

PANELS, TOPIC GROUPS AND BEST VALUE REVIEW GROUPS

Report of the County Secretary

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1. Purpose of Report

To ask the Cabinet to establish Cabinet Panels and re-establish Best Value Review Groups; and also to make a recommendation to the Council to establish an Investment Committee.

2. Background

The new Constitution allocates advice on policy formulation to Cabinet Panels. In adopting the Constitution on 27 November, the Council invited the Cabinet to consider the establishment of Cabinet Panels at this meeting.

To date, Panels and Topic Groups of the former Select Committees have considered and advised on policy proposals from the Cabinet and Executive members. A list of those Panels and Topic Groups showing membership and remit of each, is attached as an Appendix. The remits have been amended to exclude scrutiny functions and focus the work on policy development.

Special consideration needs to be given to the Investment Panel. The legislation prohibits those functions which fell within that Panel's remit from being dealt with by the Cabinet (or by a Panel on the Cabinet's behalf). They must be dealt with by the full Council, or by a traditional style Committee (or by an officer).

There needs to be a member body to oversee the management of the Pension Fund, and to take decisions on policy issues relating to it. The way forward would be for the Cabinet to recommend to the Council that the Investment Panel be converted into an Investment Committee with full delegated powers to deal with pension matters. The Panel's added members, representing non-Council participants in the Fund, would be retained as non-voting members of the Committee.

Finally, the Cabinet needs to consider the re-establishment of Best Value Review Groups, which under the Constitution become the responsibility of the Cabinet. The current BV Review Groups are shown in the Appendix.

3. Financial Implications

None.

4. Conclusion

The Cabinet need to decide:

- a) the number, membership and remits of Cabinet Panels they wish to establish
- b) whether to recommend to the Council that the Investment Panel become an Investment Committee
- c) whether to re-establish the current Best Value Review Groups.

CURRENT PANELS, TOPIC GROUPS AND BEST VALUE REVIEW GROUPS

1. CSF	1.1	Strategic Management Panel
	1.2	Corporate Parenting Panel
	1.3	Pupil Achievement & School Standards Panel
	1.4	Resources Panel
	1.5	School Places, Admissions and Commissioning Panel
	1.6	Special Needs Panel
	1.7	LEA Services to Schools Best Value Review Group
2. ENV	2.1	Transport Panel
	2.2	Waste Management Panel
	2.3	Aggregates Panel
	2.4	Rural Estates Panel
	2.5	Structure Plan Panel
	2.6	Environmental Management Best Value Review Group
3. CIP	3.1	E Government Panel
	3.2	Community Fire Safety Panel
	3.3	Fire Service Equal Opportunities Panel
	3.4	Fire Service Procurement Best Value Review Group
4. RPPC	4.1	Crime Reduction Member Panel
	4.2	Regeneration, Regionalism and Europe Panel
	4.3	Equalities Panel
	4.4	Community Safety Best Value Review Group
	4.5	Employment of People and Personnel Best Value Review Group
	4.6	Economic Development Best Value Review Group
	4.7	Voluntary Sector Grants Best Value Review Group
	4.8	Reprographics and Communications Best Value Review Groups: (a) Reprographics (b) Communications
	4.9	Recruitment and Retention Panel
5. ACS	5.1	Eligibility Panel
	5.2	Gypsy Panel
	5.3	Learning Disability Accommodation Review Topic Group
	5.4	Health Topic Group
	5.5	Carers Topic Group
	5.6	Sensory/Physical Disabilities Best Value Review Group
	5.7	Services for the Elderly with Mental Health Problems Best Value Review Group

Executive Member Panel

Property Services Panel

1. CHILDREN, SCHOOLS & FAMILIES

1.1 Strategic Management Panel

Policy Development Remit

- Targets for Children, Schools and Families
- Children, Schools and Families Plans
- Children, Schools and Families service policies

Examples of areas of work:

- the Education Development Plan
- Quality Protects
- Early Years Plan and Childcare
- Connexions service
- School attendance issues and service responses, e.g. ESCs, YPU, EWS and Bullying Policy
- client entitlements
- permanent and fixed term exclusions
- SEN procedures and policies
- Youth Service policies and developments
- health services used by Children, Schools and Families

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	D Clayton	T G M Kent (Sp)	T I Ambrose
	R S Clements	D Royall	
	K F Emsall (Ch)		
	B J Lamb		
	J Taunton		

Parent Representative: Cliff Broadhurst (voting)

Co-opted Members: 1 representative from the appropriate Management Partnership (non-voting)
Co-optees as required (non-voting)

Substitutes: R H Smith D E Billing I Simpson

1.2 Corporate Parenting Panel

Policy Development Remit

- The County Council's responsibility for looked after children
- The policy for looked after children

