



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

to
**COUNCIL (EXTRAORDINARY)
8 JUNE 2023**

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 2024.

2. RECOMMENDATIONS

- (i) That the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 1** nominated by the respective Political Groups, be agreed for the Municipal Year to May 2024;
- (ii) That where representations are not approved, 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 3.3 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.
- 3.2.1 The following Outside Bodies have required representation throughout the year and are additions to the list for this year:
- Mid Essex Alliance (Leader of the Council).
- 3.2.2 The following have been removed from the list due to meetings no longer being held:
- Bradwell B Community Forum;
 - Bradwell B Joint Local Authorities Group;
 - Burnham-on-Crouch Business Board;

- British Red Cross Society- Essex County branch;
- Maldon and district Youth Strategy Group
- Maldon Business Board;
- Maldon Operational Group;
- Sense of Place Board;
- West Maldon Community Association Management Committee.

3.3 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>.

3.4 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.

3.5 The Political Group Leaders have collectively submitted their appointment nominations for Outside Body representation, which are set out in **APPENDIX 1**.

3.6 Following recommendation from the November 2021 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 3.3 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 to May 2024.

5. IMPACT ON STRATEGIC THEMES

5.1 The Local Government and Outside Bodies representation links to outcomes across the Corporate Plan and all six priorities. Attendance helps to contribute to the Governance guiding principle, 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 is 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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