

# **Executive Scrutiny Committee**

## **– Task and Finish Group**

### **Review of Outside Bodies**



**October 2010**

Final Draft

Executive Scrutiny Committee  
Stockton-on-Tees Borough Council  
Municipal Buildings  
Church Road  
Stockton-on-Tees  
TS18 1LD

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### **Task and Finish Group – Membership**

Councillor Dick Cains (Chair)  
Councillor Suzanne Fletcher  
Councillor Robert Gibson  
Councillor Tina Large

### ACKNOWLEDGEMENTS

The Group thank the following contributors to this review:

Nigel Hart, Democratic and Member Services Team Leader  
All Council Members who responded to the consultation  
All Heads of Service who responded to the consultation  
All Local Authorities who responded to the consultation  
All Outside Bodies who responded to the consultation

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## Foreword

I am pleased to present the Task and Finish Groups final report outlining the findings and recommendations from the review of Outside Bodies. The review was undertaken to ensure that appointments to outside bodies benefit both the Authority and the outside body and that clear mechanisms for reporting back are established.

The Task and Finish Group consulted with all Members, Heads of Service, outside bodies, and other Local Authorities to evaluate the effectiveness of the Council's arrangements and how current processes could be improved. The Task and Finish Group felt that there was scope to improve the information held about the various outside bodies, the sharing of information from outside bodies on the internet/intranet, and reporting back arrangements.

I would like to thank all Members, Officers, and outside bodies who contributed to the report.

### Cllr Dick Cains - Chair



Councillor Dick Cains  
**Chair – Task and Finish Group**



**Councillor Mrs Suzanne  
Fletcher**



**Councillor Robert Gibson  
OBE**



**Councillor Miss Tina Large**

## Original Brief

### 1. What services are included?

- Process for appointing to outside bodies / selection of outside bodies
- Members attendance of and participation in outside bodies
- Process of reporting back to and from outside bodies
- Publicity of members involvement in outside bodies

### 2. The Thematic Select Committee's overall aim / objectives in doing this work is:

Members appointments to and reporting back from bodies would become more efficient and effective, thereby improving the quality of outcomes for both the Authority and SBC residents

### 3. Expected duration of enquiry? What are the key milestones?

Agree scope – 5 July  
 Evidence – August  
 Recommendations - September  
 Final Report –September  
 Executive Scrutiny – 19 October  
 Cabinet – 28 October

### 4. In addition to analysis and benchmarking costs, performance, assets etc, what other processes are likely to be required to inform the review? (e.g. site visits; observations; face-to-face questioning, telephones survey, written questionnaire, co-option of expert witnesses etc).

Telephone interviews with members appointed to outside bodies to seek their views on:

- Their role on outside bodies
- Reporting back to the Authority
- Reporting back to residents
- Information received from outside bodies
- Attendance

Consultation with Heads of Service on usefulness of outside bodies

Written questionnaire to outside bodies to request further detail on their work.

### 5. How will key partners and/or the public be involved and at what stages?

Consultation with Tees Valley and family group Local Authorities to compare arrangements.

### 6. Please give an initial indication how transformation will enable efficiencies and improvements to be delivered by this review?

- Rationalisation of outside bodies appointments to ensure appointments represent value for money and contribute to the Authority's priorities
- Clearer reporting back mechanisms to both the Authority and residents

## 1.0 Executive Summary

- 1.1 This report presents Cabinet with the findings of the Review of Outside Bodies undertaken by a Task and Finish Group made up of Members from the Executive Scrutiny Committee. The review took place between July and October 2010. Outside Bodies can be described as organisations and meetings to which the Authority makes appointments and includes community groups, national, regional and sub regional bodies, joint bodies and partnerships. Stockton Borough Council appointed to 72 Outside Bodies in 2010/11.
- 1.2 The aim of the review was to ensure that appointments were of benefit to the Council/ outside body and to establish clear reporting back mechanisms thereby improving the quality of outcomes for both the Authority and Stockton residents.
- 1.3 Consultation was carried out with Council Members, Heads of Services, the individual outside bodies and other Local Authorities including Stockton's CIPFA statistical neighbours and former CAA comparable Authorities.
- 1.4 Heads of Service did not identify any Outside Bodies where they felt the appointment was not beneficial to the Authority. Likewise, the majority of Outside Bodies that responded to the consultation stated that the link with the Authority was considered useful. Members raised questions about nine of the outside bodies, however, the Task and Finish Group felt that the queries could be resolved if more information was available to Members when nominations were made. Possible changes to the number of appointments on the North East Regional Employers Organisation following a recent review have been noted and a new independent Registered Social Landlords Board may need Member representation in the future. In addition, Age UK Teesside and Tees Valley Unlimited have highlighted that their current structures are under review.
- 1.5 The consultation with Outside Bodies requested further information about the work of the body and frequency and timing of meetings not currently held in Democratic Services. The Group believe that this information will be useful during the appointment process, helping Members to make decisions about which bodies to serve on, and should be incorporated into the information requested annually by Democratic Services. In addition, some of the Local Authorities consulted categorised the different types of outside bodies and the Group believe that the Authority should adopt this approach in order to provide greater clarity about the outside body and the nature of the appointment.
- 1.6 The Group notes that a number of Local Authorities delegate the responsibility for making appointments to a board or committee of the Council rather than Cabinet or full Council. Whilst the Group are satisfied that Council and Cabinet should continue to make appointments, the Group felt that a meeting between the political groups during the nominations process to discuss any changes in the appointment and/or interest from other Members in serving on a particular body would be beneficial.
- 1.7 The Group is aware that the annual appointments process is a considerable administrative task for both the political groups and officers and note that the

appointments change rarely within the four year term of office. The Group therefore feel that that it would make sense for appointments to be for a four year term (appointment being made at the first Annual and Cabinet meetings after Local Elections). This would not prevent changes being made during the intervening period. The Group also recommend that a process map for the appointments process be made available to all Members as part of induction.

- 1.8 The Group noted that there are no formal mechanisms for Members to report back from the organisation to which they are appointed, although several joint bodies including Police Authority and Tees Valley Unlimited report their minutes to meetings of full Council or Cabinet. There are also no formal processes for evaluating the usefulness or value of the bodies. Notwithstanding this, Members are using many informal reporting methods including holding discussions with Heads of Service, discussions with Cabinet Members, forwarding papers to officers and highlighting information in their Ward Newsletters. The majority of Members surveyed commented that they only provide information where there is an issue or concern or they feel the information is important to the Authority/residents. Members also make information available to their residents on request as appropriate.
- 1.9 The Group conclude that there is considerable scope to improve information sharing from the outside bodies and recommend that information from outside bodies, including minutes, should be held on a central electronic system for Members and Officers to access when required, receiving an alert when minutes and other key documents are uploaded. The Group suggest that a central page on the Members Library section of the intranet (and internet if the information can be made available to the public) should be introduced to hold relevant information from each Outside Body (this could include minutes of meetings and reports as well as newsletters and other documents produced by the organisation). The type of information available could be established via the annual contact Democratic Services make with Outside Bodies.
- 1.10 The Group also feel that clear guidance about which officer's remit each Outside Body falls under is needed so that any concerns or issues are directed to the correct person.
- 1.11 Democratic Services currently ask Heads of Service for feedback on an annual basis during the appointment process to evaluate the appropriateness of appointing to each body, and the Group felt that this request for annual feedback should be extended to Members.
- 1.12 The Group briefly considered the advice available to community groups and community centres regarding insurance matters. The Group noted that the Community Development Team have organised various training sessions for committee and board members of community groups and representatives from impartial Insurance Brokers have attended the Community Centre Forum and Catalyst's 2009 AGM. The Group acknowledge the important work of the Community Development Team and Catalyst to ensure community groups have access to advice and encourage them to continue to develop this.
- 1.13 Members are also appointed to School Governing Bodies as School Governors. During the review, the Group received a list of schools that Members have been appointed to, and felt that this information is useful for Members, officers, and residents, and therefore should be added to each Members profile on Egenda.



**The Task and Finish Group recommends:**

- R1** That the information requested annually from Outside Bodies and held by Democratic Services be improved and expanded to include a description of the Body, meeting frequency, time and dates/days of meetings and whether substitutes are permitted, and are categorised in to types of body, e.g. statutory, partnership, joint, community to improve understanding of the nature of the organisations
- R2** That the further information identified above be circulated to Political Groups prior to Annual Council to assist with the consideration of whether a nomination(s) is appropriate, and if so the number of nominations, and identify the appropriate nominee(s) (to be considered at recommendations 3)
- R3** That Group Secretaries be given the opportunity to meet prior Annual Council to discuss nominations to Outside Bodies
- R4** That appointments are made on a four year term basis, recognising however, that for various reasons decisions might be required during the 4 years to terminate the original term of office and/or agree a replacement appointment
- R5** That the appointment process is mapped and made available to all Members
- R6** That an area in the Members Library section on the intranet (and internet if the information can be made available to the public) be allocated for officers to upload relevant information received from Outside Bodies, including reports, minutes, and links to the organisations websites where applicable
- R7** That, in addition to officers, Members are requested to provide annual feedback from the bodies they are appointed to, monitoring the activity of these bodies and the value of the appointments
- R8** That Members be advised of the relevant officer(s) and Cabinet Member to contact with issues or concerns for each body
- R9** That the Community Development Team and Catalyst be asked to continue to facilitate the provision of advice and assistance to community groups regarding Trustee Liability insurance issues
- R10** That the names of the schools governing boards which Members are appointed to is stated on each Members Eagenda profile.

