



**REPORT of
DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

**to
ANNUAL COUNCIL
12 MAY 2022**

APPOINTMENT OF REPRESENTATIVES TO LOCAL GOVERNMENT AND OUTSIDE BODIES

1. PURPOSE OF THE REPORT

- 1.1 To consider the appointment of representatives to serve on the Local Government and Outside Bodies for the Municipal Year to May 2023.

2. RECOMMENDATIONS

- (i) That the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 1**, be agreed for the Municipal Year to May 2023;
- (ii) That where representations are not approved, and for those highlighted in section 3.7 Members appoint to these Outside Body seats;
- (iii) That Members appointed as representatives to Local Government and Outside Bodies are responsible for sharing minutes of meetings attended, to be stored centrally on the Modern.Gov library as per the details in section 3.5 below.

3. SUMMARY OF KEY ISSUES

- 3.1 A list of the proposed appointments to Local Government and Outside Bodies is attached at **APPENDIX 1**. These appointments are distinct from those made from within individual Committee memberships, which will be referred to Committees at their first meetings.
- 3.2 Attention is drawn to the Outside Bodies detailed below and the changes that have become apparent over the past year.
- 3.3 The following Outside Bodies have required representation throughout the year and are additions to the list for this year.
- PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee 2022-23 this was removed from the list in November 2020;
 - River Crouch Coastal Community Team (Management Team) was previously appointed from the Performance Governance and Audit Committee, but the appointment has moved to Council
- 3.4 The following have been removed from the list due to meetings no longer being held:
- Maldon Locality Board (we have written to the postal address to confirm);
 - Essex Local Government Association.

- 3.5 At the Statutory Annual Meeting in November 2020, to enable Member visibility, it was resolved that where papers are not private and confidential, and subject to agreement by the relevant body, they would be stored on the central Modern.Gov library for all Members to access. The appointed Member representative(s) is asked to use the following FreshService link to submit papers - <https://maldon.freshservice.com/support/catalog/items/105>.
- 3.6 Those Outside Bodies that are shown in **bold** (in **APPENDIX 1**) are appointments associated with specific positions and do not require a representative from the Council specifically.
- 3.7 Although the Group Leaders have collectively submitted their appointments for Outside Body representation, there are three within the list where we have received too many nominations (denoted in red). The Council will therefore need to agree the representatives for **Local Area Highways Panel**, and also note we have written to the Maldon and District Youth Strategy Group and Maldon District Tourism Board to request two representative spaces, 'reserve' members have been included in the appendix, to be member representatives if this is confirmed.
- 3.8 Following recommendation from the recent partnerships audit "The Council should ensure that sufficient documentation is maintained for the formal partners. This should include:
- Terms of Reference;
 - Minutes from meetings;
 - Action Logs;
 - Updates from Council representatives."

Guidance on how to support this process is set out in section 3.5 of the report.

4. CONCLUSION

- 4.1 This report provides a list of Local Government and Outside Bodies for the Council and seeks Member appointment for the municipal year.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The Local Government and Outside Bodies representation links to outcomes across the Corporate Plan and all strategic themes. Attendance helps to contribute to Performance and Efficiency, with Maldon District Council (MDC) working with partners.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – Attendance limits risk, as MDC are aware of what is going on in wider partner context.
- (iv) **Impact on Resources (financial)** – None.

- (v) **Impact on Resources (human)** – Officer and member time taken to attend Local Government and Outside Bodies.
- (vi) **Impact on the Environment** – Working with partners, some of these bodies link to environment themes.
- (vii) **Impact on Strengthening Communities** – Working with partners, some of these bodies link to community themes.

Background Papers: None.

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