

Report To:	SCRUTINY PANEL A	Date:	12 SEPTEMBER 2017
Heading:	INTRODUCTION TO SCRUTINY REVIEW OF MEMBERSHIP OF OUTSIDE BODIES		
Portfolio Holder:			
Ward/s:	ALL		
Key Decision:	NO		
Subject To Call-In:	NO		

Purpose Of Report

In July 2017 the Overview and Scrutiny Committee approved a review on membership of outside bodies be undertaken to establish what value is provided to these organisations, the Council and the local community by appointing Council representatives to sit on outside bodies.

This report outlines the Council's current process for appointing to outside bodies, number of outside bodies and consideration of key issues that have been identified for Councillors to consider following its addition to the workplan.

Recommendation(s)

- Note the information contained in this report
- Agree a clear terms of reference, with anticipated value of the review
- Identify any further information required to carry out the review

Reasons For Recommendation(s)

Membership of Outside Bodies was identified and approved as a topic in 2017 following consultation on the Scrutiny Workplan.

Alternative Options Considered (With Reasons Why Not Adopted)

None at this stage. Consideration of this topic is aimed at understanding and discussing current appointments to outside bodies.

Detailed Information

In addition to attending Council Meetings and other constituency work, Councillors are required to sit as representatives of the Council on other organisations and agencies. These organisations and agencies are known as outside bodies. The Council appoints Elected Members to represent it on a range of outside bodies. Such appointments ensure that the Council's interests and therefore citizens of the Ashfield are represented within key agencies.

The Council recognises the value and contribution outside bodies make to the wider community. Members also welcome the opportunity for the Council to be represented on outside organisations which operate within Ashfield.

Ashfield District Council currently appoints to 40 outside bodies (Appendix A). However questions have been raised as to how we know as a Council that these appointments are made with a clear recognition of the potential benefits to the Council or to the relevant body.

An "outside body" is an organisation that has a separate governance structure to that of the Council.

Reporting Framework

The Council currently do not have a reporting framework for members appointed to outside organisations. Therefore, it is difficult to assess the added value of appointments easily. Members may wish to consider as part of this review whether in order to help develop and improve the profile of the work of outside bodies, a member feedback system should be implemented.

This could help share information about each organisation's work between members, and also provide the opportunity for all members to ask questions and seek clarification where necessary. Some Councils have introduced such reporting frameworks which require appointed members to complete a quarterly or annual report on the work of the organisation they have been appointed to, outlining the benefits to the Council and the community of the work of the organisation, information on activities and achievements, the number of meetings attended and whether member support should continue to be provided.

Once completed these would then be filed and held for members of the Council to view. This approach ensures members have the opportunity to express their views as to the value of the outside organisation. It also enables members to confirm on an annual basis if they have the time to continue to devote to the role or even whether member support should continue to be provided.

If the annual consultation with members identifies that the outside body no longer represents value to the Council then a recommendation is made to Cabinet suggesting the organisation is removed from the list and therefore no longer requires representation from the Council. This approach ensures the list of outside bodies is subject to ongoing review and is manageable in terms of the representation requirements.

Aim and Objective of the Review

The aim of the review is broadly to investigate the appropriateness and effectiveness of Member representation in promoting community leadership and working successfully with strategic bodies and community groups and consider how best to improve the monitoring and reporting of such appointments to groups.

Possible Terms of Reference for the Review

- to identify the criteria to be applied in determining whether or not the Council will appoint a representative to serve on an outside body;
- to establish in what capacity representatives serve on each outside body;
- to identify appropriate arrangements for managing the risks associated with serving on outside bodies;
- to identify appropriate arrangements to ensure that information is passed between the Council and the outside body through the Council's representative; and
- to ensure that a proper records management system is in place for Outside Body activity

Research

- Reviewing the current data held by the Council regarding Representatives on Outside Bodies.
- Examining practices of other local authorities.
- Conducting interviews of representatives on outside bodies.
- Co-ordinating liaison with the outside bodies.
- Developing effective reporting frameworks

Investigation

A review of information kept on Outside Bodies is currently underway and will be reported to the Panel at the meeting. Contact has also been made with several local authorities to seek best practice and a questionnaire is being prepared to facilitate face to face or telephone interviews with Member representatives. The views of officers, will also be sought where appropriate if they support or attend meetings of these Outside Bodies.

Classification of Relationships with Ashfield District Council

Members will also need to consider whether a broad classification of Outside Bodies should be adopted To define the relationship between the Outside Body and the Council as this will help with determining which outside bodies appointments should be made in future. There are three broad categories of involvement:

- Strategic/Regional
- Statutory
- Community/Citizenship

It is recognised that the District Council has supported some of these bodies for many years and Members in some cases have developed strong relationships with these Outside Bodies particularly if it serves their Ward or if it is an area where they can bring specific expertise.

Relationships between Members' and officers regarding Outside Bodies are generally informal with officer support provided if requested by the Member. Again Members will need to consider whether clearer arrangements are required.

Implications

Corporate Plan:

It is essential that the Council has an understanding of the value of appointing to outside bodies to better understand engagement, partnership working and Councillor Development.

Legal:

None arising directly from this report.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	N/A
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Human Resources / Equality and Diversity:

None arising directly from this report.

Other Implications:

None arising directly from this report.

Reason(s) for Urgency (if applicable):

None

Exempt Report:

None

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Appendix A - OUTSIDE BODIES 2017/18

<u>No.</u>	<u>Body</u>
1.	Ageing Well Network
2.	Ashfield Citizens Advice Bureau Management Committee
3.	Ashfield Community Safety Partnership Joint Strategic Group
4.	Ashfield Homes Limited
5.	Association for Public Service Excellence
6.	Beauvale Charity – Hucknall
7.	Byron Charity – Hucknall
8.	Cahn Memorial Homes – Hucknall
9.	Citizens' Reference Panel (NHS)
10.	Campaign to Protect Rural England (Nottinghamshire Branch)
11.	D2N2 Local Enterprise Partnership Board
12.	East Midlands Councils
13.	Economic Prosperity Committee
14.	George and Ada Shepherd and Moss and Plumb's Charity
15.	Greater Nottingham Joint Planning Advisory Board
16.	Greenwood Community Forest Steering Group
17.	Groundwork Cresswell, Ashfield & Mansfield
18.	Health and Wellbeing Board (County Council)
19.	Historic England
20.	Hucknall & District Voluntary Partnership (Under One Roof Project)
21.	Hucknall Partnership Group
22.	Hucknall Relief in Need Charity
23.	The Industrial Communities Alliance
24.	LGA District Council's Network
25.	Mansfield & Ashfield Economic Development Partnership (MAEDP)

26.	Mansfield & District Crematorium Joint Committee
27.	Market Traders Consultative Committee
28.	Memorandum of Understanding between Ashfield District Council, Mansfield District Council, Newark and Sherwood District Council And Nottingham County Council Sponsor's Board
29.	NET Partnership Group
30.	N.I.D.A.S
31.	Nottinghamshire Building Preservation Trust
32.	Nottinghamshire Joint Waste Management Committee
33.	Nottinghamshire Local Government Leaders' Group
34.	Nottinghamshire Wildlife Trust
35.	Our Centre
36.	PATROL: Adjudication Joint Committee
37.	Police and Crime Commissioner Panel
38.	Rural Community Action Nottinghamshire
39.	Sherwood Forest Hospitals NHS Foundation Trust
40.	Teversal Grange Advisory Committee