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Terms of Reference - Allerdale Project Board

Core purpose

To enable Members of the Allerdale Local Committee and Borough Council to come together to support the appropriate governance of the Allerdale Project; providing Member perspective, advice, and recommendation to its parent bodies. It can also promote discussion on related matters of joint working across the Allerdale area.

Influence

- Provide focus to the development and implementation of a comprehensive programme of activities, designed to improve outcomes in Allerdale through improved locality working; initially set in four component workstreams:

  - ***Area Planning*** *– which involves developing a better understanding of community needs and priorities, clarifying shared outcomes for the locality, understanding the delivery of public services on a spatial basis, spatial planning to ensure the best configuration of public services to meet needs, and maximising new opportunities.*

  - ***Service Delivery*** *- reviewing specific functions across organisations and considering opportunities for different delivery models, new management models and improved co-ordination at local level.*

  - ***Governance*** *– clarifying governance structures, considering devolved functions and the associated constitutional implications, managing performance at locality level.*

  - ***Community Engagement*** *– review of current arrangements for engagement, embedding principles, and developing models of engagement across organisations*

Vision for Allerdale

- Develop shared ownership of the key outcomes for Allerdale, ensuring that Allerdale Project enhances delivery and improved value for money

Innovation and Joint Delivery

- Drive innovation in addressing key issues facing Allerdale
- Identify opportunities for collaboration on service delivery and efficiency

- Evaluate progress in the delivery of a range of projects identified to deliver the outcomes of the Allerdale Project

- Provide a means of co-ordination in respect of joint action and joint working, and ensure that opportunities for collaboration on service delivery and efficiency are given sufficient focus and drive.

- Commission activity from the Protect Team when opportunities are identified to improve the outcomes of the project and for Allerdale

Partnership and Engagement

- Consult and liaise through the local network of partners on issues of common interest.

- Provide leadership to achieve change across Allerdale, facilitating improved partnership working across all sectors to improve outcomes, and maximise efficiencies.

Learning and Development

- Identify opportunities and increase collective capacity for shared learning and development across all partner organisations and with other districts in Cumbria and beyond

- Learn from best practice eleswhere to shape the work in Allerdale

Membership

- Six members be appointed to the Group by the Local Committee and six members by the Borough Council to maintain a balance. Substitutes will be allowed, having regard to the status and core tasks being undertaken.

Chair/Vice Chair

- The Chair shall rotate between a Local Committee Member and Borough Council Member, at a frequency agreed by the group, or otherwise on a meeting to meeting basis. Secretariat arrangements shall be shared between the two Councils', by mutual arrangement.

Relationships

- The group, being constituted as a Member working group cannot take executive decisions. The minutes of the Group's meetings, including recommendations shall be submitted on a regular basis to the CCC Local Committee for Allerdale and to the Borough Council Executive.

The Allerdale Project Board will :-

1. Commission activity from the Project Team in line with its priorities

2. Seek advice from the Project Team on opportunities and risks in relation to potential future developments and the joint delivery of services

3. Engage with organisations across the public, private, voluntary and community sectors on issues of significance in relation to the Allerdale Project, and ensures all sectors are actively engaged throughout the partnership networks and structures.

4. Provide a report on its achievements to the both Allerdale Borough Council and Allerdale Local Committee.

Schedule of meetings

- The number of meetings of the Group be initially set to six yearly.

- As this will be a Working Group, meetings of the Group will not be open to the public

Support Arrangements

- Policy and other developmental support shall be provided by officers from either Council, as operationally agreed.