

 Overview & Scrutiny Committee 31 May 2017.		Agenda Item No. 9
Title	To review membership/participation with certain Outside Appointments	
For further information about this report please contact	Lesley Dury – Democratic Services Andrew Jones – Deputy Chief Executive & Monitoring Officer	
Wards of the District directly affected	All	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	1 November 2016 when the report on Annual Feedback on Outside Appointments was considered at O&S	
Background Papers	O&S 1 November 2016	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	Yes/No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No
The issue of equality is unaffected by this.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	16 May 2017	Andrew Jones
Head of Service		
CMT	16 May 2017	Andrew Jones
Section 151 Officer		
Monitoring Officer	16 May 2017	Andrew Jones
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
All outside bodies affected were contacted.		
Final Decision?		No
Suggested next steps (if not final decision please set out below)		
The Deputy Chief Executive (AJ) will make the final decision subject to consultation with Group Leaders.		

1. **Summary**

- 1.1 Each year, councillors who are appointed to represent this Council on outside bodies provide a report to Overview & Scrutiny Committee on what the outside body has achieved during the preceding 12 months; and what has been the personal contribution of the councillor to this achievement. Following on from the reports which were made in November 2016, the Deputy Chief Executive (AJ) undertook to review certain appointments to outside bodies and whether they should continue.

2. **Recommendation**

- 2.1 That the Overview & Scrutiny Committee pass comment on the additional information received for consideration by the Monitoring Officer to consider with Group Leaders. .

3. **Reasons for the Recommendation**

- 3.1 This Council's Constitution, Section 4 – Scheme of Delegation stipulates that:

The Deputy Chief Executive (AJ) & Monitoring Officer shall have authority to:

MO(2) – Subject to consultation with Group Leaders, make appointments to outside bodies in accordance with the political balance already agreed.

- 3.2 This delegated power allows the Deputy Chief Executive (AJ) to determine which outside appointments can be discontinued after consulting with Group Leaders. This report allows Members of Overview & Scrutiny Committee to make suggestions if it believes that one or some of the outside appointments he intends to discontinue should be reconsidered.

4. **Policy Framework**

- 4.1 **Policy Framework** – The recommendations in this report do not affect the Policy Framework. It is simply good housekeeping to re-evaluate outside appointments on a regular basis to ensure that opportunities for Councillors and this Council to contribute to the wider community are not being wasted; nor is Members' time being wasted by expecting them to attend meetings where there is no value to be gained from so doing.

- 4.2 **Fit for the Future** –Part of the process of Fit for the Future is to re-evaluate the activities of the Council to ensure value for money and effort. Re-evaluating which outside bodies require councillor participation ensures that time is not wasted.

- 4.3 **Impact Assessments** – Not applicable.

5. **Budgetary Framework**

- 5.1 The proposals do not impact on the Budgetary Framework. There may be relatively insignificant budgetary savings by discontinuing certain outside appointments due to savings from expense claims being no longer required for attending the meetings or from where certain outside bodies require an annual subscription. But the costs involved are not significant to make real difference to the overall costs of the Council.

6. Risks

- 6.1 There is no risk involved because this is not a decision that cannot be reversed quickly on individual outside bodies if circumstance reveals that incorrect information has been given by the outside bodies that there are no reasons why this Council should continue to appoint councillors to it.

7. Alternative Option(s) considered

- 7.1 No alternative options have been considered as in this instance, it is unnecessary.

8. Background

- 8.1 Following the 1 November 2016 meeting of the Overview & Scrutiny Committee when the Committee considered councillors' annual reports on achievements of the outside bodies on which they represented this Council, the Deputy Monitoring Officer, in liaison with the Democratic Services Manager and Deputy Monitoring Officer re-considered the list of outside bodies, and decided to review if this Council should appoint representatives to the following outside bodies:

- Kenilworth Abbey Advisory Committee
- LGA District Councils' Network
- South Warwickshire NHS Foundation Trust
- Warwick Town Centre Management Group
- National Association of Councillors
- Warwick District Mobility
- South Warwickshire Plato Trust
- Friends of Leamington Art Gallery
- Hill Close Gardens

- 8.2 A member of the Democratic Services Team contacted the outside bodies to ascertain why each outside body required a councillor to attend its meetings.

- 8.3 Appendix 1 gives details of the findings/recommendations following consultation with said outside bodies.

- 8.4 In addition to this investigations were made into the Council's Membership of the Rural Services Network. The details of this are also included in Appendix 1.

