

# CABINET

Agenda Item: 8

**Ward:** All

**Portfolio:** Services and Corporate Finance

**Report Author(s):** Portfolio Holder for Finance, Governance and Corporate Services

**Meeting Date:** 11 July 2016

**SUBJECT:** Review of Member Representation on Strategic Partnerships and Outside Bodies

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<b>Report Sign off</b>	<b>Seen by:</b>	<b>Name</b>	<b>Date</b>
	Legal	Donna Nolan	14.06.16
	Finance	Adam Savery	14.06.16
	Procurement	N/A	
	Corporate Manager	Donna Nolan	14.06.16
	Portfolio Holder	John Parham	16.06.16
<b>Summary:</b>	This report has been produced to give the Cabinet an opportunity to review Member representation on strategic partnerships and outside bodies.		
<b>Recommendation:</b>	Cabinet are asked to note the reports that have been submitted by those who have served on outside bodies and approve the list of outside bodies for 2016/17 as set out in Appendix 1 of this report.		
<b>Direct and/or indirect impact on service delivery to our customers and communities:</b>	Membership of these bodies assists with the delivery of all of the Council's priorities namely: <ul style="list-style-type: none"><li>• To improve the health and wellbeing of the residents and communities of Mendip</li><li>• Supporting economic development and growth</li><li>• To identify more creative ways of delivering homes and to maintain a supply of good housing for our communities</li></ul>		
<b>Legal Implications:</b>	Detailed guidance is provided in the framework which has been produced to assist Councillors in performing their duties when appointed to outside bodies. The framework also explains the inter-relationship between this guidance and the Code of Conduct for members.		

<b>Financial Implications:</b>	None identified.
<b>Value for Money:</b>	Working in partnership with these outside bodies enables the Council to deliver services in a more cost effective manner.
<b>Equalities Implications:</b>	None identified
<b>Risk Assessment and Adverse Impact on Corporate Actions:</b>	The framework has been developed to minimise the risk to the Council to ensure members are fully aware of the backcloth to decisions they make whilst serving on outside bodies.
<b>Scrutiny Recommendation (if any)</b>	N/A

## INTRODUCTION

Each year the Council is required to nominate some of its Members to represent Mendip District Council on various strategic partnerships and outside bodies. In 2015/16 the Council was represented at 36 such bodies that assisted us with delivering our priorities.

Further details about any of the strategic partnerships and outside bodies can be obtained from the lead officer for each body.

The purpose of this report is to give Cabinet an opportunity to review the outside body arrangement and give consideration as to which strategic partnerships and outside bodies should receive representation from nominated Mendip District Councillors during 2016/17.

Guidance for Councillors appointed to represent the Council on outside bodies has been produced and is made available to Councillors when they are appointed. This has been developed to assist Councillors with their roles and responsibilities when they sit on outside bodies.

Councillors who have served on outside bodies during recent months have been asked to report on the activities and achievements of the bodies in order to assist the Cabinet in its consideration of which partnerships to continue with during next year.

Cabinet are asked to bear in mind that nominated Members should have skills or knowledge relevant to the chosen body and be available to attend their meetings.

## BACKGROUND

In May 2009 Cabinet agreed a fundamental review of the outside body arrangement. In doing so it took a more strategic approach to appointments to outside bodies, with a rationale for identifying those external bodies (organisations or partnerships) where the Council should have a significant and senior engagement because of the role in delivering the Council's strategic objectives or in forwarding the Council's strategic and community leadership remit.

For Mendip District Council, a strategic partnership is one that:

***contributes substantially to the delivery of Mendip District Council's strategic objectives or to the Council fulfilling its role as strategic and community leader***

Government is increasingly promoting joint working as a means of delivering more streamlined and efficient services for local people and achieving value for money. Before the Council commits to any partnership, it is important to be confident that the Council's involvement will help the Council achieve its objectives.

The 2009 report outlined 3 relevant categories of strategic outside bodies; those who assist the Council in direction setting; those who assist the Council in its service delivery; and those who assist the Council in delivering improved outcomes.

Following the review, any outside bodies where a strategic link had not been identified, any representation, if required, was delegated to the relevant portfolio holder to determine.

