

**CHANGES TO CONSTITUTION: HIGHWAYS & COMMUNITY INFRASTRUCTURE
AND COMMUNITIES & PARTNERSHIP COMMITTEES**

To: **Constitution and Ethics**

Meeting Date: **4 April 2019**

From: **Executive Director, Place & Economy / Director of
Community & Safety**

Electoral division(s): **All**

Forward Plan ref: **Key decision:
No**

Purpose: **The purpose of this report is to propose a series of
changes to the Council's constitution in relation to the
responsibilities of the Highways & Community
Infrastructure and the Communities & Partnership
committees**

Recommendation: **The Committee is requested to approve the following
recommendations:**

- a) To transfer responsibility for the following functions
from Highways & Community Infrastructure (HCI)
Committee to Communities & Partnership (CP)
Committee:**
 - **Libraries**
 - **Archives**
 - **Culture (Partnerships, Projects & Funding Team)**
 - **Registration**
 - **Coroners**
- b) To update the scheme of authorisation for these two
committees accordingly, renaming the HCI Committee
as the Highways Committee**
- c) To recommend these changes to Council for approval
at its meeting on 14 May 2019**

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Christine May	Names:	Councillors Matthew Shuter and Steve Criswell
Post:	Assistant Director, Cultural and Community Services	Post:	Chair of HCI / Chair of CP
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1. BACKGROUND

- 1.1 Senior management restructuring across Cambridgeshire County Council and Peterborough City Council is reshaping the Place & Economy Directorate, with shared senior roles in line with the rest of the organisation. As a result of this restructure, most of Cultural and Community Services (C&CS) are moving into the People and Communities Directorate, within Community and Safety. The Public Transport team will remain in Place & Economy and is included in the remit for Economy & Environment Committee, and the Social & Educational Transport Team will move to the Education Directorate and is included in the remit for Children and Young People Committee.
- 1.2 Whilst organisational restructures do not necessarily or always result in changes to committee reporting, in this case there is a strong rationale for moving C&CS functions from Highways & Community Infrastructure Committee to Communities & Partnership Committee.

2. MAIN ISSUES

- 2.1 Throughout the past year, comments have been made by members about the synergy between Cultural & Community Services (in particular Libraries) and the priorities and remit of the Communities & Partnership Committee, with questions raised about whether this function should be moved to CP Committee. This is now an opportune time to make this move, as all these services are now led by the Director of Community and Safety.
- 2.2 The Library Service makes an important contribution to the CP Committee's ambition to build stronger self-sustaining communities, is already embedded within the Community Resilience Strategy, and provides great opportunity to be placed at the heart of the Think Communities approach, as safe trusted and neutral spaces in communities open to all. The Council is developing the potential of libraries as part of the Cambs 2020 network of 'Spokes' with capital investment to enable longer open hours and touch down facilities for public sector workers and communities to use. CP Committee already has delegated authority 'to develop withother partners plans to enhance customer services, including the better use of assets in communities such as libraries...'
- 2.3 Libraries, Archives and Cultural Services have strong links with adult learning and skills as part of the wider picture of lifelong learning, and with a network of learning centres embedded across Cambridgeshire Libraries, there is scope to deepen these links. C&CS services also play a vital role in preventing or delaying demand for more expensive social care interventions. They are central to successful place-making, helping to build community identity and cohesion.
- 2.4 Registration and Coroner services also have a key role to play in prevention work. Registration of births marriages and deaths, and citizenship services, provide unique contact opportunities with citizens at important and often vulnerable times of their lives, when staff are well placed to connect people to information and other sources of support. The Coroner service works closely with the Drug and Alcohol Action Team and a wide range of partners, especially police and hospitals, with the ultimate aim of avoiding future preventable deaths.

- 2.5 Draft revisions to the Constitution for the Communities & Partnerships and the Highways & Community Infrastructure Committee are attached at **Appendix 1** and **Appendix 2** respectively. This includes the proposed re-naming of the HCI Committee as the Highways Committee to reflect its more focused remit going forward.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

There are no significant implications for this priority, although the remit of CP Committee may enable Cultural and Community Services to make broader partnership links, leading to an even more significant role in enabling a good quality of life for everyone.

