

 Overview & Scrutiny Committee 4 April 2018		Agenda Item No. 9
Title	To review membership/participation with certain Outside Appointments	
For further information about this report please contact	Andrew Jones – Deputy Chief Executive & Monitoring Officer Lesley Dury – Committee Services Officer	
Wards of the District directly affected	None	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?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	Overview & Scrutiny Committee 31 May 2017 and 28 November 2017 Council 21 June 2017	
Background Papers	None	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No, not applicable

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	22/3/2018	Andrew Jones
Head of Service		
CMT	22/3/2018	Andrew Jones
Section 151 Officer		
Monitoring Officer	22/3/2018	Andrew Jones
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
The Deputy Chief Executive and Monitoring Officer liaises with Group Leaders.		
Final Decision?	No	
Suggested next steps (if not final decision please set out below)		
The report will be presented to Council in May 2018 for approval of the appointments.		

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. This municipal year, these reports were presented at the Overview & Scrutiny Committee's meeting at the end of November 2017. Under this Council's Scheme of Delegation, the Deputy Chief Executive (AJ) & Monitoring Officer undertakes an annual review of outside appointments, and this report details his initial decisions.
- 1.2 This report also details the Council's Champion appointments for information purposes.

2. **Recommendation**

- 2.1 That Overview & Scrutiny Committee note the recommendations for outside appointments 2018/2019, as set out at Appendix 1, to be agreed by Council in May 2018.
- 2.2 That Overview & Scrutiny Committee note the Council's Champion appointments.

3. **Reasons for the Recommendation**

- 3.1 The 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. As a result in the cessation of the Warwick Town Centre Management Group and the Rural Services Network (from early 2019) the number of appointments allocated to each Group will need to be amended. This would result in the current allocation for the Conservative Group being reduced by one (from 10 to 9) and the allocation for the Labour Group being increased by 1 (from 2 to 3)

- 3.2 This delegated power allows the Deputy Chief Executive (AJ) to determine which outside appointments can be discontinued after consulting with Group Leaders.
- 3.3 The appointments by Council are made on a politically proportionate basis. The process for nominations is that the largest group on the Council are requested to make their nominations first, followed by, in turn, the second and third largest.
- 3.4 Over time, the list of the Council's Champions has increased and it was felt that each year a "stock-take" should be done of these, presented to Annual Council. This report lists which Councillors act as Champions so that it is transparent what work is being undertaken by whom.

4. **Policy Framework**

- 4.1 **Fit for the Future (FFF)**

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/productivity of local economy Increased employment and income levels
Impacts of Proposal		
Nil	Nil	Nil
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Re-evaluating which outside bodies require councillor participation ensures that time is not wasted.	Nil	Nil

4.2 Supporting Strategies

Each strand of the FFF strategy has a number of supporting Strategies, however this report does not relate to one of them.

4.3 Changes to Existing Policies - There are no changes to existing policies.

4.3 Impact Assessments – There are no new policy changes in respect of Equalities.

5. **Budgetary Framework**

5.1 The report does not impact on the Budgetary Framework.

5.2 The only outside appointments the Council has made a financial contribution, in terms of subscriptions and grants, during the current financial year are:

- West Midlands Employers £9831.56
- District Councils Network £492
- Association of Retained Council Housing £3000
- Shakespeare's England Ltd £93,844.80

6. **Risks**

6.1 The main risk associated with the appointments to outside bodies is the need for Members to be mindful of their roles and responsibilities to the Council and the organisation they are appointed to. Therefore, it is considered that Members should be refreshed of this following a review of the guidance.

7. **Alternative Option(s) considered**

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

8. **Background**

8.1 It is considered good practice to regularly review the outside appointments by the Council to ensure that they are beneficial to the Councillor and the Councillor appointed is held to account for their actions.

8.2 The Overview & Scrutiny Committee therefore receives reports from all Councillors on outside appointments and it is intended to continue this arrangement on an annual basis.

8.3 In 2016/17 the Council made an extensive review of outside appointments (report submitted to Overview & Scrutiny Committee in May 2017).

8.4 At the Overview & Scrutiny Committee meeting November 2017, the Monitoring Officer explained the criteria he used to evaluate the outside appointments and their usefulness.

8.5 The criteria used by the Monitoring Officer is:

Council agreed criteria:

1. A body or partnership to which the Council provides significant financial contribution;
2. An established Council partnership with agreements in place;
3. A body or partnership to which the Council is obliged to appoint a Member;
4. A body or partnership which relates to the management of an asset of the Council; or

5. Appointments made at the discretion of the Council.

Additional Criteria used by the Deputy Chief Executive & Monitoring Officer:

- 6. Does the body play a significant role in local service delivery;
- 7. Does the body have significant influence on local or national policy.

8.6 It should be noted the appointments listed in Appendix 1 are split between Executive and Council appointments. Executive appointments are ones which are appointments made by the Executive and therefore cannot be made by the Council and in doing this are not subject to the calculation of political proportionality. However, these are included in the report for information.