## **POSSIBLE ADDITIONS AND DELETIONS**

Since the outside bodies were last reviewed there are no suggested additions to the list of organisations that the Council is represented on.

## **RECOMMENDATIONS**

Cabinet are asked to note the reports that have been submitted by those who have served on outside bodies and approve the list of outside bodies during 2016/17 as set out in Appendix 1 of this report.

## **REASONS FOR RECOMMENDATIONS**

In order to maintain the smooth running of the outside body arrangement.

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### **List of background Papers:**

SharePoint List: Record of outside bodies – Mendip District Council

## Appendix 1 Report of Strategic Outside Bodies 2015/16

The Council's Priorities in full:

- To improve the health and wellbeing of the residents and communities of Mendip (wellbeing)
- Supporting economic development and growth (economic)
- To identify more creative ways of delivering homes and to maintain a supply of good housing for our communities (housing)

### Category 1 - the following bodies assist the Council in its direction setting

Name of Outside Body	Representative during 2015/16	Lead Officer	Overall Aim of the Body	Relationship to the Council's Priorities	Nature of Strategic Links	Summary of Annual Report by the Representative	On a scale 1 – 5 (5 being the highest) how useful is our involvement with the Outside Body to Mendip?	Does the representative recommend that the arrangement continue?	About the meetings	What skills, experience or knowledge is essential, if any, to someone wishing to represent the Council on the Outside Body?
District Councils' Network	Cllr Harvey Siggs	Stuart Brown	This body is the national arm of the LGA and is solely focussed on the interests of District Councils. Part of its role is to lobby and influence Government on behalf of District Councils.	Wellbeing Economic Housing	This body has promoted District Councils in regards to national legislation		5	Yes		
LGA General Assembly	Cllr Harvey Siggs	Stuart Brown	To lobby and campaign for changes in policy, legislation and funding on behalf of our member councils and the people and communities they serve.	Wellbeing Economic Housing	This body is the main vehicle and conduit for contact with Government.		5	Yes		
Employers Panel	Cllr Harvey Siggs	Stuart Brown		Wellbeing Economic Housing			5	Yes		
Safer Somerset Partnership	Cllr Nigel Taylor and John Parham (Substitute)	Stuart Cave	This is a multi-agency partnership that works together to tackle crime, disorder and antisocial behaviour, and to reduce re-offending.	Wellbeing Economic Housing	The main aim is to ensure that Somerset remains a safe place to live, and that the Partnership works to make sure this continues. Throughout the year, the partnership analyses information to understand where local problems lie, then plan how best to tackle them.  The group has the potential to improve conditions for the residents of Mendip					

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South West Audit Partnership (SWAP)	Cllrs John North	Adam Savery	This body offers a full range of internal and related services. 11 councils in the South West have joined the partnership, and where possible SWAP staff are located on site.	Economic	Delivery of internal audit function and identification of best practice from other SWAP councils, to inform MDC improvement	Cllr Peter Bradshaw reports that the aim of SWAP is the examination of all Mendip systems to ensure high standard contemporaneous governance, with any risk factors being graded in importance and systems put in place to mitigate, and if appropriate to test such mitigations eg business continuity. Further, perceived future risk is to be identified in time to rectify using Mendip and SWAP resources. Members may also identify risk, as well as the appointed independent Audit Committee nominee. The Committee has concentrated on the major contractors ie Landscape group one example to ensure value for money and service delivery.	5 –vital	Yes		Common sense and the ability to read complex documents
South West Councils	Cllr Harvey Siggs	Stuart Brown	To bring together 40 local authorities in the region to influence government policy as it affects the region.	Wellbeing Economic Housing	Representation of MDC interests, and strategic direction. Opportunity to shape policy relevant to MDC		5	Yes		
SHAPE Mendip Strategic Board	Cllrs Harvey Siggs, Graham Noel, Philip Ham and Danny Unwin	Sara Skirton	To ensure the development and delivery of the shared vision and strategy for the SHAPE Mendip Hub and the wider public service transformation agenda for the district	Wellbeing Economic Housing	Supporting and developing the SHAPE Mendip Hub	The Officer reports that this body is currently under review. It will be re-launched at some point in the future.				

