

Waverley Borough Council

Report to: Executive

Date: 6 June 2023

Ward(s) affected: N/A

Report of Director: Transformation & Governance

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Report Status: Open

Establishment of Executive Working Groups 2023/24

1. Executive Summary

- 1.1 The Executive is able to create and appoint to Executive Working Groups to assist with the development of policy, in-depth examination of specific service proposals, or to progress major projects. Executive Working Groups have an advisory role only and cannot themselves take decisions.
- 1.2 It is proposed that the Executive re-establishes a number of Executive Working Groups to continue their work programmes and support the relevant Portfolio Holders. A new Local Plan Executive Working Group is also proposed.

2. Recommendation to Executive

2.1. That the Executive approves the establishment of the following Executive Working Groups with membership to be advised by the relevant Portfolio Holder in due course:

- Asset Investment Advisory Board, chaired by the PFH for Finance, Commercial & Assets
- CIL Advisory Board, chaired by the Co-PFH for Housing (Delivery)
- Climate Emergency Governance Board, chaired by the PFH for Environment & Sustainability
- Cost of Living Working Group, chaired by the Leader of the Council
- Landlord Services Advisory Board, chaired by the Co-PFH for Housing (Operations)
- Local Plan Executive Working Group, chaired by the PFH for Planning & Economic Development.

3. Reason for Recommendations:

3.1. To establish Executive Working Groups to support the work of the Executive in specific areas of interest.

4. Purpose of Report

4.1 In order that the Executive may establish Executive Working Groups for 2023/24.

5. Strategic Priorities

5.1 The establishment of Executive Working Groups contributes to the Council's commitment to open, democratic and participative governance.

6. Background

- 6.1 The Executive is able to create and appoint to Executive Working Groups and has agreed a protocol for their establishment to assist with the development of policy, in-depth examination of specific service proposals, or to progress major projects. Executive Working Groups have an advisory role only and cannot themselves take decisions.
- 6.2 Executive Working Groups are established and operate in accordance with the Executive Working Groups Protocol (attached at Appendix 1).

7. Executive Working Groups 2023/24

- 7.1 It is proposed that the following Executive Working Groups are re-established for 2023/24:
- Asset Investment Advisory Board, chaired by the PFH for Finance, Commercial & Assets
 - CIL Advisory Board, chaired by the PFH for
 - Climate Emergency Governance Board, chaired by the PFH for Environment & Sustainability
 - Cost of Living Working Group, chaired by the Leader of the Council
 - Landlord Services Advisory Board, chaired by the PFH for Housing
- 7.2 It is proposed that a new Executive Working Group is established:
- Local Plan Executive Working Group, chaired by the PFH for Planning & Economic Development.
- 7.3 The relevant Portfolio Holders will appoint members to the Executive Working Groups and details will be circulated to councillors.

8. Financial Implications

- 8.1 There are no financial implications arising from this report.

9. Legal Implications

- 9.1 The Council's Constitution enables the Executive to create and appoint to Executive Working Groups.

10. Human Resource Implications

- 10.1 There are no human resources implications arising from this report. Executive Working Groups will be services within existing resources.

11. Equality and Diversity Implications

- 11.1 There are no equality and diversity implications arising from this report. Equality impact assessments are carried out when necessary, across the council to ensure service delivery meets the requirements of the Public Sector Equality Duty under the Equality Act 2010.

12. Climate Change/Sustainability Implications

- 12.1 There are no climate change or sustainability implications arising from this report.

13. Summary of Options

- 13.1 The Executive may decide not to establish Executive Working Groups, but those proposed to be re-established will ensure the continuity of their work programmes and assist in the work of the Executive.
- 13.2 The proposed Local Plan Executive Working Group will assist the Portfolio Holder in progressing the update of the Local Plan and provide a means for non-Executive member engagement in the process.

14. Background Papers

None.

15. Appendices

15.1 Appendix 1 – Executive Working Group Protocol