

# Outside Organisations Sub-Committee

## Agenda

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**Date:** Tuesday, 28th February, 2012  
**Time:** 10.30 am  
**Venue:** East Committee Room - Municipal Buildings, Earle Street,  
Crewe, CW1 2BJ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the Sub-Committee on any matter relevant to its work. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Minutes of Previous meeting** (Pages 1 - 4)

To approve as a correct record the minutes of the meeting held on 23 November 2012.

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For requests for further information

**Contact:** Cherry Foreman

**Tel:** 01270 686463

**E-Mail:** [cherry.foreman@cheshireeast.gov.uk](mailto:cherry.foreman@cheshireeast.gov.uk) with any apologies

5. **Review of Councillor Representation - Phase 1** (Pages 5 - 8)

To consider the responses received to the survey letter sent out as Phase 1 (Tranches 1 & 2) of the review of representation on Outside Organisations.

6. **Sub-Committee Work Programme** (Pages 9 - 14)

To consider the ongoing work programme and in particular Phase 2 of the review. Attached is the work programme and the overall plan of the review.

**CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Outside Organisations Sub-Committee** held on Wednesday, 23rd November, 2011 in Committee Room 3 - Municipal Buildings, Earle Street, Crewe CW1 2BJ

**PRESENT**

Councillor S Jones (Chairman)

Councillors G Baxendale, R Cartlidge and B Murphy

**22 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D Marren and B Moran.

**23 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**24 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present.

**25 MINUTES OF PREVIOUS MEETING****RESOLVED**

That the minutes of the meeting held on 27 June 2011 be approved as a correct record.

**26 TERMS OF REFERENCE OF THE SUB-COMMITTEE**

At its last meeting the Sub-Committee had requested that the Terms of Reference be revised in order to make them clearer; it wished its remit to be more precise and to take into account the way in which it had evolved from its original format as a Task Group to being reconstituted as a Sub-Committee.

The report included the terms of reference as originally submitted, the revised terms of reference, to be read in conjunction with the procedure for adding new organisations to the list, and the criteria to be followed when making appointments to outside organisations.

In discussing the proposed revisions to the Terms of Reference a question was raised regarding the establishment of the Sub-Committee in accordance with the rules of political proportionality, and also its application to the allocation of some appointments as referred to in the appointments criteria. A question was also raised concerning the allocation of positions in those instances where the organisation covered more than one ward. With regard to the allocation of positions it was stressed that at all times the most important consideration was that the person with the greatest knowledge or interest in the organisation

concerned should be appointed to it and this was the prime consideration of the Sub Committee.

Point (i) of the revised Terms of Reference referred to Member Training and the Sub-Committee requested that the Senior Member Development Officer be asked to ascertain whether newly appointed Members were satisfied with the information they had been supplied with concerning appointments to Outside Organisations or whether they would appreciate some additional training.

### **RESOLVED**

That approval be given to the revised terms of reference of the Sub-Committee as submitted and that they be referred to the Constitution Committee for ratification.

## **27 SURVEY LETTER TO COUNCILLORS**

At its last meeting the Sub-Committee had agreed that as part of its ongoing review process it would ask Members appointed to outside bodies their views on the appropriateness of their representation on the organisation. A draft letter had been prepared for approval by the Sub-Committee, based on the questions it had suggested.

A minor amendment was made to the wording of Q4, to insert 'to date' after the word contribution. In addition a further question was added as follows:

5. Have any Cheshire East Officers been present to provide support at any of these meetings?

It was agreed that the letter should be sent by email, with a response slip attached, to Members appointed to the first two tranches of organisations shown on the list circulated as part of the work programme.

### **RESOLVED**

That approval be given to the draft letter subject to the insertion of 'to date' in Q4, and the addition of a further question concerning officer support at meetings.

## **28 SUB-COMMITTEE WORK PROGRAMME**

Consideration was given to a draft work programme circulated at the meeting. In addition, and in conjunction with the review of representation on outside organisations appointed by the Constitution Committee, a schedule was provided of the 71 organisations involved.

An update was given on progress to date in compiling a list of officers associated with the organisations; it had been agreed that this information should be sought from Members as part of the review process (minute no 27 refers).

