

## BABERGH DISTRICT COUNCIL

<b><u>FROM:</u> Director of Corporate Services</b>	<b><u>REPORT NUMBER:</u> L10</b>
<b><u>TO:</u> COUNCIL</b>	<b><u>DATE OF MEETING:</u> 19 May 2011</b>

### **APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES AND PARTNERSHIPS FROM 19 MAY 2011**

#### **1. PURPOSE OF REPORT**

- 1.1 To enable the Council to appoint representatives to outside bodies and partnerships.
- 1.2 To advise Members of the current situation in Bentley Parish Council and the proposals to remedy it.

#### **2. RECOMMENDATIONS**

- 2.1 That the Council passes the necessary resolution, as set out below, if it is minded to conduct elections by ballot to appoint representatives to the Outside Bodies/Partnerships detailed in Appendices A and B:-

That in cases where there are more candidates than there are seats, the appointments be decided where appropriate by election to be held by ballot in accordance with Council Procedure Rule No. 22.4. Further that in the event of there being an equality of votes, the matter be decided by lots drawn by the Chairman.

- 2.2 That the Council determines the appointment of Members to the outside bodies/partnerships detailed in Appendices A and B to this report in accordance with its decision under 2.1 above. Further, that appointments be made for the current term of office with Babergh District Council except where the appointment is linked to the holder of a particular role such as Chairman of Strategy Committee, or where the body or partnership in question imposes a different timescale.
- 2.3 That in relation to the situation in Bentley Parish Council as set out in Appendix C to this report
  - (a) Babergh District Council makes two temporary appointments to Bentley Parish Council and
  - (b) The Director of Corporate Services be authorised to make an order appointing the relevant Ward Councillors (Dr Michael Bamford and Mr John Hinton) temporarily to serve on Bentley Parish Council under Section 91 of the Local Government Act 1972.

#### **3. FINANCIAL IMPLICATIONS**

- 3.1 None, other than payment of travel and subsistence allowances (provided for in the Council's Budget) where the body or partnership does not pay such allowances.

#### 4. **RISK MANAGEMENT**

4.1 This report is most linked with the Council’s Significant Business Risk 1 – Political and Management Leadership, Risk 5 – Partnerships, and Risk 7 – Localism and Community Engagement.

Risk Description	Likelihood	Impact	Mitigation Measures
Appointments not made resulting in inadequate representation of the Council's interests on the bodies listed in Appendices A and B.	Very low.	Marginal.	Group Leaders have been asked for nominations and Council determines appointments.
<p>Failure to engage and understand local needs.</p> <p>Failure to engage with partners in identifying and responding to issues at a local level.</p> <p>Failure to understand key issues facing the Council.</p> <p>Failure to provide community leadership at District and/or local level.</p> <p>Failure to effectively manage the Council’s strategic partnerships and ensure they deliver the Council’s priorities.</p>	Low	Marginal	<p>Outside bodies membership reviewed to ensure they are relevant to Babergh priorities.</p> <p>Members encouraged to attend meetings and report back on outcomes.</p> <p>Appropriate Member and officer participation in key partnerships to ensure delivery of priorities.</p>

#### 5. **CONSULTATIONS**

5.1 With Leaders of Political Groups to request nominations in relation to Appendices A and B. The ungrouped Member has also been asked to indicate whether he would wish to be considered for any appointment.

## **6. EQUALITY AND DIVERSITY IMPACT**

- 6.1 There are significant equality and diversity implications in that a number of the outside bodies deal directly with or represent persons covered by the Equality Act 2010 protected characteristics – age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. However the positive stance of those bodies means that it is very unlikely that there will be any unlawful discrimination or prohibited conduct.

## **7. SHARED SERVICE / PARTNERSHIP IMPLICATIONS**

- 7.1 Some areas have been provisionally identified as having the potential for joint arrangements with Mid Suffolk, but there are no firm proposals at this time. This will be the subject of further consideration in the context of the Local Poll result and the further progress of the integration and/or merger process.
- 7.2 The Babergh East LSP will be subject to a joint review with Mid Suffolk District Council during 2011/12 and membership of the Western Suffolk LSP and associated Forum is currently under review.

## **8. KEY INFORMATION**

- 8.1 The Outside Bodies and Partnerships listed in Appendices A and B were asked to supply up-to-date information about their organisations. The outgoing Member representatives were also asked for feedback on their role. Appropriate information was summarised in Appendix 2 to Enclosure 3 – ‘Guide on Councillor Representation on Outside Bodies and Partnerships’ which was circulated to all Members after the election.
- 8.2 Appendices A and B set out the names put forward for appointment to the various outside bodies and partnerships, which have been listed according to the number of Members expressing an interest in serving on each body, as follows:-

Appendix A – one/no name per appointment

Appendix B – more than one name per appointment

Supporting information is included where supplied by nominated Member.

