
OUTSIDE BODY REVIEW

1 SUMMARY

- 1.1 This report is on the connection of Outside Bodies with appropriate Committees of the Council and the contents of a final report to the Parent Committee.

2 BACKGROUND

- 2.1 At its last meeting the Sub-Committee continued and finalised a page by page review of the current Outside Bodies against criteria established at the first meeting. By the end of the meeting, there remained a need to address the connection of Outside Bodies with appropriate Committees of the Council and to consider the contents of a final report to the Finance and Procedures Overview and Scrutiny Committee.

3 CONNECTION TO COMMITTEES

- 3.1 The Sub-Committee has agreed that there would be merit in a policy whereby Outside Body appointees are, whenever possible, Members of the Policy or Overview and Scrutiny Committee whose work most closely aligns with the activity of the Body. Such an arrangement would mean appointees are more likely to be cognisant of the Authority's policy on relevant matters and could assist the Authority in understanding the work/views of partnership bodies on policy areas. The Sub-Committee also agreed that Overview and Scrutiny Committees may wish to consider a mechanism for Members to report back on the work of bodies.
- 3.2 Column 2 of the Addendum Schedule submitted to the last meeting set out possible Committee connections based on matching the stated purpose of Outside Bodies with the functional responsibility of the Council's Committees. This information has been further reviewed and is now set out at Appendix 1 to this report.
- 3.3 Based on Appendix 1, the allocation to Committees would be as follows:-

Policy & Finance/Finance & Procedures Overview & Scrutiny Committee	-	8 bodies
Community Services/Community Overview & Scrutiny Committee	-	39 bodies
Environmental Services/Environment Overview & Scrutiny Committee	-	12 bodies

- 3.4 Should Council agree to reducing the number of bodies/introducing some officer appointments in line with the current observations of the Sub-Committee, the revised position would be as follows:-

Policy & Finance/Finance & Procedures Overview & Scrutiny Committee - 11 bodies

Community Services/Community Overview & Scrutiny Committee - 20 bodies

Environmental Services/Environment Overview & Scrutiny Committee - 10 bodies

- 3.5 The Council appoints 13 Members to Policy Committees and 9 to Overview and Scrutiny (i.e. 22 appointees to each service area). As previously recognised by the Sub-Committee, it would be appropriate for account to be taken of the appointment of substitutes to allow for occasions where a main appointee cannot attend meetings.

4 REPORT TO FINANCE AND PROCEDURES OVERVIEW AND SCRUTINY COMMITTEE

- 4.1 An initial draft of a report to the Finance and Procedures Overview and Scrutiny Committee is attached at Appendix 2 for consideration
- 4.2 The final content of the report will clearly depend on the outcome of discussions on the 11 March. Officers are currently pursuing answers to the following questions, raised at the last meeting, with a view to information being available by 11 March:-

Body	Information being Ascertained
Crouch Harbour Authority	Detail on the precise work of the Harbour Authority and the nature of the need for involvement in policy making/management activity.
Rochford Crossroads (Caring for Carers)	That reducing representation down to one appointee would not compromise/reduce the Council's influence.
St Mark's Field Community Hall Management Committee	Clarification of the constitutional position from the Parish Council.
South Essex Environmental Protection Sub-Committee	That reducing representation down to one appointee would not

Body	Information being Ascertained
(SEEPS)	compromise/reduce the Council's influence.
Rochford Health For All 2000 Action Team	The views of the Head of Housing, Health and Community Care on retentionship of membership.
4.3	At the last meeting it was agreed that the appointee arrangement associated with the Waste Management Advisory Board should be clarified. On 4 July 2002, the Environmental Services Committee agreed that Councillor G A Mockford should be appointed specifically to attend Board meetings on 15 and 29 July, at which the nominated Member would be required to agree to the Council meeting its share of the consultancy costs in producing the draft Essex Municipal Waste Management Strategy.
4.4	Since the last meeting confirmation has been received that Castle Point Borough Council would be willing to reduce its representation on the Castle Point and Rochford Drug Reference Group down to one appointee as from next year, provided Rochford District Council agrees to same. As indicated at the last meeting, it has also been confirmed that a reduction in membership on the Consortium of Waste Collection Authorities from 6 appointees to 1 would not compromise/reduce the Council's influence. The Rochford Health Partnership Board has agreed in principle that representation on the Board could be reduced from 4 to 2 appointees on the basis that Castle Point would agreed to the same.
4.5	The Chairman has now had the opportunity to consult the current appointees on the Council for the Protection of Rural Essex and the Crouch Valley Scout District who have indicated that retention of membership would be worthwhile.
4.6	The draft report at Appendix 2 reflects the outcomes reported in paragraphs 4.3, 4.4 and 4.5 above.
4.7	At the last meeting, it was agreed that certain Outside Bodies in receipt of funding should be invited to report to the Finance and Procedures Overview and Scrutiny Committee on their work as part of the Council's budget process. At the Full Council meeting on 18 February 2003 it was agreed, as a result of this initial view of the Sub-Committee, that the Finance and Procedures Overview and Scrutiny Committee should monitor the grant provision to Outside Bodies as part of its work programme.