It was agreed that the next meeting be held on Tuesday 28 February 2012 at 10.30 am.

### **RESOLVED**

That the draft work programme be received.

The meeting commenced at 10.30 am and concluded at 11.55 am

Councillor S Jones (Chairman)

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## CHESHIRE EAST COUNCIL

### Outside Organisation Sub Committee

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**Date of Meeting:** 28 February 2012  
**Report of:** Democratic Services and Registration Manager  
**Subject/Title:** Review of Representation on Outside Organisations –  
Tranches 1 and 2

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#### 1.0 Report Summary

- 1.1 At its meeting on 23 November 2011 the Sub Committee agreed to commence its review of the appropriateness of Councillor representation on those outside organisations for which it was responsible for appointing the Councils representatives.
- 1.2 The total list of organisations that fell within the purview of the Sub-Committee had been divided into six tranches and a survey letter sent to those in the first two. Appended to this report are the responses received from the Councillors appointed (Appendix A), and also from the organisations concerned (Appendix B).
- 1.3 The Sub-Committee is now asked to consider the responses.

#### 2.0 Recommendation

- 2.1 That consideration be given to the responses received and a decision made as to the continuing appropriateness of the Councils representation on each of the bodies surveyed in the first phase of the comprehensive review of representation.

#### 3.0 Reasons for Recommendations

- 3.1 The Sub-Committee is committed to ensuring that representation on outside organisations remains effective for all concerned.

#### 4.0 Wards Affected

- 4.1 All, as the outside organisations are spread across the whole of the Borough.

#### 5.0 Local Ward Members

- 5.1 N/A

## **6.0 Policy Implications**

6.1 None identified.

## **7.0 Financial Implications (Authorised by the Director of Finance and Business Services)**

7.1 None identified.

## **8.0 Legal Implications (Authorised by the Borough Solicitor)**

8.1 Whilst membership of outside bodies carries with it the potential for personal liability for elected Members undertaking such roles as ancillary to their status as a Councillor, particularly in respect of trusteeships, Cheshire East Borough Council has resolved to put in place for elected Members the maximum indemnity which is allowed by law.

8.2 Section 111 of the Local Government Act 1972 empowers local authorities to do any thing which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions, and Section 2 of the Local Government Act 2000 empowers them to do anything they consider likely to achieve the object of the promotion of the economic, social or environmental well-being of their area. Pending the coming into force of the general power of competence in the Localism Act 2011, which will be on a date yet to be announced, either or both of these existing powers would normally be the authority for appointing Members to outside bodies and/or selecting the bodies to which they are to be appointed.

## **9.0 Risk Management**

9.1 None identified

## **10.0 Background and Options**

10.1 The terms of reference of the Sub-Committee include the comprehensive review the representation of the outside organisations in preparation for the next round of appointments, which will take affect from the date of the new Council in 2012. The current review is part of that ongoing process.

## **11.0 Access to Information**

The background papers relating to this report can be inspected by contacting the report writer:

Name: Cherry Foreman

Designation: Democratic Services Officer

Tel No: 01270 686463

Email: [cherry.foreman@cheshireeast.gov.uk](mailto:cherry.foreman@cheshireeast.gov.uk)