- 8.3 Names have been provided having regard to the Guide referred to in paragraph 8.1 above.
- 8.4 The background to recommendation 2.3 above is set out in Appendix C.

## **9. APPENDICES**

	Title	Location
A	Bodies/Partnerships for which one name has been put forward per appointment	Attached
B	Bodies/Partnerships for which more than one name has been put forward per appointment	Attached
C	Appointment of temporary Parish Councillors.	Attached

## **10. BACKGROUND DOCUMENTS**

10.1 Information supplied by organisations and outgoing Member representatives on Committee Services internal file.

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**BODIES/PARTNERSHIPS FOR WHICH ONE / NO NAME PER APPOINTMENT HAS BEEN PUT FORWARD, TOGETHER WITH SUPPORTING INFORMATION**

REF NO	NAME OF BODY  Frequency, time and venue of meetings	NO OF MEMBERS TO BE APPOINTED	MEMBERS WISHING TO BE CONSIDERED FOR APPOINTMENT	SUPPORTING INFORMATION WHERE SUPPLIED BY NOMINATED MEMBER
1	ACTIVE SOUTH SUFFOLK  4 x per annum at BDC Offices	1	D L Wood  (Would withdraw in favour of eg Member Champion for Children and Young People / Arts and Culture).	Links to experience as Equalities Champion and involvement through Suffolk Sport.
2	BABERGH COMMUNITY SAFETY PARTNERSHIP RESPONSIBLE AUTHORITIES GROUP (RAG)  4 x per annum a.m. at BDC Offices	2 1 to be Chairman of Strategy Committee	J Antill	Chair of Babergh West Safer Neighbourhood Team.
3	CHILDRENS' CENTRE ADVISORY BOARDS 4 x per annum  CHERRY BLOSSOM East Bergholt next meeting 23/6	1	M R M Bamford	Local knowledge, significant background in child health (consultant paediatrician) and previous involvement in childrens' social services.
4	DEDHAM VALE AONB AND STOUR VALLEY JOINT ADVISORY COMMITTEE (JAC)  3 x per annum a.m./p.m weekday Weekday, Stour Valley area – LA offices / community halls	2	M R M Bamford  P J Holbrook	Local knowledge, and involvement in Stour Valley wildlife for RSPB/Webs / B.T.O.  12 years experience on this body. Currently Vice-Chairman and member of Finance / Staffing Panel (Joint with Suffolk Coast and Heaths AONB JAC).
5	DOMESTIC VIOLENCE AND ABUSE FORUMS  BABERGH DV and A FORUM ('COMPASS/ON')  6 x per annum a.m. at BDC Offices.	1	B D Hurren  (Would withdraw in favour of another nominee).	Previous representative on both.
6	COUNTY DV FORUM 4 x per annum a.m. at various locations.	1		

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7	DUAL USE SPORTS CENTRE MANAGEMENT COMMITTEES  GREAT CORNARD SPORTS CENTRE  4 x per annum early evening at the Sports Centre			
8	EAST BERGHOLT SPORTS CENTRE MANAGEMENT GROUP  4 x per annum 4.30 p.m. weekdays at the High School	1	M R M Bamford	Local knowledge, significant interest in provision of Health / sports amenities locally.
9	SUDBURY UPPER SCHOOL SPORTS CENTRE COMMITTEE  3 x per annum at the school 4 p.m., usually Wednesdays	1	J M Owen	
10	FOSIG (FOURTH OPTION AUTHORITIES SPECIAL INTEREST GROUP)  Minimum of 2 x per annum daytime 1- London 1- at a 4 <sup>th</sup> Option Authority Office	1 Chairman of Overview and Scrutiny (Stewardship) Committee	As appointed at Annual Council	
11	GAINSBOROUGH'S HOUSE SOCIETY BOARD OF GOVERNORS  4 x per annum evening Gainsborough's House	1	N A Ridley	
12	GREENWAYS COUNTRYSIDE MANAGEMENT PROJECT JOINT ADVISORY COMMITTEE  2 + 2 tours per annum a.m./p.m. IBC Offices, Grafton House, or Kesgrave Town Council Offices	1	P Jones	Previous representative

