

<b>Classification:</b> Open	<b>Decision Type:</b> Non-Key
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<b>Report to:</b>	Radcliffe Cabinet Committee	<b>Date:</b> 10 November 2022
<b>Subject:</b>	Work Planning and Governance	
<b>Report of:</b>	Jacqui Dennis, Director of Law and Democratic Services	

### Summary

1. This report seeks to clarify the remit and powers of the Radcliffe Cabinet Committee and to propose a suitable way forward for the Committee to consider relevant business in a timely manner.

### Recommendation(s)

2. That the Radcliffe Cabinet Committee be scheduled on a monthly basis, with the understanding that meetings will only proceed when there is relevant business and will be otherwise cancelled. It is not anticipated that the Committee will meet any more often than currently.

### Reasons for recommendation(s)

3. To better streamline decision making processes and allow more meaningful cross-party engagement.

### Alternative options considered and rejected

4. N/A

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### Background

5. The Radcliffe Cabinet Committee was set up in 2020 as part of a new structure of governance put in place in order to provide clear roles and responsibilities for oversight and delivery of the Radcliffe Strategic Regeneration Framework (SRF).
6. It was agreed at that time that each tier in the hierarchy would have clear terms of reference and division of responsibilities to enable the delivery of the SRF and other regeneration initiatives that may emerge over time. The Radcliffe Advisory Committee is in the process of being re-established.

## Radcliffe Cabinet Committee Terms of Reference

7. The Terms of Reference for the Committee are as follows:

**Radcliffe Cabinet Committee  
Terms of Reference**

**Purpose**  
The Strategic Regeneration Framework (SRF) for Radcliffe was approved in September 2020. The SRF sets out a comprehensive plan to direct the future growth and development of the town in a coherent and joined-up manner. The purpose of this Committee is to provide executive political leadership for the delivery of the SRF. It also will provide a forum for cross-party engagement.

**Membership**

Voting Members

- The Leader
- Two other Cabinet Members

Non-voting Members

- Four Ward Councillors (appointed on the basis of political balance)

**Chair**  
The Committee will be Chaired by the Leader of the Council.

**Quorum**  
At least three voting Members.

**Frequency of meetings**  
To meet every two months and as necessary when requested by the Chair.

**Aims and Objectives**  
The Radcliffe Cabinet Committee will:

- Give feedback and support to the implementation programme as set out in the SRF for Radcliffe;
- Make recommendations to Cabinet in relation to investment decisions, acquisitions and an advisory role on public services integration; and
- Enable Cabinet to monitor progress in delivering the SRF.

## Decision-Making Arrangements and Scheduling of Meetings

8. As stated in the Terms of Reference, the Radcliffe Cabinet Committee (RCC) provides political leadership for the delivery of the SRF and provides cross-party engagement. The terms of reference refer to Members being appointed on the basis of political balance; it should be noted that this balance relates to

the Radcliffe Wards and not the Council as a whole, with each political party with a Ward Councillor in Radcliffe having a seat on the Committee.

9. Currently meetings are scheduled every two months and should occur before Cabinet to allow reports to go first to the RCC for cross-party discussion and then on to Cabinet for decision, this is designed to allow the RCC to have input into decisions.
10. All decisions being made on Radcliffe SRF matters are taken to full Cabinet meetings or are under existing delegations to the Regeneration Board. The three Cabinet Members on the RCC are voting Members and although the RCC has no decision making powers it can make recommendations to Cabinet.
11. Although this bi-monthly arrangement works in theory, in practice decisions have been required at Cabinet meetings on Radcliffe matters which do not sync with the current RCC schedule. Meetings have therefore been held where RCC are receiving papers that Cabinet have already approved, not allowing for the cross-party engagement prior to decision-making.
12. This meeting's agenda is an example of this, with the Relocation of Pupil Referral Unit, Secondary School Provision in Radcliffe, and Radcliffe 3G Football Turf Pitch reports being considered by Cabinet on 7th September, prior to the scheduled RCC meeting on 13<sup>th</sup> September (which was subsequently postponed).
13. Efforts have been made to reschedule RCC meetings to coincide with decisions where possible, but this has resulted in late scheduling of meetings causing confusion and difficulties in Councillor availability.
14. This report proposes that RCC meetings will be scheduled on a monthly basis to better coincide with Cabinet meetings, on the understanding that meetings will only be held when there is relevant business. Where there is no business the meetings will be cancelled from diaries.
15. It is anticipated that the RCC will not meet more often than currently (i.e. every other month at most), but the additional scheduling will allow flexibility so the RCC can consider and comment on reports before they go to Cabinet.

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**Links with the Corporate Priorities:**

16. N/A

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**Equality Impact and Considerations:**

17. N/A

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**Environmental Impact and Considerations:**

18. N/A

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**Assessment and Mitigation of Risk:**

19. N/A

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**Legal Implications:**

20. Ensuring synchronised meeting schedules will strengthen decision making, allowing for cross-party consideration of reports to feed relevant comments and concerns back to Cabinet before decisions are made.

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**Financial Implications:**

21. There are no financial implications.

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**Background papers:**

“Radcliffe Strategic Development Framework (SRF)” – report to Cabinet, 2 September 2020:

<https://councildecisions.bury.gov.uk/documents/s23841/Radcliffe%20SRF%20-%20Cabinet%20Report%20September%202020%20-%20V10.pdf>

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning
SRF	Strategic Regeneration Framework
RCC	Radcliffe Cabinet Committee