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## APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2016/17

### 1 SUMMARY

- 1.1 Members are invited to appoint representatives to serve on outside bodies and other forums for the 2016/17 Municipal Year.

### 2 POLICY

- 2.1 Council policy relating to outside bodies includes the following:

- Officer appointments to specific seats.
- Appointees to have an interest in the aims of the body and be able to add value.
- Appointees to have a substitute and to receive initial briefings on the work of the body by an appropriate officer or a body representative.
- Appointees to be asked to report back on the work of bodies to which they are appointed via the Members' Bulletin twice per year. The possibility of an appointee reporting into a meeting should not be discounted as an alternative in appropriate circumstances.

- 2.2 Given that the political structure includes Portfolios, it would be appropriate to ally representation on some bodies with the Portfolio Holder whose remit relates to body activity.

### 3 DISCUSSION

- 3.1 The body that is subject to officer appointment and the proposed appointee is set out at Appendix 1 for endorsement. The bodies for which it would continue to be appropriate for the appointee to be a Portfolio Holder (including the Leader of the Council) are also set out at Appendix 1. Portfolios identified are based on the current position.
- 3.2 Set out at Appendix 2 is a list of those bodies requiring Member nominations for the next municipal year, along with information on the timing, frequency and location of meetings. Substitutes are not required for the Hockley or Rayleigh Grange Community Associations.
- 3.3 Group Leaders have been asked to provide a list of nominees to serve on outside bodies. Details of nominations will follow.

In appointing to outside bodies there is no legal requirement to take account of the number of seats each political group holds on the Council as a whole. Should the pro-rata rules be applied, the allocation of places for the seats identified at Appendix 2 would be as follows:

Conservative	7
Green and Rochford District Residents	3
Liberal Democrat	1.5
UKIP	1.5
Rayleigh Independents	0

### **External Partnerships**

- 3.4 The Leader of the Council (or their nominee) attends meetings of a number of external partnerships on behalf of the Council. These currently include the East of England Local Government Association, the Joint Local Strategic Partnership, the Thames Gateway South Essex Board and the Essex Leaders and Chief Executives Group. Portfolio Holders have involvement in a number of partnership groups, including the Essex Coastal Forum and the SITA Partnership Board. As regional, sub-regional, and local partnership arrangements continue to evolve and change in the light of a changing environment, it would be appropriate for the Council to endorse the continued attendance by the Leader/Portfolio Holders on these and any related bodies.

### **Rochford Housing Association Board**

- 3.5 The Council has the right to appoint to three seats on the Rochford Housing Association Board for the 2016/17 Municipal Year.

### **Essex Police and Crime Panel**

- 3.6 The Council's nominee to this Panel has been the Portfolio Holder involved with Community Safety. The Portfolio Holder nominates a substitute.

### **Essex Countywide Traveller Unit**

- 3.7 It would be appropriate for the Portfolio Holder with involvement for Community Safety to continue to attend Joint Committee meetings. The Portfolio Holder nominates a substitute.

### **Local Highways Panel**

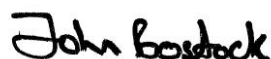
- 3.8 In line with previous arrangements it would be appropriate to appoint the Portfolio Holder with involvement in this area and four other Members for 2016/17. The Panel meets approximately quarterly.

## **4 RESOURCE IMPLICATIONS**

- 4.1 Members who attend outside body meetings are entitled to claim travel and subsistence allowances. Members should, however, only make these claims where there has been no support from the outside body concerned towards travel and subsistence.

**5 RECOMMENDATION**5.1 It is proposed that Council **RESOLVES**

- (1) That the appointment of an officer and Portfolio Holders to outside bodies for the 2016/17 Municipal Year be on the basis set out at Appendix 1 of this report.
- (2) That Member representatives (including substitutes) be appointed for the 2016/17 Municipal Year to the outside bodies set out at Appendix 2 of this report.
- (3) That the attendance of the Leader of the Council (or their nominee) and Portfolio Holders as the Council's representatives at a number of external partnerships be endorsed.
- (4) That appointments to the three seats on the Rochford Housing Association Board for the 2016/17 Municipal Year be endorsed.
- (5) That the appointment of the Portfolio Holder involved with Community Safety to the Police and Crime Panel and the nomination by the Portfolio Holder of a substitute be endorsed.
- (6) That the appointment of the Portfolio Holder involved with Community Safety to the Essex Countywide Traveller Unit and the nomination by the Portfolio Holder of a substitute be endorsed.
- (7) That the Portfolio Holder with involvement in this area and a further four representatives be appointed to the Local Highways Panel. (AD-DS)



John Bostock

Assistant Director – Democratic Services

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**Background Papers:-**

None.