**Category 2 - the following bodies assist the Council in its service delivery**

<b>Name of Outside Body</b>	<b>Representative During 2014/15</b>	<b>Lead Officer</b>	<b>Overall Aim of the Body</b>	<b>Relationship to the Council's Priorities*</b>	<b>Nature of Strategic Links</b>	<b>Summary of Annual Report by the Representative</b>	<b>On a scale 1 – 5 (5 being the highest) how useful is our involvement with the Outside Body to Mendip?</b>	<b>Does the representative recommend that the arrangement continue?</b>	<b>About the meetings</b>	<b>What skills, experience or knowledge is essential, if any, to someone wishing to represent the Council on the Outside Body?</b>
Somerset Growth Board, formerly known as Into Somerset Shadow Board	Cllr John Parham	Chris Atkinson	The body is the inward investment organisation for Somerset. Funded initially by the public sector, it brings together private and public sector partners to encourage business relocation to Somerset.	Wellbeing Economic Housing	Somerset wide marketing and promotion, from which Mendip business will benefit.	Cllr Parham said that he had not been invited to any meeting of this outside body during this year.				
Somerset Waste Board	Cllrs Nigel Woollcombe-Adams, Terry Napper and Philip Ham (Substitute)	Stuart Cave	This body manages recycling and waste services on behalf of Mendip and 5 other neighbouring councils including the Somerset County Council.	Wellbeing Economic Housing	Delivery of key service to local residents, essential to customer satisfaction ratings.					
Joint Waste Scrutiny	Cllrs Nick Cottle and Peter Bradshaw	Stuart Cave	This body scrutinises the recycling and waste services.	Wellbeing Economic Housing	Scrutiny of delivery of key service to local residents, essential to customer satisfaction ratings.	Cllr Bradshaw reports the object of this body is to drive waste into the waste hierarchy, and when markets exist, into the economy. Thus avoiding landfill by encouraging recycling. The committee must ensure the engagement of local people, support economic welfare and the use of efficient and sustainable solutions.  The replacement and design of new generation refuse vehicles is vital, with the growth of internet inspired cardboard a major concern. Clinical waste is increasing as is household volume putting pressure on contractors to deliver services.	5 - Vital	Yes		
East Mendip Health Forum	Cllr Helen Sprawson-White	Tracy Aarons	The purpose of this body is to advise and facilitate the effective involvement of the public within the work of the NHS Trust.	Wellbeing Economic Housing	Delivery of key service to local residents	Cllr Sprawson-White reports that this outside body have not invited her to any meetings during this year. The Office contacted the organisers of the body with	5	Yes		

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						the Councillors details by way of a reminder.				
West Mendip Health Forum	Cllr Ros Wyke	Tracy Aarons	The purpose of this body is to advise and facilitate the effective involvement of the public within the work of the NHS Trust.	Wellbeing Economic Housing	Delivery of key service to local residents					
Musgrove Park Hospital Members' Council	Cllr Sue Steele, South Somerset District Council	Stuart Brown	This outside body required one representative to represent Mendip and South Somerset District Councils.	Wellbeing Economic Housing	Delivery of key service to local residents	Mendip is required to nominate a representative to this outside body. This body requires one representative from both South Somerset District Council and Mendip District Council.				
Bristol Water Local Engagement Forum	Cllr Terry Napper	Stuart Brown	Bristol Water plc supplies water to over 1.1 million people and businesses in an area of almost 2,400 square kilometres centred on Bristol. The company is an immediate member of the Agbar group, which provides water services to approximately 26 million people worldwide.	Wellbeing Economic Housing	The key contribution that this company makes to the Mendip district is to deliver drinking water and handle waste water in accordance with the prescribed standards and regulations					
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee	Cllr Nigel Taylor	Stuart Brown	The PATROL Adjudication Joint Committee has been established to enable all Councils having Civil Enforcement Area Orders, enabling them to carry out civil enforcement of parking contraventions	Wellbeing Economic Housing	Delivery of key service to local residents					
Levels Task Force Executive Board	Cllr Tom Killen	Stuart Brown	A Somerset Levels and Moors Task Force has been proposed by a wide range of local interest groups to develop a shared sense of purpose and direction for the Levels and Moors with effective agreements on managing the often complex relationships between people, land and water.	Wellbeing Economic Housing	Delivery of key service to local residents					

