

Shadow Council

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| Title of Report: | Civic Leadership Review | |
| Report No: | COU/SA/18/005 | |
| Report to and date/s: | Shadow Council | 12 June 2018 |
| Portfolio holder: | Ruth Bowman Portfolio Holder for Future Governance Tel: 01638 510896 Email: ruth.bowman@forest-heath.gov.uk | Carol Bull Portfolio Holder for Future Governance Tel: 01953 681513 Email: carol.bull@stedsbcc.gov.uk |
| Lead officer: | Jennifer Eves Assistant Director, HR, Legal and Democratic Services Tel: 01284 757015 Email: Jennifer.eves@westsuffolk.gov.uk | |
| Purpose of report: | In April 2018, it was proposed to establish a working group to review the future of Civic Leadership within West Suffolk. This report seeks the Shadow Council's approval to the terms of reference for this review. | |
| Recommendation: | It is <u>RECOMMENDED</u> that the terms of reference for the Civic Leadership Working Group, attached at Appendix A to Report No: COU/SA/18/005, be approved. | |
| Key Decision: (Check the appropriate box and delete all those that <u>do not</u> apply.) | Is this a Key Decision and, if so, under which definition? Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/> | |
| Consultation: | The terms of reference have been reviewed by the Future Governance Steering Group. Further engagement will be undertaken by the group itself. | |
| Alternative option(s): | None proposed | |
| Implications: | | |

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| Are there any financial implications? If yes, please give details | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> Costs are expected to be minimal and as such no specific budget allocation has been made; any costs would be borne from the agreed budget for the Single Council Implementation Plan. | |
| Are there any staffing implications? If yes, please give details | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> | |
| Are there any ICT implications? If yes, please give details | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> | |
| Are there any legal and/or policy implications? If yes, please give details | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> | |
| Are there any equality implications? If yes, please give details | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> | |
| Risk/opportunity assessment: | | <i>(potential hazards or opportunities affecting corporate, service or project objectives)</i> | |
| Risk area | Inherent level of risk (before controls) | Controls | Residual risk (after controls) |
| Failure to agree a Civic Leadership approach for West Suffolk Council could lead to confusion and loss of confidence in the Council from its communities | Low | The review of civic leadership will help to ensure there is clarity on the Civic Leadership function and form | Low |
| Ward(s) affected: | | All Wards | |
| Background papers: <i>(all background papers are to be published on the website and a link included)</i> | | None | |
| Documents attached: | | Appendix A: Proposed Terms of Reference for the Civic Leadership Working Group | |

1. Key issues and reasons for recommendation(s)

- 1.1 At the meetings of Forest Heath and St Edmundsbury Councils in April 2018, it was announced that the leaders intended to set up a specific working group to review the future of Civic Leadership in West Suffolk.
- 1.2 Civic Leadership is wider than one individual and is concerned with; how residents engage with and understand the Council; how the Council demonstrates the support for its communities right across the new District area; how the Council encourages civic pride in its area and promotes local democracy and how Civic Leadership supports the aims and ambitions of the Council.
- 1.3 The working group will help advise the Council on the priorities for its future Civic Leadership, and evaluate how the Council should reward and recognise the outstanding contributions that individuals and organisations make to civic life within West Suffolk, with a specific focus on the following:
 - To determine how the Civic Leader will collaboratively work with local Members, establishing those areas of activity and the role local Members will play to complement the Civic Leader's role;
 - To determine the role of Civic Leadership when assessing the objectives in the Single Council business plan, and how Civic Leadership should support the aims and ambitions of West Suffolk Council;
 - To identify how the Civic Leadership should operate in conjunction with other civic leaders and dignitaries across West Suffolk, including the High Sheriff and Lord Lieutenant, and Mayors and Chairmen of Parish and Town Councils;
 - To establish and identify the priorities for the Civic Leader's commitments, identifying where the Civic Leadership offers greatest value representing West Suffolk – for example supporting businesses, supporting community events, supporting arts and cultural events, charity fundraising, campaign work, promoting local democracy; and
 - To advise West Suffolk Council on how it might most effectively recognise the contributions of local citizens, groups and businesses.
- 1.4 It is proposed that during its work, the Working Group would undertake extensive engagement through a variety of methods to ensure that those who want to provide their views on Civic Leadership have the opportunity to do so.
- 1.5 The proposed terms of reference for the Working Group are attached at Appendix A for Shadow Council approval. Subject to the views of the Group on how their work should progress, it is proposed that the work of the Group should be concluded in autumn 2018, with a report on their findings brought to the Shadow Council accordingly.