For further information please contact Michelle Power (Committee Administrator) on:-

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If you would like this report in large print, Braille or another language please contact 01702 318111.

**Proposed Officer Appointments**

<b>Body</b>	<b>Officer Appointee</b>
NACRO N.C.E. Ltd (the crime and reoffending reduction charity)	Jeanette Hurrell, Senior Homelessness and Housing Advice Officer

**Portfolio Holder Appointments**

<b>Body</b>	<b>Appointee</b>
Community Safety Partnership (CSP) Steering Group	Portfolio Holder for Community
Essex Heritage Trust	Portfolio Holder for Community
Essex Waste Partnership Board (formerly Inter Authority Agreement (IAA) Member Working Group)	Portfolio Holder for Environment
Local Government Association (LGA) General Assembly	Leader of the Council
Rayleigh and Rochford Association of Voluntary Services	Portfolio Holder for Community
Rochford District Schools Partnership Trust (Board Director/Trustee)	Portfolio Holder for Community
South Essex Children's Partnership Board (formerly Children's Partnership)	Portfolio Holder for Community
South Essex Parking Partnership	Deputy Leader or Portfolio Holder with responsibility for this area
Southend University Hospital – NHS Foundation Trust (Board of Governors)	Portfolio Holder Community

<b>Bradwell Local Community Liaison Council</b>	
Purpose:	To liaise with local organisations on matters arising from the operation/management of Bradwell Reactor Site.
Time:	10.00 am – 2.00 pm (approx.)
Frequency:	2 per annum (some ad hoc if necessary)
Location:	Maldon District
Nominees:	1 plus 1 substitute

<b>Cory Environmental Trust in Rochford</b>	
Purpose:	To distribute monies derived from landfill tax credits (for conservation projects, promoting sustainable waste management, provision of recreational facilities and other defined purposes).
Time:	7.30 pm – 9.30 pm
Frequency:	Every 2/3 months approx. (Tuesdays)
Location:	Hockley Community Centre, Hockley
Nominees:	1 plus 1 substitute

<b>Essex Partnership for Flood Management</b>	
Purpose:	To bring Risk Management Authorities together to manage flooding and drought.
Time:	No set time – advised accordingly
Frequency:	Quarterly
Location:	County Hall, Chelmsford
Nominees:	1 plus 1 substitute

<b>Hockley Community Centre Association</b>	
Purpose:	Provision of leisure facility to the local community.
Time:	Evening
Frequency:	3 times per year plus Annual General Meeting
Location:	Hockley Community Centre, Westminster Drive, Hockley
Nominees:	2

<b>London Southend Airport Consultative Committee</b>	
Purpose:	Acting as a means of consultation in accordance with the Civil Aviation Act 1982.
Time:	2.00 pm
Frequency:	4 p.a. (approx.)
Location:	Southend Airport Hotel
Nominees:	3 plus 3 substitutes

<b>Rayleigh Grange Community Association Governing Body</b>	
Purpose:	Management of the Rayleigh Grange Community Centre
Time:	Evening
Frequency:	Quarterly
Location:	The Community Centre
Nominees:	2

<b>Rayleigh Mount Local Committee</b>	
Purpose:	Conservation of Rayleigh Mount
Time:	7.00 pm
Frequency:	3 p.a.
Location:	Parish Rooms, Rayleigh
Nominees:	1 plus 1 substitute

<b>Relate South Essex</b>	
Purpose:	To enhance the quality of couple, parental and family relationships, to help relationships and marriages withstand the pressures leading to breakdown; to limit the damage that accompanies failing relationships and increase the prospect of subsequent relationships succeeding. We offer adult counselling, youth counselling and family mediation services. Mediation services for couples separating or/and divorcing and separated parent information programmes.
Time:	6.30 pm
Frequency:	4 p.a. and Annual Meeting
Location:	Southend
Nominees:	1 plus 1 substitute

<b>Rochford Hundred Association of Local Councils</b>	
Purpose:	To establish a two way communication between Member Councils and Rochford District Council in order that both parties obtain a better understanding and working relationships.
Time:	7.30 pm
Frequency:	4 p.a. (approx.) every January, April, July and October
Location:	Anywhere within the District
Nominees:	1 plus 1 substitute

<b>Rochford and Rayleigh Citizens Advice Bureau Community Forum</b>	
Purpose:	The provision of free, confidential, impartial advice.
Time:	Timing may vary – likely to be during the day
Frequency:	4 p.a. and AGM
Location:	At locations within Rochford District
Nominees:	1 plus 1 substitute