

ANNUAL COUNCIL

Friday,
19 May 2006
11.00 a.m.

Council Chamber,
Council Offices,
Spennymoor

AGENDA and REPORTS

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**

To notify the Mayor of any items that appear later in the agenda in which you may have an interest.
3. **APPOINTMENT OF MAYOR**

To elect a Mayor for the 2006/2007 Municipal Year. The Mayor will, on appointment, make a Declaration of Acceptance of Office.
4. **APPOINTMENT OF DEPUTY MAYOR**

To elect a Deputy Mayor for the 2006/2007 Municipal Year. The Deputy Mayor will, on appointment, make a Declaration of Acceptance of Office.
5. **APPOINTMENT OF LEADER OF THE COUNCIL**

To elect a Leader of the Council for the 2006/2007 Municipal Year.
6. **APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL**

To appoint a Deputy Leader of the Council for the 2006/2007 Municipal Year.
7. **REVIEW OF THE CONSTITUTION**

To consider the following reports:-

 - (a) **ESTABLISHMENT OF AN AUDIT COMMITTEE**

Joint report of the Chief Executive Officer and Director of Resources.
(Pages 1 - 10)
 - (b) **MEMBER INVOLVEMENT - PROPOSED CHANGES TO THE 'CALL-IN' PROCEDURE**

Report of Chief Executive Officer. (Pages 11 - 18)
 - (c) **CHANGES TO CABINET PORTFOLIOS**

Report of Director of Resources (Pages 19 - 30)
8. **LOCAL GOVERNMENT AND HOUSING ACT 1989 THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990**

Report of Chief Executive Officer (Pages 31 - 34)
9. **CABINET, COMMITTEES, PANELS, FORUMS, WORKING PARTIES AND GROUPS: MEMBERSHIP 2006/2007**

Report of Chief Executive Officer. (Pages 35 - 48)

10. REPRESENTATION ON OUTSIDE ORGANISATIONS 2006/2007

Report of Chief Executive Officer (Pages 49 - 60)

11. FREQUENCY OF MEETINGS 2006/2007

Report of Chief Executive Officer (Pages 61 - 62)

EXEMPT INFORMATION

Item 12(a) is not for publication by virtue of Paragraph 1 of Part 1 of Schedule 12 A of the Local Government Act 1972. As such it is envisaged that an appropriate resolution will be passed at the meeting to exclude the press and public.

12. INTERIM MANAGEMENT AND RESTRUCTURING OF THE CHIEF EXECUTIVE'S AND RESOURCES DEPARTMENT

(a) Report of Chief Executive Officer

To consider the attached report. (Pages 63 - 70)

(b) Minutes of Chief Officer Appointments Panel

To consider the minutes of the meeting held on 11th May 2006 (to be circulated)

N. Vaulks
Chief Executive Officer

Council Offices
SPENNYMOOR

Councillor J.K. Piggott (Mayor) and

All other Members of the Council

ACCESS TO INFORMATION

Any person wishing to exercise the right of inspection in relation to this Agenda and associated papers should contact
Liz North 01388 816166 ext 4237

This page is intentionally left blank

Item 7a

COUNCIL

19TH MAY 2006

JOINT REPORT OF THE CHIEF EXECUTIVE
AND DIRECTOR OF RESOURCES

Portfolio: RESOURCE MANAGEMENT

ESTABLISHMENT OF AN AUDIT COMMITTEE

1. SUMMARY

- 1.1 The Council is being encouraged by the Audit Commission to consider the establishment of an Audit Committee. The Chartered Institute of Public Finance and Accountancy also considers that an Audit Committee, which would be separate from the Executive and Scrutiny functions, would enhance public trust and confidence in the financial governance of an authority.
- 1.2 The purpose of the report is therefore to identify the issues that need to be taken into account in determining a statement of purpose, core functions, structure and composition and the constitutional impact of creating an Audit Committee.
- 1.3 The implications of establishing an Audit Committee were considered by Cabinet at its meeting held on 13th April 2006 (Minute No. CAB.179/05 refers) and they agreed the recommendations contained in this report. The recommendations were subsequently considered and supported by the Standards Committee at its meeting held on 5th May 2006.

