

<b>REPORT TO:</b>		Cabinet	
<b>DATE:</b>		09 June 2021	
<b>PORTFOLIO:</b>		Cllr Miles Parkinson OBE - Leader	
<b>REPORT AUTHOR:</b>		Julian Joinson, Member Services Manager	
<b>TITLE OF REPORT:</b>		Appointment of Cabinet Committees and Cabinet Groups 2021/22	
<b>EXEMPT REPORT (Local Government Act 1972, Schedule 12A)</b>	<b>No</b>	Not applicable	
<b>KEY DECISION:</b>	<b>No</b>	If yes, date of publication:	N/A

### 1. **Purpose of Report**

- 1.1 To confirm the establishment of Cabinet Committees and Cabinet Groups for the 2021/22 Municipal Year and to appoint members to the Committees and Groups.

### 2. **Recommendations**

- 2.1 That Cabinet agrees to the establishment of the Cabinet Committees and Cabinet Groups, and with the terms of reference, as set out in Appendix 1 to this report; and,
- 2.2 That the membership of the Cabinet Committees and Cabinet Groups, as set out in paragraph 3.7 be approved.

### 3. **Reasons for Recommendations and Background**

- 3.1 In June 2015, Cabinet established the Cabinet Committee (Scrap Metal Dealers Act 2013). The Cabinet Committee determines whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013, where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations. This enables compliance with statutory requirements.
- 3.2 In December 2017, Cabinet established the Cabinet Committee (Street Naming). The Cabinet Committee discharges the Council's functions in respect of the naming and renaming of streets pursuant to Sections 17 and 18 Public Health Act 1925.
- 3.3 In June 2018 the Cabinet established the Cabinet Committee (Digital Committee). The Cabinet Committee provides a forum for Cabinet to consider the impact of the digital economy on the Borough and its town centres in particular.

3.4 In June 2015, Cabinet also established the following three Cabinet Groups which act in an advisory capacity to Cabinet and do not have any delegated or decision making powers:

- Covenant Commemoration Working Group (formerly Accrington Pals Centenary Commemorations Group)
- Cabinet Public Transport Group
- Cabinet Waste and Recycling Group

3.5 It is proposed that the above Groups continue into 2021/22, subject to the following consideration. An exercise was undertaken by Member Services in July 2020 to ascertain the activity status of a number of Working Groups and Panels, as Coronavirus restrictions started to ease. The Public Transport Group, has not met since November 2016 and the Head of Planning and Transportation has identified this Group as potentially surplus to requirements. It is acknowledged that some of the projects identified within the Group’s terms of reference have now been completed. However, there are other matters, such as on-going rail transport considerations, which might warrant the continuation of this Group. Members are therefore invited to confirm the retention of this Group.

3.6 The terms of reference for all of the bodies are appended to the report and Cabinet is also asked to appoint Members to these bodies. Members are also asked to note that provision set out in the terms of reference of the three groups identified at Paragraph 3.4, for a nominee from the Independents (a notified political group which no longer exists in Hyndburn), would not normally be construed as applying to an individual Independent Member.

3.7 The proposed membership is as follows:-

Cabinet Committee (Scrap Metal Dealers Act 2013)	Councillor Loraine Cox (Chair) Councillors Paul Cox and Miles Parkinson
Cabinet Committee (Street Naming)	Councillor Loraine Cox (Chair) Councillors Munsif Dad and Miles Parkinson Councillor Judith Addison (attending)
Cabinet Committee (Digital Economy)	Councillor Munsif Dad (Chair) Councillors Joyce Plummer and Paul Cox
Covenant Commemoration Working Group	Councillor Miles Parkinson (Chair) Councillors Judith Addison and Paddy Short
Cabinet Public Transport Group	Councillor Miles Parkinson (Chair) Councillors Judith Addison, Noordad Aziz, Michael Hindley and Tim O’Kane
Cabinet Waste and Recycling Group	Councillor Paul Cox (Chair) Councillors Michael Miller, Joyce Plummer and Kate Walsh

#### 4. **Alternative Options considered and Reasons for Rejection**

4.1 None were considered, although Cabinet can decide not to appoint any of the proposed panels and groups if it wishes.

#### 5. **Consultations**

5.1 Consultations took place with relevant members to determine membership of these bodies.

#### 6. **Implications**

<b>Financial implications (including any future financial commitments for the Council)</b>	None.
<b>Legal and human rights implications</b>	None, other than those discussed in section 3 above.
<b>Assessment of risk</b>	None.
<b>Equality and diversity implications</b> <i>A <a href="#">Customer First Analysis</a> should be completed in relation to policy decisions and should be attached as an appendix to the report.</i>	None identified.