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13	IDAWAY SUPPORT GROUP  Daytime at East Bergholt, when required.	2 Ward Members for Dodnash	A J Hinton  M FM Bamford	) ) )Ward Members are the appointed representatives ) )
14	IPSWICH AND DISTRICT CITIZENS ADVICE BUREAU  5 – 4 (evening) board meetings, 1 AGM – daytime p.m. at 19 Tower Street.	1	M J Deacon	Awareness of CAB role through family member working for the Bureau.
15	IPSWICH POLICY AREA BOARD  4 x per annum p.m. Ipswich	1 (+ 1 substitute member)	A J Hinton	Previous representative
16	LOCAL GOVERNMENT ASSOCIATION –  ASSEMBLY Annual meeting	1 Chairman of Strategy Committee [or Leader]	Chairman as appointed at Annual Council.	
17	RURAL COMMISSION (LGARC)  2 x per annum daytime Harrogate/London	1 Same member as SPARSE		
18	SPARSE  3 x per annum daytime LGA London and at Rural Conference Venues, 11.30 a.m. – 3 p.m.	1 Same member as LGARC		
19	SOUTH SUFFOLK LEISURE TRUST BOARD  7 x per annum late p.m. Babergh Offices	2	K Grandon  M O Munson	Interest in the local Hadleigh Swimming Pool and proposed Leisure Facilities now the Hadleigh Swimming Pool. Charity relinquish my Committee membership as governor member of Hadleigh High School.

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20	STRONGER COMMUNITIES NETWORK  4 x per annum (tbc)	1	D L Wood	Previous representative on the original Community Cohesion and Inclusion Delivery Partnership, links with Equalities Champion, important arena for networking.
21	SUDBURY AND DISTRICT CITIZENS ADVICE BUREAU  5 x per annum p.m. at Sudbury	1		[previous representative – R W Thake]
22	SUDBURY AND LOCALITY COMMUNITY IMPLEMENTATION GROUP  Monthly, early evening Sudbury.	1 (+ 1 substitute member)	N A Bennett  J M Owen (sub)	Previous representative. The [new] Health facility [for Sudbury] is moving into the last phase with a planning application due soon. As a Sudbury member I will bring local knowledge and the experience of past negotiation.
23	SUFFOLK CARE, HEALTH AND INDEPENDENCE BOARD (CHI Board)  4 x per annum a.m./p.m. at various locations	1		
24	SUFFOLK COAST AND HEATHS AONB JOINT ADVISORY COMMITTEE (JAC) and PARTNERSHIP  4 per annum a.m. various locations in the AONB  Annual meeting/tour	2  1 – JAC and Partnership  1 – JAC only	D C Rose  C A Roberts	Previous representative for 8 years on JAC and Partnership.  Representative on JAC for previous 4 years.
25	SUFFOLK COMMUNITY REFERENCE GROUP (CRG)  6 x per annum Ipswich / Bury St Eds	1 appears to be in abeyance?		[previous representative – J Antill]
26	SUFFOLK LOCAL GOVERNMENT ASSOCIATION  4 x per annum a.m. various Suffolk locations	3 1 – Chairman of Strategy Committee 2 – Leaders of the other 2 largest political groups		



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27	SUFFOLK SPORT PARTNERSHIP FORUM  2 x per annum daytime various Suffolk locations	1	D L Wood	Previous representative on Suffolk Sport – helped to set up the present structure, involved in Suffolk Youth Games and various other Sporting activities / roles.
28	SUFFOLK WASTE PARTNERSHIP (SWP)  4 x per annum a.m. at MSDC Offices	1 Member Champion for Waste Management strategy	Member Champion as appointed at Annual Council.	
29	SUPPORTING PEOPLE COMMISSIONING BODY	1	J A Jenkins	Previous representative.
30	THE QUAY THEATRE AT SUDBURY LIMITED – Management Board  6 x per annum evening Quay Theatre	1	B D Hurren	Previous representative, for the past 3 years. Very keen interest in theatre, drama, film.
31	UNIVERSITY CAMPUS SUFFOLK – FOUNDATION BOARD  4 x per annum daytime various Suffolk locations	1 (+ 1 substitute Member)		[Previous representative – S M Wigglesworth, sub N A Bennett]  Meetings not being held at present.
32	WASTE MANAGEMENT PROJECT BOARD	1 (+ 1 substitute Member)		
33	WESTERN SUFFOLK LOCAL STRATEGIC PARTNERSHIP (LSP) / FORUM	1 A Ward Member in the catchment area		