**REVIEW OF OUTSIDE ORGANISATION REPRESENTATION  
PHASE 1 (Tranches 1 & 2)**

| REPRESENTATIVES             | CLLR<br>RESPONSE<br>REC'D | ORGANISATION<br>RESPONSE<br>REC'D | CONSTITUTION<br>AVAILABLE | ORGANISATION   |
|-----------------------------|---------------------------|-----------------------------------|---------------------------|--|
| D Newton                    | Y                         | Y                                 | Y                         | Alexandra Soccer and Community Association Trust                           |
| P Butterill                 | Y                         | Y                                 | Y                         | Almshouse Charity of Sir Edmund Wright, Crewe and OthersTrust              |
| S Jones                     | Y                         | Y                                 |                           | Alsager Educational Foundation   |
| R Fletcher                  | Y                         |                                   |                           | Alsager Leisure Centre Advisory User Panel                                 |
| D Hough                     | Y                         |                                   |                           |  |
| S Jones                     | Y                         |                                   |                           |  |
| D Brown                     | Y                         | Y                                 | Y                         | Alsager Partnership  |
| J Findlow                   | Y                         |                                   |                           | Association for Public Service Excellence (APSE)                           |
| D Topping                   | Y                         | Y                                 |                           | Astbury Mere Trust   |
| Rachel Bailey               | Y                         | Y                                 | Y                         | Audlem Education Foundation  |
| P Hoyland                   | Y                         |                                   |                           | BAE Systems Woodford Local Consultative Cttee                              |
| J Wray                      | Y                         |                                   |                           | Bent Farm Sand Quarry Liaison Cttee  |
| D Brown                     | Y                         |                                   |                           |  |
| J Jackson                   | Y                         | Y                                 | Y                         | Bollin Valley Steering Committee   |
| W Livesley                  | Y                         |                                   |                           |  |
| D Stockton                  | -                         |                                   |                           |  |
| A Moran                     | Y                         |                                   |                           | Crewe and Nantwich Gymnastics and Community Activities Association         |
| I Faseyi                    | -                         |                                   |                           |  |
| P Findlow                   | Y                         | Y                                 | Y                         | Charitable Trust for the Assets of the former Over Alderley Primary School |
| G Walton                    | Y                         | Y                                 |                           | Chelford Sand Quarry Liaison Group   |
| J Macrae<br>(Now L Smetham) | -                         |                                   |                           |  |
| S Wilkinson                 | Y                         |                                   |                           | Cheshire Agricultural Society  |

| <b>REPRESENTATIVES</b> | <b>CLLR<br/>RESPONSE<br/>REC'D</b> | <b>ORGANISATION<br/>RESPONSE<br/>REC'D</b> | <b>CONSTITUTION<br/>AVAILABLE or<br/>AIMS etc</b> | <b>ORGANISATION</b>  |
|------------------------|------------------------------------|--|---|--|
| A Moran                | Y                                  | Y  |   | Cheshire Association of Local Councils Quality Accreditation Panel |
| S Smetham              | Y                                  | Y  |   | Cheshire Association of Local Councils Executive Committee         |
| GThorley               | Y                                  | Y  |   | Cheshire Brine Subsidence Compensation Board                       |
| M Martin               | Y                                  |  |   |  |
| G Walton               | Y                                  |  |   |  |
| P Raynes               | Y                                  |  |   |  |
| S McGrory              | -                                  |  |   |  |
| J Jackson              | Y                                  | Y  | Y   | Cheshire East CAB North  |
| L Jeuda                | -                                  |  |   |  |
| L Smetham              | Y                                  |  | Y   | Cheshire Community Action Executive Cttee                          |

## OUTSIDE ORGANISATIONS SUB COMMITTEE

### WORK PROGRAMME

| ITEM   | DESCRIPTION   | DATE AGREED  | Current Position  | CONSIDERED AT MEETING ON: -          | DATE COMPLETED |
|--|---|--------------|---|--------------------------------------|----------------|
| Officer Support for Members on Outside Organisations | To compile a list of officers to assist in providing support to Members                                       | 2 March 2011 | Ongoing , and to be added to questions to be asked as part of the review of member representation | 23 November 2011                     |                |
| Terms of Reference of the Sub Committee              | To consider revisions to the Terms of Reference (for approval by the Constitution Committee)                  | 27 June 2011 | Ongoing<br>To be ratified by Constitution Cttee on 22.3.2012                                      | 23 November 2011                     |                |
| Review of representation on outside bodies           | To review the effectiveness of representation on the organisations appointed to by the Constitution Committee | 27 June 2011 | Ongoing<br>Phases 1 & 2   | 23 November 2011<br>28 February 2012 |                |