## **2.0 Introduction**

- 2.1 This report presents Cabinet with the findings of the Review of Outside Bodies undertaken by a Task and Finish Group made up of Members from Executive Scrutiny Committee. The review took place between July and October 2010.
- 2.2 The topic was identified at a meeting of the Scrutiny Liaison Forum in February 2010 and incorporated into the work programme by Executive Scrutiny Committee in May 2010. The review was subsequently delegated to a Task and Finish Group of the Executive Scrutiny Committee.
- 2.3 Outside Bodies are organisations and meetings to which the Authority appoints Council Members and includes community groups, national, regional and sub regional bodies, joint bodies and partnerships. The Group has reviewed how appointments are made, the level of Member participation and how Members report back. The aim of the review was to ensure that appointments were of benefit to the Council/ outside body and to establish clear reporting back mechanisms thereby improving the quality of outcomes for both the Authority and Stockton residents.

## **3.0 Background**

### **Current Arrangements**

- 3.1 The process of appointing Members to, and the role of Members on Outside Bodies, are referred to in Parts two, four, and five of the Council's Constitution. These outline the role of Council meetings in appointing Members to represent Stockton Borough Council on organisations and committees and notes that Members and Officers representing the Authority on outside bodies are expected to continue to maintain the ethos of courtesy, respect and understanding advocated.
- 3.2 In 2005/6 Members Advisory Panel (MAP) reviewed arrangements for appointments to Outside Bodies and considered which body (Council or Cabinet) was the most appropriate to make these appointments. When making these decisions MAP received the background information that was available at that time for each organisation, and attempted to align the organisation's purpose with a relevant Cabinet portfolio where appropriate. Cabinet appointed the most relevant Cabinet Member to serve on the outside bodies, to enable their expertise to be brought to the appointments, benefiting both the organisation and its relationship with the Council. This did not exclude other non Cabinet Members also being invited to serve on the body (in addition to the relevant Cabinet Member) provided that more than one Member was required. Where the organisations purpose did not fall into a specific portfolio e.g. the Local Government Association, it was considered more appropriate to allow all Members of Council to decide who should be appointed, and these appointments would be made by Council.
- 3.3 Each year, in preparation for Annual Council, Democratic Services contact all Heads of Service providing them with a list of Outside Bodies the Authority appoints to and ask whether they wish the appointments for their area to continue. Each Outside Body is also contacted to confirm that they require an appointment for the next Municipal Year and, if so, that they have the relevant insurance in place. Outside Bodies are also asked whether the role of the

appointment will be executive (decision making) or advisory. Insurance documentation received is checked with the Risk and Insurance Manager to ensure appropriate cover is in place.

- 3.4 Once all information has been received, Democratic Services circulate a list to the group secretaries, detailing the number of Members required for appointment to each organisation, and requesting nominations. With the exception of a few organisations e.g. Fire Authority and Police Joint Committee, nominations do not need to reflect the political composition of the Authority. Appointments are made at Annual Council and the first Cabinet meeting of the Municipal Year, and letters are sent to both the body and Member to inform them of the appointment. If there are more nominations than vacancies a majority vote at the appointing body (Council or Cabinet) will determine the appointment.
- 3.5 If requests for appointments are received by Democratic Services during the Municipal Year, the body is asked to indicate the role of the appointment and confirm insurance before being circulated to political groups for nominations. The appointments are then made at the next convenient Council/Cabinet meeting.
- 3.6 There are no formal mechanisms for Members to report back from the organisations. However, several joint bodies including Police Authority and Fire Authority report their minutes to meetings of full Council. Other internal bodies such as Renaissance, Area Partnerships and Tees Valley Unlimited report to Cabinet.
- 3.7 Similarly, there are no formal processes for evaluating the usefulness or value of the bodies, other than the feedback received annually from Head of Service regarding the need for future appointments.
- 3.8 The Guidance for Elected Members Appointed to Joint/Outside Bodies is available on the Authority's intranet system along with the a list of organisations to which the Council makes appointments and Democratic Services have attempted to obtain and include the organisation's website address (if one exists) so that anyone wishing to find out about the latest activities can log on to the organisations website. This contact list is also available for members of the public to download from the website. The public can view which joint/outside body a Member has been appointed to via the profiles on Egenda system.

#### **4.0 Evidence/Findings**

##### **Consultation**

- 4.1 Consultation was carried out via telephone interviews with Members appointed to Outside Bodies. The Task and Finish Group was interested in the individual experience of Members and how they were benefiting from the appointments. The Group also wanted to find out if Members were receiving adequate information on appointment, whether they were experiencing any problems attending meetings and whether any of the appointments were of little value. Questions were asked to find out how they reported information back from the organisations and whether there were any other bodies that they had been appointed to as a consequence of the Council appointment.

- 4.2 The Group consulted with Heads of Services to establish which of the listed bodies came under their services' remit, whether any fees were paid to these bodies and if they accompanied Members to meetings. The Group were interested to know whether Heads of Service received information from the bodies via Members and, if so, what methods they found most useful. Heads of Service were also asked if they felt the appointments were beneficial to the Authority.
- 4.3 Questions were also sent to a selection of Local Authorities, including the Authorities that are Stockton's CIPFA statistical neighbours and former CAA comparable Authorities. The Group wished to find out whether other Authorities had any formal methods for appointing to bodies, reporting back from bodies, and evaluating the usefulness of appointments, which could be adopted by Stockton. The consultation with other Local Authorities highlighted that many of these are in a similar position to Stockton, with no formal procedures for reporting back. Bolton, Halton, Redcar & Cleveland, and Wigan Council have all stated that they are also, or planning to, review their list of Outside Bodies and systems for reporting and evaluation.
- 4.4 The individual Outside Bodies were asked to complete a short survey, giving more information on their organisation and the support that they give to Members. The bodies were also asked if they found the link with the Authority useful.

#### **Number of Outside Bodies Appointments**

- 4.5 The number of bodies appointed to varied in other Local Authorities ranging from 27 to 135. Stockton currently appoints to 72 Outside Bodies. **Appendix 1** lists the bodies that Stockton appoints to and summarises the additional information provided by the Outside Bodies during the consultation and consultation feedback from Members and Heads of Service. **Appendix 2** summarises the feedback from the other Local Authorities consulted. Several Authorities separated their appointments into categories, e.g. partnering bodies, portfolio bodies, general/community bodies, joint bodies etc.
- 4.6 Heads of Service did not identify any Outside Bodies where they felt the appointment was not beneficial to the Authority. Members raised questions about nine of the outside bodies. Members indicated that they felt that for two of these bodies, Environment Protection UK and North East Consortium for Asylum Support, it would be more appropriate for officers to attend rather than Members. There were three bodies that Members indicated they did not attend due to work commitments or not being informed about the meetings. However, other Members appointed to these three groups attended the meetings and said they found them both informative and useful. The Group believes that these issues could be resolved if more information is available to Members when nominations are requested on the work of the group and the day/time of the meetings.
- 4.7 The majority of Outside Bodies that responded to the consultation stated that they found the link with the Authority useful, even essential. Ten bodies did not provide a comment on the usefulness of the link and no Outside Bodies stated that the link was not of use.
- 4.8 Heads of Service highlighted that there may be changes to the number of appointments made for North East Employers Organisation following a review

of the organisation, reducing from three members to two members. It was also highlighted that a new independent Registered Social Landlords Board may need Member representation and this should be added to the list in future. In addition, Age UK Teesside and Tees Valley Unlimited have highlighted that their current structures are under review.

### **Role of Appointed Members**

4.9 The responses from the consultation reveal that Members are fulfilling many different roles on the bodies that they are appointed to. For some meetings Members attend to take part in discussions and/or receive information presented to the group. At other meetings Members are expected to make decisions and vote on issues. Members have been appointed as a Chair or Vice Chair in respect of five organisations:

- North East Regional Employers Organisation
- Stockton District Advice and Information Service
- Stockton Renaissance Economic Regeneration & Transport Partnership
- Tees Port Health Authority
- Tees Valley Local Access Forum

For some bodies Members are also acting as a Director for the organisation or are a member on the organisations Board. These are:

#### Board member

- Stockton & Middlesbrough Initiative
- Teesside & District Society for the Blind

#### Director

- Catalyst
- Centre for Local Economic Strategies
- Five Lamps

4.10 It was clear from the Member responses that Members feel that are representing the Council on several bodies by virtue of being a ward Councillors although not formally appointed by the Authority. For some of these bodies, e.g. Norton Education Foundation, a formal appointment has not been made due to the insurance criteria required by the Authority and the Members involved have been informed that they do so at their own risk. Democratic Services have been made aware of the remaining bodies and will begin the process of making formal appointments to these bodies. If, on further investigation it is not possible to make a formal appointment, those Members currently involved in the body will be advised that this is not an official appointment from the Authority and their continuation with the body will be at their own risk.