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34	ASSOCIATION FOR SUFFOLK MUSEUMS  3 x per annum weekday a.m. at Suffolk museums	1	A M Norman  C A Roberts	Diploma in Popular Culture and Heritage, of which part was done on the evaluation of local museums. 2 of 5 museums in Babergh are in my Ward (Little Hall and Lavenham Guildhall), also knowledge of MEAL and West Stow.  Hobby, interest in supporting and promoting.
35	BABERGH EAST LOCAL STRATEGIC PARTNERSHIP (LSP) BOARD	1 A Ward Member in the catchment area	P Jones  D L Wood	Currently represents SALC on LSP.  Previous representative of Police Authority on LSP.
36	CHILDRENS' CENTRE ADVISORY BOARDS 4 x per annum  PHOENIX Sudbury	1	J M Owen  R Smith	Previous representative for the past 3 years on Sudbury / Great Cornard Board.
37	CORNFIELDS Great Cornard	1	N MacMaster  R Smith	Previous representative for the past 3 years on Sudbury / Great Cornard Board.
38	CHILTON WOODS MASTER PLAN JOINT MEMBER ADVISORY GROUP  as required daytime. Ipswich / Babergh Offices	2 1 to be Chairman of Strategy Committee	N A Bennett  J M Owen  N A Ridley	Previous representative on this Group, Sudbury member. With the expectation that this development will move forward over the next few months it is important that experience of previous discussions with Suffolk and developers is maintained.  Previous representative as Chairman of Strategy Committee.

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39	CHOOSE SUFFOLK SUPERVISORY BOARD  3 – 4 x per annum daytime	1	J R B Cave  A M Norman  C A Roberts	[Previous representative].  Has a special interest in promoting tourism in the area.  Interest in promoting tourism.
40	DUAL USE SPORTS CENTRE MANAGEMENT COMMITTEES  HADLEIGH HIGH LEISURE CENTRE GOVERNORS COMMITTEE  6 x per annum at the school 4 – 5.30 p.m.	1	M O Munson  B Riley	[Previous representative]
41	EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION 3 per annum a.m./pm at local authority venues central to the east of England	1	S Carpendale  P Jones	Currently on EELGA Management Committee. Former deputy Chair of EERA until dissolution. Independent group appointment to LGA Councillors' Forum.
42	HAVEN GATEWAY PARTNERSHIP  5 x per annum daytime various/locations	1 (+ 1 substitute member)	M F M Bamford  A J Hinton	Local knowledge. Interest in sympathetic development in region (commercial and human) together with conservation issues.  Ward member in immediate area. Previous representative for over 4 years so experienced in contacts, roles etc.
43	HAVEN GATEWAY DRYPORT PARTNERSHIP STEERING GROUP  As required	1 (+ 1 substitute member)	M F M Bamford  A J Hinton	As above  As above – representative from start of project.

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44	SUFFOLK FLOOD RISK MANAGEMENT JOINT SCRUTINY PANEL  2 x per annum, various locations.	1 (+ 1 substitute member)	M J Deacon  L H Young	Chaired the Emergency Planning Plan as a Parish Councillor.  Previous representative.
45	SUFFOLK JOINT EMERGENCY PLANNING POLICY PANEL  2 x per annum, Endeavour House.	1 (+1 substitute Member)	M J Deacon  A J Hinton	Chaired the Emergency Planning Plan as a Parish Councillor.  Previous representative for over 6 years, current Chair. Trained in emergency procedures.
46	SUFFOLK RAIL POLICY GROUP 3 x per annum p.m. at SCC and District Council Offices	1	M F M Bamford  L H Young	Local residency representation of significant commuter population. Interest in sympathetic and 'green' transport policy.  Previous representative for the past 2 years.
47	SUFFOLK SCRUTINY COMMITTEE	1 (+ 1 substitute member)	M F M Bamford  M O Munson	Long term health background (consultant paediatrician), interest in comprehensive health service for Suffolk residents.  Previous representative. NHS and nursing background of 35 years means I have been able to input into many scrutiny items and served on the sub committee currently looking into stroke services.
48	WESTERN SUFFOLK LOCAL STRATEGIC PARTNERSHIP (LSP) / FORUM	1 A Ward Member in the catchment area	J Antill  L H Young	Previous representative via CAB  Previous representative on Forum for 4 years.

**APPOINTMENT OF TEMPORARY PARISH COUNCILLORS TO SERVE ON BENTLEY PARISH COUNCIL**

- 1.1 At the local elections on 5 May 2011 there were only two nominations for Bentley Parish Council. This leaves the Parish Council inquorate as there must be at least three Parish Councillors to form a quorum. There are nine seats on the Council.
- 1.2 Another election has been organised for 23 June, with nominations closing at noon on 26 May.
- 1.3 In the meantime, the Parish Council cannot act.
- 1.4 It is suggested that the two District Ward Councillors be appointed to supplement the two who have already been elected. Both Members for Dodnash Ward have been consulted and both are willing to be appointed on an interim basis.