#### 7. **Local Government (Access to Information) Act 1985: List of Background Papers**

7.1 Reports to Cabinet 14<sup>th</sup> June 2015, 6<sup>th</sup> December 2017 and 6<sup>th</sup> June 2018.

<https://democracy.hyndburnbc.gov.uk/ieListDocuments.aspx?CId=133&Mid=2186&Ver=4>

<https://democracy.hyndburnbc.gov.uk/ieListDocuments.aspx?CId=133&Mid=2190&Ver=4>

<https://democracy.hyndburnbc.gov.uk/documents/s7680/Appointment%20of%20Cabinet%20Committees%20and%20Groups.pdf>

**Cabinet Committee (Scrap Metal Dealers Act 2013)**

**MEMBERSHIP:** 3 Members of Cabinet (with a quorum of 3)

**REPORTS TO:** Cabinet

**TERMS OF REFERENCE**

- To determine whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013 where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations in accordance with paragraphs (7) and (8) of Schedule 1 of that Act
- To discharge the Council's functions under paragraph 8 Schedule 1 of the Scrap Metal Dealers Act 2013.

## **CABINET COMMITTEE (STREET NAMING)**

**MEMBERSHIP:** 3 Members of Cabinet (with a quorum of 3) and a councillor nominated by the Leader of the main opposition group may attend

**REPORTS TO:** Cabinet

### **TERMS OF REFERENCE**

- To discharge the Council's functions in respect of the naming and renaming of streets pursuant to sections 17 and 18 Public Health Act 1925

## **Cabinet Committee (Digital Economy)**

**MEMBERSHIP:** 3 Members of Cabinet (with a quorum of 3)

**REPORTS TO:** Cabinet

### **TERMS OF REFERENCE**

- To consider the impact of the digital economy on the Borough, in particular in respect of its impact on town centres and retailers; and
- To advise Cabinet and to formulate proposals and strategies in respect of the same for approval by Cabinet.

## Covenant Commemoration Working Group

### Membership

Four Councillors –

- Two from the controlling group;
- One Conservative Group nominee;
- One Independents nominee

Mrs Turner, widow of Honorary Freeman Bill Turner

Representatives of British Legion

Representatives of other groups, to be invited at the discretion of the Chair.

### Terms of Reference

1. To consider any issues arising or support proposed in connection with the Armed Forces Covenant.
2. To consider any proposals arising to commemorate the Accrington Pals Battalion.
3. To report findings and recommendations to Cabinet.

## **Cabinet Public Transport Group**

### **Membership**

Five Councillors -

- Three from the controlling group;
- One Conservative Group nominee;
- One Independents nominee

All Hyndburn Division Lancashire County Councillors to be invited

Officers from Hyndburn Borough Council, Lancashire County Council and other organisations to be invited at the discretion of the Chair.

Representatives of public transport organisations including local bus operating companies and rail companies (network and rail services), to be invited at the discretion of the Chair.

Representatives of user groups where appropriate, to be invited at the discretion of the Chair.

### **Terms of reference**

1. To consider the issues surrounding initiatives such as those described below, with a view to ensuring that the schemes meet the needs of the Borough and do not have an adverse impact on local residents.
  - Pennine Reach, Accrington Bus Station and Great Harwood Interchange
  - Potential improvements to M65 or A56
  - Blackburn Road, Accrington
  - Whinney Hill Link Road
2. To report findings and recommendations to Cabinet.



## **Cabinet Waste and Recycling Group**

### **Membership**

Five Councillors -

- Three from the controlling group;
- One Conservative Group nominee;
- One Independents nominee

Head of Community Services

The chair shall have discretion to invite other officers or Members as required.

### **Terms of Reference**

1. To review current recycling streams and examine opportunities to mix materials and recycle additional waste.
2. To review the types and numbers of recycling containers and opportunities to make the service more attractive to residents
3. To review collection methods and the replacement of collection vehicles
4. To report findings to Cabinet with any recommendations and costed options for improving the service and increasing recycling rates