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| Report of: | Managing Director |
| Contact Officer: | Steve Partridge |
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| Portfolio Leader: | Leader of the Council |
| Key Decision: | No |
| Report Track: | Council: 24/06/20 |

COUNCIL
24 JUNE 2020
REPRESENTATIVES ON OUTSIDE BODIES 2020-21

1 Purpose of Report

- 1.1 To consider the appointment of representatives to outside bodies for 2020-21 as set out in the schedule of nominations to be circulated at the Annual Council Meeting.
- 1.2 To confirm the Managing Directors authority to make appointments to any other outside bodies throughout the municipal year and amend as necessary, in accordance with the arrangements as set out in paragraph 3 of this report.

2 Recommendation(s)

- 2.1 That Council determine the appointment of representatives to outside bodies for 2020-21.
- 2.2 That the Managing Director, in consultation with the Political Group Leaders, makes additional appointments and amendments to any outside bodies, as necessary, throughout the municipal year.
- 2.3 That, in the event of the Political Group Leaders failing to agree on a nomination(s) to an outside body (as referred to in paragraph 2.2 above) the appointment will be a matter for determination by the Council.
- 2.4 That, subject to paragraph 2.2 above, the Managing Director when appointing representatives to outside bodies, be authorised to determine which of the appointments should be classed as an 'approved duty' for the purposes of claiming travelling and subsistence expenses.

3 Key Issues and Reasons for Recommendations

- 3.1 Each year the Council is required to appoint representatives to a number of outside bodies. A schedule of those bodies to which the Council appoints

representatives together with nominations is usually circulated at the Annual Council Meeting.

- 3.2 For practical purposes, i.e. to avoid the need to report the matter to full Council on every occasion, Council is also requested to delegate authority to the Managing Director to make appointments to any additional outside bodies, and amend as necessary, throughout the municipal year, on receiving nominations from the Political Group Leaders.
- 3.3 Should Council agree to delegating authority to the Managing Director to appoint representatives to outside bodies, then further delegated authority is sought for the Managing Director to determine those appointments that are to be classed as an 'approved duty' for the purposes of the nominated representative claiming travelling and subsistence expenses.

4 Relationship to Corporate Priorities

- 4.1 The Council, through its democratic process, contributes to the Council's Corporate Priorities and promotes community engagement through the appointment of representatives to outside bodies.

5 Report Detail

- 5.1 In September 2008, the Council amended as part of the Constitution the procedure for the receipt of nominations for outside bodies by the Political Group Leaders. In doing so, Group Leaders are required to submit their nominations to the Managing Director at least 48 hours prior to the commencement of the Annual Council Meeting. Following receipt of the nominations, no amendments shall be permitted. Therefore, a copy of the schedule, detailing the nominations received, will be circulated at the Annual Council Meeting.
- 5.2 For information, details of the number of meetings of outside bodies called during the preceding 12 month period, together with details of the attendance of those appointed to such bodies has been provided to each of the Political Group Leaders prior to them submitting their nominations. However, it should be noted that this information may not provide an accurate picture of attendance / representation because, for example, the body may have met only infrequently / has failed to meet at all during the period; or has not fed back details of attendance on request.
- 5.3 Determination of appointments to representatives on outside bodies is a matter for Council in the first instance. The Managing Director has consulted with Political Group Leaders to agree nominations. In the event that there should be failure to agree a nomination(s) full Council will be required to determine the matter.
- 5.4 The recommendations also propose delegation to the Managing Director, in consultation with the Political Group Leaders, to make appointments to any additional outside bodies as may be required, and to the Managing Director to determine which should be classed as an approved duty.

- 5.5 Council is requested to consider the appointment of representatives to outside bodies for 2020-21 as set out in the schedule to be circulated at the Annual Council Meeting.

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| 6 Implications |
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6.1 Financial

There are no direct financial implications arising from this report. Any costs which arise from appointments determined as an approved duty, and thereby subject to travel and subsistence claims, will have to be met from existing Members' budgets.

6.2 Legal

Unless otherwise specified by statute, Section 101 of the Local Government Act 1972 empowers the Council to arrange for the discharge of any of its functions by an officer of the Council.