Examples of areas of work:

- work of children's homes
- adoption services

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	P T J Channell (Ch)	L R Kercher	E M Clarke
	K J Coleman	P A Webb (Sp)	
	D W Hills		
	B J Lamb		
	M H O'Neill		

Parent Representative: Pat Cherry (voting)

Substitutes: J W A Usher T G M Kent T I Ambrose

1.3 Pupil Achievement and School Standards Panel

Policy Development Remit

- Action for raising standards in institutions
- Action for raising standards among identified groups of children

Examples of areas of work:

- looking at all schools
- schools causing concern
- quality and performance of Education Support Centres
- success of summer schools and study support activities
- attainment and development of groups of children, e.g. looked after, leaving care, ethnic minorities, young carers, poor attenders, health problems, and by geographical area
- achievement of children with SEN

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	J E Anderson	D E Billing (Sp)	T I Ambrose
	B C Engel (Ch)	D Royall	
	D A A Peek		
	P A Ruffles		
	R H Smith		
Parent Representative:	Maureen Thompson (voting)		
Co-opted Members:	1 representative from the appropriate Management Partnership (non-voting) Co-optees as required (non-voting) - John Hayes		
Substitutes:	K F Emsall	S E Jones	I Simpson

1.4 Resources Panel

Policy Development Remit

- The scheme for delegation for nursery, primary, secondary and special schools
- Revenue and capital budgets

Examples of areas of work:

- considering the capital programme
- reviewing the unit of resource for schools
- sources of external funding
- resources attached to Quality Protects, Early Years
- minor works
- allocation of resources to CSF (non-school) services

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	A D Dodd	T G M Kent (Sp)	I Simpson
	B C Engel	E N Singam	
	D W Hills		
	D A A Peek		
	S Quilty (Ch)		

Parent Representative: Terry Douris (voting)

Co-opted Members:	1 representative from the appropriate Management Partnership (non-voting) Co-optees as required (non-voting)		
Substitutes:	R S Clements	D E Billing	T I Ambrose

1.5 School Places, Admissions and Commissioning Panel

Policy Development Remit

- The provision of buildings and commissioned services
- The annual admission process for nursery, primary and secondary schools

Examples of areas of work:

- planning school places
- planning special school and unit places
- development of children's homes
- youth club buildings
- provision of early years settings
- contract services to voluntary sector
- impact of admission rules

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	J E Anderson	D E Billing (Sp)	I Simpson
	A D Dodd	R Sanderson	
	K F Emsall		
	R H Smith		
	J Taunton (Ch)		

Parent Representative: Terry Douris (voting)

Co-opted Members: 1 representative from the appropriate Management Partnership (non-voting)

Co-optees as required (non-voting)

Substitutes:	P T J Channell	T G M Kent	T I Ambrose
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1.6 Special Needs Panel

Policy Development Remit

- Action for supporting the development of children with special educational, social and medical needs
- Action for supporting the families of children with special educational, social and medical needs

Examples of areas of work:

- children with physical disabilities,
- children with mental health problems,
- children with other medical conditions e.g. autism,
- children who are poor attendees,
- families that need respite care,
- families that are supported by family centres and other CSF services

Membership: (9) (5:3:1)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	F Guest	M J Hobday (Sp)	T I Ambrose
	D W Hills	L R Kercher	

B J Lamb (Ch)
M H O'Neill
S Quilty

Parent Representative: Pat Cherry (voting)

Co-opted Members: 1 representative from the appropriate
Management Partnership (non-voting)
Co-optees as required (non-voting)

Substitutes: K J Coleman S E Jones E M Clarke

1.7 LEA Services to Schools Best Value Review Group

Hertfordshire County Council Services to Schools

Membership: (7) (4:2:1) **Conservative (4)** **Labour (2)**
P T J Channell D Billing
D W Hills D Royall
J Taunton (Ch)
J W A Usher

Parent Representative: Pat Cherry

Substitutes:

2. ENVIRONMENT

2.1 Transport Panel

Policy Development Remit

The local Transport Plan and related issues.

Membership: (8) (5:3) **Conservative** **Labour** **Liberal Democrat**
M V Bayes M Green S B A Giles-Medhurst
N K Brook (Ch) **G F Wenham (sp)**
A D Dodd
D J Drake
B C Engel

Substitutes: P A Ruffles J T Metcalf

2.2 Waste Management Panel

Policy Development Remit

The Council's Waste Management Strategy and related issues.

Membership: (6) (4:2) **Conservative** **Labour** **Liberal Democrat**
J E Anderson (Ch) S A Batson
R S Clements **S E Jones (sp)**
F J Escott
W A Storey
*S B A Giles-Medhurst
attends meetings*

Substitutes: R N Copping G M Cook

2.3 Aggregates Panel

Policy Development Remit

The Review of Minerals Local Plan and related issues.

