

## Appendix 3

### Executive Committees

The Leader or Executive have established and appointed the following Committees of the Executive:

**EXECUTIVE COMMITTEE:** **Highways and Transport Strategic Board**

**MEMBERSHIP:** Portfolio Holder for Sustainable, Resilient and Connected Places (Chair), Leader, Portfolio Holder for Financial Planning and Assets, and the Portfolio Holder for Vibrant and Healthy Places.

The Director of Place, Sustainable Growth and Transport, and the Assistant Director of Highways and Transport or their nominated deputies shall attend meetings.

In addition, the Chairs and Vice-Chairs of each Community Panel shall be invited to attend and may speak at meetings but shall not be entitled to vote. Any local councillor for a ward which is directly affected by a matter to be considered at a meeting of the Committee shall receive notification of that matter to enable them to make representations to the Committee in writing or in person.

**TERMS OF REFERENCE:** The Highways and Transport Board shall be responsible for the exercise of the following executive functions (unless or until the Leader or Executive shall determine otherwise):

- To agree and keep under review the implementation of the rolling 3 year strategic programme for highways and transport (revenue and capital) and the one year delivery plan.

- To recommend to Council any Highways or Transport Strategies and Policies within the Policy Framework for example the Local Transport Plan.
- To agree strategies and policies relating to Highways and Transport that are not in the Policy Framework.
- To agree responses to highways and transport consultation papers when referred by the Director or not reserved by Executive.
- To authorise the entering of agreements with public transport operators to provide financial support for services which are not available commercially.
- To consider and determine traffic management matters, other than those matters that are the responsibility of the Community Panels under the agreed Locality Scheme Budget, and those matters that require urgent determination or are of a temporary nature. The relevant local Councillor shall be notified of the matter.
- To consider information and updates provided by the Director on highways asset management strategy and delivery plan for promoting best practice and the implementation of asset management principles for all highway maintenance activities.
- To receive and consider referrals from Community Panels on Highways and Transport matters.

**EXECUTIVE COMMITTEE:**

**Nuclear Issues Board**

**MEMBERSHIP:**

Leader (Chair), Portfolio Holder for Cumberland Policy and Regulatory Services, Deputy Leader (Statutory), and the Portfolio Holder for Financial Planning and Assets.

In addition, any local councillor for a ward directly affected by a matter to be considered by the Committee shall receive notification of that matter to enable them to make representations to the Committee in writing or in person.

The Committee may, as and when necessary, invite or co-opt (non voting) industry and other local stakeholders and will liaise with other local authorities, regional and central government and other governmental agencies. Such persons or bodies may only be given access to confidential information and/ or exempt information on term to be decided by the Monitoring Officer so as to ensure that the Access to Information Procedure Rules are observed.

**TERMS OF REFERENCE:**

The Nuclear Issues Board shall be responsible for the exercise of the following executive functions (unless or until the Leader or Executive shall determine otherwise):

- to advise the Executive on policy and issues relating to the nuclear industry in Cumberland including public and worker safety, environmental issues, socio-economic impact, the decommissioning of existing facilities and the possible development of new capacity.
- to make recommendations on research.
- To take decisions on REPPIR 2019 (determination of the Sellafield Detailed Emergency Planning Zone).

**EXECUTIVE COMMITTEE:**

**Budget Consultation Board**

**MEMBERSHIP:**

Portfolio Holder for Financial Planning and Assets (Chair), Leader, Deputy Leader (Statutory), Deputy Leader.

The Chief Executive, Section 151 Officer and Monitoring Officer or their nominated deputies shall be invited to attend meetings.

In addition, the Leaders and Deputy Leaders of each political group shall be invited to attend and may speak and contribute to the discussion at meetings but shall not be entitled to vote. Substitutes may be arranged with the consent of the Chair.

**TERMS OF REFERENCE:**

The Budget Consultation Board shall be convened at such times throughout the budget setting process as the Chair may determine. The purpose of the Board is to enable cross party discussion on budget formulation pre-decision. This is not a substitution for the overview and scrutiny budget consultation but is additional to seek the views of political groups.

The Board shall have no decision making powers but will report into the Executive as part of the budget setting process

**EXECUTIVE COMMITTEE:**

**Shareholder Committee**

**MEMBERSHIP:**

Portfolio Holder for Financial Planning and Assets (chair), Leader, Deputy Leader (Statutory), Portfolio Holder for Sustainable, Resilient and Connected Places.

The section 151 officer (Shareholder Representative), Chief Executive and Monitoring Officer will also attend meetings.

The Section 151 Officer is the Shareholder Representative and is authorised to perform all functions within the powers and duties of

the Shareholder Committee in any case where the prompt performance of any of the Council's shareholding functions is desirable and necessary, subject to the action being reported through delegated decision notices.

**TERMS OF REFERENCE:**

The Shareholder Committee shall meet on a biannual basis and shall exercise responsibility for the Council's functions as corporate shareholder of a company, or group of companies including:

- Adopt, amend, and monitor the performance of a company against, its Business Plan and, in particular, the company's performance:
  - (a) in financial matters
  - (b) against the social goals of the company as set out in the company's Objects, Business Case or Business Plans; and
  - (c) against the values of the Council.
- Evaluate and monitor via periodic reports (including annual reports):
  - (a) performance and progress against business plans;
  - (b) financial and social returns on investment (be that shareholding, loans or direct investment); and
  - (c) risks and opportunities including those arising from joint ventures or new opportunities.
- Consider matters reserved to the Council for shareholder approval, such as those listed below but more particularly set out in a company's Articles of Association or Shareholder Agreement:
  - (a) Varying Articles of Association
  - (b) Varying ownership and structure
  - (c) Variations to shares (number of, rights, etc.)
  - (d) Entering contracts that:
    - (i) have a material effect on council business (including other companies within the group)

- (ii) are outside of the business plan or do not relate to the business
  - (iii) significant in relation to the size of the business, the business plan, etc.
  - (e) Material legal proceedings outside of ordinary business
  - (f) Adopting and amending business plans each year and strategic plans (3 years)
  - (g) Appointment, removal and the remuneration of directors (members of the company board)
  - (h) Selection of the chair of the board
  - (i) Appointment of auditors
  - (j) Issue of dividends
- Consider proposals that might be outside of the agreed operational parameters and business plans
  - Exercise oversight on decision making and assurance that the statutory functions of the companies are being properly discharged.
  - Where appropriate make reports to and consult the Council's Audit Committee.