The Local Government Act 1972, Section 101(1) provides that:

subject to any express provision contained in this act or any act passed after this Act, a local authority may arrange for the discharge of any of their functions –

(a) by a committee, a sub-committee or an officer of the authority..."

Council can therefore delegate the appointment of representatives on outside bodies to the Managing Director.

Should the appointment relate to executive functions, then the power to delegate the making of such appointments to the Managing Director rests with Cabinet in accordance with Section 14 of the Local Government Act, 2000.

6.3 Human Resources

None.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None.

6.7 Risk Management

None.

6.8 Equality & Diversity

None.

6.9 Best Value

None.

7 Appendices to the Report

Appendix 1: Schedule of proposed Council outside bodies appointments for 2020-21 (to follow)

Previous Consideration

None

Background Papers

None

CANNOCK CHASE COUNCILREPRESENTATIVES ON OUTSIDE BODIES 2020-21APPOINTMENTS MADE BY COUNCIL

| Name of Body | No. of Seats | Current Representatives | Date of Retirement | Proposed Rep(s) | Term of Appointment | Notes |
|--|--------------|---|----------------------------------|--|----------------------------------|--|
| Amazon (Rugeley) Members' Liaison Forum | 11 | Bennett, C. (L) Boucker, A.S. (C) Dudson, A. (L) Fisher, P.A. (LD) Hughes, R.J. (C) Johnson, J.P. (C) Lyons, Miss O. (C) Martin, Mrs. C.E. (L) Molineux, G.N. (LD) Startin, P.D. (C) Sutherland, M. (C) | Upon retirement from the Council | | Upon retirement from the Council | Membership is formed of all Members from the following wards: Brereton and Ravenhill (x3) Etching Hill and The Heath (x3) Hagley (x2) Western Springs (x3) |
| Barbara Bird Memorial Fund | 1 | Pearson, A. (L) | 2020 Annual Meeting | Pearson, A. (L) | 4 Years | Must be Councillor for Hednesford area. |
| Beaudesert Sports Field and Recreation Ground Charity Management Committee | 1 | Mr P. King (non-Cllr) | 2020 Annual Meeting | King, Mr. P. (non-Cllr.) | 1 Year | Advantageous if the appointee resides in Gentleshaw and Cannock Wood area, but not obligatory. Note: current appointee is not a Member of the Council |
| Cannock Advice Centre | 3 | Adamson, G. (L) Cartwright, Mrs. S. (L) Mitchell, Mrs. C. (L) | 2020 Annual Meeting | Cartwright, Mrs. S. (L) Jones, Mrs. V. (C) Mitchell, Mrs. C. (L) | 1 Year | |
| Cannock Bowling Green Trust | 4 | Adamson, G. (L) Johnson, T.B. (L) Kraujalis, J.T. (L) Smith, C.D. (C) | 2020 Annual Meeting | Adamson, G. (L) Freeman, Miss M. (Ind.) Kraujalis, J. (L) Sutton, Mrs. H. (C) | 1 Year | |
| Cannock Chase Arts Council | 3 | Crabtree, S. (G) Fitzgerald, Mrs. A.A. (C) Mitchell, Mrs. C. (L) | 2020 Annual Meeting | Fitzgerald, Mrs. A. (C) Mitchell, Mrs. C. (L) Woodhead, P. (Ch. Ind.) | 1 Year | |