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Somerset Armed Forces Community Covenant Partnership	Cllr Damon Hooton	Stuart Brown	The purpose of the Somerset Community Covenant is to encourage support for the Community working and residing in Somerset and to recognise and remember the sacrifices made by members of this Community. This includes in-Service and ex-Service personnel, their families and widow(er)s in Somerset and reservists.	Wellbeing Economic Housing	Delivery of key service to local residents	Cllr Hooton had no formal report at this time	1	Yes	2 per year	Cllr Hooton is happy to remain the Council's representative on this body
Frome Independent Market	Cllrs Philip Ham and Damon Hooton	Stuart Brown	On the first Sunday of the month from March to December, the town centre of Frome is closed to traffic and is transformed into a huge market event.	Wellbeing Economic Housing	Delivery of key service to local residents					
Somerset Local Access Forum, Somerset County Council	Vacant	Emma Parsons	As part of the membership there should be 2 Councillors - One County and one District. This year it is Mendip's turn to provide a District Councillor, the appointment is for 2 years and the group meets twice a year	Wellbeing Economic Housing	Delivery of key service to local residents				Twice a year	
The Council's Housing Company	Cllrs Bryan Beha, Tom Killen, Danny Unwin, John North and Philip Ham	Jai Vick		Wellbeing Economic Housing						
Somerset Partnership NHS	Cllr Nigel Woollcombe-Adams	Stuart Brown		Wellbeing Economic Housing						
Community Education Advisory Committee, Strode College	Cllr Terry Napper	Stuart Brown		Wellbeing Economic Housing						
Police and Crime Panel	Cllr John Parham	Judi Thompson	The Police and Crime Panel scrutinises and maintains a regular check and balance on the performance and activities of the Commissioner.	Wellbeing Economic Housing	Its activities include: <ul style="list-style-type: none"> <li>Scrutinising the Commissioner's proposed council tax precept for</li> </ul>	Cllr Parham reports that since October this body has been predominantly engaged in budget setting and the appointment of the new Chief Constable. John	5	Yes		

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			<p>It has the power to request reports and call the Police and Crime Commissioner to attend its meetings.</p> <p>Its activities include:</p> <ul style="list-style-type: none"> <li>• Scrutinising the Commissioner's proposed appointment of a Chief Constable, with the power to veto if the Panel considers necessary.</li> <li>• Reviewing the police and crime plan and annual report.</li> <li>• Considering complaints against the PCC of a non-criminal nature.</li> </ul> <p>The Panel is not a replacement for the Police Authority. It scrutinises the actions and decisions of the Commissioner, not the performance of the police force.</p>		policing, with the power to veto if the Panel considers necessary.	says he is now in his second quadrennium as MDC's rep on the PCP and as he is only permitted to serve for two terms, the Council will have to appoint someone else in 2019.				
Somerset Rivers Authority	Cllr Harvey Siggs	Stuart Brown		Wellbeing Economic Housing		Councillor Harvey Siggs reports that he will be handing over the role of representative on this body to Cllr Tom Killen during 2016/17	5	yes		