### **Appointment Processes**

4.11 The consultation with Outside Bodies requested further details of the work of the body and frequency and timing of meetings. The Group believe that this information will be useful during the appointment process, helping Members to make decisions about which bodies they wish to serve on, and should be incorporated in the information requested annually by Democratic Services. In addition, the Group feel that appointing a substitute would be helpful if the

appointed representative is unable to attend meetings. Although the decision to appoint a substitute is for the each individual body, the Group consider that this question should be incorporated in the information requested annually. As mentioned previously, some of the other Local Authorities consulted categorise the different types of bodies and the Group believe that the Authority should adopt this approach in order to provide greater clarity about the outside body and nature of the appointment.

**R1 That the information requested annually from Outside Bodies and held by Democratic Services be improved and expanded to include a description of the Body, meeting frequency, time and dates/days of meetings and whether substitutes are permitted, and are categorised in to types of body, e.g. statutory, partnership, joint, community to improve understanding of the nature of the organisations**

**R2 That the further information identified above be circulated to Political Groups prior to Annual Council to assist with the consideration of whether a nomination(s) is appropriate, and if so the number of nominations, and identify the appropriate nominee(s) (to be considered at recommendations 3)**

4.12 In some Authorities appointments to Outside Bodies are made by the Leader of the Council or Mayor. The Group do not believe that this would be appropriate for Stockton, as the current system of appointments at Council and Cabinet is open and transparent. The Group notes that a number of Local Authorities delegate the responsibility for making appointments to a board or committee of the Council rather than Cabinet or full Council. Whilst the Group are satisfied that Council and Cabinet should continue to make appointments, the Group felt that a meeting between the political groups during the nominations process to discuss any changes in the appointment and/or interest from other Members in serving on a particular body would be beneficial.

**R3 That Group Secretaries be given the opportunity to meet prior Annual Council to discuss nominations to Outside Bodies**

4.13 The Group are aware that the annual appointments process is a considerable administrative task for both the political groups and officers and note that the appointments change rarely within the four year term of office. The Group therefore feel that that it would make sense for appointments to be for a four year term (appointment being made at the first Annual meeting after Local Elections). The Group suggest the four year appointment is flexible to ensure that if a Member is unable to continue to represent the Authority on a body a replacement is appointed at the appropriate Cabinet/Council meeting, and/or if a representative is no longer required the appointment is terminated.

**R4 That appointments are made on a four year term basis, recognising however, that for various reasons decisions might be required during the 4 years to terminate the original term of office and/or agree a replacement appointment**

4.14 The Group wish to ensure all Members are fully aware of the appointment process to Outside Bodies, and therefore believe that a map of the process made available to all Members on induction will be useful.

**R5 That the appointment process is mapped and made available to all Members**

**Reporting Back and Evaluation Mechanisms**

4.15 The Group noted that there are no formal mechanisms for Members to report back from the organisation to which they are appointed, although several joint bodies including Police Authority and Tees Valley Unlimited report their minutes to meetings of full Council or Cabinet. There are also no formal processes for evaluating the usefulness or value of the bodies. Notwithstanding this, Members are using many informal reporting methods including holding discussions with Heads of Service, discussions with Cabinet Members, forwarding papers to officers and highlighting information in their Ward Newsletters. The majority of Members surveyed commented that they only provide information where there is an issue or concern or they feel the information is important to the Authority/residents. Members also make information available to their residents on request as appropriate.

4.16 The Group conclude that there is considerable scope to improve information sharing from the outside bodies and recommend that information from outside bodies, including minutes, should be held on a central electronic system for Members and Officers to access when required, receiving an alert when minutes and other key documents are uploaded. The Group suggest that a central page on the intranet/internet and file in the Members Library should be introduced to hold relevant information from each Outside Body (this could include minutes of meetings and reports as well as newsletters and other documents produced by the organisation). The type of information available could be established via the annual contact Democratic Services make with Outside Bodies and requesting that they are added to mailing/email list so that officers receive the same information as the appointed Member to upload on to the intranet system. The information held centrally could also include descriptions of each body and information on their meeting dates/times, reports and minutes Members receive from each body, and links to the bodies own websites.

**R6 That an area in the Members Library section on the intranet (and internet if the information can be made available to the public) be allocated for officers to upload relevant information received from Outside Bodies, including reports, minutes, and links to the organisations websites where applicable**

4.17 Many of the Local Authorities that responded to the consultation are in a similar position to Stockton, with no formal procedures for reporting back from Outside Bodies or evaluating their usefulness. Those Authorities that do have formal processes for reporting back use a variety of methods including asking Members to complete an annual report on the body, reporting back to Full Council, and reporting to Scrutiny and portfolio holders. The Authorities that assessed the usefulness of appointing to the Outside Bodies did so by requesting background information from the body each year.

4.18 The Group believe that clear guidance about which officer's remit each Outside Body falls under is needed so that any issues or concerns can be directed to the correct officer. The Group felt that the formal approach of Cheshire East and Dover to ask Members to complete a summary of their work on the outside body is a useful tool, as it provides a record of the body

for any new Members and evaluate the effectiveness of appointing to each body. Democratic Services currently ask Heads of Service for feedback on an annual basis during the appointment process to evaluate the appropriateness of appointing to each body. The Group felt that this request for annual feedback should be extended to Members.

- R7 That, in addition to officers, Members are requested to provide annual feedback from the bodies they are appointed to, monitoring the activity of these bodies and the value of the appointments**
- R8 That Members be advised of the relevant officer(s) and Cabinet Member to contact with issues or concerns for each body**

### **Insurance Advice for Community Groups**

4.19 The Group briefly considered the advice available to community groups and community centres regarding insurance. The Group noted that the Community Development Team have organised various training sessions for committee and board members of community groups and representatives from impartial Insurance Brokers have attended the Community Centre Forum and Catalyst's 2009 AGM. The Community Development Team also worked with Catalyst to produce a questionnaire about insurance which was circulated to their members both electronically and via the Community Centre Forum. The Group acknowledge the efforts of the Community Development Team and Catalyst to ensure community groups have access to advice and encourage the team and Catalyst to continue with their work in this area, giving further assistance to community groups.

- R9 That the Community Development Team, and Catalyst be asked to continue to facilitate the provision of advice and assistance to community groups regarding Trustee Liability insurance issues**

### **School Governing Bodies**

4.20 Members are also appointed to School Governing Bodies as School Governors. During the review, the Group received a list of schools that Members have been appointed to, and felt that this information is useful for Members, officers, and residents, and therefore should be added to each Members profile on Eagenda.

- R10 That the names of the schools governing boards which Members are appointed to is stated on each Members Eagenda profile.**



## Appendix 1

### List of Outside Bodies

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Age UK Teesside (formally Age Concern)	Cllr Jean Kirby	Council	Observer to the meetings	Invited twice a year	N	N			Member has had no response to contact made
Agreed Syllabus	Cllr Mrs Beaumont Cllr Frankland Cllr Mrs Nesbit Cllr Lewis Cllr Perry	Council	A working group that is appointed from SACRE (Standing Advisory Council for Religious Education that would consider the Agreed Syllabus which is reviewed every 5 years.	No set pattern to meetings – the Agreed Syllabus group would meet when and if the Syllabus was being reviewed.	N	N			
ARC Board	Cllr Mrs Womphrey	Cabinet	Observer to the Board  The Board is responsible for the governance of ARC, for developing and approving business plans, and monitoring their implementation.	Board meetings – every other month, 7pm on a Thursday (usually the first Thursday of the month)  Also, Observers are invited to attend Finance and General Purposes	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				Committee meetings, held at 6pm every month (also first Thursday) and Arts & Education Committee meetings which are held at 7pm every other month, alternating with Board meetings.					
Archives (Joint Bodies)	Cllr Mrs Womphrey	Council			N	N			
Association of North East Councils	Cllr Coleman Cllr Gibson Cllr Lupton Cllr Fletcher	Council	The role of the Association is to act as a strong and coherent voice for local government in the North East, advocating for local authorities and their communities at the regional, national and international levels and representing them across a wide range of economic, social and environmental	There are usually three full meetings of the Association a year, with Leaders and Elected Mayors meeting around every six weeks. There are no set dates/times.  There are also	N	N	£70,430		It keeps members informed of what the local authorities are doing in the region and joint with other authorities
Association of North East Councils Leaders Board	Cllr Lupton	Council							

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			issues.	Member Task and Finish Groups on a range of topics which are set up as and when required.					
Bus Lane Adjudication Service Joint Committee	Cllr Cook	Cabinet	The role of Members of the Joint Committee is to oversee the functions of The Traffic Penalty Tribunal as an Independent Tribunal.	Three meetings of the Bus Lane Adjudication Service Joint Committee usually held in January, June and September.	Y	N	6,000	Both PATROL and Bus Lane Adjudication Service Joint Committee are bodies that we must be members of in order to enforce car parking and bus lane infringements.	
Catalyst	Cllr Beall	Council	Board of Trustees are tasked with the strategic development of the organisation and well as ensuring it is governed correctly.	Business board meetings are now quarterly. In addition we have two development sessions a year. Trustees are provided with finance figures (actual against budget) on a monthly basis	N	Y	£65,000	Useful as we can challenge and support the development and sustainability of the Voluntary and Community Sector	