| Name of Body | No. of Seats | Current Representatives | Date of Retirement | Proposed Rep(s) | Term of Appointment | Notes |
|---|--------------|---|----------------------------------|---|----------------------------------|--|
| Cannock Conduit Trust | 5 | Alcott, G.(L) Davis, Mrs. M.A. (L) Freeman, Miss. M.A. (Ind) Kraujalis, J.T. (L) Sutton, Mrs. H.M. (C) | Upon retirement from the Council | | Upon retirement from the Council | Longest serving Members for Cannock East, North, South and West Wards, and the second longest serving Member from the Ward that has the largest number of voters, currently Cannock South. |
| Cannock Wood and Gentleshaw Village Hall Management Committee | 1 | Jones, B. (C) | 2020 Annual Meeting | Hewitt, P.M. (C) | 1 Year | |
| Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley | 3 | Bennett, C. (L) Martin, Mrs. C.E. (L) | 2022 Annual Meeting | | 4 years | 2 Councillors appointed from any of the following wards: <ul style="list-style-type: none"> • Brereton and Ravenhill; • Etching Hill and The Heath; • Hagley; or • Western Springs |
| | | Thompson, Mrs. S.L. (C) | 2022 Annual Meeting | | 4 years | 1 Councillor appointed from any of the following wards: <ul style="list-style-type: none"> • Cannock East / North / South / West; • Hawks Green; • Heath Hayes East and Wimblebury; • Hednesford Green Heath / North / South; • Norton Canes; and • Rawnsley |
| Charity for the Provision of a Recreation Ground for Inhabitants of the Ancient Parish of Rugeley | 3 | Boucker, A.S. (C) Dudson, A. (L) Martin, Mrs. C.E. (L) | 2020 Annual Meeting | Boucker, A. (C) Dudson, A. (L) Martin, Mrs. C. (L) | 3 Years | |
| Chase Sports Council | 6 | Boucker, A.S. (C) Buttery, M.S. (C) Cartwright, Mrs. S.M. (L) Johnson, J.P. (C) Mitchell, Mrs. C. (L) Preece, J.P.T.L. (L) | 2020 Annual Meeting | Boucker, A. (C) Buttery, M. (C) Cartwright, Mrs. S. (L) Johnson, J. (C) Mitchell, Mrs. C. (L) Preece, J. (L) | 1 Year | |

| Name of Body | No. of Seats | Current Representatives | Date of Retirement | Proposed Rep(s) | Term of Appointment | Notes |
|--|--------------|--|----------------------------|--|---------------------|-------|
| Chetwynd Charity | 4 | Johnson, J.P. (C) Martin, Mrs. C.E. (L) | 2020 Annual Meeting | Johnson, J. (C) Martin, Mrs. C. (L) | 4 Years | |
| | | Bennett, C. (L) Dudson, A. (L) | 2022 Annual Meeting | | 4 Years | |
| Etching Hill Village Hall Committee | 1 | Johnson, J.P. (C) | 2020 Annual Meeting | Johnson, J. (C) | 1 Year | |
| Foundation of Clara Caroline Walhouse and the John Wood and Walhouse Church of England School Foundation | 1 | Sutton, Mrs. H. (C) | 2020 Annual Meeting | Sutton, Mrs. H. (C) | 4 Years | |
| Greater Birmingham and Solihull LEP Joint Scrutiny Committee | 1 | Newbury, J. (L) | 2020 Annual Meeting | Newbury, J. (L) | 1 Year | |
| Greater Birmingham and Solihull LEP Joint Scrutiny Committee (Substitute Member) | 1 | Dudson, A. (L) | 2020 Annual Meeting | Dudson, A. (L) | 1 Year | |
| Landor Society | 2 | Bennett, C. (L) Startin, P.D. (C) | 2020 Annual Meeting | Bennett, C. (L) Lyons, Miss O. (C) | 1 Year | |
| Longdon (Cotton) Almshouses | 2 | Martin, Mrs. C.E. (L) | 2021 Annual Meeting | | 4 Years | |
| | | Johnson, J.P. (C) | 2022 Annual Meeting | | 4 Years | |
| National Association of Councillors | 2 | Jones, B. (C) Kraujalis, J.T. (L) | 2020 Annual Meeting | Kraujalis, J. (L) Smith, D. (C) | 1 Year | |