2. RECOMMENDATIONS

- 2.1 That an Audit Committee be established as detailed in the report.
- 2.2 That the Constitution be amended to incorporate the changes shown in the Appendices of this report together with any other consequential changes identified by the Monitoring Officer.

3. BACKGROUND

- 3.1 The Local Government Act 2000 introduced new ways of governing local authorities. Principal Councils were required to have an Executive and one or more Scrutiny Committees.

3.2 *The Current Position*

In May 2002 this Council decided to establish the Cabinet to undertake the role of the Executive and three Overview and Scrutiny Committees to fulfil a scrutiny role. Some local authorities at that time established an Audit Committee, as they considered that from a corporate governance viewpoint that Committee would

provide an independent assurance about the adequacy of financial management and reporting.

3.3 **Audit Commission**

More recently the Audit Commission, in a corporate national report on Stewardship and Governance, issued in July 2005, expressed its concern that less than half of local authorities had a formally constituted Audit Committee. It was the Commission's opinion that the absence of an effective Audit Committee was a fundamental weakness in a local government body's governance arrangements.

3.4 To further encourage those local authorities who have not established an Audit Committee, the Audit Commission has included in their 'Use of Resources' Key Lines of Enquiry (KLOE) for future CPA reviews, a requirement that to achieve the highest possible score, local authorities must have an Audit Committee.

3.5 The Council has always been commended as having relatively strong financial management arrangements and has scored well in this area as a result. We have always taken the view that we should learn from the best practice of others and been prepared to carefully consider what the Audit Commission and indeed CIPFA have to recommend in terms of improving our arrangements.

3.6 One of the reasons for the Audit Commission setting out KLOEs is to encourage local authorities that do not at the moment fully comply, to put arrangements in place to meet the criteria over time. There will be other criteria that the Council will need to achieve to gain the maximum score and these are all being addressed. It is therefore appropriate to give consideration to the issue surrounding the adoption of an Audit Committee as we move forward with this agenda.

Chartered Institute of Public Finance and Accountancy (CIPFA)

3.7 CIPFA has recently issued a guidance note, '*Audit Committees – Practical Guidance for Local Authorities*', in an effort to encourage all authorities to put an Audit Committee in place, if they do not already have one, and help make the established Audit Committees become more effective.

3.8 CIPFA has listened to a wide spectrum of opinion on the subject of Audit Committees and accepts that in local government there is a diversity of views about the added value, which Audit Committees bring to the governance arrangements within authorities. It agrees that a prescriptive 'one size fits all' statement would therefore be inappropriate and unhelpful but suggests that what is important is that the functions of Audit Committees are discharged effectively and are recognised for their significance in relation to overall governance.

3.9 CIPFA suggests that good Corporate Governance requires effective assurance about the adequacy of financial management and reporting. It suggests that effective Audit Committees help raise the profile of internal control, risk management and financial reporting issues, within an organisation as well as providing a forum for the discussion of issues raised by Internal and External Auditors or any other inspection agencies.

3.10 CIPFA believes that the functions of an Audit Committee are best delivered by a Committee which is separate and independent from Executive and Scrutiny

functions, and chaired independently from both these functions. CIPFA acknowledges that the link with the scrutiny function can be beneficial but suggests that the ultimate power of the Audit Committee could be compromised by too much cross membership. It states that the Audit Committee needs to retain the ability to challenge the Executive on issues and to report to it on major issues and contraventions. CIPFA therefore suggests that a cross membership should not be the norm and, if it is seen as necessary, should be restricted to one member from the Executive and one from Scrutiny.

3.11 As CIPFA does not wholly endorse any one particular model, it is therefore for this Council to determine the membership of the Committee. A number of options would include:

- *To have a number of members who are all independent of Cabinet or Overview and Scrutiny Committee responsibilities.*
- *To allow no more than one member from Cabinet and one member from Overview and Scrutiny Committee to serve on the Audit Committee.*
- *A combination of the above two options.*

3.12 CIPFA also suggests that the Committee must have a clear right of access to full Council, other Council Groups and Committees.

