

Westmorland and Furness Shadow Authority Meeting

17 May 2022

Calendar of Meetings 2022-2023

Report from: Linda Fisher - Technical Lead, Legal and Democratic Workstream and Monitoring Officer (South Lakeland District Council)

Report Author: Debbie Storr (Monitoring Officer Barrow Borough Council)

Wards: All Wards

Key Decision: N

1.0 Purpose/Summary of report

1.1 The Cumbria Democratic Services Officer's (DSO) Group have been tasked with identifying suitable dates for meetings of the Shadow Authority from May 2022 – April 2023 that will not clash with other Committee meetings from Sovereign Authorities in the Westmorland and Furness locality or meetings of the Cumberland Shadow Authority or Executive. The attached schedule was considered by the Westmorland and Furness Joint Committee on 29 March 2022 and is recommended to the Shadow Authority for adoption.

2.0 Recommendation

2.1 It is recommended that the Shadow Authority for Westmorland and Furness :-

- (1) agree the attached Schedule of Meetings for 2022/2023 for the Shadow Authority for Westmorland and Furness;**
- (2) agree the start time for subsequent Shadow Authority for Westmorland and Furness meetings as 10.00 a.m. (dates of 1 August 2022, 17 October 2022 and February 2023);**
- (3) agree that, where practicable, the meetings are rotated across the area; and**
- (4) note that additional meetings may be called as required.**

3.0 Background and Proposals

- 3.1 Attached is a calendar which identifies potential dates for meetings of the Shadow Authority where no Committee meetings are scheduled for either Barrow Borough Council, Cumbria County Council, Eden District Council or South Lakeland District Council, along with proposed dates set out to hold meetings of the Shadow Authority.
- 3.2 It is considered good practice that all meetings for a particular Shadow Authority Committee are on a set day, wherever possible.
- 3.3 It is proposed that the Shadow Executive meet, wherever possible, on a Friday and the Shadow Overview and Scrutiny Committee on a Wednesday. However, there will be instances when this is not possible due to clashes with sovereign council meetings.
- 3.4 Where practicable meetings will be rotated across the area and it is proposed that the first Shadow Executive be held in Barrow. The table at Appendix 2 identifies provisional venues for the dates provided.

4.0 Consultation

- 4.1 The Westmorland Furness Joint Committee considered the schedule at its meeting on 29 March 2022 and has recommended the schedule to the Shadow Authority for adoption.
- 4.2 Following that meeting, a request was received to move the February 2023 budget meeting back from 16 to 22 February 2023 to take account of the PCC budget setting meeting which is scheduled for 16 February. The Chair and Vice-Chair of the Joint Committee were consulted on this and are comfortable with the amendment being incorporated into the attached schedule.

5.0 Alternative Options

- 5.1 The Shadow Authority could suggest alternative dates for meetings, and also alternative start times.

6.0 Implications

Financial, Resources and Procurement

- 6.1 Where costs are incurred by the Shadow Authorities in delivering and hosting these meetings they can be funded from the LGR Implementation Reserve. The process to approve funding from the LGR Implementation reserve is determined by a Memorandum of Understanding (MoU) agreed by all seven sovereign authorities and

the County Council Finance Regulations as the County Council is the hosting authority for the Reserve.

Human Resources

6.2 The Meetings will be supported from within existing teams across the Westmorland and Furness councils.

Legal

6.3 There are no legal issues to raise in this report.

Health and Sustainability Impact Assessment

6.4 Have you completed a Health and Sustainability Impact Assessment?
Yes (attached at Appendix *) No - There are no issues to raise.

Equality and Diversity.

6.5 Have you completed an Equality Impact Analysis? No – there are no direct equality and diversity implications associated with this report.

Risk Management	Consequence	Controls required
The schedule of meetings is not agreed	Business of the Shadow Authority for Westmorland and Furness would be unable to be conducted.	The risks would be mitigated by agreeing the schedule of meetings, additional potential dates have been identified in the appendix to this report.

Contact Officers

Linda Fisher – Monitoring Officer and Technical Lead Legal and Democratic Work Stream (South Lakeland District Council)

7.0 Appendices Attached to this Report

Appendix No.	Name of Appendix
1	Appendix 1 – Calendar of Shadow Authority Meetings 2022-2023
2	Table of potential venues

Background Documents Available

Name of Background document	Where it is available
Report to Westmorland and Furness Joint Committee 29 March 2022	