| Name of Body | No. of Seats | Current Representatives | Date of Retirement | Proposed Rep(s) | Term of Appointment | Notes |
|---|--------------|---|---------------------|--|---------------------|--|
| Norton Canes Community Centre | 1 | Preece, J.P.T.L. (L) | 2020 Annual Meeting | Preece, J. (L) | 1 Year | |
| Poplars Landfill Site Liaison Committee | 7 | Woodhead, P.E. (Community Scrutiny Cttee Chairman) Fitzgerald, Mrs. A.A. (C) Kraujalis, J.T. (L) Newbury, J.A.A. (L) Snape, D.J. (C) Stretton, Mrs. P.Z. (L) Witton, P.T. (L) | 2020 Annual Meeting | Bennett, C. (L) (Community SC Chairman] Fitzgerald, Mrs. A. (C) Hewitt, P. (C) Kraujalis, J. (L) Preece, J. (L) Stretton, Mrs. Z. (L) Witton, P. (L) | 1 Year | Chairman of Community Scrutiny Committee (must cover Environment matters) 2 Hawks Green Ward Members 2 Norton Canes Ward Members 2 Cannock South Ward Members (or nominees) The Cabinet also makes an appointment to this body on an annual basis (this will normally be the relevant Cabinet Portfolio Leader). |
| Shoal Hill Common Joint Committee | 2 | Kraujalis, J.T. (L) Smith, C.D. (C) | 2020 Annual Meeting | Kraujalis, J. (L) Smith, D. (C) | 1 Year | (Must be Councillors) |
| Slitting Mill Village Hall Committee | 1 | Dudson, A. (L) | 2020 Annual Meeting | Sutherland, M. (C) | 1 Year | |
| Staffordshire County Council Corporate Parenting Panel | 1 | Pearson, A.R. (L) | 2020 Annual Meeting | Pearson, A. (L) | 1 Year | |
| Staffordshire County Council – Healthy Staffordshire Select Committee (Co-opted Member) | 1 | Freeman, Miss M.A. (Chairman of the Wellbeing Scrutiny Committee) | 2020 Annual Meeting | Freeman, Miss M. (Ind.) | 1 Year | Appointee must be the Chairman of Wellbeing Scrutiny Committee. |
| Staffordshire County Council – Healthy Staffordshire Select Committee – (Substitute Member) | 1 | Todd, Mrs. D.M. (L) | 2020 Annual Meeting | Jones, Mrs. V. (C) | 1 Year | Appointee must be a Member of the Wellbeing Scrutiny Committee |
| Staffordshire Playing Fields Association | 1 | Buttery, M.S. (C) | 2020 Annual Meeting | Buttery, M (C) | 1 Year | The Cabinet also makes an appointment to this body on an annual basis (this will normally be the relevant Cabinet Portfolio Leader). |

| Name of Body | No. of Seats | Current Representatives | Date of Retirement | Proposed Rep(s) | Term of Appointment | Notes |
|--|--------------|--|---------------------------|---------------------|---------------------|---|
| West Midlands Combined Authority (Non-Constituent Member) | 1 | Adamson, G. (L) | 2020 Annual Meeting | Adamson, G. (L) | 1 Year | |
| West Midlands Combined Authority (Substitute Member 1) | 1 | Alcott, G. (L) | 2020 Annual Meeting | Johnson, T. (L) | 1 Year | |
| West Midlands Combined Authority (Substitute Member 2) | 1 | Kraujalis, J.T. (L) | 2020 Annual Meeting | Kraujalis, J. (L) | 1 Year | |
| West Midlands Combined Authority - Overview & Scrutiny Committee (Voting Member) | 1 | Appointed by Tamworth BC for 2019/20 – CANNOCK to appoint for 2020-21 | 2020 Annual Meeting | Todd, Mrs. D. (L) | 1 Year | |
| West Midlands Combined Authority Overview & Scrutiny Committee – (Substitute Member) | 1 | Appointed by Tamworth BC for 2019/20 – CANNOCK to appoint for 2020-21 | 2020 Annual Meeting | Bennett, C. (L) | 1 Year | The substitute Member must be appointed from the same political party as the main Member. |
| West Midlands Combined Authority – Audit, Risk & Assurance Committee | 1 | Layton, A. CANNOCK to appoint for 2020-21 | 2020 Annual Meeting | Martin, Mrs. C. (L) | 1 Year | Appointment does not need to reflect the political balance of the WMCA |
| West Midlands Combined Authority – Audit, Risk & Assurance Committee (Substitute Member) | 1 | - CANNOCK to appoint for 2020-21 | 2020 Annual Meeting | Pearson, A. (L) | 1 Year | Appointment does not need to reflect the political balance of the WMCA |
| West Midlands Reserve Forces and Cadets Association | 1 | <i>Vacant (following resignation of D. Snape)</i> | 2020 Annual Meeting | Jones, Mrs. V. (C) | 3 Years | Appointee should be a Councillor |