3.13 Although CIPFA suggests that the case for separating Audit Committees from the Executive is clear and self-evident, it recognises that some authorities have already set up Audit Committees as part of Scrutiny structures. CIPFA suggests that the role of Scrutiny is to review policy and challenge whether the Executive has made the right decisions to deliver policy objectives. It argues that this is different from the role of the Audit Committee, which should provide an independent assurance that there are adequate controls in place to mitigate key risks and to provide an assurance that the Council, including the Scrutiny function, is operating effectively. CIPFA also recommends that an Audit Committee should be separate, organisationally and practically, from both the Executive and Scrutiny functions.

4. STATEMENT OF PURPOSE

4.1 CIPFA suggests that if an Audit Committee is to be established, a Statement of Purpose should be formally approved, along the following lines:-

“The purpose of an Audit Committee is to provide independent assurance of the adequacy of the Risk Management framework and the associated control environment, independent scrutiny of the Council’s financial and non-financial performance to the extent that it affects the Council’s exposure to risk and weakens the control environment, and to oversee the financial reporting process.”

Cabinet recommended that the Council formally approve the Statement of Purpose as shown above.

5. CORE FUNCTIONS

5.1 CIPFA suggests a number of core functions that an Audit Committee should be responsible for and these are shown at Appendix 1. A number of other

suggested functions are also identified in the Appendix, which might be appropriate for this Council to consider.

Proposal: That the Council agrees the role and functions of the Audit Committee as shown in the attached Appendix 1.

6. FEATURES

6.1 CIPFA suggests that a good Audit Committee will be characterised by:-

- A strong Chair * – displaying a depth of skills and interest.
- Unbiased attitudes – treating Auditors, the Executive and Management equally.
- The ability to challenge the Executive (Leader or Chief Executive) when required.
- A membership that is balanced, objective, independent of mind and knowledgeable.

NOTE:

CIPFA suggests that there are many personal qualities needed to be an effective Chair, but key to these are promoting a political open discussion, managing meetings to cover all business and encouraging a candid approach from all participants. It also suggests that an effective Chair should have an interest in and knowledge of financial management.

7. STRUCTURE

7.1 Although CIPFA does not prescribe a single model for an Audit Committee, it suggests that it should:-

- Be independent of the Executive and Scrutiny functions.
- Have clear reporting lines and rights of access to other Committees/functions, for example Scrutiny and Service Committees, any corporate boards or other strategic groups.
- Meet regularly – about four times a year, and have a clear policy on those items to be considered in private and those to be considered in public.
- Meet with the External Auditor and Head of Internal Audit.
- Include as regular attendees, the Section 151 Officer (the Director of Resources) or Deputy, the Head of Internal Audit and appointed External Auditor and Relationship Manager. Other attendees may include the Monitoring Officer (for any Standards issues) and the Chief Executive. CIPFA suggests that these officials should also be able to have access to the Committee or Chair, as required. CIPFA also suggests that the Committee should have the right to call any other officers or agencies of the Council as required.
- Be properly trained to fulfil their role.

Cabinet endorsed the principles outlined by CIPFA in relation to the structure of an Audit Committee as shown in paragraph 7.1 and integrated into Appendix 1 of the report.

8. COMPOSTION

8.1 CIPFA suggests that although the size of an Audit Committee is relevant, it is not crucial. It argues that too small a number of members and political balance may

be difficult to achieve; too large a number and meetings may become unwieldy. CIPFA suggests that co-option from outside the authority may well be beneficial as often the injection of an external view, for specific discussions, can be seen as bringing a new approach to Committee discussions. According to CIPFA, many authorities have made provision to co-opt Members but some have not bestowed voting rights on that Member, which would allow flexibility in co-option and retains the decision making function for permanent Members of the Committee.

Taking into account CIPFA's comments as shown in paras. 3 and 8 above, Cabinet has recommended that an appropriate composition of an Audit Committee of this Council, should be politically balanced and be composed of six members, all independent of Cabinet and not more than one having Overview & Scrutiny Committee responsibilities.

It is also recommended that one member of the Committee should be co-opted. The co-opted member would ideally live within the Borough and have some knowledge, expertise or interest in the work of the Committee. No Councillor or Officer of this Council could serve as a co-opted member on this Committee.

