

1. Introduction

- 1.1 The Task and Finish Group was formed in 2022 to look into the Council's appointments to Outside Bodies. The Group was responsible for identifying which appointments continued to be beneficial, which ones may need a different number of representatives and to identify any new ones. The terms of reference are available as annex A to the report.
- 1.2 The group met on three occasions and received information from all of the Councillors who are representatives on outside bodies and the majority of the outside bodies too. The group has considered the information received and made recommendations accordingly.
- 1.3 The group were pleased to see that the vast majority of appointments were beneficial and therefore felt most of them should continue in the future.
- 1.3 The group has now produced a final report for consideration by the Overview and Scrutiny Committee, with recommendations ahead of the next appointments being made in May 2023. These are detailed below.

2. Recommendations

1) Outside bodies that no longer require an appointment:

- Fields in Trust (no meetings)
- South Woodham Ferrers Swimming Pool Steering Group (no meetings)
- William de Ferrers Centre users Committee (no response from Council representative, although they are a former Councillor)

2) Outside bodies that need to be added to the list:

- Chelmer & Blackwater Navigation Advisory Committee (this appointment was made part way through 2022/23 so needs to be added to the main list)

3) That the Overview and Scrutiny Committee receive annual updates from each appointed representative at their February meeting.

4) That the Overview and Scrutiny Committee review the appointments to any outside bodies that do not meet before May 2024.

5) That the Overview and Scrutiny Committee, consider which outside bodies they would like to invite to a meeting, to further understand their role when setting their future work programme.

3. Conclusion

- 3.1 The Committee are asked to consider and agree the above recommendations and to make any other suggestions for Full Council to consider in February.
- 3.2 After consideration by Full Council, appointments will then be made accordingly at Annual Council in May.

List of appendices:

Appendix 1 – Report from the Outside Bodies Task and Finish Group

Background papers:

