand how procurement works		7 October 2022	T Kelly C Ellis	An hour on Teams	Cllrs Bulat, Costello, Cox-Condron, Dupré, Goodliffe, M King, McDonald, Rae, Shailer, Taylor and Whelan	11	Not applicable
4.	Strategic Framework Workshop	This will inform the business planning process		8 November 2022	S Grace T Kelly	Just over an hour on Teams	Cllrs Beckett, Costello, Count, Criswell, Dupré Gough, Howitt Murphy, Nethsingha, Rae, Sanderson Shailer, Sharp and Wilson	14	Not applicable

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
5.	The complaints process and how this can help Members manage their own in-boxes, including letters from MPs	To understand how the Council manages complaints.		21 February 2023	S Grace D Snowdon	Just over an hour on Teams	Batchelor, Bradnam, Cox, Condron, Costello, Coutts, Daunton, Dew, Goodliffe, Gough, Hathorn, Hay, Kindersley, Meschini, Prentice, Sharp, Slatter, Taylor, Thompson, Wilson	19	Not applicable
6.	Digital Strategy is being prepared by the IT & Digital Service to support the vision and the ambitions of the Council over the next three years.	To input into the draft Digital Strategy		12 June 2023	S Smith J Patmore	An hour on Teams	Beckett, Bulat, Costello, Hathorn, S King, Taylor, Thompson, Whelan, Wilson	9	Not applicable
7.	Risk Management Training			14 September 2023	M Hudson T Kelly M Claydon	An hour and a half on Teams			

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
8.	Procurement Training for Members			October 2023	T Kelly C Ellis				

Cambridgeshire County Council Appointments to Outside Bodies: Policy and Service Committees

Name of Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Committee to Approve
<p>Cambridge BID Board</p> <p>A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre</p>	6	1	Councillor G Bird (L)	Regulated Director	Strategy and Resources
<p>Cambridgeshire Horizons Board</p> <p>Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.</p>	1	1	Councillor L Nethsingha (LD)	Company Director	Strategy and Resources

Name of Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Committee to Approve
<p>ESPO Management Committee</p> <p>Purchasing and contracting service for 6 member Authorities.</p>	4	2	<p>1.Councillor B Goodliffe (L)</p> <p>2.Councillor S Ferguson (Ind)</p>	Other Public Body Representative	Strategy and Resources
ESPO Finance and Audit Sub Committee	2	1	Councillor B Goodliffe (L)	Other Public Body Representative	Strategy and Resources
<p>ESPO Shareholder representative</p> <p>Representing Cambridgeshire's interests with respect to ESPO Trading Limited</p>	-	1	Councillor B Goodliffe (L)	<p>Other Public Body Representative</p> <p>(The Council partly owns ESPO Trading Limited (less than 20%) so Cllr Howell is the shareholder rep)</p>	Strategy and Resources

Name of Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Committee to Approve
<p>Huntingdon BID Board</p> <p>BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.</p>	10	1	Councillor T Sanderson (Ind)	Other Public Body representative	Strategy and Resources
<p>Pathfinder Legal Services Limited</p> <p>Company jointly owned by Northamptonshire County Council, Central Bedfordshire Council and Cambridgeshire County Council to provide legal services to the owner councils and to other organisations within the public sector and not for profit sector.</p>	4	1	Councillor E Murphy (LD) Consultee Member	Strategy and Resources	Strategy and Resources

Name of Body	Meetings per Annum	Reps Appointed	Representative(s)	Guidance Classification	Committee to Approve
This Land Board of Directors	12	1	Councillor N Gough (LD) Coterminous Officer representative: Frank Jordan	Company Director (Non Executive Director)	Strategy and Resources

Appointments to Internal Advisory Groups and Panels

Name of Body	Meetings per Annum	Representatives Appointed	Representative(s)	Contact Details	Committee to Approve
County Farms Working Group	TBC	7	<p>Environment and Green Investment Committee</p> <p>Councillor L Dupré (LD) Councillor N Gay (L) Councillor M Goldsack (C) Independent Member</p> <p>Strategy and Resources Committee</p> <p>Councillor P McDonald (LD) Councillor T Sanderson (Ind) Councillor N Shailer (L) Councillor M Smith (C)</p>	<p>John MacMillan john.macmillan@cambridgeshire.gov.uk</p> <p>Rebecca Roper rebecca.roper@cambridgeshire.gov.uk</p>	<p>Environment and Green Investment</p> <p>Strategy and Resources</p>

Name of Body	Meetings per Annum	Representatives Appointed	Representative(s)	Contact Details	Committee to Approve
<p>Green Investments and Utilities Advisory Group</p> <p>To build a deeper understanding of green project business cases and new finance mechanisms; To provide a steer on detailed negotiations on new green commercial contracts where risk/rewards need to be balanced; and To inform better decision making at Council meetings for complex green investment projects.</p>	12 approx	8 Four from Environment and Green Investment Committee and four from Strategy and Resources Committee	<p>Environment and Green Investment Committee</p> <p>Councillor J Gowing (C) Councillor P Coutts (LD) Councillor C Rae (L) Councillor S Ferguson (Ind.)</p> <p>Strategy and Resources Committee</p> <p>Councillor S Corney (C) Councillor L Dupre (LD) Councillor N Gay (L) Councillor T Sanderson (Ind.)</p> <p>(Sub- Cllr Meschini (L))</p>	<p>Sheryl French Project Director, Energy Investment Unit</p> <p>sheryl.french@cambridgeshire.gov.uk</p>	<p>Environment and Green Investment</p> <p>Strategy and Resources</p>
<p>Member Development Panel</p> <p>Oversees training and development for Members.</p>	As required	7	<p>Councillor S Criswell (C) Councillor I Gardener (C) Councillor E Meschini (L) Councillor L Nethsingha (LD) Councillor T Sanderson (Ind) Councillor P Slatter (LD) Councillor M Smith (C)</p>	<p>Michelle Rowe Democratic Services Manager</p> <p>michelle.rowe@cambridgeshire.gov.uk 01223 699180</p>	<p>Strategy and Resources</p>

Name of Body	Meetings per Annum	Representatives Appointed	Representative(s)	Contact Details	Committee to Approve
<p>Waterbeach Joint Environment and Green Investment and Strategy and Resources Member Steering Group</p> <p>To review and monitor a project relating to the Waste Private Finance Initiative Contract</p>	As and when required	8	<p>Environment and Green Investment Councillor A Bradnam (LD) Councillor S Corney (C) Councillor N Gay (L) Councillor S Ferguson (Ind)</p> <p>Strategy and Resources Councillor S Count (C) Councillor E Meschini (L) Councillor L Dupre (LD) Councillor T Sanderson (Ind)</p>	<p>Frank Jordan</p> <p>frank.jordan@cambridgeshire.gov.uk</p>	<p>Environment and Green Investment Committee and Strategy and Resources Committee</p>

Evidence-Informed Policy –
Councillors Lucy Nethsingha and Elisa Meschini

[appointed by Strategy and Resources Committee]

Responsible for promoting the use and presentation of evidence and creating opportunities for fellow Councillors and officers to use that evidence in the decisions they make.