



Staffordshire Leaders Board

Establishment of the Staffordshire Leaders Board

23 June 2022

Recommendations to the Staffordshire Leaders Board

That the Leaders Board agree the necessary decisions, set out at paragraph 3, to formally establish the Board:

- a) Formally confirm that Staffordshire County Council will act as host authority for the Board, and will provide the S151 Officer, Monitoring Officer and Legal Adviser to the Board
- b) Agree which member of the Leaders Board will be the Vice Chair for 2022/23
- c) Confirm that an updated version of the Terms of Reference for the Board will be taken to each parent authority's Cabinet meeting to facilitate the Board's preferred meeting frequency

Background

1. At a meeting of the Leaders and Chief Executives of the County, District and Borough Councils in Staffordshire on the 2nd December 2021, the Leaders discussed the strength of the relationship between the nine local authorities and the joint working that was already taking place. The meeting also considered the opportunities that existed to take this work forward by further joint working, and how this might be further enhanced with the support of a devolution deal ("County Deal") from Government providing additional powers and funding.
2. All nine local authorities have since gained agreement from their respective Cabinets to the establishment of, and participation in, the Staffordshire Leaders Board ('the Board'), including selection of their principal member attendees. The Terms of Reference attached as Appendix 1 have been agreed by all constituent members as part of this.



3. Per these Terms of Reference, at the Board's first formal meeting of the Board, members need to agree several aspects of how the Board will operate:
 - 3.1 Which constituent authority will act as host authority
 - 3.2 Which constituent authority's principal member will be the Vice Chair of the Leaders Board
 - 3.3 Which constituent authority will provide the S151 Officer to the Leaders Board
 - 3.4 Which constituent authority will provide the Monitoring Officer and Legal Adviser to the Leaders Board

Host Authority

4. It is proposed that Staffordshire County Council act as Host Authority, provide the S151 Officer, and provide the Monitoring Officer and Legal Adviser to the Board.

Chair and Vice Chair of the Leaders Board

5. As per the Terms of Reference, the principal member of Staffordshire County Council is the Chair of the Leaders Board. This will in future years be subject to an annual vote, after all the constituent authorities' annual meetings, as to whether this should continue, or whether the Chair should be the principal member of one of the other constituent authorities.
6. Also per the Terms of Reference, the position of Vice Chair shall be filled by the principal member of one of the other constituent authorities of the Leaders Board and this role will rotate annually between those other constituent authorities.

Meeting frequency and format

7. It is recommended that meetings of the Leaders Board will be held every 2 months, with every second meeting held formally to ensure transparency and openness in decision-making. Formal meetings will be webcast to the public.
8. Additionally, and subject to recommendation (c), members of the Leaders Board are asked to seek agreement from their parent authority to an updated version of the Terms of Reference at a suitable time. This will reflect a change which needs to be made in order to reflect the Board's preferred rhythm for meetings as set out in paragraph 7.