3.2 Thriving places for people to live

There are no significant implications for this priority, although the remit of CP Committee may enable Cultural and Community Services to make broader partnership links, leading to an even more significant role in building thriving places for people to live.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no significant implications within this category.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

The following bullet points set out details of significant implications identified by officers:

- The proposal to move functions from HCI Committee to CP Committee was reported verbally at the March meeting of both Committees and recorded in the minutes of those meetings
- Constitution & Ethics Committee's recommendation on this proposal will be reported to Council at its meeting on 14 May for final decision

- Thereafter the revised constitution will be updated on the County Council's web site

4.6 Localism and Local Member Involvement

The following bullet points set out details of significant implications identified by officers:

- The proposal to move functions from HCI Committee to CP Committee was reported verbally at the March meeting of both Committees and recorded in the minutes of those meetings
- Constitution & Ethics Committee's recommendation on this proposal will be reported to Council at its meeting on 14 May for final decision


4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Paul White
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Elsa Evans
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Eleanor Bell
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Christine May
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Stuart Keeble

Source Documents	Location
<p>Cambridgeshire County Council constitution</p> <p>Minutes of Highways & Community Infrastructure Committee, 12 March 2019</p> <p>Minutes of Communities & Partnership Committee, 7 March 2019</p>	<p>https://www.cambridgeshire.gov.uk/council/council-structure/council-s-constitution/</p> <p>https://cambridgeshire.cmis.uk.com/ccclive/Meetings/t/abid/70/ctl/ViewMeetingPublic/mid/397/Meeting/786/Committee/7/Default.aspx</p> <p>https://cambridgeshire.cmis.uk.com/ccclive/Meetings/t/abid/70/ctl/ViewMeetingPublic/mid/397/Meeting/848/Committee/44/Default.aspx</p> <p>https://cambridgeshire.cmis.uk.com/ccclive/Meetings/t/abid/70/ctl/ViewMeetingPublic/mid/397/Meeting/848/Committee/44/Default.aspx</p>

Extract from Constitution

	Cambridgeshire County Council	The Constitution Part 3B - Responsibility for Functions Committees of Council Highways and Community Infrastructure
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6. **HIGHWAYS AND ~~COMMUNITY INFRASTRUCTURE~~ POLICY AND SERVICE COMMITTEE**

Membership

Ten members of the Council. The Chairman/woman and Vice-Chairman/woman of the Committee shall be appointed by Full Council.


Summary of Functions

Delegated authority to exercise the County Council's functions, other than those reserved to Full Council, in relation to Highways.

Delegated Authority	Delegation/ Condition
Authority for exercising all powers and implementing all strategies associated with the Council's Highways functions which are not otherwise reserved for Full Council or any other body.	
<p>Authority for exercising all functions of the Council relating to the following:</p> <ul style="list-style-type: none"> • Cultural Growth and Participation Arts and Museums • Waste management • RECAP (Recycling in Cambridgeshire and Peterborough partnership) • Parking Services • Road, streets and paths maintenance – routine and reactive, operations and enforcement • Local Highway Improvement Initiative • Gritting, verge cutting and other routine works • Traffic Management systems and regulations • Road Safety • Maintaining Highways and rights of way records • Asset Management and information • Major Contracts (Highways services, waste and street lighting) • Cambridgeshire Guided Busway Operations • Park and Ride and Quality Bus Partnership • Libraries • Archives • Registration • Coroners and Medical Examiner Service • Cultural Services 	

Delegated Authority	Delegation/ Condition
Authority to approve the annual Parking Operations Report	
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	
<p>Authority to exercise, in accordance with the relevant policies of the authority and within the budget allocated for the purpose, the powers of the County Council regarding the following issues within the County's administrative boundary.</p> <ul style="list-style-type: none"> For all districts except Cambridge City, authority to determine traffic regulation orders/statutory notices where the completion of the statutory consultation process results in objections, as per the relevant Highway, Road Traffic Regulation and Traffic Management legislation, with the exception of traffic regulation orders/statutory notices sought as part of a Greater Cambridge Partnership (formerly City Deal) Infrastructure scheme as defined in the Terms of Reference for Joint Development Control Committee for Cambridge Fringes Authority to approve the Transport Delivery Plan 	Assistant Director, Highways in consultation with the Local Members for all districts, except Cambridge City.
Authority to agree proposed revisions to Library Byelaws for submission to the Department for Culture, Media & Sport for approval	Final approval required from DCMS
Authority to revise and agree the Service Delivery Policy for Libraries	
Authority to agree or revise a scheme for the delivery of registration services in accordance with the Registration Services Acts 1952 and 2007	In consultation with the General Register Office