- 8.5 The Council will continue to appoint representatives to the following outside bodies and these have not been included within this year's review:

- Warwickshire County Council – Supporting People Partnership
- Warwickshire Police & Crime Panel
- West Midlands Employers
- Coventry and Warwickshire LEP
- Safer Warwickshire Partnership Board
- South Warwickshire Community Safety Partnership
- Warwickshire County Council Health & Wellbeing Board
- Association of Retained Council Housing (ARCH)
- Shakespeare's England
- Coventry Airport Consultative Committee

- Kenilworth Town Centre Partnership
- Warwickshire County Council – Adult Social Care and Health Overview & Scrutiny Committee
- HS2
- Warwickshire Waste Management Forum
- Birmingham Airport Consultative Committee
- Bid Leamington Board
- Chase Meadow Community Centre
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- Armed Forces Community Covenant Champion
- National Parking Adjudication Service (PATROL)
- Warwick District Citizens' Advice Bureau

Appendix 1

<p>Outside Body</p>	<p>Member Representative 2016/17</p>	<p>Feedback from Outside Body on whether Councillor Representative necessary</p>	<p>Deputy Chief Executive's Evaluation on Representation</p> <p>Appoint a representative / Discontinue representation</p>
<p>Kenilworth Abbey Advisory Committee</p>	<p>Councillor Cooke who in his annual report stated that he had attended the vast majority of meetings.</p>	<p>Mrs Illingworth from the Kenilworth Abbey Advisory Committee (KAAC) asserted that it was "vital" that the Council continued to appoint a representative.</p> <p>The scheduled monument of Abbey Field/Abbey ruins is wholly owned by Warwick District Council and the KAAC could not carry out its role as defined by its Constitution without the co-operation and agreement of the Council.</p> <p>She explained a little bit about the background to KAAC and how it liaised with the Council and other bodies such as Historic England with aims to:</p> <ul style="list-style-type: none"> • Monitor the condition and maintenance of the fabric of the Barn, the Gatehouse and the Abbey ruins; • Inform the Council of any defects or problems; • To advance Abbey Fields as a historic tourist attraction; and • To promote Abbey Fields as a historic educational facility. <p>She cited an example of when the representation provided by a Councillor had been essential – "It is unlikely that we would have got WDC to replace the</p>	<p>Continue</p>

		<p>leaking roof of the Abbey Gatehouse if Councillor Norman Vincett (then the councillor representative on the KAAC) had not exerted pressure to get the work done.”</p> <p>The current representative, Councillor Cooke, is actively involved in the KAAC’s efforts to open the Gatehouse to the public.</p>	
LGA District Councils’ Network (DCN)	Councillor Mobbs, who in his annual report stated that he did not currently attend meetings.	<p>After speaking to Mr Matthew Hamilton at the DCN, information was provided that the Council has affiliation via payment of a subscription each year. This coming year the subscription will be £400 plus VAT.</p> <p>It is a network of 200 district councils in England, and provides a national voice for district councils within the Local Government Association.</p> <p>Invitations to events and briefing notes are sent to the Leader and the Chief Executive.</p> <p>This body holds three Assemblies a year and an annual meeting. These meetings allow the opportunity to hear high level ministers speak, including Secretaries of State.</p> <p>The DCN gives voice to District Councils on Government policy priorities; recently it fed through consultation responses on the Housing White Paper. In the coming year, attention will focus on Public Health and District Councils role within that.</p>	Continue
South Warwickshire NHS Foundation Trust	Councillor Mrs Bunker	A NHS Foundation Trust is a semi-autonomous organisational unit within the NHS in England, with a degree of independence from the Department of Health.	Continue

		<p>South Warwickshire NHS Foundation Trust is managed by a Board of Directors and they are responsible for all financial, operational and strategic issues. The Trust is overseen by a Council of Governors, and they help to ensure that the needs of the community are heard. The South Warwickshire NHS Foundation Trust covers Warwick Hospital, Leamington spa Hospital, Stratford Hospital and Ellen Badger Hospital.</p> <p>Councillor Mrs Bunker is an Appointed Governor on the Trust. The Trust has a number of Appointed Governors, who represent local stakeholder organisations and put forward the views of their organisations at the Council of Governors' meetings; these organisations include Stratford District Council, Warwick District Council, University of Warwick, South Warwickshire CCG, GP Consortium, and Warwickshire County Council.</p> <p>A Governor is expected to attend meetings of the Council of Governors four times a year and to participate in other activities.</p>	
Warwick Town Centre Management Group	Councillor Butler	WDC's Policy and Projects Manager, Dave Barber, has informed Democratic Services that there is an ongoing need to appoint a representative to this body. The group continues to be active in supporting town centre businesses and providing networking opportunities. The Council is an integral part of the group and a key stakeholder for Warwick Town Centre.	Continue
National Association of Councillors	Councillor Coker, who reported that he had not attended any meeting in the last year when he wrote his annual report.	The Council pays a subscription of £600 for its councillors to be members of this Association. Its purpose is to represent councillors across the UK and to this end, one of its main activities is the provision of study courses for Members. Looking at the programme of events, most centre on London or the north of England.	Continue