It is recommended that any co-opted member of this Committee would be subject to the Members' Code of Conduct.

These recommendations are summarised in Appendix 1 to the report.

9. CONCLUSION

- 9.1 When the Council's Constitution was agreed in 2002, there was not the same level of emphasis being placed on the need to have an Audit Committee and therefore it was not put forward as something that members needed to consider when the functions of the Cabinet, Overview and Scrutiny and other Committees were being agreed.
- 9.2 A present some of the functions of an Audit Committee, as recommended by CIPFA, have been partially split between Cabinet (e.g. Risk Management) and Overview and Scrutiny (e.g. Audit and Internal Control arrangements). The creation of a separate Audit Committee will mean that the existing responsibilities of Cabinet and Overview and Scrutiny Committees will need to be reviewed and proposals to amend the Constitution are shown in Appendix 2.
- 9.3 Similarly the composition of an Audit Committee would have to be agreed and a special responsibility allowance determined for the Chair and Vice-Chair.
- 9.4 It is considered that in principle the Council will benefit from the establishment of an Audit Committee and there are a number of proposals incorporated into the report, which could integrate an Audit Committee into the Council's Constitution.

10. FINANCIAL IMPLICATIONS

- 10.1 It would be necessary to arrange for the Independent Panel to determine an appropriate level of special responsibility allowance for at least the Chair of this new Committee and potentially a Deputy Chair also. It is anticipated that these costs would not be significant.
- 10.2 Appropriate training for members of the Audit Committee would also be required and an adequate budget would need to be provided.

11. CONSULTATION

- 11.1 The purpose of this report is to allow Members to consider the implications of the establishment of an Audit Committee and is therefore a consultative document. Cabinet approved this Report on 13th April 2006

12. OTHER MATERIAL CONSIDERATIONS

Links to Corporate Objectives/Values

- 12.1 The consideration being given to the establishment of an Audit Committee ensures that the Council's corporate values are being taken into account, in particular:-

- That it is being open, accessible, equitable, fair and responsive.
- That consultation is taking place.
- That the Council is being responsible with and accountable for public finances.
- That the Council is seeking to achieve continuous improvement and innovation in service delivery.

Risk Management

- 12.2 The absence of an Audit Committee may make it more difficult for the Council to demonstrate to the Audit Commission that the Council has a robust arrangement in place to provide independent assurance of the adequacy of the risk management framework and the associated control environment.

Health and Safety

- 12.2 There are no additional Health and Safety implications as a consequence of this report.

Equality and Diversity

- 12.3 No Equality and Diversity issues have been identified.

Legal and Constitutional

- 12.4 There are proposed changes to the Constitution incorporated within the content of this report. This Report therefore is to be placed before Council for its approval under Article 15 of the Constitution

Overview and Scrutiny

- 12.5 As mentioned above, the functions, responsibilities and membership of the existing Overview and Scrutiny Committees will need to be considered.

- 12.6 There are no other material considerations to take into account.

Contact Officer:	Harold Moses
Telephone No.:	01388-816166 ext. 4385
E-Mail Address:	hmoses@sedgefield.gov.uk
Key Decision Validation:	

Appendices: Appendix 1 – Key Functions of an Audit Committee.

Background Papers: Audit Commission Report – Stewardship and Governance 2004.
CIPFA – Audit Committees – Practical Guidance for Local Authorities.
Various reports to the Council amending the Constitution.
Report to Cabinet 13th April 2006 – Implications of Establishment of an Audit Committee
Standards Committee 5th May 2006 - Implications of Establishment of an Audit Committee

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Management Team has approved the report.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SEDGEFIELD BOROUGH COUNCIL

AUDIT COMMITTEE

PROPOSED AMENDMENTS TO THE CONSTITUTION

Article 10 – The Audit Committee

10.1 Audit Committee

The Council meeting will establish and Audit Committee.

10.2 Composition

(a) *Membership*

The Audit Committee will be composed of: -

- Six members, all independent of Cabinet and not more than one having Overview and Scrutiny Committee responsibilities; plus
- one co-opted member who is not a Councillor or Officer of the Council or any other body having an Audit Committee.

