

Co-operative Council Citizens' Commission

Terms of Reference

Background

Lambeth is currently undertaking a project which is seeking to develop a new approach to public service delivery in the borough. This new approach not only looks at the principles and values upon which public services must be provided, but also the organisational, financial and legislative issues that would need to be resolved to deliver this change. In order to explore these issues and gain input from stakeholders, citizens, experts and government officials into our thinking the council has established a Citizens' Commission.

To guide the thinking of the commission Lambeth Council has developed a White Paper entitled "The Co-operative Council: A proposed new settlement between citizens and public services, a new approach to public service delivery". This paper brings together the council's thinking on the issues set out above and will form the starting point for the Commission's work.

Title and status

The name of the group is to be the Co-operative Council Citizens' Commission. The Commission will be comprised of Cabinet Members and external stakeholders and will be chaired by the Leader of the Council. The commission shall act in an advisory capacity, with Lambeth Council acting as the accountable body for the commission.

Lambeth Council's Cabinet will:

- Receive updates from the commission's work
- Receive the final report of the commission
- Undertake to formally respond to any findings and recommendations of the commission.

Principles

Members of the citizens' commission will:

- Be open and honest
- Respect and value the contribution of others
- Be open to new ideas and ways of working
- Involve citizens and service users in developing their proposals
- Be focused on improving outcomes for citizens
- Will not discriminate on the grounds of race, age, religion, gender, sexual orientation or disability

Relationship with Lambeth Council

The Co-operative Council Citizens' Commission is an advisory body to Lambeth Council's Cabinet. As such it has no formal decision making or budgetary powers.

Structure and Membership

The Commission will consist of three Lambeth Council Cabinet members and at least three external stakeholders. The work of the Commission will be undertaken through the following work streams:

- **Citizens Commission Committee sessions:** These sessions will receive expert testimony/contributions from policy makers, community representatives, academics and central/local government representatives on the Co-operative Council White Paper.
- **Citizens Commission Public Committee sessions:** Wider public meetings will be held where members of the public, community representatives and community groups can present their ideas to the Commission.
- **Community engagement programme:** To provide the widest opportunity for people to get involved in the work of the Co-operative Council Citizens Commission a wide ranging community engagement programme will be undertaken. This will involve deliberative focus groups, a Co-operative Council Road show, use of the Expos, attendance at the Lambeth Country Show and use of our Resident Survey.

The Commission's membership is:

- Leader of Council
- Deputy Leader of the Council
- Cabinet Member for Finance and Resources
- Stephen Bubb – Association of Chief Executives of Voluntary Organisations
- Richard Bridges – tbc – may present profession or as chair of community forum
- Polly Toynbee – Journalist and Social Commentator
- Martin Green – English Community Care Association

Purpose and objectives

The **purpose** of the citizens' commission is to enable citizen, Member and 'expert' involvement in the development of a new approach to delivering public services in Lambeth. The White Paper entitled – the Co-operative Council: A new settlement between citizens and public services, a new approach to public service delivery will be the starting point for the Commission's work.

The specific **objectives** of the commission are:

- Develop a final report for Lambeth Council to consider on the future of public service delivery in the borough.
- Identify service areas where new approaches to public service delivery can be trailed, during 2011/12 and beyond. This will build on the Co-operative Pilots implemented during 2010/11.

Planned programme of work

The Commission will sit from June 2010 – October 2010. The Commission's work will consist of:

- Considering the proposals and consultation questions set out within the Co-operative Council White Paper
- Gathering the views and opinions of expert testimony from citizens, Members (Cabinet Members and Backbench Members), policy makers, community representatives, academics and central/local government representatives

- Implementing an extensive community engagement programme to enable a wide range of people to contribute to the work of the Commission
- Considering written submissions from citizens, Members (Cabinet Members and Backbench Members), partner organisations, central/local government representatives and external experts
- Challenging and critiquing proposals within the Co-operative Council White Paper and where relevant propose alternative ideas and options for consideration
- Reaching a consensus on key issues set out in the Co-operative Council document
- Identifying a series of action learning pilot projects which will trial different methods of public service delivery in 2010/11
- Reviewing and agreeing the final report of the Commission

Reporting arrangements

The Commission will present its report to Cabinet and the Lambeth First Board once it has been finalised.

Attendance

It is envisaged that the full Commission will meet throughout the five month period to receive input from the wide range of stakeholders set out above. However, not all Commission members need to be present for evidence to be received; where members are not able to attend, all documentation and related materials will be circulated to them electronically.

Conduct

Before joining the commission, a member shall sign an undertaking that he/she agrees to be bound by the Nolan Principles and Lambeth Council Code of Conduct if they have not already undertaken to do so.

Declaration of interests

A declaration of interest will be completed by all members and substitute members on selection.

Where agenda items may have pecuniary impact on partner's interest then a declaration must be made at the start of the meeting. Partners must then only contribute to the meeting when asked to do so by the chair.

The register of interests will be a public document.