<p>Warwick District Mobility</p>	<p>The Council has not appointed a representative to this outside body, and this is possibly something the Council should reconsider.</p>	<p>Mr Robert Nash, who is the Clerk to Royal Leamington Spa Town Council and also Secretary to Warwick District Mobility Limited, informed the Council that:</p> <p>“The Mobility Scheme was initially established with funding from the National Lottery and a one-off contribution from Warwickshire County Council. Subsequent Revenue Funding was provided over several years by Warwick District Council but this ceased some years ago. Leamington Spa Town Council is now the only funding partner. Royal Priors Management provide rent free accommodation.</p> <p>The scheme is based at the Royal Priors Shopping Centre but its reach is throughout Warwick District. It is a registered Charity whose objects are the relief of people either living or visiting Warwick District with restricted mobility resulting from age, sickness, disability or other causes (whether of a temporary or permanent nature), by such means as the Trustees see fit, with the aim of improving their mobility and conditions of life.</p> <p>Originally the Scheme aspired to develop a presence in other Towns in the District but this is an expensive option and would require considerable financial investment beyond the scope of the current business model. The scheme is much valued by retailers and therefore is an important service for disabled people visiting the Town Centre and other facilities in the vicinity. As such it directly contributes to the District Council’s strategy of maintaining a vibrant and successful Town Centre.</p> <p>The Trustees are presently made up of representatives</p>	<p>Discontinue - No rationale as to why particularly this charity.</p>
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		from disability groups, the Town Council and local residents but the Board welcomes new faces. The absence of a District Council representative in recent years is regretted and it is my view that the Board would be disappointed if the District Council declined to consider member appointments to the Board of Trustees in the future.”	
South Warwickshire Plato Trust	Councillor Mrs Falp, who had attended five of the seven meetings in the year when she made her annual report.	<p>South Warwickshire Plato Trust is a registered charity whose main aim is to house people who are recovering from mental illness.</p> <p>It houses about 50 clients who are recovering from mental illness. In total it provides over 18,000 nights accommodation each year.</p> <p>Many of its properties are rented from the Council and it is of benefit to Plato to have a councillor as an appointee on its committee to act as a liaison.</p> <p>Councillor Mrs Falp has confirmed the advice that member representation is useful.</p>	Discontinue - No rationale as to why particularly this charity.
Friends of Leamington Art Gallery - FLAG	Councillors Naimo and Day	Councillor Naimo questioned the necessity for appointees to this outside body when she gave her annual report. After contacting FLAG, it discussed the issue at a committee meeting and suggested that it simply required two named contacts to whom it could refer any problems. These two contacts would not need to be serving members of the committee. FLAG does need to review its constitution and possibly make some changes at its AGM, but the solution of named contacts would seem acceptable both to FLAG and Councillors Day and Naimo.	Discontinue
Hill Close Gardens	Councillors Ashford and Bromley who did not present a written annual	In the past, the Council has made a grant of £25,000 to this body, and its financial health has required the support of the Council. The Chairman of Hill Close	Discontinue - No rationale as to why particularly

	report in November.	Gardens Trust, Ms Rosemary Mitchell, feels that it is still important that the Council is represented because it still receives a grant from the Council.	this charity.
Rural Services Network	Councillor Harrington	<p>The Council has been a member since the Rural Services Network was formed in 2013/14. The Annual membership cost is circa £500 and the constitution is set out as appendix 2 to this report.</p> <p>The network is the single organisation in England dealing with English rural governance issues.</p> <p>They are planning sounding boards for Small Businesses across member areas, for Young People as well as School Governors. They are expanding services considerably at the moment- as every other Rural Organisation dealing with Services and Governance have closed. Times are very difficult for rural areas- and they inform us that they desperately need authorities to stick with them, although they appreciate how difficult budgets are.</p> <p>Currently papers for the meetings are emailed directly to Councillors Harrington and Mobbs.</p>	That the Council issues its intention to leave the network and during its two years' period of notice it scrutinises the direct benefits received by the District as a result of the network