

**12 December 2016**

**Audit, Scrutiny & Transformation Committee**

**Review of Appointment of Representatives on Outside Organisations**

**Report of:** *Steve Summers – Group Manager In-House Services*

**Wards Affected:** *None*

**This report is** *Public*

**1. Executive Summary**

- 1.1 At its meeting on the 13<sup>th</sup> June 2016 the Audit & Scrutiny Committee agreed that a Member Working Group be formed to review the arrangements for members appointed to be representatives on outside organisations, Min 43 refers.
- 1.2 The Member Working Group consists of Cllrs Aspinell, Bridge, Keeble, Murphy and Wiles.
- 1.3 The working group met on the 27<sup>th</sup> September and considered the current process and possible future options as set out in the report attached as Appendix A culminating in the recommendations set out below.

**2. Recommendations**

- 2.1 That the Audit & Scrutiny Committee recommends to the Council's Constitution Working Group (CWG) that the Constitution is amended so that appointment of outside representatives is undertaken by Ordinary Council in June each year.**
- 2.2 The CWG recommends the above constitutional change to Ordinary Council.**
- 2.3 That the proposed agreed process for appointing outside representatives as set out in Appendix A is followed.**
- 2.4 That a review of the effectiveness of outside bodies is undertaken on a bi-yearly basis.**

### **3. Introduction and Background**

- 3.1 Under the Council's Constitution the Annual Council is required to appoint representatives to outside bodies and consultation groups unless the appointment has been delegated by the Council.
- 3.2 Following appointment by Council members are required to attend meetings of the outside bodies until possible appointment in the following year. (Unless appointed to an outside body for the duration of their elected period, i.e. 4 years)

### **4. Issue, Options and Analysis of Options**

- 4.1 The analysis of options by the Member Working Group is set out in their report as attached at Appendix A.

### **5. Reasons for Recommendation**

- 5.1 To ensure the Council meets the requirements of the Constitution.

### **6. References to Corporate Plan**

- 6.1 The priority area of *A Modern Council* provided for the Council to improve its governance arrangements leading to a faster, more effective decision making.

### **7. Implications**

#### **Financial Implications**

**Name & Title: John Chance, Finance Director**  
**Tel & Email 01277 312712 john.chance@brentwood.gov.uk**

- 7.1 There are no direct financial implications arising from this report.

#### **Legal Implications**

**Name & Title: Daniel Toohey, Monitoring Officer**  
**Tel & Email: 01277 212743 daniel.toohey@brentwood.gov.uk**

- 7.2 The Council's Constitution outlines the process for electing members to be representatives on outside organisations.

### **8. Background Papers (include their location and identify whether any are exempt or protected by copyright)**

- 8.1 None.

## **9. Appendices to this report**

### 9.1 Appendix A - Members Working Group Report

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