Outside Organisations Sub Committee Meeting Dates

28 February 2012

3 May 2012 (provisional)

*Updated 20 Feb 2012*

**OUTSIDE ORGANISATIONS SUB COMMITTEE  
PLAN OF REVIEW**

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>                   |
|--|--|
| Tranche 1 <b>surveyed in phase 1</b>                     | Alexandra Soccer and Community Association Trust               |
|  | Almshouse Charity of Sir Edmund Wright, Crewe and Others Trust |
|  | Alsager Educational Foundation                                 |
|  | Alsager Leisure Centre Advisory User Panel                     |
|  | Alsager Partnership  |
|  | Association for Public Service Excellence (APSE)               |
|  | Astbury Mere Trust   |
|  | Audlem Education Foundation                                    |
|  | BAE Systems Woodford Local Consultative Cttee                  |
|  | Bent Farm Sand Quarry Liaison Cttee                            |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>                               |
|--|--|
| Tranche 2 <b>surveyed in phase 1</b>                     | Bollin Valley Steering Committee   |
|  | Crewe and Nantwich Gymnastics and Community Activities Association         |
|  | Charitable Trust for the Assets of the former Over Alderley Primary School |
|  | Chelford Sand Quarry Liaison Group   |
|  | Cheshire Agricultural Society  |
|  | Cheshire Association of Local Councils Quality Accreditation Panel         |
|  | Cheshire Association of Local Councils Executive Committee                 |
|  | Cheshire Brine Subsidence Compensation Board                               |
|  | Cheshire East CAB North  |
|  | Cheshire Community Action Executive Cttee                                  |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>                             |
|--|--|
| Tranche 3  | Cheshire Community Council Playing Fields Association                    |
|  | Cheshire County Playing Fields Association                               |
|  | Cheshire East CAB Citizens Advice Bureau                                 |
|  | Cheshire Landfill Tax Advisory Panel                                     |
|  | Cheshire Landscape Trust   |
|  | Cheshire Local History Association                                       |
|  | Colshaw Farm Estate Neighbourhood Management Board (Housing Association) |
|  | Community Transport (Macclesfield)                                       |
|  | Congleton Leisure Centre Advisory User Panel                             |
|  | Crewe and Nantwich Sports Council Executive Cttee                        |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>             |
|--|--|
| Tranche 4  | Crewe and Nantwich Twinning Association                  |
|  | Dial a Ride, Congleton Crewe Nantwich                    |
|  | Eaton Hall Sand Quarry Liaison Group, Congleton (Tarmac) |
|  | Fairtrade Steering Group                                 |
|  | Fence Trust Macclesfield                                 |
|  | Groundwork Cheshire                                      |
|  | Holmes Chapel Partnership                                |
|  | Kings School, Macclesfield                               |
|  | Knutsford Education Foundation                           |
|  | Linden Bank Community Liaison Group                      |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>                        |
|--|---|
| Tranche 5  | Lindow Educational Trust, Wilmslow                                  |
|  | Macclesfield Chamber of Commerce and Business Link                  |
|  | Macclesfield College of Further Education                           |
|  | Malbank School Prize Fund and the Nantwich and Acton Grammar School |
|  | Malkins Bank Golf Course Advisory User Group                        |
|  | Maw Green Landfill Site Community Liaison Meeting                   |
|  | Mere Farm Liaison Cttee   |
|  | Mid Cheshire hospitals NHS Foundation Trust                         |
|  | Nantwich Museum Trust   |
|  | North Regional Association for Sensory Support                      |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b> |
|--|--|
| Tranche 6  | Over Peover Educational Foundation           |
|  | Plus Dane (Cheshire) Housing Association Ltd |
|  | Public Transport Consortium                  |
|  | Reaseheath College, Nantwich                 |
|  | Reserve Forces and Cadets Association        |
|  | Sandbach Park Steering Group                 |
|  | Sandbach Partership                          |
|  | Sandbach School                              |
|  | Sandbach Town Plan Steering Group            |
|  | Sir John Deane's College, Northwich          |

| <b>Review of Representation on Outside Organisations</b> | <b>Block of Organisations to be reviewed</b>                 |
|--|--|
| Tranche 7  | Sir Thomas Delves Foundation, Wybunbury                      |
|  | South Cheshire Chamber of Commerce and Industry              |
|  | SACRE  |
|  | Stanley and Brocklehurst Almshouses Trust                    |
|  | Transport Futures  |
|  | University of Keele Court                                    |
|  | University of Manchester General Assembly                    |
|  | Weaver Valley Partnership                                    |
|  | White Moss Sand Quarry Alsager Local Liaison Group           |
|  | Wybunbry United Charities                                    |
|  | Youth Federation for Cheshire, Halton, Warrington and Wirral |