

Report of:	Managing Director
Contact Officer:	Steve Partridge
Telephone No:	01543 464588
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 23/05/18

**ANNUAL COUNCIL
23 MAY 2018
REPRESENTATIVES ON OUTSIDE BODIES 2018-19**

1 Purpose of Report

- 1.1 To consider the appointment of representatives to outside bodies for 2018-19 as set out in the schedule of nominations to be circulated at the Annual Council Meeting.
- 1.2 To confirm the Managing Director's 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 Recommendations

- 2.1 That Council determine the appointment of representatives to outside bodies for 2018-19.
- 2.2 That the Managing Director, in consultation with the Political Group Leaders, be authorised to make additional appointments and amendments to any new or existing 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 Recommendation

- 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, Council is also requested to delegate authority to the Managing Director to make additional appointments or amendments to any new or existing outside bodies, throughout the municipal year, on receiving nominations from the Political Group Leaders.
- 3.3 Should Council agree to delegate 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 Group Leaders are required to submit their nominations for outside bodies' appointments 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 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. It should however be noted that this information may not provide an accurate picture of attendance as 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) then 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 or

amendments to any new or existing 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 2018-19 as set out in the schedule to be circulated at the Annual Council Meeting.

6 Implications

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.

7 Appendices to the Report

Appendix 1 Schedule of proposed Council outside bodies appointments for 2018/19 (to follow).

Previous Consideration

None.

Background Papers

None.

CANNOCK CHASE COUNCIL

REPRESENTATIVES ON OUTSIDE BODIES 2018-19

APPOINTMENTS MADE BY COUNCIL

Name of Body	No. of Seats	Current Rep	Date of Retirement	Proposed Rep	Term of Appointment	Notes
Barbara Bird Memorial Fund	1	A. Pearson (L)	2020 Annual Meeting	N/A	4 Years	Must be Councillor for Hednesford area.
Beaudesert Sports Field and Recreation Ground Charity Management Committee	1	*Mrs. S. Holliday 14 Bradwell Lane, Cannock Wood WS15 4RW	2018 Annual Meeting		1 Year	Under terms of Charity Commission's appointment, appointee must reside in Gentleshaw and Cannock Wood area.
Cannock Advice Centre	3	Cartwright, Mrs. S. (L) Tait, Ms. L. (L) Adamson, G. (L)	2018 Annual Meeting	Sutton, Mrs. H. (C) Cartwright, Mrs. S. (L) Tait, Ms. L (L) Adamson, G. (L)	1 Year	
Cannock Bowling Green Trust	4	Adamson, G. (L) Johnson, T. (L) Kraujalis, J.T. (L) Sutton, Mrs. H.M. (C)	2018 Annual Meeting	Sutton, Mrs. H. (C) Adamson, G. (L) Johnson, T. (L) Kraujalis, J.T. (L)	1 Year	
Cannock Chase Arts Council	3	Adamson, G. (L) Mitchell, Mrs. C. (L) Johnson, J.P. (C)	2018 Annual Meeting	Hewitt, P. (C) Adamson, G. (L) Mitchell, Mrs. C. (L) Crabtree, S. (G)	1 Year	
Cannock Conduit Trust	5	Alcott, G.(L) Davis, Mrs. M. (L) Kraujalis, J.T. (L) Freeman, Miss. M. (Ind) Sutton, Mrs. H. (C)	Upon retirement from the Council	N/A	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	Buttery, M. (C)	2018 Annual Meeting	Lyons, Miss. O. (C) Wilkinson, C. (G)	1 Year	

KEY:

* Indicates that appointee is not a Member of the Council.