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				via email which they are expected to interrogate to ensure good governance.					
Centre For Local Economic Strategies	Cllr Cook	Cabinet			N	N	£4,654	This subscription is reviewed annually and adapted to meet the specific services required for R&ED based on current / predicted priorities, and a membership package agreed in advance of the subscription renewal. Provides a useful perspective of other councils	

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Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Cleveland Emergency Planning Unit	Cllr Terry Laing	Council	To exercise the executive duties and functions of the four unitary authorities in relation to the work of the Emergency Planning Unit:	Quarterly.  No fixed date.	N	N		Is there to exercise joint governance of the joint unit.	
Cornerhouse Youth Project	Cllr Kirton Cllr Javed	Council			N	Y	£31,918		
Durham Tees Valley Airport Consultative Committee	Cllr Lewis Cllr Laing	Council	Various Airport issues	Consultative Committee – Quarterly – Dates to be agreed	N	N			
Durham Tees Valley Airport Ltd (Director & Council Rep.)	Cllr Lupton	Council		Local Authority Shareholders meeting – quarterly Dates to be agreed		N			
Elm Tree Community Association	Cllr Mrs Fletcher	Council	Management Committee Member	The first Wednesday of every month from 5.30 till 6.30	N	N			Charity Trustee
Emma Simpson Charity	Cllr Lupton	Council	The Trustees look after 10 Almshouse in Hartburn Village.	Trustees usually meet 4 times a year at a time suitable for the majority of	N	N			

Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				Trustees. Date fixed at previous meeting..					
Fire Authority	Cllr Kirton Cllr Lewis Cllr Mrs O'Donnell Cllr Patterson Cllr Salt Cllr Stoker Cllr Woodhead	Council	Appointments to Cleveland Fire Authority (CFA) are made on a politically proportional basis to represent their Council on fire related matters. Members can be appointed for a 1.2.3 or 4 year term of office by their respective council.	meetings generally held on a Friday.	N	N			Member commented that this body covers a wide range of topics and sees it as a significant commitment
Five Lamps Organisation	Cllr Dalgarno Cllr Mrs Walmsley	Council	Advisory role as a board member & Trustee of the organisation.	Last Tuesday of the Month 5:30 p.m. to 7:30 p.m. approx, except July and including November AGM	N	Y	£66,652		
Hartlepool Power Station Community Liaison Committee	Cllr Cains Cllr Leckonby Cllr Woodhead	Council	Member of the Local Community Liaison Council Meeting – attendance at meetings	June and December – 1000 hours	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Home Care and Other Non-Residential Services Appeals Panel	Cllr Mrs Womphrey	Council	To review financial assessments as requested by social care clients and their representatives through the appeals process	None have been held to date or are arranged	N	N			
Independent Living Steering Group	Cllr Mrs Cherrett	Cabinet	To ensure that Independent Living Services provided by Stockton Council meet the strategic priorities set out in the Independent Living strategy 2010 – 2013	Last Wednesday of every second month at 1pm	N	N		The benefit is that it brings the community perspective to the meetings and facilitates decision making within the Council governance framework. It also provides links to other work streams.	Body needs to be aware of the Councillors needs and position as a representative. Body knows that they can raise concerns. Two way relationship.
Local Government Association General Assembly	Cllr Coleman Cllr Gibson Cllr Lupton Cllr Dixon	Council	Acts as the "Parliament" of local government. Every local authority in membership is entitled to representation on the General Assembly	one meeting per annum, the Annual General Meeting which is held in July each year, takes place immediately before the start of the LG Group's Annual	N	N	£54,285		One member had never been to these meetings One member commented that it was a good lobbying tool

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				Conference					
Local Government Association Urban Commission	Cllr Lupton Cllr Gibson	Council	The Urban Commission provides the forum within the Group for member authorities whose areas are wholly or partly urban.	two meetings per year October and March/April	N	N			
MALAP	Cllr Beall Cllr Mrs Womphrey Cllr Mrs Rigg Cllr Leckonby	Council	Members contribute to the discussions within MALAP about the role / remit of the group, its effectiveness, and inform the annual review of the group's terms of reference.	Every 2 months – usually first Friday of the relevant month – 1:30 to approx 4:00 p.m.	Y	N		Member appointments are integral to the role of MALAP as it acts as the 'corporate parent' for all children in care; the statutory corporate parent role could not be delivered without member involvement in the group.	



Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Newtown Community Resource Centre?	Cllr Gibson Cllr Nelson	Council			N	Y	£45,106		Member indicated that this organisation has disbanded and been replaced with Know How North East and Jobs North
North East Contracting Consortium for Asylum Support (NECCAS)	Cllr Coleman	Cabinet	NECCAS is a group of seven local authorities who have agreed to work together to deliver a Home Office contract for the accommodation and support of asylum seekers.	The Executive meets on a quarterly basis – usually in April, July, October and January	N	N			Member indicated that this meeting may be more useful for officers to attend

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
North East Purchasing Organisation	Cllr Mrs O'Donnell Cllr Perry Cllr Larkin	Council			N	N	£29,312	NEPO is currently undergoing a review which is now in the final stages and it has been recognised that the Joint Committee is too large for efficient & speedy decision making and the need for a more commercial approach to business. As such the recommendation of this review is that the new organisations Joint Committee will have two members from each authority, rather than three as current.	

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
North East Regional Employers Organisation	Cllr Mrs McCoy Cllr Rix Cllr Woodhead	Council	The overall aim of the Employers' Organisation is to advise, support and represent member authorities in the broad fields of human resource management, management practice and industrial relations.	Annual Meeting – Friday during July each year at 10am Half-Yearly Meeting – Friday during January each year at 10am Executive Committee – mid-week, March and October each year at 10am	N	N	£17,422	Benefits of fee: Retain our influence through election of representatives to the national executive and participation in national pay negotiations and changes to terms and conditions of employment. Advice on employment law issues. Training and development opportunities for employees.	
North Tees and Hartlepool NHS Trust	Cllr Beall	Cabinet	Appointed Governor (of the 'Council of Governors'). Council of Governors is a collective body that consists of Elected Public Governors, Elected Staff Governors and Appointed Governors that	Quarterly basis:  Training and Development session 9.30 – 12noon. Formal General Meeting of the Council of Governors 1pm – 4.30pm	N	N			

Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			represent stakeholder organisations.						
Northumbria Regional Flood Defence Committee		?			N	N		The flood defence committee is where funding is allocated on a regional basis so it is very worth while being members of.	

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Over 50's Forum	Cllr Aggio Cllr Mrs Cains Cllr Mrs Craggs Cllr Frankland Cllr Mrs Womphrey	Council	<p>The councillors appointed include the Older Persons Champion, their roles are to take part in the work of the Over 50's Assembly in consulting on local and national issues that affect older people. The group gives feedback to the Council, PCT, DWP and other interested local bodies.</p> <p>Also feedback is reported to central government on issues of consultation such as green papers, etc.</p>	Every Second Monday 1.00pm	N	N		Links in with stronger communities theme and Councillor remit of Older People's Champion	Helpful

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Parkfield and Mill Lane Neighbourhood Management	Cllr Coleman Cllr Rix	Council	The role of elected members is to become an active member of the pathfinder board to support the ongoing development and delivery of the area action plan which seeks to address local resident issues and develop projects to improve the overall quality of life for residents in the local area.	Quarterly on a Tuesday evening at 18:00pm. Usually the 3rd Tuesday of the month.	N	N		ensure the continuing focus on the needs of the most deprived part of the Borough.	Gives insight on problems some residents face
PATROL	Cllr Cook Cllr Laing	Cabinet	The role of Members of the Joint Committee is to oversee the functions of The Traffic Penalty Tribunal as an Independent Tribunal.	One full meeting of the PTAROL Joint Committee usually held in September each year.	Y	N	£6,500	Both PATROL and Bus Lane Adjudication Service Joint Committee are bodies that we must be members of in order to enforce car parking and bus lane infringements.	