Membership: (6) (4:2)	<u>Conservative</u>	<u>Labour</u>
	J E Anderson	R Sanderson (sp)
	R N Copping (Ch)	G F Wenham
	H M Saunders	
	W A Storey	
Substitutes:	B C Engel	B A York

2.4 Rural Estates Panel

Policy Development Remit

The County Council's Rural Estate

Membership: (6) (4:2)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrats</u>
	D J Drake	N E Agar	Geoff Churchard
	S J Mills		
	W A Storey (Ch)		
	J W A Usher		
Substitutes:	N K Brook	G F Wenham	

2.5 Structure Plan Panel

Policy Development Remit

The Structure Plan.

Membership: (8) (5:3)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	M V Bayes	R Sanderson	I Simpson
	A D Dodd	B A York (sp)	
	D J Drake		
	H M Saunders (Ch)		
	W A Storey		
Substitutes:	N K Brook	D E Billing	

2.6 Environmental Management Best Value Review Group

Remit

To conduct a review of Environmental Management as part of the programme of reviews.

Membership: (5) (3:2)	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
	M V Bayes	B A York	G R Churchard
	J E Anderson		
	G D Game (Ch)		
Substitutes:			

3. COMMUNITY INFORMATION AND PROTECTION

3.1 E Government Panel

Policy Development Remit

(a) The implementation and monitoring of the Gateway.

(b) The implementation of E-Government.

Membership: (8) (5:3)	<u>Conservative</u> P T J Channell D Clayton S Quilty A M R Searing (Ch) R H Smith	<u>Labour</u> D E Billing D R McManus	<u>Liberal Democrat</u> A Lee
Substitutes:	K J Coleman	R J Smith	

3.2 Community Fire Safety Panel

Policy Development Remit

Community Fire Safety issues.

Membership: (5) (3:2)	<u>Conservative</u> K F Emsall B J Lamb J W A Usher (Ch)	<u>Labour</u> K M Crout D McManus	<u>Liberal Democrat</u> M D Colne
Substitutes:	S J Mills	N E Agar	

3.3 Fire Service Equal Opportunities Panel

Policy Development Remit

Fire & Rescue Services equal opportunities issues.

Membership: (3) (2:1)	<u>Conservative</u> J R Morton (Ch) P A Ruffles	<u>Labour</u> J A Hobday
Substitutes:	D Clayton	K M Crout

3.4 Fire Service Procurement Best Value Review Group

Membership: (5) (3:2)	<u>Conservative</u> P T J Channell K F Emsall (Ch) W A Storey	<u>Labour</u> I H Laidlaw-Dickson K M Crout
Substitute:		D R McManus

4. RESOURCES, PROSPERITY, PARTNERSHIP AND CONSULTATION

4.1 Crime Reduction Panel

Policy Development Remit

The County Council's approach to the Crime and Disorder Act and Community Safety.

Membership: (8) (5:3)	<u>Conservative</u> F J Escott (Ch) F Guest P A Ruffles R H Smith J W A Usher	<u>Labour</u> L R Kercher J T Metcalf	<u>Liberal Democrat</u> P V Goggins
Substitutes:	H M Saunders	S A Batson	

4.2 Regeneration, Regionalism and Europe Panel

Policy Development Remit

The County Council's work in improving the prosperity of Hertfordshire and in fostering a strong position in Europe and the East of England Region in order to:-

- encourage inward investment
- support key partnerships
- combat social exclusion and
- bid for resources

Membership: (8) (5:3)	<u>Conservative</u> B N W Hammond S J Mills (Ch) S Quilty H M Saunders A M R Searing	<u>Labour</u> N E Agar R J Smith (sp)	<u>Liberal Democrat</u> C J White
Substitutes:	P A Ruffles	J T Metcalf	

4.3 Equalities Panel

Policy Development Remit

The County Council's equal opportunities policy.

Membership: (8) (5:3)	<u>Conservative</u> R N Copping D J Drake A K Gray S J Mills J R Morton (Ch)	<u>Labour</u> G M Cook M Green	<u>Liberal Democrat</u> P V Goggins
Substitutes	D Clayton	S A Batson	

4.4 Community Safety Best Value Review Group

Membership: (5) Conservative Labour Liberal Democrat
N K Brook (Ch) D E Billing M D Colne
D A A Peek
R H Smith

Substitutes: J T Metcalf

4.5 Employment of People and Personnel Best Value Review Group

Membership: (5) (3:2) Conservative Labour Liberal Democrat
D Beatty D E Billing
G D Game D R McManus
D B Lloyd (Ch)