Does not need appointing to

Name of Body	No. of Seats	Current Rep	Date of Retirement	Proposed Rep	Term of Appointment	Notes
Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley	3	Bennett, C.(L) Foley, D.** (L) Grice, Mrs. D. (L)	2018 Annual Meeting	Allt, Mrs. A. (C) Bennett, C. (L) Foley, D. (L) Grice, Mrs. D. (L) Crabtree, S. (G)	4 years	2 Councillors appointed from any of the following wards: Brereton and Ravenhill; Etching Hill and The Heath; Hagley; or Western Springs 1 Councillor appointed from any of the following wards: Cannock East, North, South, West; Hawks Green; Heath Hayes East and Wimblebury; Hednesford Green Heath, North, South; Norton Canes; and Rawnsley **appointment only until 2018 Annual Meeting to cover remainder of term of office previously held by B. Bottomer.
Charity for the Provision of a Recreation Ground for Inhabitants of the Ancient Parish of Rugeley	3	Dudson, A. (L) Foley, D. (L) Martin, Mrs. C. (L)	2020 Annual Meeting	N/A	3 Years	
Chase Sports Council	6	Cooper, Miss. J. (L) Johnson, T. (L) Mitchell, Mrs. C. (L) Preece, J. (L) Johnson, J.P. (C) Snape, D.J. (C)	2018 Annual Meeting	Buttery, M. (C) Snape, P.A. (C) Cooper, Ms. J. (L) Johnson, T. (L) Mitchell, C. (L) Preece, J. (L) Woodhead, P. (G)	1 Year	
Chetwynd Charity	4	D. Foley (L) J.P. Johnson (C)	2020 Annual Council	N/A	4 Years	
		Bennett, C. (L) *Anderson, Mr. T. 54 Hagley Road, Rugeley	2018 Annual Meeting	Bennett, C. (L) Dudson, A. (L)		
Community Council of Staffordshire (Councillor or Officer)	1	Sutherland, M. (C)	2018 Annual Meeting	Sutherland, M. (C)	1 Year	
Etching Hill Village Hall Committee	1	Johnson, J.P. (C)	2018 Annual Meeting	Johnson, J.P. (C)	1 Year	

Name of Body	No. of Seats	Current Rep	Date of Retirement	Proposed Rep	Term of Appointment	Notes
Foundation of Clara Caroline Walhouse and the John Wood and Walhouse Church of England School Foundation	1	Mrs. H. Sutton (C)	2020 Annual Meeting	N/A	4 Years	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee	1	Johnson, T. (L)	2018 Annual Meeting	Sutherland, M. (C) Johnson, T. (L)	1 Year	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee – Substitute Member	1	Cooper, Miss. J. (L)	2018 Annual Meeting	Snape, P.A. (C) Cooper, Miss. J. (L)	1 Year	
Landor Society	2	Bennett, C. (L) Foley, D. (L)	2018 Annual Meeting	Startin, P. (C) Bennett, C. (L) Foley, D. (L)	1 Year	
Longdon (Cotton) Almshouses	2	Dudson, Miss. M.J. (L)	2021 Annual Meeting	N/A	4 Years	
		Bowater, J. (L)	2018 Annual Meeting	Bowater, J. (C)	4 Years	
National Association of Councillors	2	Kraujalis, J. (L) Lea, C.I. (C)	2018 Annual Meeting	Snape, P.A. (C) Kraujalis, J.T. (L) Woodhead, P. (G)	1 Year	
Norton Canes Community Centre	1	Preece, J. (L)	2018 Annual Meeting	Hoare, M.W.A. (C) Preece, J. (L)	1 Year	
Poplars Landfill Site Liaison Committee	7	Cooper, Miss. J. (L) –(Chair of Health, Culture and Enviro Scrutiny Cttee) Witton, P. (L) Kraujalis, J.T. (L) Stretton, Mrs. P.Z. (L) Sutherland, M. (C) Snape, D.J. (C) Hoare, M.W.A. (C)	2018 Annual Meeting	Sutherland, M. (C) Snape, D.J. (C) Hoare, M.W.A. (C) Cooper, J. (L) Witton, P. (L) Kraujalis, J.T. (L) Stretton, Mrs. P.Z. (L)	1 Year	Chairman of the Health, Culture and Environment Scrutiny Committee 2 Hawks Green Ward Members 2 Norton Canes Ward Members 2 Cannock South Ward Members (or nominees)
Rugeley Physically Handicapped Association	1	Allt, Mrs. A. (C)	2018 Annual Meeting	Allt, Mrs. A. (C)	1 Year	

