

Eden District Council
Council

25 June 2020

Establishment of Working Groups

Portfolio:	Leader
Report from:	Assistant Director Governance
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 To seek approval from Council to establish the following three Working Groups to support the development of three of the Council's Corporate Priority areas;
- i) Zero Carbon Eden Members Working Group;
 - ii) Planning Policy Working Group; and
 - iii) One Eden Working Group
- and approval of the Terms of Reference attached at Appendix 1.

2 Recommendation

It is recommended that Council:

- 1) approve the formation of the three working groups; and
- 2) approve the Terms of Reference at Appendix 1.

3 Report Details

- 3.1 The Corporate Plan for 2019-2023 was approved by Council on the 7 November 2019 that set out the priorities and strategic direction of the Council over this period.
- 3.2 Performance reports are submitted to the Council's Scrutiny Committee and Executive on a quarterly basis.
- 3.3 The Administration wish to convene working groups to ensure that there is effective member involvement in the development of the three priority areas.
- 3.4 Each group will concentrate on their particular priority and their remit will be:
- Carbon Neutral Work Group**
- To support, advise and monitor work undertaken for the Council's sustainable priority specifically in relation to zero carbon and biodiversity.

Planning Policy Working Group

To assist with the development of the Council's Planning Policy Framework with the primary focus being the Local Plan but also including other future Development Plan Documents.

One Eden Working Group

To support and assist with the development and implementation of the Council's One Eden Transformation project.

- 3.4 The Groups will not be decision making groups but will act in an advisory capacity but will report back to Executive if their recommendations impact upon formal decisions.
- 3.5 The Terms of Reference are attached as Appendix 1 to this report.
- 3.6 The specific Terms of Reference for each group will be discussed and agreed at their first meetings.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:

- Sustainable;
- Healthy, safe and secure;
- Connected; and
- Creative

- 4.2 This report meets the corporate priorities.

5 Consultation

- 5.1 The Executive has been consulted on the proposals contained in this report.

6 Implications

6.1 Financial and Resources

- 6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023 as agreed at Council on 7 November 2019.
- 6.1.2 There will be some costs involved in administering the working groups, however these costs will be met through existing budgets.

6.2 Legal

- 6.2.1 There are no legal implications arising from this proposal.

6.3 Human Resources

- 6.3.1 Additional resource will be required to service the meetings of the working group, this can be met within existing resources.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	None arising from this report.

Consideration:	Details of any implications and proposed measures to address:
Health, Social Environmental and Economic Impact	None arising from this report.
Crime and Disorder	None arising from this report.
Children and Safeguarding	None arising from this report.

6.5 Risk Management

Risk	Consequence	Controls Required
Reputational risk to Council – the working groups could be seen as decision making bodies.	Inadequate Terms of Reference could undermine public confidence in the decision making process.	Approval of Terms of Reference by Full Council.
Reputational risk to Council – the working groups could be seen as consultation.	In adequate Member/Public consultation could undermine public confidence in the decision making process.	Lawful and appropriate consultation to be undertaken where appropriate.
Operational risk to Council – the working groups could engage in operational decision making.	Inadequate Terms of Reference could enable Members to make operational decisions.	Approval of Terms of Reference by Full Council.

7 Other Options Considered

- 7.1 The Executive could continue to direct work streams without wider Member involvement.

Informal working groups could be convened on an ad-hoc basis.

8 Reasons for the Decision/Recommendation

- 8.1 The Terms of Reference provide a framework for the working groups which will enable strategic oversight of three priority work streams.

Background Papers: None

Appendices: Appendix 1 – Terms of Reference

Contact Officer: Lisa Tremble, Assistant Director Governance