(b) *Co-opted Members*

The Co-opted Member will not be entitled to vote at meetings.

(c) *Chairing the Committee*

- Chair and Vice-Chair of the Audit Committee will be appointed at the Annual Council meeting.
- The Chair must not be a member of Cabinet or Overview and Scrutiny Committees.
- If the position of Chair or Vice-Chair becomes vacant during the year, the position will be filled at the next appropriate Council meeting.

(d) *Quorum*

A Quorum for a meeting of the Audit Committee will be 3 Members.

10.3 Role and Function

The Audit Committee will have the following role and function:-

- (a) To consider the effectiveness of the Council's Risk Management arrangements, the control environmental and associated anti-fraud and anti-corruption arrangements. To report at least annually to Cabinet on the effectiveness of the Risk Management arrangements.

- (b) To seek assurances that action is being taken on risk related issues, identified by Auditors and Inspectors.
- (c) To be satisfied that the Council's Assurance Statements, including the Statement of Internal Control, properly reflect the risk environment and any actions required to improve it.
- (d) To approve the Council's Internal Audit Strategy Plan, Annual Audit Plan and monitor performance against all associated plans
- (e) To review summary Internal Audit reports and the main issues arising and seek assurance that action has been taken where necessary.
- (f) To receive an Annual Report from the Head of Internal Audit.
- (g) To ensure that there are effective relationships between External and Internal Audit, Inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.
- (h) To review financial statements, including the Council's Statement of Accounts, External Auditor's and other inspection agencies opinions and reports to Members and monitor management action in response to the issues raised by External Audit and other inspection agencies.
- (i) For the Chair and Vice-Chair to meet privately and separately at least once a year with the External Auditor and Head of Internal Audit.
- (j) To have the right to call any officers of the Council as required.
- (k) To consider performance and best value issues to the extent that they relate to the audit and control environment and risk management issues of the Council.

Note: For the purpose of these roles and functions 'Audit' relates to corporate issues, complaints, inquiries, financial probity and such other matters as may be decided by the Council.

10.4 Frequency of Meetings

The Committee shall meet on four occasions annually.

SEDGEFIELD BOROUGH COUNCIL

AUDIT COMMITTEE

CONSEQUENTIAL AMENDMENTS TO OTHER PARTS OF THE CONSTITUTION

Part 2 – Articles of the Constitution

Insert –

new Article 10 – The Audit Committee

Re-number –

existing Articles 10 to 16 to Articles 11 to 17

Article 6 – Overview and Scrutiny Committees

6.03 Specific Functions (b) Scrutiny

Remove –

(vii) Review the Statement of Internal Control and consider it separately from the Accounts.

Remove –

(viii) Review and Scrutinise the Council's Audit activities.

Part 4 – Rules of Procedure

F Financial Regulations 4 Risk Management and Control of Resources

Remove -

4.2.1 Cabinet is responsible for approving the Council's Risk Management Policy and Strategy and for reviewing the effectiveness of Risk Management.

Add -

4.2.1 Cabinet is responsible for approving the Council's Risk Management Policy and Strategy. The Audit Committee will review the effectiveness of Risk Management and present a report annually to Cabinet on its effectiveness.

Item 7b

ANNUAL COUNCIL

19TH MAY 2006

REPORT OF CHIEF EXECUTIVE OFFICER

REVIEW OF THE CONSTITUTION – MEMBER INVOLVEMENT PROPOSED CHANGES TO ‘CALL-IN’ PROCEDURE

SUMMARY

The Council's Constitution was adopted on the 24th May 2002 as part of the Council's approach to implementing the Local Government Act 2000. A number of reviews have taken place since that time.

The Constitution itself must necessarily be kept under regular review so as to ensure that it reflects existing law and its operation continues to provide an efficient and effective framework for delivering the Council's aims and objectives.

Procedures have been agreed to provide for the engagement of Members in the Council's processes for the review of the Constitution. This report proposes amendments to the Constitution that have been initiated by members of Overview & Scrutiny Committees.

