

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2014/15

1 SUMMARY

- 1.1 Members are invited to appoint representatives to serve on outside bodies and other forums for the 2014/15 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 be appropriate for the appointee to be a Portfolio Holder (including the Leader of the Council) are also set out at Appendix 1.

- 3.2 Set out at Appendix 2 is a list of those bodies requiring Member nominations for the next 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	10
Green and Rochford	
District Residents	2
Liberal Democrat	1
UKIP	1
Independent Conservative	0
Labour	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, the Local Youth Strategy Group and the SITA Partnership Board. As regional, sub-regional, and local partnership arrangements continue to evolve and change in the light of Government initiatives and 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.

Groundwork Essex, Suffolk and Norfolk

- 3.5 As a founder of Groundwork Essex, Suffolk and Norfolk the Council nominates a Member to the position of Trustee/Board Member. Appointments are for a three year period. Cllr T G Cutmore was appointed in 2013/14.

Rochford and Southend Airport and Environs Joint Area Action Plan Forum

- 3.6 This Forum makes recommendations to each Council on the preparation and adoption of the Joint Area Action Plan for the airport and its environs. It would be appropriate for the appointees to be the Deputy Leader and the three Rochford Ward Members (each with a substitute).

Rochford Housing Association Board

- 3.7 The Council has the right to appoint to four seats on the Rochford Housing Association Board for the 2014/15 Municipal Year.

Essex Police and Crime Panel

- 3.8 The Council's nominee to this Panel should be the Portfolio Holder for Community. The Portfolio Holder will nominate a substitute.

Essex Countywide Traveller Unit

- 3.9 It would be appropriate for the Portfolio Holder for Community to attend Joint Committee meetings; the Deputy Leader to attend as a substitute, when necessary.

Local Highways Panel

- 3.10 Council appointed five Members to the Local Highways Panel at the Annual Meeting on 21 May 2013. In line with previous arrangements it would be appropriate to appoint a Portfolio Holder (the Deputy Leader) and four other Members for 2014/15. The Panel meets approximately quarterly.

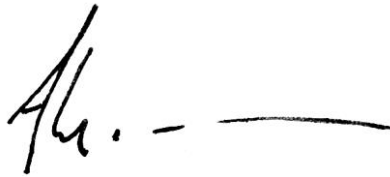
4 RESOURCE IMPLICATIONS

- 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 2014/15 Municipal Year be on the basis set out at Appendix 1 of this report.
 - (2) That Member representatives (including substitutes) be appointed for the 2014/15 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 the appointment of Cllr T G Cutmore for the 2014/15 Municipal Year to the position of Trustee/Board Member of Groundwork Essex, Suffolk and Norfolk be noted.
 - (5) That the appointees to the Southend Airport and Environs Joint Area Action Plan Forum, namely the Deputy Leader and the three Rochford Ward Members (each with a substitute), be endorsed.
 - (6) That appointments to the four seats on the Rochford Housing Association Board for the 2014/15 Municipal Year be endorsed.
 - (7) That the appointment of the Portfolio Holder for Community to the Police and Crime Panel be endorsed. The Portfolio Holder to nominate a substitute.

- (8) That the appointment of the Portfolio Holder for Community to the Essex Countywide Traveller Unit and of the Deputy Leader as a substitute be endorsed.
- (9) That the Deputy Leader and a further four representatives be appointed to the Local Highways Panel. (HLEMS)



Albert Bugeja

Head of Legal, Estates and Member Services

Background Papers:-

None.

For further information please contact Michelle Power (Committee Administrator) or John Bostock (Member Services Manager) on:-

Phone: 01702 318179

01702 318140

Email: michelle.power@rochford.gov.uk

john.bostock@rochford.gov.uk

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

Proposed Officer Appointments

Body	Officer Appointee
NACRO N.C.E. Ltd	Jeanette Mouldsdale, Senior Homelessness and Housing Advice Officer

Portfolio Holder Appointments

Body	Appointee
Community Safety Partnership	Portfolio Holder for Community
Essex Heritage Trust	Portfolio Holder for Community
IAA Member Working Group (formerly Essex Waste Partnership)	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 East Local Children's Commissioning and Delivery Board	Portfolio Holder for Community
South Essex Parking Partnership	Deputy Leader
Southend University Hospital – NHS Foundation Trust (Board of Governors)	Portfolio Holder Community

Bradwell Local Community Liaison Council

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 p.a. (some ad hoc if necessary)
Location:	Maldon District
Nominees:	1 plus 1 substitute

Cory Environmental Trust in Rochford

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:	2/3 months approx. (Tuesdays)
Location:	Hockley Community Centre, Hockley
Nominees:	1 plus 1 substitute

Essex Partnership for Flood Management

Purpose:	To bring Risk Management Authorities together to manage flooding and drought.
Time:	No set time – to be advised
Frequency:	Quarterly
Location:	County Hall, Chelmsford
Nominees:	1 plus 1 substitute

Hockley Community Centre Association

Purpose:	Provision of leisure facility to the local community.
Time:	Evening
Frequency:	Monthly
Location:	Hockley Community Centre, Westminster Drive, Hockley
Nominees:	2

London Southend Airport Consultative Committee

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
Nominees:	3 plus 3 substitutes

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

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

Relate South Essex	
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. To offer adult counselling, youth counselling and family mediation services, mediation services for couples separating and/or divorcing and separated parent information programmes.
Time:	6.00 pm
Frequency:	4 p.a. and Annual Meeting
Location:	Southend or Basildon
Nominees:	1 plus 1 substitute

Rochford Hundred Association of Local Councils	
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

Rochford and Rayleigh Citizens Advice Bureau Community Forum	
Purpose:	The provision of free, confidential, impartial advice.
Time:	2.00 pm
Frequency:	4 p.a. and AGM
Location:	At locations within Rochford District
Nominees:	1 plus 1 substitute