

Part 2.3 – Advisory Boards

1. Overview

- 1.1 The Authority shall establish Advisory Boards, including:
 - 1.1.1 the Business Board; and
 - 1.1.2 such other Advisory Boards as the Cabinet considers appropriate.
- 1.2 The purpose of each Advisory Board is to provide advice to the Mayor and Cabinet on the exercise of their functions.
- 1.3 Each Advisory Board is an informal working group and not a committee or subcommittee of the Authority. As such, it does not have decision-making powers, political balance rules do not apply to its membership and it is not subject to the access to information rules which apply to local authority meetings.
- 1.4 Cabinet is responsible for:
 - 1.4.1 developing and approving the terms of reference of each Advisory Board;
 - 1.4.2 determining the composition of each Advisory Board and making appointments thereto; and
 - 1.4.3 approving the procedural arrangements which shall apply to each Advisory Board.
- 1.5 Each Advisory Board will be directly accountable to the Cabinet and will operate in an advisory capacity, monitoring and reporting progress and making recommendations as appropriate.
- 1.6 Each Advisory Board may investigate any activity within its Terms of Reference. It may seek any information it requires from any Board member, or the organisation(s) represented by the Board member.
- 1.7 The role and operation of each Advisory Board will be reviewed by Cabinet on an annual basis.