RECOMMENDATIONS

1. That the call-in rules be amended on a pilot basis to enable 3 Members of an appropriate Overview & Scrutiny Committee to call-in a key decision within 5 days of the decision being published.
2. That the pilot arrangements be reviewed before the Annual Council meeting to be held in May 2007.
3. That consequential changes be made to the Constitution as necessary.

DETAIL

1. Article 15 of the Constitution provides that the operation of the Constitution will be monitored and reviewed to ensure its aims and principles are given full effect. Changes require the approval of the Council, after consideration by the Chief Executive Officer.
2. Officer arrangements are discussed via the Constitutional Review Group and are embedded within the process of review. The Council's Solicitor and

Monitoring Officer heads a team of officers which reviews functional and operational arrangements for decision taking, including delegations to officers, and reports are submitted to the Standards Committee and Council from time to time in respect of these matters.

3. There is now a formal mechanism to allow Members to raise matters which they would like to have considered in a report reviewing the constitution. This process is set out below.
 - The work schedules of Overview & Scrutiny Committee annually include an item inviting Members to identify and submit proposals for changes to the Constitution.
 - The Chief Executive Officer is formally notified of such proposals.
 - The Chief Executive Officer will then convene a meeting of the Chairman of the Cabinet and Chairs of the Overview and Scrutiny Committee to discuss, consider and, if amendments are accepted, draft proposals for changes and amendments.
 - If proposals are taken forward they will form part of a report by the Chief Executive to be submitted to the Council for formal approval.
4. The Council's three Overview & Scrutiny Committees each considered the operation of the Constitution at their meetings held in February/March 2006 and made several proposals for amendments. In accordance with the above procedure the Chief Executive Officer was informed of the proposals, which were considered at a meeting with the Chairman of the Cabinet and Chairs of the Overview and Scrutiny Committee held on 7th April 2006. Notes of the meeting are attached at Appendix 1 for information.
5. Following detailed consideration of Overview & Scrutiny Members' suggestions, it was proposed that the call-in procedures be amended on a 12 month pilot basis to enable 3 Members of an appropriate Overview & Scrutiny Committee to call-in a key decision within 5 days of the decision being published. The purpose of the call-in procedure is to allow the appropriate Overview & Scrutiny Committee to require Cabinet, or an officer with delegated authority making a key-decision on behalf of Cabinet, to reconsider a key decision where it considers that there are compelling grounds for review. This inevitably causes a delay in the decision being made. There is an inherent risk that in relaxing the rules the number of call-in requests may increase to an extent that result will be a slowing down of decision making. The revised rules will therefore be reviewed prior to the Annual Council Meeting in May 2007.

CONSULTATION

6. Proposals have been formulated in accordance with agreed procedures to provide for the engagement of Members in the Council's processes for the review of the Constitution

OTHER MATERIAL CONSIDERATIONS

7. **Links to Corporate Objectives/Values**

The proposed amendments to the Constitution relate to procedural arrangements to further improve scrutiny of executive decisions. The proposals, if approved, will support the achievement of the Council's overall corporate aims through the political process, but do not relate directly to specific corporate objectives/values.

8. **Sustainability**

No additional implications have been identified.

9. **Risk Management**

The relaxation of the call-in rules may result in many more key decisions being called-in, which could lead to a slowing down of decision-making. The effect of the amendments will be monitored and reviewed before the Annual Council Meeting on May 2007.

10. **Health and Safety**

No additional implications have been identified.

11. **Equality and Diversity**

No material issues have been identified.

12. **Legal and Constitutional**

The proposals, if agreed, will necessitate amendments to the Council's Constitution.

13. **Procurement**

No implications have been identified

OVERVIEW AND SCRUTINY IMPLICATIONS

14. The proposals were initiated by the Council's Overview & Scrutiny Committees. If agreed they will result in amendment to the 'call-in' rules which will allow Overview & Scrutiny Members more opportunity to examine the key decisions.