8.7 Appendix 1 lists the outside appointments, with the Monitoring Officer's evaluation included.

8.8 Appendix 2 lists the Council's Champions.

Appendix 1 – Outside Appointments

Executive appointments

(Appointments made by the Executive and therefore not a decision for the Council and not subject to political proportionality rules)

Conservative Appointments	Number of places	Councillor
Warwickshire Police & Crime Panel (Health & Community Protection Portfolio Holder)	1	Cllr Thompson
West Midlands Employers formerly West Midlands Councils and West Midlands Leaders Board	1	Cllr Mobbs
Coventry and Warwickshire LEP (Including City Deals)	1	Cllr Mobbs
LLP Board	3	Cllr Butler Cllr Whiting Cllr Mobbs
Safer Warwickshire Partnership Board (Health & Community Protection Portfolio Holder)	1	Cllr Thompson
South Warwickshire Community Safety Partnership (Health & Community Protection Portfolio Holder)	1	Cllr Thompson
Warwickshire County Council Health & Wellbeing Board (Health & Community Protection Portfolio Holder)	1	Cllr Thompson
Association of Retained Council Housing (ARCH) (H&PS Portfolio Holder)	1	Councillor Phillips
Shakespeare's England (Development Portfolio Holder)	1	Councillor Butler
Total	11	

Warwick District Council appointments to be agreed by Council 9 May 2018

Conservative Appointments	Number of places	Councillor 2018/2019	*Evaluation Criteria	Continue (Y/N)
Coventry Airport Consultative Committee	1	Cllr Wright	2	
Kenilworth Abbey Advisory Committee	1	Cllr Cooke	4	
Kenilworth Town Centre Partnership	1	Cllr Coker	4	
LGA District Councils' Network	1	Cllr Mobbs	5	
South Warwickshire NHS Foundation Trust	1	Cllr Mrs Bunker	5	
Warwick Town Centre Management Group	No longer exists			
Warwickshire County Council – Adult Social Care and Health Overview & Scrutiny Committee	1	Cllr Mrs Redford	5	
Warwickshire Waste Management Forum	1	Cllr Grainger	2	
Birmingham Airport Consultative Committee	1	Cllr Illingworth	2	
Bid Leamington Board	1	Cllr H Grainger	2	
Chase Meadow Community Centre	1	Cllr Butler	4	
Total	10			

*Evaluation Criteria Key:

Council agreed criteria:

1. A body or partnership to which the Council provides significant financial contribution;
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3. A body or partnership to which the Council is obliged to appoint a Member;
4. A body or partnership which relates to the management of an asset of the Council; or
5. Appointments made at the discretion of the Council.

Additional Criteria used by the Deputy Chief Executive & Monitoring Officer:

6. Does the body play a significant role in local service delivery;
7. Does the body have significant influence on local or national policy.

Labour Appointments	Number of places	Councillor 2018/2019	*Evaluation Criteria	Continue (Y/N)
National Association of Councillors	1 (but with two votes)	Cllr Naimo	3	
Rural Services Network (Notice to cease financial contributions has been issued. Membership ends in 2019)	1	Cllr Barrott	WDC's membership ends in 2019	
National Parking Adjudication Service (PATROL)	1	Cllr Barrott	1	
Total	3			

Whitnash Residents Association Appointments	Number of places	Councillor 2018/2019	*Evaluation Criteria	Continue (Y/N)
South Warwickshire Community Safety Partnership (Non Executive rep)	1	Cllr Heath	2	
Total	1			

*Evaluation Criteria Key:

Council agreed criteria:

1. A body or partnership to which the Council provides significant financial contribution;
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3. A body or partnership to which the Council is obliged to appoint a Member;
4. A body or partnership which relates to the management of an asset of the Council; or
5. Appointments made at the discretion of the Council.

Additional Criteria used by the Deputy Chief Executive & Monitoring Officer:

6. Does the body play a significant role in local service delivery;
7. Does the body have significant influence on local or national policy.

Appendix 2 – Champions

Champions	Lead Officer	Number of places	Councillors 2017/2018
Children’s Champions <ul style="list-style-type: none"> Assure themselves that the Council has sound arrangements to protect children and promote their welfare are in place within the District Council and that the Council is promoting and engaging in effective interagency cooperation and collaboration in these fields; Undertake reasonable investigations so as to be able to form a view of the quality of the Council’s child safeguarding activities and work with the officer Children’s Champion to assist the Council and improve the quality and/or effectiveness of those activities whenever appropriate; Act as a “critical friend” to constructively challenge officers and elected members on child safeguarding and welfare issues as appropriate; Promote awareness of child safeguarding and welfare issues and the activities and processes undertaken by this Council amongst elected members. 	Andy Jones	2	Thompson (PH) / Parkins
Heritage Champion (See Caf constitution for definition)	Nick Corbett	1	Chairman of CAF
HS2 Champion <ul style="list-style-type: none"> (To monitor the impact of HS2 on Warwick District and work on mitigation for this; To liaise with appropriate officers and organisations on HS2 matters and support the Portfolio Holder in this detailed area of work) 	Debbie Prince	1	Illingworth
Armed Forces Covenant Champion	Bernie Allen	1	Illingworth
Procurement Champions	Mike Snow	4	Barrott Gifford Quinney Rhead
Parish/Town Champion – Role Profile <ul style="list-style-type: none"> To raise awareness and have regard of issues affecting Local Councils within the District Council; To respond to invitations from Local Councils to attend 	Bernie Allen	1	Gallagher

<p>meetings of mutual interest;</p> <ul style="list-style-type: none">• To be the first point of contact for Local Councils in the event of concerns relating to dealings with the District Council;• To ensure that Local Councils view are taken into account when the District Council undertakes consultation;• To facilitate discussions in relation to the possibility of devolving services to Local Councils;• To encourage joint training events including Councillors from the District Council and Local Councils• To respond to invitations to attend Warwickshire and West Midlands Association of Local Councils (WALC) Area Committees;• To attend other Local Council liaison meetings as appropriate			
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