

REPORT TO CABINET

Open/Exempt		Would any decisions proposed:			
Any especially affected Wards	Mandatory/ Discretionary/ Operational	Be entirely within Cabinet's powers to decide		YES/ NO	
		Need to be recommendations to Council		YES/NO	
		Is it a Key Decision		YES/NO	
Lead Member: Cllr Alistair Beales, Leader E-mail: cldr.alistair.beales@west-norfolk.gov.uk		Other Cabinet Members consulted:			
		Other Members consulted: Chair of King's Lynn Area Committee			
Lead Officer: Alexa Baker, Monitoring Officer E-mail: alexa.baker@west-norfolk.gov.uk Direct Dial: 01553 616270		Other Officers consulted: Michelle Drewery, Chief Finance Officer and Mark Whitmore, Assistant Director for Health, Wellbeing & Public Protection			
Financial Implications YES/NO	Policy/ Personnel Implications YES/NO	Statutory Implications YES/NO	Equal Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO	Environmental Considerations YES/NO
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 5 November 2024

Subject: Revising KLAC's Terms of Reference

Summary

Cabinet has constituted the King's Lynn Area Committee (KLAC") as an executive Area Committee. The Terms of Reference for KLAC were set by Cabinet on 5 March 2024. These Terms of Reference contain a defined way to make decisions about spending involving business case assessment and scoring, which does not factor for KLAC being able to make more agile decisions on funding.

Accordingly, a set of revised Terms of Reference for KLAC (Appendix 1) are attached which builds in more flexibility around decision making by KLAC on spend against its allocated budget.

Recommendation

Cabinet resolves:

1. To approve the revised Terms of Reference for KLAC at Appendix 1.
2. That delegated authority been given to the Leader in consultation with the Chair of KLAC and the Monitoring Officer to make any future revisions to the Terms of Reference for KLAC.

Reason for Decision

To deliver the Council's Corporate Strategy.

1 Background

Cabinet has constituted the King's Lynn Area Committee (KLAC") as an executive Area Committee. The Terms of Reference for KLAC were set by Cabinet on 5 March 2024. These Terms of Reference contain a defined way to make decisions about spending involving business case assessment and scoring, which does not factor for KLAC being able to make more agile decisions on funding.

Accordingly, a set of revised Terms of Reference for KLAC (Appendix 1) are attached which builds in more flexibility around decision making by KLAC on spend against its allocated budget.

2 Options Considered

2.1 The changes from the current Terms of Reference attached as Appendix 2 are:

- Replacing the previous clauses 5.2 and 5.3 with the following:

The process for making any other decisions under clause 4 shall be determined by KLAC on a case by case basis having regard to the principles of fairness and the strategic direction that KLAC seeks to achieve.

When authorising funding decisions, KLAC shall have regard to any ongoing revenue cost to the Council as a result of that decision and how these ongoing revenue costs will be paid.

And to add a new clause 3.6:

KLAC may establish sub-committees, tasks groups or informal working groups for the purposes of carrying out any of its work.

2 Policy/Personnel Implications

None. This is a governance issue around decision making although it is worth noting that once the proposed officer role for supporting the work of KLAC has been recruited to, this will enable KLAC to forward plan the projects they intend to use the longer form project assessment process for.

3 Financial Implications

None.

4 Environmental Considerations

None

5 Statutory Considerations

None

8 Equality Impact Assessment (EIA)
(Pre-screening report template attached)

No direct impact.

9 Risk Management Implications

The risk management counter action to greater flexibility around decision making is to ensure that a fair process is agreed for allocation of funding. KLAC should be invited to determine its decision-making process on a case-by-case basis having regard to the revised terms of reference.

10 Declarations of Interest / Dispensations Granted

Cllr Rust is the Portfolio Holder for KLAC and also a Member of KLAC.

11 Background Papers

None