**Category 3 – the following bodies assist the Council in delivering improved outcomes**

Name of Outside Body	Representative during 2014/15	Lead Officer	Overall Aim of the Body	Relationship to the Council's Priorities*	Nature of Strategic Links	Summary of Annual Report by the Representative	On a scale 1 – 5 (5 being the highest) how useful is our involvement with the Outside Body to Mendip	Does the representative recommend that the arrangement continue?	About the meetings	What skills, experience or knowledge is essential, if any, to someone wishing to represent the Council on the Outside Body?
Cranborne Chase & West Wilts Area of Outstanding Natural Beauty Partnership	Cllr Dick Skidmore	David Clark	The primary aim of this body is to ensure that exceptional landscapes are conserved and enhanced for future generations. The partnership combines the talent, knowledge, enthusiasm and financial resources of more than twenty partners enabling them to achieve more.	Wellbeing Economic Housing	Protecting quality of the natural environment	Promoting the protection and enhancement of the designated AONB through various projects and initiatives such as Sustainable Rural Tourism, Dark Night Skies Project, Cranborne Chase Landscape Trust, planning liaison and the Farmland Conservation Project. DEFRA have confirmed their ongoing commitment to the AONB's by providing a 4 year funding settlement.	3	Yes - only a small part of the District is included within the AONB boundaries therefore the amount of Member and officer time spent on this outside body should reflect this. However it is very useful to stay informed and being a member of the Partnership is essential in order to discharge our statutory duties regarding the AONB's management and protection.	The partnership meet twice a year during the day at a venue within the AONB, often quite remote from MDC	An interest in the protection of natural beauty at a landscape scale and the pressures faced by such areas
Mendip Area of Outstanding Natural Beauty (AONB) Partnership Committee	Cllr Nigel Taylor Cllr Mike Pullin (Substitute)	David Clark	This body supports and encourages an active partnership between all of the bodies involved in and co-ordinating management across the Mendip Hills AONB by agreeing and reviewing a Management Plan and Action Programmes.	Wellbeing Economic Housing	Protecting quality of the natural environment					
Mendip CAB	Cllrs Philip Ham and Helen Sprawson-White	Sally Gubb	The aims of the CAB service are to ensure that individuals do not suffer through lack of knowledge of their rights and responsibilities or of the services available to them, or through an inability to express	Wellbeing Economic Housing	Service delivery to individuals at times of need and hardship. Role can forestall drastic action that would result in additional caseload for MDC. Critical organisation for MDC to partner.	Cllr Sprawson-White has reported that she has not been invited to any meetings of this outside body during the year.				

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			their needs effectively, and equally to exercise a responsible influence on the development of social policies and services, both locally and nationally.							
Somerset Care & Repair	Cllr John Coles	Tracy Aarons	Somerset Care and Repair is a Home Improvement Agency which provides a range of practical services designed to support elderly, disabled and vulnerable people and enable them to continue to live safe, warm and secure within their own homes.	Wellbeing Economic Housing	Service delivery to individuals to assist continued residence at home, so forestalling further intervention. Assists home adaptations to avoid more significant relocation to care placement.	<p>Cllr John Coles reports that this service is very busy in the Mendip area.</p> <p>As well as continuing to adapt and maintain people's own homes, within the last year this outside body have bought their own property in Yeovil which they have converted to 10 bedsits.</p> <p>Also prior to that a property has opened in Glastonbury also used for bedsits. These projects are funded by the rent income.</p> <p>Another project is the recycling of building materials to make use items such as furniture.</p>	5	Yes	Meetings are held on a quarterly basis. Held during the afternoon at their address in Shepton Mallet.	Knowledge of property and housing needs
Mendip Community Support	Cllr Simon Davies	Sally Gubb	This body is a registered charity and limited company whose aim is to support Mendip District Council's community and strategic leadership by providing a pro-	Wellbeing Economic Housing	<p>To provide information, advice and practical assistance on a range of issues which specifically relate to community and voluntary groups.</p> <p>To include;</p> <ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Business plans</li> <li>• Forming of constitutions</li> </ul>	<p>The officer reports:</p> <p>Main work; Infrastructure service to voluntary sector, Information services, Advice &amp; Guidance, Volunteering and being a voice for the</p>	5	Yes	Three or four times a year depending on circumstances, usually in Shepton Mallet if in the day or elsewhere if an evening meeting	Good communication skills are a must, as well as an understanding of the voluntary sector as a whole and an interest in the specific role