Contact Officer: D. Anderson, Principal Democratic Services Officer

Telephone No: (01388) 816166, Ext. 4109

Email Address: danderson@sedgefield.gov.uk

Ward(s) Not ward specific

Key Decision Validation N/A

Background Papers

- Sedgefield Borough Council's Constitution
- Overview & Scrutiny Committee 1, 'Constitutional Review – Member Involvement' - 14th February 2006
- Overview & Scrutiny Committee 2, 'Constitutional Review – Member Involvement' - 28th February 2006
- Overview & Scrutiny Committee 3, 'Constitutional Review – Member Involvement' - 14th March 2006
- Centre for Public Scrutiny paper - "The Call-in Procedure – an Investigation into the Call-in Procedure Across English Local Authorities"
- Centre for Public Scrutiny, Scrutiny Survey 2005

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The report has been approved by Management Team	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Constitutional Review - Member Involvement

Meeting with Leader and Chairmen of Overview & Scrutiny Committees

7th April 2006

Notes of Meeting

Present: Councillors R.S. Fleming, V. Crosby, A. Gray and J.E. Higgin
N. Vaulks, B. Allen, J.G. Turnbull and D. Anderson

In accordance with agreed procedures the Leader of the Council, Chairmen of Overview and Scrutiny Committees and the Chief Executive met to consider proposals made by Overview and Scrutiny Committees to amend the Council's Constitution. The incoming Chief Executive, Head of Democratic Services and Principal Democratic Services Officer were also invited to attend the meeting.

Members considered the following proposals.

1. That the current Overview and Scrutiny Committees be replaced with a single Scrutiny Committee

Members noted that research recently undertaken by the Centre for Public Scrutiny revealed that only 6% of Authorities had one Overview & Scrutiny Committee that did all the work. The most popular structure had multiple committees reflecting Cabinet Portfolios (34%). However it was explained that a growing trend was for multiple Overview & Scrutiny Committees that reflect the community plan priorities (currently 8%).

It was noted that Cabinet would consider the establishment of an Audit Committee at its meeting on 13th April 2006. The potential implications for Overview & Scrutiny Committee 1 were considered. Members were of the view that if an Audit Committee was established its responsibilities would have only a minor impact on the role of Overview & Scrutiny Committee 1.

Agreed: That the 3 Overview & Scrutiny Committees should continue as currently established.

2. That the call-in procedure be reviewed to ensure it was not excessively onerous.

Members were reminded that call-in was intended to be used only in exceptional circumstances. The current procedure allowed call-in of a key-decision when 5 Members of the appropriate Overview & Scrutiny Committee had evidence which suggested that the Cabinet, or an officer with delegated authority from Cabinet, did not make a key decision in accordance with the principles of decision making set out in Article 13 of the Council's Constitution. The call-in had to be requested within 5 days of the decision being published.

Consideration was given to research that had been undertaken to identify best practice across the North East. The Centre for Public Scrutiny (CfPS) had also recently published a paper following an investigation into the call-in procedure across English Local Authorities, which was also considered.

The CfPS's investigation concluded that the dominant model would allow 5 days to call in a decision following its publication with at least 3 authorised signatories being required to do so, comprising either Overview & Scrutiny Committee Members, or non-executive Councillors. The most popular model in the North East required 3 Members to call-in a decision within 5 days of it being published.

It was explained that there was a fine balance to be struck to make call-in effective. If the process was made too easy it could result in many more call-ins, which lead to a slowing down of decision-making. Conversely, if it was made too difficult it would not be possible to demonstrate that key decisions made by the executive were being held to account.

The current call-in rules at this Council required 36%-38% of an O&S Committee to sign a call-in request. A reduction to 4 Members to call-in a decision would equate to 29% - 31%, whilst a reduction to 3 Members would result in 21% - 23%. The average percentage of eligible Members required to call-in a decision in the North East was 25%.

- Recommended:
- 1 That the call-in rules be amended on a pilot basis to enable 3 Members of an appropriate Overview & Scrutiny Committee to call-in a key decision within 5 days of the decision being published.
 2. The pilot arrangements were to be reviewed before the Annual Council meeting to be held in May 2007.

3. That the Council should meet on a monthly basis

Meetings of Council are currently scheduled to be held 7 times a year. Additional meetings are arranged when necessary. For example an additional meeting was held in March 2006 in order to deal with the appointment a new Chief Executive.

Members thought that it was unnecessary to increase the number of scheduled meetings.

Agreed: That meetings of Council continue to be scheduled to be held 7 times a year.