Extract from Constitution

	Cambridgeshire County Council The Constitution Part 3B - Responsibility for Functions Committees of Council Communities and Partnership Committee
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14. COMMUNITIES AND PARTNERSHIP POLICY AND SERVICE COMMITTEE**Membership**

Ten members of the Council, subject to proportionality. This will include one Member from each City/District area of the County, i.e. Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire, to reflect the political control of the respective City/District Councils to undertake an enhanced role. These Members will be Area Community Champions. They will engage closely with their communities and be an advocate for the activity in these communities and the work of this committee and its partners. The Chairman/woman and Vice-Chairman/woman of the Committee shall be appointed by Full Council.

Summary of Functions

The Communities and Partnership Committee is authorised by Full Council to deliver the County Council's ambition to build stronger self-sustaining communities as expressed in its Community Resilience Strategy, and to work together with the Mayor, combined authority, district councils and other partners to design and deliver services which best meet the needs of those communities. The committee will develop plans, in this regard, with the Mayor, combined authority, district councils and other partners to deliver or jointly commission services for communities where it makes sense to do so, aligning resources and expertise around an agreed set of outcomes in order to make the most of public sector funds.

The Communities and Partnership Committee will work together with other bodies to deliver against our shared ambition to build stronger self-sustaining communities, such as those supporting Parish and Town Councils, our commissioning partners such as the Cambridgeshire and Peterborough Clinical Commissioning Group and the Cambridgeshire Peterborough Communities Network – a network of senior officers drawn from all local authorities across Cambridgeshire and Peterborough, the Office of the Police and Crime Commissioner, Cambridgeshire Fire and Rescue Service, Cambridgeshire Constabulary, Support Cambridgeshire (the Voluntary and Community Infrastructure partnership), Cambridgeshire Community Services NHS Trust and Cambridgeshire and Peterborough NHS Foundation Trust.

Delegated Authority	Delegation/ Condition
Authority to deliver the Community Resilience Strategy and services working with the Mayor, the combined authority, district councils and other partners and in particular to - <ul style="list-style-type: none"> develop and implement joint plans with the combined 	Subject to confirmation from the S.151 of the availability of sufficient

Delegated Authority	Delegation/ Condition
<p>authority, district councils and other partners for the delivery of community place based services in accordance with the agreed outcomes;</p> <ul style="list-style-type: none"> in consultation with the combined authority, district councils and other partners in services within communities approve joint investment in projects, within available resources, that are designed to help manage the demand for high cost services in accordance with the agreed outcomes; develop and approve business case and plans to devolve services, budgets and assets, and implement subject to Council's approval of the associated business case in accordance with the agreed outcomes; decide on funding to be made available for community initiatives through the Innovation Innovate and Cultivate Fund. 	resources.
<p>Authority to develop, with the Mayor, combined authority, district councils and other partners plans to enhance customer services, including the better use of assets in communities such as libraries and other community buildings for approval by the relevant committee(s) in the County Council.</p>	
<p>Authority to advise the County Council on opportunities to create a shared workforce or shared arrangements (such as joint ventures) to deliver services across the combined authority, district councils and other partners for approval by the relevant committee(s) in the County Council.</p>	
<p>Authority to approve the Council's Consultation Strategy and its approach to future Business Planning consultation</p>	
<p>Authority to exercise the Council's functions in respect of all areas covering the following:</p> <ul style="list-style-type: none"> Adult Careers Information and Guidance Adult Skills including apprenticeships Learning Services including online Community Learning Libraries Archives Cultural services Registration service Coroner service 	

Delegated Authority	Delegation/ Condition
Authority to agree proposed revisions to Library Byelaws for submission to the Department for Culture, Media & Sport for approval	Final approval required from DCMS
Authority to agree or revise a scheme for the delivery of registration services in accordance with the Registration Services Acts 1952 and 2007	In consultation with the General Register Office
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	