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Police Joint Committee	Cllr David Coleman Cllr Ken Lupton Cllr Mick Stoker Cllr Sylvia Walmsley	Council	The purpose of the meeting is to approve local authority representation on the Cleveland Police Authority. Appointments to the joint committee is based on the political balance of the four authorities overall	As the committee has now agreed to make appointments for a full four year term the meeting is only required once in four years (generally following elections). The only time a further meeting would take place is when there has been a significant change in the overall balance	N	N			
River Tees Port Health Authority	Cllr Lynne Apedaile Cllr Bill Noble Cllr Maurice Perry Cllr Roy Rix	Council	The Authority is a joint board consisting of 17 Members who are appointed annually by the four riparian authorities specified within the River Tees Port Health Authority Order 1982.	Meetings of the River Tees Port Health Authority are held quarterly on Fridays at 10am at Middlesbrough Town Hall.	N	N			Member commented that they ask questions to ensure that what happens does not have a negative impact on people One member

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
									appointed noted that they had not received notice of these meeting
Ropner Playing Fields Trust	Cllr Bob Cook Cllr Bill Noble Cllr Bill Woodhead	Council			N	N			
Schools Admission Forum	Cllr Mrs Beaumont Cllr Lewis Cllr Patterson Cllr Frankland	Council			N	N			
Standing Advisory Council for Religious Education	Cllr Gains Cllr Frankland Cllr Lewis Cllr Noble Cllr Beaumont	Council	The broad role of the SACRE is to support the effective provision of religious education and collective worship in schools. The SACRE may expect, therefore, to be consulted by the Local Authority and kept fully informed on all	Once per term (maximum 4 meetings per year) meetings are held at 4.00 p.m.	N	N			



Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			matters relating to religious education and collective worship in the schools in the Authority.						
Stockton & District Advice & Information Service	Cllr Nelson	Council	Trustee Board members are responsible for controlling the management and administration of the charity	Trustee Board Meeting and 3 x Sub-Committee Meetings held every 3rd Wednesday of the month Personnel Sub-Committee – 2pm Financial Sub-Committee – 3pm Development Sub-Committee – 4pm Trustee Board – 5pm	N	Y	£152,679		Currently two Members appointed and suggested that only one representative was needed

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton & Middlesbrough Initiative	Cllr Lupton Cllr Cook	Cabinet	SMI Member board, advise on project progress and ratify funding and project recommendations	Quarterly	N	N		Stockton & Middlesbrough Initiative is a useful forum for sharing matters of Regeneration between Stockton & Middlesbrough.	
Stockton Assistive Technology Group	Cllr Mrs Cains	Cabinet	To monitor the progress of the Assistive Technology service and make decisions regarding development of the service	First Thursday every second month at 3pm	N	N		See Independent Living Steering Group	
Stockton Domestic Violence Steering Group	Cllr Nelson Cllr Beall Cllr Mrs McCoy	Cabinet			N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton Home Safety Association	Cllr Mrs Cains Cllr D Cains Cllr Julia Cherrett Cllr Aidan Cockerill	Council	Promote public interest in matters directed towards Home Safety within the area of Stockton-on-Tees and to participate in national home safety campaigns in every practical way. The Association will also act as a means by which home safety ideas, recommendations and resolutions may be raised at a regional or national level	Every 6 weeks on a Tuesday at 1.30pm	N	N			
Stockton-on-Tees Local Safeguarding Children Board	Cllr Beall		The SLSCB is the statutory mechanism for agreeing how agencies will cooperate to safeguard and promote the welfare of children in its locality and for ensuring the effectiveness of agencies' safeguarding activity.	3rd Thursday of odd months (May, July etc) @ 1:00 pm	Y				

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton Renaissance Central Area Partnership Board	Cllr Coleman Cllr Beall Cllr Cockerill Cllr Broughton Cllr Mrs Fletcher	Council	Area Partnership Board	Monthly, Thursdays and meetings alternate between 10am, 2pm and 4pm meetings	N	N		<p>Information received from wider surveys is used to make improvements on how we run these partnerships. These appointments are extremely beneficial, for instance some examples are:</p> <ul style="list-style-type: none"> <li>• Councillors can feed in local issues and residents can feed to them their issues and views.</li> <li>• Councillors can be kept informed about what's going on in their areas.</li> <li>• Councillors can be kept informed about strategic developments and influence key policy for the borough and</li> </ul>	One member concerned that the partnership is 'talking shop' and Council representation is to make up numbers

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
								their areas. • Councillors can network with both service providers from their areas and key decision makers.	
Stockton Renaissance Children's Trust Board	Cllr Mrs McCoy Cllr Beall Cllr Lewis (Vacancy)	Cabinet	The Children's Trust Board is responsible for the development of the Children and Young People's Plan and for ensuring that actions to deliver the plan are implemented. The Board is comprised of all partner agencies and organisations, across the statutory sector and voluntary and community sectors. Young people are represented on the Board through elections from our Youth Assembly.	Board meetings are held every three months, from 4.30 to 6.30pm, usually on a Thursday. Extra meetings are planned as necessary.  9th November, 2010 9th December, 2010 16th February, 2011 29th March, 2011	Y	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton Renaissance Culture Partnership	Cllr Mrs Womphrey	Cabinet	The Culture Partnership will champion culture, providing a cohesive voice and seeking to embed cultural activities and principles throughout the work of Stockton Renaissance.	Meetings are every 3 months	N	N			
Stockton Renaissance Eastern Area Regeneration Partnership Board	Cllr Faulks Cllr Miss Large Cllr Mrs Walmsley Cllr Patterson	Council	Its aim is to form a partnership comprising representatives of the public, private, voluntary and community sectors with which to promote the regeneration of the Eastern Area of Stockton-on-Tees	Monthly: 21 September 2010 @ 5.30pm 26 October 2010 @ 9.30am 23 November 2010 @ 5.30pm 14 December 2010 @ 9.30am	N	N		See central Area Partnership Board	
Stockton Renaissance Economic Regeneration & Transport	Cllr Cook Cllr Perry	Council	A consultative group for the regeneration and economy of the borough	Bi-monthly, January, March, May, July, September and November. The meetings are the second Wednesday of	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				the month and start at 4pm.					
Stockton Renaissance Environment Partnership	Cllr Rigg Cllr Mrs Beaumont	Council	To strategically co-ordinate and oversee all aspects environmental improvements in the Borough of Stockton-on-Tees	Thursdays 4,15pm every two months	N	N			
Stockton Renaissance Health and Wellbeing Partnership	Cllr Beall Cllr Mrs Cains Cllr Mrs Beaumont Cllr Mrs Fletcher	Cabinet	The HWP will lead and coordinate a partnership approach to delivery of the vision, encompassing a preventive approach to care and wellbeing for adults, families and communities.	Quarterly – Monday 12.30 – 2.45	N	N			Papers are emailed to members which can cause problems with printing
Stockton Renaissance Housing and Neighbourhood Partnership	Cllr Nelson Cllr Mrs Fletcher	Council	The aim of the partnership is “To provide access to good quality, affordable housing, with appropriate support, located within pleasant, safe and	At least 6 meetings per year. Approximately every 6 weeks on a Tuesday afternoon at 2pm	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			sustainable neighbourhoods”.						
Stockton Renaissance Northern Area Partnership Board	Cllr Woodhouse Cllr Aggio	Council	Its aim is to form a partnership comprising representatives of the public, private, voluntary and community sectors with which to promote the regeneration of the Northern Area of Stockton-on-Tees	The First Monday of every month (or second if it's a bank holiday), 5:45pm start at Low Grange Community Centre, Billingham. (The board does not meet in August)	N	N		See central Area Partnership Board	The partnership can work as a facilitator, both for signposting, guidance and for negotiating with different stakeholders on community issues.
Stockton Renaissance Partnership Board	Cllr Cook Cllr Gibson Cllr Mrs Fletcher Cllr Lupton Cllr Laing	Council	Local Strategic Partnership	Bi monthly, Tuesdays at 5pm	Y				



Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton Renaissance Safer Stockton Partnership	Cllr Nelson Cllr Beall	Council	Community Safety Partnership for the Borough of Stockton-on-Tees, established to deliver some of the statutory responsibilities placed on the Council and other partners by the Crime & Disorder Act 1998.	Meets on Tuesday mornings at 09.30 approximately every 7 weeks (7 meetings per year).	Y	N		Exists to discharge statutory responsibilities laid on the Council and other partners by the Crime & Disorder Act 1998. Crime rate reduced by 46% over the last 6 years, compared to national crime reduction of 31%.	
Stockton Renaissance Western Area Partnership Board	Cllr Lewis Cllr Rigg Cllr Mrs Beaumont	Council	Its aim is to form a partnership comprising representatives of the public, private, voluntary and community sectors with which to promote the regeneration of the Western of Stockton-on-Tees	Monthly: 27th September 2010 at 6.00 p.m. 25th October 2010 at 6.00 p.m. 29th November 2010 at 6.00 p.m.	N	N		See central Area Partnership Board	One member noted that meetings have been cancelled due to limited number of agenda items

Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Stockton Safeguarding Vulnerable Adults	Cllr Beall Cllr Mrs Cains	Cabinet	Multi agency committee to co ordinate the work of statutory agencies and their contracted providers to protect Vulnerable Adults from significant harm.  (based on the requirements placed on the local authority by the Dept of Health Guidance “No Secrets” 2000, currently under review)	Thursday, 9-30 to 12, 6 times per year-January, March, May, July, September, November.	Y	N		See Independent Living Steering Group	
Stockton Shop Mobility Management Committee	Cllr Cains	Council	Overseeing the running of the Charitable Company, ensuring the company adheres to Company/Charity law. Ensuring all company policies and procedures are up to date and relevant	Meetings are held on the third Monday of the month @ 2pm on a bi-monthly basis, unless business deems it necessary to hold one each month.	N	N			Useful for work at Regeneration & Transport Select Committee and other links.