Substitutes:

4.6 Economic Development Best Value Review Group

Membership: (5) (3:2) Conservative Labour
R N Copping R J Smith
B C Engel B A York
D E Lloyd (Ch)

Substitutes:

4.7 Voluntary Sector Grants Best Value Review Group

Membership: (5) (3:2) Conservative Labour
D A Ashley (Ch) F W Clayton
D Beatty R J Smith
H M Saunders

Substitutes:

4.8 Reprographics and Communications Best Value Review Groups

(a) Reprographics

Membership: (5) (3:2) Conservative Labour Liberal Democrat
D A Ashley G F Wenham vacancy
J M Pitman (Ch)
A M R Searing

Substitutes:

(b) Communications

Membership: (5) (3:2)	<u>Conservative</u> D A Ashley (Ch) J M Pitman A M R Searing	<u>Labour</u> G F Wenham	<u>Liberal Democrat</u> vacancy
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Substitutes:

4.9 Recruitment and Retention Panel

Policy Development Remit

Recruitment and retention of staff.

Membership: (8) (5:3)	<u>Conservative</u> K J Coleman ACS R H Smith CSF P T J Channell ACS W A Storey RPP&C A M R Searing RPP&C	<u>Labour</u> P A Webb D Billing	<u>Liberal Democrat</u> P V Goggins
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Substitutes:

R J Smith

5. ADULT CARE SERVICES

5.1 Eligibility Panel

Policy Development Remit

Eligibility criteria for social care and NHS continuing health care.

Membership: (8) (5:3)	<u>Conservative</u> F J Escott D W Hills D A A Peek P A Ruffles (Ch) J W A Usher	<u>Labour</u> M Downing J T Metcalf	<u>Liberal Democrat</u> A Lee
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Substitutes:

J R Morton

P A Webb

5.2 Gypsy Panel

Policy Development Remit

Gypsy and Traveller matters.

Membership: (5) (3:2)	<u>Conservative</u> D W Hills (Ch) F Guest M H O'Neill	<u>Labour</u> F W Clayton R Sanderson	<u>Liberal Democrat</u>
Substitutes:	B J Lamb	M Downing	

5.3 Learning Disability Accommodation Review Topic Group

Policy Development Remit

Accommodation for people with learning disabilities.

Membership: (5) (3:2)	<u>Conservative</u> P T J Channell K J Coleman (Ch) B J Lamb	<u>Labour</u> J Gipps	<u>Liberal Democrat</u> A Lee
Substitutes:	J R Morton	T G M Kent	

5.4 Health Topic Group

Policy Development Remit

- (a) Respond to proposals from National Government on the programme of health development.
- (b) Respond to proposals to change or develop the delivery of health services in Hertfordshire.

Membership: (5) (3:2)	<u>Conservative</u> K J Coleman (Ch) F Guest B J Lamb	<u>Labour</u> M Downing J T Metcalf	<u>Liberal Democrat</u> <i>E M Clarke</i> <i>(also attends)</i>
Substitutes:	P T J Channell		

5.5 Carers Topic Group

Policy Development Remit

- (a) Carers' Strategy Action Plan.
- (b) Maintaining an ongoing dialogue with carers and
- (c) The Carers and Disabled Children's Act, 2000.

Membership: (5) (3:2)	<u>Conservative</u> K J Coleman (Ch) P T J Channell B J Lamb	<u>Labour</u> L R Kercher D Royall	<u>Liberal Democrat</u>
Substitutes:	M H O'Neill		
Also 6 Carers	T B A		

5.6 Sensory/Physical Disabilities Best Value Review Group

Remit

Best Value review of services for adults with sensory/physical disabilities.

Membership: (5) (3:2)	<u>Conservative</u> K J Coleman (Ch) B J Lamb D B Lloyd	<u>Labour</u> P A Webb	<u>Liberal Democrat</u>
Substitutes:	J R Morton		

5.7 Services for the Elderly with Mental Health Problems Best Value Review Group

Remit

Best Value review of services for the elderly with mental health problems.

Membership: (5) (3:2)	<u>Conservative</u> K J Coleman (Ch) B J Lamb J M Pitman	<u>Labour</u> S A Batson M Downing	<u>Liberal Democrat</u>
Substitutes:	P A Ruffles		

EXECUTIVE MEMBER PANEL

Property Services Panel

Policy Development Remit

- a) To steer the property services contracting process;
- b) To consider the business case and options to raise resources for investment in the upgrading and maintenance of Council property; and make recommendations to the Cabinet thereon.

Membership: (3) (2:1)	<u>Conservative</u> David Beatty (Exec Member) Robert Ellis	<u>Labour</u> Ian Laidlaw-Dickson	<u>Liberal Democrat</u>
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