Name of Body	No. of Seats	Current Rep	Date of Retirement	Proposed Rep	Term of Appointment	Notes
Shoal Hill Common Joint Committee (Must be Councillors)	2	Tait, Ms. L. (L) Kraujalis, J.T. (L)	2018 Annual Meeting	Sutton, Mrs. H.M. (C) Tait, Ms. L. (L) Kraujalis, J.T. (L)	1 Year	
Slitting Mill Village Hall Committee	1	Dudson, A. (L)	2018 Annual Meeting	Sutherland, M. (C) Dudson, A. (L)	1 Year	
Staffordshire County Council – Healthy Staffordshire Select Committee – Co-opted Member	1	Cooper, Miss. J. (L)	2018 Annual Meeting	Cooper, Ms. J. (L)	1 Year	Appointee must be the Chairman of the Health, Culture and Environment Scrutiny Committee
Staffordshire County Council Corporate Parenting Panel	1	Pearson, A. (L)	2018 Annual Meeting	Pearson, A. (L) Wilkinson, C. (G)	1 Year	
Staffordshire Playing Fields Association	1 Cabinet	Culture & Sport Portfolio Leader - Mrs. C. Mitchell (L)	2018 Cabinet Meeting	N/A	1 Year	
	1 Council	Snape, P.A. (C)	2018 Annual Meeting	Buttery, M. (C)	1 Year	
West Midlands Combined Authority (non-constituent Member)	1	Adamson, G. (L)	2018 Annual Meeting	Adamson, G. (L)	1 Year	
West Midlands Combined Authority - substitute Member 1 (non-constituent Member)	1	Alcott, G. (L)	2018 Annual Meeting	Alcott, G. (L)	1 Year	
West Midlands Combined Authority - substitute Member 2 (non-constituent Member)	1	Kraujalis, J.T. (L)	2018 Annual Meeting	Kraujalis, J.T. (L)	1 Year	
West Midlands Combined Authority - Overview & Scrutiny Committee (voting Member)	1	Currently Tamworth BC	2018 Annual Meeting	Sutherland, M. (C) Preece, J. (L)	1 Year	Tamworth BC appointed to this body as per the WMCA Board mtg in October, 2017. Agreed to rotate on an annual basis with Tamworth, therefore Cannock to appoint in 2018.

Name of Body	No. of Seats	Current Rep	Date of Retirement	Proposed Rep	Term of Appointment	Notes
West Midlands Combined Authority Overview & Scrutiny Committee – substitute Member (voting Member)	1	Currently Tamworth BC	2018 Annual Meeting	Snape, P.A. (C) Johnson, T. (L)	1 Year	Tamworth BC appoint at present Scrutiny Committees will be established on a politically balanced basis, therefore the substitute Member must be appointed from the same political party as the main Member.
West Midlands Combined Authority – Audit, Risk & Assurance Committee	1	Currently Tamworth BC	2018 Annual Meeting	Kraujalis, J.T. (L)	1 Year	Tamworth BC appointed to this body as per confirmation from WMCA in November, 2017. Agreed to rotate on an annual basis with Tamworth, therefore Cannock to appoint in 2018. <i>Appointment does not need to reflect the political balance of the WMCA</i>
West Midlands Combined Authority – Audit, Risk & Assurance Committee – substitute Member	1	Currently Tamworth BC	2018 Annual Meeting		1 Year	Tamworth BC appoint at present <i>Appointment does not need to reflect the political balance of the WMCA</i>
West Midlands Reserve Forces and Cadets Association	1	Snape, D.J. (C) (reserve member of RMP)	2020 Annual Meeting	N/A	3 Years	Appointee should be a Councillor