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Supporting People Commissioning Body	Cllr Beall	Cabinet	<p>The Commissioning Body shall use its best endeavours to ensure that the planning and commissioning of local Supporting People services are taken forward in the context of a strategic vision. The Commissioning Body will ensure a structured framework for delivering change across the programme with clear decision making, budget setting and commissioning processes. The Supporting People strategy, Annual Plan and Annual Report will be developed, approved and reviewed with the maximum participation of all stakeholders.</p>	First Tuesday every 2 months 9 – 11am	N	N		See Independent Living Steering Group	

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Tees Active Management Board	Cllr Mrs Womphrey Cllr Lupton Cllr Dalgarno	Council	Management board member – a representative of the council but not representing the council. Their role is to help manage an independent company.	Roughly the third Monday every two months. But not exact. One summer meeting skipped making 5 annual meetings.	N	N			
Tees Esk and Wear Valley NHS Trust	Cllr Mrs McCoy	Cabinet	<p>The Council appointee is a Governor of the Foundation Trust and holds a seat on the Council of Governors.</p> <p>The overarching roles of Governors are to ensure the Trust maintains compliance with its Authorisation and to ensure the views of Members and Stakeholders are communicated to the Trust.</p>	<p>The Council of Governors meets approximately 5 times per year. The dates are determined by the Governors to fit in with the Trust's business planning cycle. The AGM of the Trust is held in July.</p> <p>Meetings are held in the afternoon in Winter and the evening in Summer. The</p>	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
				<p>same arrangements apply to Constituency Meetings.</p> <p>Committee meetings are generally held during working hours on dates and times determined by the Committee.</p>					
Tees Valley Arts (formerly Cleveland Arts)	Cllr Mrs Womphrey	Cabinet	The TVA Board, as set up in 1982, has 18 'spaces' which are filled, with a mix of councillors, artists, academics, a marketing consultant, a creative industry director, a corporate lawyer and a financier. Board Members are expected to attend quarterly Board Meetings and approve financial	Quarterly, usually first Monday of Month at 5.15 pm in March, June, September and December	N	N			Member commented that their involvement was limited

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			statements and advise on work being undertaken by the Company and to also act as an advocate for the organisation outside of Board Meetings						
Tees Valley Environment Protection Group	Cllr Mrs Beaumont Cllr Mrs Rigg Cllr Smith	Cabinet	The TVEPG is a joint Environmental Protection committee of the five Tees Valley local authorities, along with the Environment Agency. Key area of work is statutory review and assessment of air quality within the Tees Valley. The group also ensures a consistent and co-ordinated approach by each authority in other areas of public protection such as neighbourhood noise, noise mapping, and contaminated land.	Member meetings are normally held 1 – 2 times a year as required. They are normally scheduled for a Monday at 2pm. Members are notified directly of the meetings.	Y	N			

Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			The Chairmanship and Secretariat of the Group passes between the local authorities on a two year rotation, currently held by Stockton-on-Tees.						
Tees Valley Health Scrutiny Joint Committee	Cllr Mrs A Cains Cllr Andrew Sherris Cllr Sylvia Walmsley	Council	It is a Joint Health Scrutiny Committee, constituted on a Tees Valley basis address the sub regional themes facing the local NHS.	Although not exclusively, it tends to meet at 10am on Mondays, on a monthly basis.	N	N			One member commented that they do not attend this meeting due to work commitments

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Tees Valley Living	Cllr Nelson Cllr Lupton	Cabinet	To coordinate the delivery of the housing market renewal strategy	Quarterly on Thursdays at 5pm	N	N			
Tees Valley Local Access Forum	Cllr Cook	Cabinet	The Forum is a statutory body, the TVLAF is a joint one across four local authorities, Hartlepool, Stockton on Tees, Middlesbrough and Darlington. The membership reflects the DEFRA requirement for a senior councillor from each appointing authority to be represented; as the role is one of advising on rights of way and access, it is appropriate that the member appointed represents either Highways or Leisure & Tourism interests.	The full Forum meets two times a year, with each Working Group expected to meet 3 x a year. The meetings usually begin at 5:00pm and close at 7:00pm.	Y	N			



Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Tees Valley Unlimited - Leadership Board	Cllr Lupton Cllr Cook (sub)	Cabinet	<ul style="list-style-type: none"> <li>• To ensure delivery of the Tees Valley Investment Plan</li> <li>• To achieve the targets set out in the Multi Area Agreements</li> <li>• To deliver the City Region Development Programme</li> <li>• To agree and changes to programme/funding as required to the Tees Valley Investment Plan</li> <li>• To Approve any reviews of the Tees Valley City Region Development Programme and other City Regional strategies</li> <li>• To Ensure the City Region Development Programme and other strategic reports are reflected</li> </ul>	Quarterly on Wednesdays at 2pm	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			in regional, pan-regional and national policies • To Engage with local MPs						
Tees Valley Unlimited - Planning & Economic Strategy group	Cllr Bob Cook	Cabinet	Coordinating the input of the City Region into the Regional Spatial Strategy, Regional Economic Strategy and the Northern Way and taking forward the strategic economic issues set out in the Business Case.	Quarterly on Tuesdays at 2pm	N	N			
Tees Valley Unlimited Transport for Tees Valley	Cllr Cook	Cabinet	To develop City Region transport strategy and develop the Tees Valley Metro, Bus Network Improvements and transport issues affecting the trunk road network.	Quarterly on Tuesdays at 2pm	N	N			
Teesside & District Society for the Blind	Cllr Mrs Cains	Council	Trustee – member of the Management Committee. Meets once a month except August and December when no	Last Friday of the month. 10.30am	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			meetings are held.						
Teesside Pension Fund	Cllr Rix	Council	The Teesside Pension Fund is a local authority Occupational Pension Scheme. The Scheme rules are defined by the Local Government Pension Scheme Regulations 1997 (as amended).	Meetings are held quarterly in June, September, December, and March and are held at 11.00a.n on Wednesdays.	N	N			Important for Stockton Borough Council employees. They should be aware of what happening and getting the best deal.
Tristar Management Board	Cllr Julia Cherrett Cllr Robert Gibson Cllr Miss Tina Large Cllr Bill Woodhead VACANCY	Council	1) Director of Tristar Homes Limited, wholly owned subsidiary of SBC managing the Council's Housing Stockton Borough Council	4 weekly from 20th September	N	N			

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
Tristar Shadow Board	Cllr Robert Gibson Cllr Miss Tina Large Cllr Bill Woodhead A VACANCY	Council	2) Member of Tristar's Shadow Board, which is planned to take over form the ALMO Board from 13th December 2010. This will then no longer owned by SBC, but will be a member of a group organisation with Housing Hartlepool. The housing stock is also planned to be transferred from SBC to Tristar on the 13th December.			N			
Yarm Grammar School Trust			To make small awards to schools, students and pupils	Twice a year usually in January and July	N	N			
Yarm Youth & Community Association	Cllr Mrs Earl (Vacancy)	Council	The Youth & Community Centre provides a pleasant venue to may organisations e.g. guides, extra educational need, luncheon clubs for the elderly, carpet bowls for all ages. Our organisation	Monthly Thursdays 8.15pm	N	N			

Executive Scrutiny Committee – Task and Finish Group

Name	Appointed Member	Appointment Body	Description	Meeting Frequency	Statutory Y/N	Core Funded Y/N	Fees / Core Funding	Officer Comments	Member Comments
			also helps to preserve the building which is treasured by Yarm people as being the final school they attended.						
		<b>Total Cost</b>					£549,958.00		

## Appendix 2

### Local Authority Consultation Responses

LA	How many outside bodies does your Authority appoint to?	How do you decide which outside bodies are appointed to?	How are appointments made?	Are there any procedures in place for members to report back from Outside Bodies? What are these procedures?	Do you have a process of evaluating the usefulness/ value of the outside bodies appointed to?
<b>Barnsley</b>	We have 119 live outside bodies.	Requests for representation are generally generated internally, via Cabinet reports from the Council's Directorates as part of initiatives they are undertaking. Also, the Leader of the Council might receive a request from an organisation and he will ask that an appropriate Cabinet report be generated..	For non-executive appointments a report is submitted to Cabinet, who then make a recommendation to Full Council (without names) that appointments be made. Full Council then agree the appointments For executive functions Cabinet approves appointments.	There are no set procedures for Members to report back, although officers submit annual reports to Cabinet in respect of the more formal partnerships we have with outside bodies and which include Member representation.	
<b>Bolton</b>	Bolton currently has 100 outside bodies which we appoint to	It is an historic list and we just add to it if we get any requests, however, we have just reviewed it and taken out the ones which are only officer appointments	We consult the three group leaders on the nominations and then the list is approved by Annual Council	we are also currently in the process of looking at these issues and a report is to be considered shortly by members	
<b>Bury</b>	49 appointments made. However, another 22 bodies have been written to by the Director of Legal	Very much historical – I expect however that any whose existence is unknown and who do not	Through political groups and appointed at Annual Council.	A member could ask for a report at Council but I've never known it to happen.	Not really although I have in the past checked if members have been contacted to attend