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			active and accessible service to all community and voluntary organisations which operate in the Mendip area.		<ul style="list-style-type: none"> <li>and policies</li> <li>Marketing and training</li> </ul> Mendip Community Support will also; <ul style="list-style-type: none"> <li>Organising regular forums, workshops and surgeries</li> <li>Provide social media platform and regular bulletins</li> <li>Maintain database of voluntary and community groups</li> <li>Operate a DBS service</li> <li>Run the Mendip &amp; Sedgemoor volunteering bureau</li> <li>Complete an annual survey of needs</li> <li>Actively participate in development and operation of strategic partnerships</li> </ul>	sector. Additional this year in particular, MCS have been researching and actively engaged in planning their future survival as an organisation and are currently going through the process of a merger with SSCVS.				that the outside body deliver and a willingness to get involved
Mendip Quarry Advisory Group	Cllrs Alan Townsend, David van Dyke and Bryan Beha	Ian Bowen	This is a consultation group on issues relation to the concept of long term planning for minerals. The group is made up of a diverse range of political and community interest groups including local MPs, District Councillors and the Council for the Protection of Rural England (CPRE).	Wellbeing Economic Housing	Balancing the employment potential of the quarry industry with environmental concerns	Cllr Beha quarrying is both a major business and a major employer, in east Mendip. The operation, by way of its impact on the landscape and village life, comes into conflict with conservation, farming and A.O.N.B. It is considered, because of the strong views held by all those effected, it is important meetings be held on a regular basis to enable those views to be aired.	5	Yes	Not known as no meetings have been held in the last year	It is useful if there is a basic understanding of quarrying operations.
Mendip YMCA	Cllrs Philip Ham	Jai Vick	This body offers schemes to help and assist young people who are homeless or at risk of homelessness.	Wellbeing Economic Housing	Housing and other support to vulnerable young people across Mendip.					

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Somerset Strategic Housing Group	Cllr Nigel Woolcombe-Adams	Tracy Aarons	Promoting and supporting effective county-wide working on a range of housing issues and working jointly with Somerset's district councils on technical studies looking at housing need and supply. This group is made up of elected members from each authority.	Wellbeing Economic Housing	County-wide development of housing needs analysis and development of housing strategies					
Migrant Workers Forum	Cllrs Philip Ham, Peter Bradshaw and Adam Sen	Gabriel Munns	The purpose of this forum is to effectively address the needs of migrant workers living in Mendip. It is a multi-agency group, set up at the direction of the Mendip Strategic Partnership.	Wellbeing Economic Housing	Caring for the needs of migrant people as part of the Mendip community.	<p>The Officer reports that focus of the Migrant Workers Forum is currently on the Refugee crisis in Europe, and likely arrival of some refugee families in Mendip. Councillors and officers on the Forum are working closely with volunteer support groups from across the district to put in place plans for receiving and accommodating refugees when the government makes a decision on allocations to the area.</p> <p>Alongside this, work continues to provide health, education, housing and employment advice to all parts of the migrant community through our partners and fellow forum-members, including CAB, local health services, Job Centre Plus, Strode College,</p>	5	Yes		

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						Avon and Somerset Police and other key agencies in the district.”				
Wells Sports Club	Cllr John North	Keith Penny-father	To provide sports facilities in Wells	Wellbeing Economic Housing	Provision of leisure facilities.					
Axe Brue Internal Drainage Board	Cllrs Tom Killen, John Parham Philip Ham Roy Mackenzie	Stuart Brown	Drainage Boards such as this manage water levels for the protection of people, property and the environment. Their policies cover a number of areas including activities in or adjacent to watercourses and the control of development in these areas.	Wellbeing Economic Housing	Drainage is a risk and potential key issue.  Farmers and Livestock are protected as well as giving opportunities for activities such as fishing, cycling and walking	Cllr Parham reports that the Axe Brue drainage board has been primarily engaged in dealing with the flooding issues and the setting up of the Somerset Rivers Authority. The primary discussions in the meetings he has attended have been around how the SRA should be set up, and how it should be funded. There have been joint meetings of both of the drainage boards and after much discussion an agreed way forward was settled.  Cllr Mackenzie reports	3  Cllr Mackenzie reports we have five representatives. For most meetings one would suffice: perhaps a sub would be good. If there were two then one should be from on or near the levels.	Yes	Meetings are held in Highbridge about 4 or 5 a year. Usually morning but fairly long	
Wessex Water	Cllr Terry Napper	Stuart Brown	Wessex Water are the regional water and sewage treatment business serving an area of the south west of England, covering 10,000 square kilometres including Dorset, Somerset, Bristol, most of Wiltshire and parts of Gloucestershire and Hampshire.	Wellbeing Economic Housing	The key contribution that this company makes to the Mendip district is to deliver drinking water and handle waste water in accordance with the prescribed standards and regulations					