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- 4.8 The Sub-Committee has already observed that Overview and Scrutiny Committees should consider a mechanism for Member and Officer appointees to report back on the work of bodies. In this context, it would be appropriate for consideration to be given to recommending a mechanism which achieves report back. In line with previous suggestions, one option could be to utilise the Members Bulletin. Alternatively, there could be a requirement for an appointee to report into the appointing Committee. In terms of frequency, there could be a minimum requirement of, say, two reports per year.

5 RECOMMENDATION

It is proposed that the Sub-Committee considers:-

- (1) The connection of Outside Bodies to the Council's Committees.
- (2) Whether it wishes to make a recommendation about the mechanism for Member or Officer appointees reporting back on the work of an Outside Body.
- (3) The contents of the attached draft report for submission to the Finance and Procedures Overview and Scrutiny Committee.
(HAMS)

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Background Papers:

None

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APPENDIX 1

OUTSIDE BODIES - POSSIBLE COMMITTEE CONNECTIONS

Key

Committee	Abbreviation
Policy and Finance/Finance and Procedures Overview and Scrutiny	P
Community Services/Community Overview and Scrutiny	C
Environmental Services/Environment Overview and Scrutiny	E

Note: There would no longer be a need to appoint Members to bodies marked * should Council agree to a reduction in the number of bodies/introducing Officer appointments in line with Sub-Committee observations.

Body	Possible Committee Connection
Castle Point and Rochford Drug Reference Group	C
Consortium of Waste Collection Authorities	E
Local Government Association General Assembly	P
Local Government Association Rural Commission	P
Local Government Association Urban Commission	P
*NCE (Shape) Limited	C
*Old People's Welfare Committee for Rochford and District	C
Rochford Crime and Disorder Partnership Group	C
Rochford Domestic Violence Panel	C
South East Essex Technology Centre	E
57 South Street Management Committee	C
Thames Gateway - South Essex Board	P
*Youth Arts Partnership	C
*Youth Sports Advisory Group	C
*Anglia Polytechnic University - Consultative Committee	C
Association of Essex Authorities	P
Association of Essex Authorities Community Strategies Members Group	P
Association of Essex Authorities Community Safety Members Steering Committee	C
Crouch Harbour Authority	C
*Rayleigh Age Concern	C
Regional Employers Panel (East of England Local Government Conference)	P
Relate South Essex	C
Rochford and Castle Point Community Legal Service Partnership	P

Body	Possible Committee Connection
Rochford CrossRoads (Caring for Carers)	C
Rochford Health Partnership Board	C
*SpringBoard Home Improvement Service Support Group	C
*St Mark's Field Community Hall Management Committee	C
Stambridge Sewage Treatment Works Liaison Committee	E
Supporting People Commissioning Body	C
Waste Management Advisory Board	E
London Southend Airport Consultative Committee	E
Cory Environmental Trust in Rochford	E
Council for the Protection of Rural Essex	E
Essex County Youth Service Local Strategy Group	C
Essex Strategic Rail Group	E
*Hockley Community Care Association - Executive Committee	C
*Hockley and Hawkwell Old People's Welfare Committee	C
*Hullbridge Community Association	C
*Hullbridge Senior Citizens Welfare Council	C
*Homeless Action Resource Project	C
Rayleigh Mount Local Committee	C
Rochford Hundred Association of Local Councils	P
Rochford and Rayleigh Citizen's Advice Bureau Management Committee	C
Rochford Sports Council	C
*Room "The National Association For Housing And Planning"	C
South East Essex Economic Strategy (SEES)	P
South East Environmental Protection Sub-Committee (SEEPS)	E
Warehouse Centre - Active Christian Trust	C
Castle Point and Rochford Police Community Consultative Group	C
Essex Heritage Trust	C
*Roche Care Users Group	C
*Rochford and District Chamber of Trade and Commerce	P
*Rochford Health for all 2000 Action Team	C
Rural Community Council of Essex	P
*Sanctuary Housing Association	C
Southend District Community Health Council	C
Southend District Mental Health Association	C
Bradwell Local Community Liaison Council	E
Crouch Valley Scout District	C