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	and Democratic Services in order to satisfy that the duties/role of members who serve on those bodies will not in any way compromise them, and that they are indemnified against personal loss.	respond to above letter will drop off our list.			meetings.
<b>Cheshire East</b>	135	They're categorised according to importance. Cat. 1 appointed by Cabinet (these are high level strategic or statutory organisations. Cats. 2, 3 and 4 are the remainder and the Constitution Committee makes these appointments based on the recommendations of a Sub-Committee.)	Sub-Committee tends to act as a working group and does all the "nitty gritty" work. It has only recently gained Sub-Committee status. Until 24 June, it was a Task Group, and the attached paperwork makes reference to "Task Group" rather than Sub-Committee.	New procedure introduced. We have tried to persuade Members that reporting back will be important. See attached form.	Procedure also for outside organisations.
<b>Darlington</b>	58	We have a historical list of bodies which we appoint to. If we receive further requests from outside bodies or departments for appointments to be made these are highlighted to Leader of the Council	Council or Cabinet following consultation with the relevant political groups.	No	No

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		and a report is submitted accordingly to either Cabinet or Council.			
<b>Doncaster</b>	At the moment, we appoint to 103 outside bodies which we appoint to	Of the 103 outside bodies, 32 are appointed to by Peter Davies, Mayor of Doncaster. 71 are appointed by Council. The list is given to all Group Leaders who then make nominations.		Regarding procedures for report back and evaluation, I do not know of any at the moment,	
<b>Dover</b>	We appoint to 27 outside bodies.	The 2005 Scrutiny Review proposed that appointments should be split into categories (statutory, strategic and community), and that community appointments should only be made after careful deliberation. 4 years there were 30+ appointments, but none, including the community appointments, have been reviewed in that time. I understand that many of the charity appointments (some of which go back many years) came about following requests from the charities who thought	2 (statutory) appointments are made by Council and the others by Cabinet, mostly on an annual basis but some are for a longer duration.	Members have been reminded that they should submit annually a report on the body's activities. Some place a copy of the body's annual report in the Members' Resource Room, but most don't even bother to do that. It is something we need to tighten up on.	No



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		it would be a good idea to have district councillors on the trust.			
<b>Dudley</b>	99 as at present date	Outside Bodies are appointed to in relation to statutory requirements, historic reasons and in line with the Council's priorities. A number of appointments are also made to national, regional and sub regional bodies (both statutory and non-statutory) impacting on the Borough. The list of appointments is reviewed annually with the Group Leaders.	Urgent mainly statutory appointments are made at Annual Council (May); Appointments having a borough wide impact are made at the first meeting of Cabinet in the municipal year (June); and more local appointments at the Council's 5 Area Committees (June/July)	The only formalised process is the statutory procedure relating to Fire and Rescue and Integrated Transport Authorities involving Prime Members. Prime Members are nominated to answer questions at full Council on the business of these authorities.	There is no formal process, although members feedback informally through their relevant Group Leaders. This informs the annual review of the lists.
<b>Halton</b>	there were 62 on this year's list, but this does change as a few organisations either merge/cease to exist or have come to the natural end of their life	I think this is custom and practice – it's not referred to in our Constitution and having asked around the authority, nobody has a definitive answer	Appointments are made by the Leader and confirmed by Council. Where political proportionality applies, nominations are invited from the respective Leaders of the opposition groups	Again, I have asked the question and I am not aware of any formal arrangements for Members to report back. They may do this through their Group meetings though, but we wouldn't be aware of that. I suppose if anything really significant	No, but now I have started to consider this issue, I will be looking more closely at our list and asking questions about membership etc. We do ask for an attendance summary at year end, as this is used by the party whip to judge

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				<p>came up which may have a direct impact on a council function or financial implications, it would be reported to the Leader then on to Executive board, but there doesn't seem to be anything formal in place.</p>	<p>how diligent nominees were at attending meetings etc. From what I can see, attendance seems to be pretty high, which suggests that Members are finding it worthwhile attending. Having said that, looking at the nominees, most are the very senior Members anyway (e.g Leader/Deputy and Exec Board Members). This may be because they are senior/ experienced/ influential in their position within the Council/are retired and therefore have the time to attend daytime meetings/ or some other reason.</p>
<b>Hartlepool</b>	82	Members undertook a major review of the list of outside bodies in 2008.	Appointments are made dependent on the type of body concerned. Joint Committees, Leadership bodies and Partnerships are executive appointments undertaken	None.	Periodic questionnaire to members.

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			by the Mayor and/or Deputy Mayor. Other bodies – local choice determination, council business bodies and community bodies – are appointed by council after consultation with the political groups		
<b>Maidstone</b>	37	Many of the Outside Bodies are historical but we have had a recent request which was considered by our General Purposes Group and it was agreed.	Members are informed of upcoming vacancies and are requested to complete a nomination form. The nominations are considered by the General Purposes Group and a vote taken for each position.	Members are requested to complete an Annual Review Form at the end of each year of term. The completed forms are put on our Intranet.	Nothing specific, but if a query was raised it would be considered by the General Purposes Group.
<b>Medway</b>	There are 104 bodies in total broken down into the following categories:  11 Joint Committees/other joint bodies 9 Outside Bodies required by statute 51 Outside Bodies	This is dealt with via the Group Whips. All new requests for members to be appointed to a group or organisation are referred to the Group Whips for a decision. There are other occasions when bodies get added to the list by other means e.g. the	New requests are processed through Group Whips and only get referred to Council for a decision if there are more nominations than places and if this cannot be resolved by agreement. The Chief Executive has delegated authority to deal with	We have no formal procedures for reporting back but the outside bodies list is reviewed each year in consultation with Group Whips and a number of bodies are identified for further investigation as to the role of the members appointed, whether the persons appointed attend and the value/usefulness to the Council or the Body concerned of having a member serving on the body. This work is either undertaken by an officer (basically me) or by the Group Whips in discussing this with the individuals serving on the body.	

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	<p>8 Charities 18 bodies set up by Medway 7 bodies established by Cabinet</p>	<p>establishment of a group by Cabinet.</p>	<p>requests from Group Whips on membership issues including appointments to and changes to memberships of outside bodies.</p> <p>Cabinet will deal with appointments to those bodies that it establishes.</p> <p>Each year at Annual Council, a full list of memberships (other than bodies appointed to by Cabinet) are reported for approval. Between meetings of Annual Council, memberships are dealt with via the Chief Executive's delegation as detailed above.</p>		
<b>Middlesbrough</b>	<p>Approx 90</p>	<p>Following the introduction of the LGA 2000 the Council examined all its outside bodies and divided appointments into three</p>	<p>Either by report to Council, or if urgent via a report to Corporate Affairs Committee or, if an executive appointment via a</p>	<p>When writing to organisations to advise on representation we indicate that although the representative has a primary responsibility to the</p>	<p>An initial review was undertaken in 2008/2009 of the representation of members on outside bodies using the then current</p>

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		<p>bands based on whether they were considered to be council, executive or local choice functions. For local choice appointments / nominations where more than one member is to be appointed a decision is taken by the Director of Legal and Democratic Services, usually in consultation with the Deputy Mayor and Group Leader(s) as necessary, to divide the places between council and the executive . This process continues when deciding to appoint to each new body.</p>	<p>report to the Deputy Mayor for an individual member decision. The nomination of members for Executive appointments to outside bodies is delegated to the Deputy Mayor in the Executive Scheme of Delegation.</p>	<p>organisation when attending meetings or dealing with their functions they are also required to report back to the council whenever they or the organisation feel that a matter is of major significance to the council or to the town, Where this is the case the councillor or representative should advise the organisation that they intend to report the matter to the council.</p>	<p>register. The responses received as part of that review were used in a further review in 2009/10 when representation was assessed using a similar matrix to one used to evaluate the Council's strategic partnerships. The criteria used to review the external bodies was:</p> <ol style="list-style-type: none"> <li>1. Statutory - Is the Council required by law to be represented?</li> <li>2. Written Agreement - Does the external bodies constitution require Council representation AND was the Council party to the</li> <li>3. Relationship to the Corporate Priorities - Is the bodies success critical to the achievement of Corporate Priorities?</li> <li>4. Support - Does the Council directly contribute money/resources?</li> <li>5. Statutory or Regulatory Context - Are decisions taken that are binding on the Council?</li> <li>6. Risk - Are there</li> </ol>

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					<p>consequences for the Council of failures by the body?</p> <p>7. Risk - Does the body contribute to the management of the Council's risks?</p> <p>8. Statutory or Regulatory Context - Does the representative have voting rights?</p> <p>The findings and recommendations of the review were presented to the Corporate Affairs Committee. Appointments made for 2010/11 were based on the outcome of that review.</p>
<b>Redcar &amp; Cleveland</b>	55	Attendance at these is decided, firstly, by going to the Political groups for nominations, then to the ruling group and then to Cabinet.	Final appointments are made by Cabinet.	We do not have a procedure in place at the moment for Members to report back, but we are hoping to set one up fairly soon. We do have Support Officers in place to give any help and guidance to Members attending an Outside	Process of evaluating the usefulness/value would normally be done at the yearly review.

