

Meeting:	Place Scrutiny Committee People Scrutiny Committee Policy & Resources Scrutiny Committee
Date:	12 February 2024 14 February 2024 15 February 2024
Classification:	Part 1
Key Decision:	No
Title of Report:	Outside Bodies Task and Finish Group – Final Report and Recommendations
Executive Director:	Claire Shuter, Executive Director of Strategy and Change
Report Author:	Stephanie Cox, Principal Democratic Services Officer
Executive Councillor:	Councillor James Moyies, Cabinet Member for Public Health, Adult Social Care & Constitutional Affairs

1. Executive Summary

To present the final report and recommendations of the Outside Bodies Task and Finish Group.

2. Recommendations

That the report and recommendations arising from the Outside Bodies Task and Finish Group, as detailed in Section 6 of the attached report, be agreed.

3. Background

3.1 The Scrutiny Chairs Forum met on 27 June 2023. The Membership of this forum is constituted from the Chairs and Vice-Chairs of each of the Council's three scrutiny committees.

3.2 At this meeting the membership and representation on Outside Bodies was identified as a potential topic for review, subject to agreement by Scrutiny Committees. The Place, People and Policy and Resources Scrutiny Committees agreed to establish the Outside Bodies Task and Finish Group at the meetings held in July 2023.

4. Reasons for Decisions

4.1 The Task and Finish Group reviewed all outside bodies to which Members were appointed to in the 2023/24 municipal year and looked at improving the method for reporting back on Outside Bodies to ensure they are adding value to Southend-on-Sea City Council.

4.2 Specifically the review and recommendations, had the following aims:-

- To identify which appointments continue to be beneficial.
- To identify which appointments may no longer be required, for example if the Outside Body is now defunct and no longer functioning.
- To identify any Outside Bodies which may need a different number of representatives.
- To identify any new bodies which may benefit from Member representation.
- To improve contact and relationships with Outside Bodies and strengthen internal processes, for example how Outside Bodies will be notified when new appointments are made.
- To deepen understanding of the work of each Outside Body and the capacity in which they would like Members appointed, for example a decision-making capacity (member of management committee, board of directors, committee of trustees) or in an 'observer' capacity undertaking a monitoring role.
- To investigate ways by which all appointed Members can provide regular feedback to the Council on the work of their Outside Bodies.

4.3 All 58 Outside Bodies that the Council currently appoints to were surveyed. Following the results of the review it is proposed that:

- 21 Outside Bodies to cease appointments to from 2024/25.
- 47 Outside Bodies proposed to appoint to from the municipal year 2024/25.

4.4 There were a number of recommendations arising from the review which are set out in section 6 of the final report (attached at appendix 1). These have been agreed by the Task and Finish Group Members.

4.5 The Committee is recommended to endorse the recommendations from the Outside Bodies Task and Finish Group, for agreement by Council.

4.6 The report and recommendations arising from the completion of the In-Depth Scrutiny Project will be presented to the Committee by Councillor C Mulroney, as Chair of the Outside Bodies Task and Finish Group.

5. Other Options

Not applicable

6. Financial Implications

As described in the report of the Outside Bodies Task and Finish Group (section 4.1).

7. Legal Implications

Statutory Powers – Local Government Act 1972.

8. Policy Context

8.1 It is important that Council is represented on Outside Bodies which may have a direct or indirect influence on Council decision making.

9. Carbon Impact

It is important to ensure that the most effective use of member time and reduce the need to travel and ensure the capabilities of Outside Bodies to minimise these in both their interests and the environment.

10. Equalities

It is important that when representing the Council members have the right expertise and knowledge for the particular role.

11. Consultation

All 58 Outside Bodies that the Council current appoints to were surveyed, using a combination of letters, emails and telephone calls. A good level of response was received, however there were some organisations for which little or no information could be obtained.

All Elected Members were consulted during this process, alongside the Corporate Management Team.

12. Appendices

Appendix 1: Final report of the Outside Bodies Task and Finish Group – Outside Bodies Review 2023

13. Report Authorisation

This report has been approved for publication by:		
	Name:	Date:
S151 Officer	Joe Chesterton	01/02/24
Monitoring Officer	Kim Sawyer	31/01/24
Executive Director(s)	Claire Shuter	30/01/24
Relevant Cabinet Member(s)	Councillor J Moyies	29/01/24