

## **APP Statutory Advisory and Consultative Committee's Working Groups**

### **Report of joint meeting on 14 January 2011 DRAFT 19 JANUARY**

#### **Purpose of the meeting:**

To review the effectiveness of the Consultative Committee (CC) and the Statutory Advisory Committee (SAC), their working relationship with each other and the Board, and to make recommendations.

#### **Attendance:**

SAC Working Group: Denis Heathcote, David Liebeck (chairman) and Cllr Monica Whyte. Apology for absence from Cllr Pauline Gibson.

CC Working Group: Gordon Hutchinson, Jacob O'Callaghan, Colin Marr (chairman), Colin Richell and Nigel Willmott.

Natalie Cole acted as scribe.

#### **Discussion:**

The discussion ranged over the origins of the two committees, the meaning of the 1985 Act, the Constitution that defines the role of the Consultative Committee and the Schedule and Constitution relating to the Advisory Committee, and the relative degrees of freedom of each.

There was general agreement that reforms were necessary to improve the effectiveness of how the committees operate. Also, that there was a reluctance to see any closure or further diminution in the roles of the committees. Furthermore, to recognise that the SAC was a statutory body that could not be got rid of.

In considering the effectiveness of the committees it was agreed that the process they were engaged in was important, as was the resolutions they approved, since they were not executive bodies. It would be important to retain the powers to appoint non-voting members to the Board (possibly at an AGM of the Joint Committee and Stakeholders) – in the case of the SAC this means the chairman (as an observer) and for the CC the three members appointed at each annual meeting.

Further discussion centred on the report from the CC's working group and its specific recommendations – see report dated 6 December 2010. The agreements here are summarised in the following section - conclusion and recommendations

#### **Conclusion and recommendations:**

1. It was agreed that the parent committees (CC and SAC) and subject to their approval, the Board itself, should be recommended to adopt on a trial basis what is described as "Model 1 – a Joint SAC/ CC". This model comprises:
  - Joint meetings of the combined membership of the existing SAC and CC.

- Meetings in two parts, the first under an independent chairman (to be determined at the meeting) and the second part (probably shorter) under the chairman of the SAC. This would allow all members to address agenda items of common interest in the first plenary part, with the SAC chair taking over the second part for SAC members to decide at the end on any resolutions and items for advice to the Board.
  - Board members of the CC and the Board chair would be expected to attend and all attendees would be expected to be there for the duration of the meeting, which should be no longer than the current maximum of two hours.
  - Meetings would be held in advance of Board meetings, so as to provide inputs to them and at other times as necessary.
2. The adoption of this model should be done quickly on a trial basis for two meetings to follow those currently scheduled for the SAC on 25 January and the CC on 8 February.
  3. To avoid creating a too large and cumbersome committee more thought needs to be given to limit duplication of membership (e.g. from residents associations) and ‘streamlining’ the involvement of lessees and some other groups through another form of stakeholder forum. Further consideration needs to be given on how to agree what items are presented to - and excluded from - the agenda of the committees for discussion.
  4. Meetings of the Joint meetings of the two Committees should be time limited as currently to two hours. Time could be conserved by distributing copies of officer’s reports in advance of meetings and going straight into discussion of these without the need for detailed presentations.
  5. A further review needs to take place in the light of experience of working with Model 1, or whatever arrangement is adopted after the trial period. Consideration could then be given to what is described by the CC working group as Model 2 - a reconstituted single Statutory Advisory and Consultative Committee (JSACC). It was recognised that this might take a year or so to bring about. More details of this model are given in the CC working group’s report dated 6 December 2010.

End. 19 January 2011

David Liebeck and Colin Marr