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				Body.	
<b>Rochdale</b>	Depends on your definition of Outside Body. I have omitted appointments to the Greater Manchester Joint Authorities; to the Council, Executive, Scrutiny and other bodies of the Association of Greater Manchester Authorities (AGMA); Local Strategic Partnership structures - all of which are internal, in an arms length way. 60.	There is no formal assessment. Generally appointments are made where required/requested – and would only be reviewed if members raise issue.	Mostly Annual council, with most of the rest being made by our local township Committees.	No, though some form of report back form Members on Joint Authorities has been considered.	No
<b>Rotherham</b>	132	Appointments to Outside Bodies are made by each Cabinet Member at their first meeting following the Annual Council early in each Municipal Year  These are based on the Cabinet Members knowledge of the Outside Bodies and feed back from each representative on an informal basis.		We do not have any formal procedures and do rely on the knowledge of the Cabinet Members.	
<b>St Helen's</b>	41 General Outside Bodies, 4 Joint Authority Bodies and	Each political group nominates Members who are appointed according	These appointments are confirmed at our Annual Council meeting.	There are no procedures for reporting back by Members	There is no evaluation process

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	40 Portfolio Bodies.	to the political balance of the Council			
Stockton-on-Tees	Currently, 72 outside/joint bodies appointed to.	<p>Each year, in the months leading up to the commencement of the next Municipal Year, Democratic Services contact all Heads of Service, providing them with a list of outside body orgs we appoint to, and ask them whether their service area is involved with these organisations and, if so, whether it wished appointments to them to continue. Similarly, each of the organisations are contacted and asked annually whether they continue to wish the Council to appoint elected members to them.</p> <p>The Members Advisory</p>	<p>Once the appointing body has been clarified; i.e Council or Cabinet, a list of each is sent to each Group Secretary in March each year detailing the number of members required to be appointed to each organisation, and requesting nominations. With one or two exceptions, eg Police Joint Cttee, Fire Auth etc, appointments to such bodies do not need to reflect the political composition of the Council, however where there are more nominations than vacancies, it would be up to a majority vote of Council or Cabinet to determine.</p>	<p>Several joint bodies, such as Police, Fire report their minutes to meetings of full Council for information. Other internal bodies, such as Renaissance, Area Partnerships, Tees Valley Unlimited etc report to Cabinet.</p> <p>Democratic Services maintain on the Councils website and Intranet a list of organisations to which the Council makes appointments and have attempted to obtain and include the organisations website address (if one exists) so that anyone wishing to find out about the latest activities can log on to the organisations website. A page is devoted to Outside Body</p>	<p>No formal mechanism held by Democratic Services other than feedback from Corp Directors/HoS annually re the need for future involvement with the organisations, plus any feedback obtained from members; i.e if the organisation no longer wishes to appoint, or has disbanded etc. . Feedback regarding membership of Local Government Association, and other large regional bodies, may be held by Ch Executive/Corp Dir. of Resources; particularly for those orgs. requiring a financial subscription from the Council. In addition, any organisations that receive voluntary</p>



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		<p>Panel in 2005/6, when reviewing arrangements for appointments to outside bodies, considered which body (either Cabinet or Council) was the most appropriate body to make these appointments. In coming to this decision, MAP were advised of as much background information as was available with regard to each organisation, and attempted to reconcile that organisation's purpose with a relevant Cabinet portfolio. In doing so, it sought to allow Cabinet to appoint the most relevant Cabinet member to serve on the outside body so that the expertise held by</p>		<p>organisations and support for members on the Intranet under Members Information, and therefore there is scope for 'latest news' re outside bodies to be added to this section.</p>	<p>sector core funding from the Council will be subject to evaluation (Dawn Welsh, Partnerships &amp; Engagement Manager)</p>

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		<p>that member of that particular service area, could be brought to the benefit of the organisation and its relationship with the Council. This did not exclude other non Cabinet members being also invited to serve on the body (in addition to the relevant Cabinet member) provided more than one member was required.</p> <p>Where the body's purpose was more cross cutting or non service specific, eg such as regional bodies like Local Govt Assoc, Catalyst, NEREO, Community Associations etc, then it was considered appropriate to allow all mbrs of Council decide</p>			

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		<p>who should be appointed.</p> <p><b>NB As our knowledge of some of the organisations appointed to is limited, it may become apparent that a review of the most appropriate appointing body is necessary as our knowledge increases.</b></p>			
<p><b>Telford &amp; Wrekin</b></p>	<p>We appoint to approximately 56 but also use the process for appointing to the various groups within our Local Strategic Partnership. We did have a lot more, mostly very small, local groups and a review was carried out around 2000-1 which removed these. We wrote to the groups to say that our elected members could no longer support that</p>	<p>The list above has been appointed to probably since 1974. All appointments are dealt with through Cabinet as are requests for new representations.</p>	<p>Most of our appointments are done on an annual basis unless the Constitution, etc. of a particular body has a different term of office. All the annual appointments are taken to Cabinet in June and any changes to membership/new representations/or appointments that fall due during the course of a year are taken to Cabinet as and when</p>	<p>We have no procedures in places for Members to report back. Prior to 2000 we did send a letter each year asking how many times representatives had attended but the response rate was not very good.</p>	<p>There is no formal process. It's 10 years since we reviewed the list and there are probably a few more we could recommend no longer appointing to.</p>

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	number of outside bodies and suggested that they seek parish/town council representatives instead.		needed.		
<b>Tumbridge Wells</b>	37	Existing (reducing) list. No written down procedures on authority for agreeing new appointments.	As and when each appointment date becomes due the process is as follows: <ul style="list-style-type: none"> <li>• Request any updates on position from Outside Body</li> <li>• Request any nominations from all Councillors</li> <li>• Report to either Cabinet or to relevant Delegated Portfolio Holder for decision</li> <li>• Confirm appointments to Members and Outside Bodies, subject to call-in.</li> </ul>	*Annual request for feedback *Report back to Scrutiny and Portfolio Holders and address any issues of concern	No currently subjective basis only.
<b>Wakefield</b>	89	We appoint to those bodies where the Council has representation on the management	Through Council (Joint Authorities) and Cabinet for the remaining bodies.	There is an opportunity for the Council's representatives on the Joint Authorities, Police,	We write to organisations periodically to ascertain whether they still require representation from the

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		committee ie CAB, joint authorities, and other bodies with historical links with the Council such as Educational Foundations etc		Fire, West Yorkshire Joint Services to report back to Full Council or can be questioned by Members.	Council and information we request provides us with an opportunity to review whether we wish to continue with representation on the body.
<b>Warwickshire</b>	135	Decision is historical and linked to the grant system – previously when giving grants to groups, the Authority required that a member was appointed to that group.  Recently the Authority reviewed the list of bodies by writing to all those appointed to asking if they required a County Council representative	Appointments are made by the Executive Committees: *Full Council *Regulatory Committee if the body is county wide *On of the 5 Area Committee if the body is for a particular area	No procedures for reporting back or evaluating the value of the appointments.	
<b>Wigan</b>	We appoint to around 115 bodies - categorised roughly as: *4 Greater Manchester Districts	The reasons for most in the first five categories are probably self-explanatory. As regards the miscellaneous ones, most appointments	In most cases nominations are invited from the groups and the appointments are then made at full council.	Not currently (other than through a mechanism for questions to be asked of the joint authority reps at council meetings). We're just in the process of re-	We're planning to embark on an evaluation exercise in January to inform the round of appointments next May. Again, this was

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	<p>Joint Arrangements *8 Association of Greater Manchester Authorities *5 Local Government Association *11 Partnerships and *87 Miscellaneous. Figures are approximate.</p>	<p>have a long history and probably originate from the body seeking local authority representation (either because it is a requirement of the way they are constituted or because they considered it beneficial) or the authority or one of its predecessors seeking a position.</p>		<p>launching the members' newsletter as an e-bulletin and I did explore the possibility of having a reporting mechanism in that, but concluded that we'd start off just with content we had more control over. At my previous authority we introduced a "reports from representatives on outside bodies" section in the members newsletter and it worked quite well. While there was no way of mandating members to produce items, there were enough contributions to make it worthwhile.</p>	<p>something we did at my previous authority. We firstly invited senior management to comment on the bodies within their areas of activity, and then asked members to feed back on those organisations they had been appointed to. We asked things like how often they met and whether they thought the representation added value for the authority and/or the community. We then formulated recommendations on which bodies it might be appropriate to withdraw from and took the results informally to group leaders and then formally through council as part of the appointments process. We then wrote in very diplomatic terms to those organisations from</p>

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					<p>which we were withdrawing, explaining why. Inevitably, the process identified some organisations which appeared never to meet and, in some cases, which hadn't actually existed for some years but the appointments had been perpetuated regardless. Having carried out that exercise once, we were able to do a much lighter touch review in subsequent years just to make sure we didn't get back in the same position over time.</p>
<b>Winchester</b>	48	<p>Basically, almost all are historical and the need for Cllr representation comes from the outside body's own constitution. If we received a request for Cllr representation on a new body, we would want to know why they want a Cllr there and how often the meetings are.</p>	<p>Via the first meeting of Cabinet of each municipal year. Principal Scrutiny also appoints a few.</p>	None	<p>None. I guess we assume the Cllrs would tell us whether the appointment is worthwhile or not.</p>