None

Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

Culture Chelmsford	Julia Franscona	To encourage & support culture in Chelmsford by developing a cultural strategy and by seeking and taking advantage of opportunities to raise funds through grants, sponsorship and other forms of funding. The aim is to support the cultural objectives of CCC for the benefit of all residents of & visitors to Chelmsford.	Six meetings and have also attended informal meetings and interview panels.	Participating in meetings, helping to shape the aims & objectives of the Trust. Interviewing potential trustees. Supporting the Chairman & Secretary in their roles. Communicating with other Councillors including the Leader & relevant Cabinet Member, supporting & explaining the perspective & priorities of the Trust to CCC & vice versa.	Yes	Culture Chelmsford exists for the benefit of Chelmsford residents, to support the cultural development of our City and the objectives of CCC so it's vital that a representative from the Council sits on the board.	I believe that it's a requirement of the Trust that there's a representative from CCC on the Board.
Danbury Lakes Country Park Forum	Richard Hyland	Oversight of Danbury Lakes & Country Park activities, investment and assets	No meetings	Nothing despite continually asking for invites, visiting Danbury Parish Council to understand connections and role a City Councillor plays, no minutes past have been provided or published to my knowledge. I would be interested to hear what Cllr Tom Willis has to say. If his experience has been the same considering he is council incumbent.	Yes	I think Oversight and scrutiny of Danbury Lakes & Country Park activities, investment and assets is in the interest of Chelmsford City Council	I think CCC are failing residents if there is no proper oversight.
Essex Countrywide Traveller Unit	Jannette Sosin	To oversee the finance commitment by the councils involved.	Two meetings	Understanding the role of the rural engagement team and the officers who support travellers to access health and education advice.	Yes	It is an essential role. Because of their lifestyle travellers face considerable lack of understanding by settled communities. Communication and trust are both key. County staff involved with travellers are small in number but are able to give advice and encouragement to access health services. They help children to stay in the school system. They also encourage children to access higher education if possible. The rural engagement team helps unauthorised encampments to be moved on with as little friction as possible and helping the travellers to understand the laws which apply to them.	If it were possible I would increase our involvement with the ECTU. More staff would help enormously to engage travellers and avoid problems. For now most local councils in Essex are paying a small amount with the County paying the most.
Essex Flood Partnership Board	Mike Mackrory	To inform the representative members of all Essex Authorities of all flood prevention works to be undertaken or the progress of works underway. This includes all government bodies and agencies, voluntary organisations and Essex Councils.	Three meetings	Observing so far but an item on the potential flood risk at South Woodham Ferrers is planned at our request	x	Although not strictly a coastal authority Chelmsford CC is subject to tidal rivers and estuaries flooding during exceptional high tides. The residential area most affected is South Woodham Ferrers which is why a presence on the Board is required.	The meetings have been an eye opener for me as I was unaware of the amount of flood prevention work going on or planned in Essex.
Essex Police, Fire and Crime Panel (sub)	Marie Goldman	To consider matters related to the police, fire and crime.	No meetings	Nothing - I have not needed to attend as a substitute.	Yes	It is important that Chelmsford is represented on this panel.	None
Essex Waste Partnership Board	Rose Moore	The Essex Waste Partnership comprises elected members and officers from Essex County Council, the 12 district and borough councils and the unitary authority of Southend-on-Sea Borough Council. In 2019, its purpose was solely to ensure cost-efficient and sustainable waste management services across the county. This is now evidently broader, with a focus on moving towards the Circular Economy in response to the Climate and Ecological Emergency, and recommendations from Essex Climate Commission. The current priority is to agree a Joint Municipal Waste Strategy for the whole of Essex based on the Circular Economy model. The board is working on a draft strategy now, which will go out to public consultation in 2023.	Four meetings - a mix of online and face-to-face sessions	As Cabinet Member for Greener and Safer Chelmsford, I have contributed to the emerging Joint Municipal Waste Strategy for Essex, developing evaluation criteria for the strategy supported by Keith Nicholson. Interactive workshops led by Ricardo (ECC's partner) have distilled elements of the strategy – the focus is now far more centred around carbon and waste reduction, and the Circular Economy. I have also had the opportunity to highlight best practice by Chelmsford City Council – the wide-ranging kerbside collections, separated streams for recycling, free garden waste collection, bulky items collection. Flats recycling campaign and c. 60% recycling rate.	Yes	The Essex Waste Partnership includes elected members and officers from local authorities across Essex. It is important that Chelmsford continues to be represented in this way on the Board, to gain an understanding of the challenges we face as individual authorities, share potential solutions, best practice, and agree a joint strategy to reduce, re-use and recycle as much as possible. This will benefit everyone living and working in our county and the wider environment. In addition, Chelmsford's robust Climate Action Plan and comprehensive kerbside collection service have set the bar high in Essex. Through representation on the EWP Board, I can encourage and support other elected members who may be considering improving their own systems and operations to reduce carbon emissions. As representatives of Chelmsford, Keith Nicholson and I will continue to push for a strategy that recommends the future design of waste collection and disposal services reflects the provisions of the Environment Act 2021 and is guided by national waste and resources policy, and that the assessment of any options takes an end-to-end, evidence led approach to ensure efficient and effective services for the Essex taxpayer	I have found face-to-face meetings at County Hall to be the most effective platform for discussion when compared to online sessions, but the Board also meets in a hybrid format to reduce travel from across the county, which is admirable.
Fields in Trust	Richard Lee	Supports parks and green spaces by protecting them for people to enjoy in perpetuity.	No meetings.	None	No	Had zero dealings with the organisation. Also, as council we are pretty protective of our open spaces already.	None.
Galleywood Heritage Centre	Richard Hyland	Oversight of Galleywood Heritage Centre activities, investment and assets	Twelve meetings	I have been elected as Chairman and continue to have Oversight of Galleywood Heritage Centre activities, investment and assets	Yes	I think Oversight and scrutiny of Galleywood Heritage Centre activities, investment and assets is in the interest of Chelmsford City Council	CCC need to devise a report back mechanism What is required from representatives whilst not be over onerous
KEGS Foundation Governors	Roy Whitehead	To advance the education of the pupils of the school	Two meetings	To be a member of the Finance sub-committee and to give advice on the City Council's policies when appropriate	Yes	The Foundation requires representatives from both Local Authorities to be appointed under its Constitution	There are currently 4 appointments made by the City Council. However, a new Constitution is being adopted and this will reduce the number appointed to two. As such this is a more suitable number and I would recommend that the City Council continues to make two appointments for a period of four years.