4. Non-Cabinet Members should be able to speak at Cabinet meetings

Members were of the opinion that the responsibilities of each element of the political structure should be respected. Cabinet should be allowed to carry out their executive decision making responsibilities. Key decisions were subject to call-in. The call-in rules were to be relaxed which would allow Overview & Scrutiny Members more opportunity to examine the key decisions made by Cabinet.

Agreed

That Non-Cabinet Members should not be allowed to speak at Cabinet meetings.

5. Introduction of electronic voting in the Council Chamber, to ensure Members were not unduly influenced by Members of the public, particularly during Development Control meetings.

Members were of the opinion that decision-making should be open and transparent.

Agreed;

That Members continue to vote at meetings by show of hands.

This page is intentionally left blank

Item 7c

REPORT TO COUNCIL

19 May 2006

REPORT OF CHIEF EXECUTIVE OFFICER

All Portfolios

CHANGES TO POLITICAL MANAGEMENT STRUCTURE

1 SUMMARY

The report also sets out the arrangements for refining the Cabinet Portfolios of the Council to more closely align them to the Corporate Ambitions of the Council. It also suggests amendments to the Community Outcomes and Values that support the Council's Corporate Ambitions.

2 RECOMMENDATIONS

2.1 It is recommended that Council approves:

- Revised Community Outcomes and Values (underpinning the four Corporate Ambitions), detailed at Appendix 1.
- Amendments to the Council's Strategic Political Management Structure (Cabinet Portfolios and strategic working groups) detailed at Appendix 2.
- Consequential amendments to the constitution viz:- namely the Statement of Purpose and to Part 3B – Cabinet Functions.

3 AMENDMENT TO THE COUNCIL'S CORPORATE AMBITIONS AND CABINET PORTFOLIO'S

Background

3.1 The current Cabinet Portfolio's were established by Council on 16th May 2003 (Minute C.7/04 refers). These Portfolio arrangements focus Cabinet Member roles on the Corporate Ambitions, supporting Community Outcomes and Corporate Values of the Council. However, following the preparation of two Corporate Plans and the operational experience of Cabinet Member-led Strategic Working Groups, it has become apparent that Cabinet Portfolios are not sufficiently aligned to the Corporate Ambitions of the Council.

3.2 The lack of a direct correlation has lead to some overlap and confusion in relation to

the Cabinet level responsibility for achievement of some elements of the Council's Ambitions (as set out in the Corporate Plan). This has also been commented on by the Audit Commission.

- 3.3 To ensure that the Council's ambitions are clearly communicated and can be effectively delivered there is a need to ensure that officers of the Council, key partners/stakeholders and, crucially, residents of the Borough can identify the Cabinet Member(s) responsible for achievement of Corporate Ambitions, Community Outcomes and Corporate Values.

Aligning Cabinet Portfolios to Corporate Ambitions

- 3.4 To facilitate a clear line of accountability at Cabinet level, the Council needs to refine its current Cabinet Portfolios to reflect its four overarching ambitions. A revised Cabinet Portfolio structure is outlined at Appendix 2 with supporting information showing key responsibilities within each Portfolio.
- 3.5 In addition to the development of a clear golden thread between the political management and the Corporate Ambitions of the Council, the proposals within this report will ensure that Cabinet Members undertake a clear role within the Borough and the wider region as Community Leaders for the Corporate Ambitions of the Council. They also "pair" two Cabinet Members under each Corporate Ambition – an arrangement that will ensure greater co-ordination between Cabinet Portfolios.

Corporate Ambitions

- 3.5 The Council uses its Corporate Ambitions to focus and to prioritise areas of activity to ensure that it achieves the maximum impact from its actions onto the achievement of the Local Strategic Partnership's Community Strategy Vision for the Borough.
- 3.6 As part of the ongoing work within the Council to ensure that its Corporate Ambitions are aligned to the Community Strategy, are responsive to the changing environment within local government and are reflective of the progress the Council has achieved to date, the Council needs to refine its current Corporate Ambitions to reflect changes since 2003. These changes have been identified via two comprehensive corporate planning cycles, consultations with Management Team and discussions with the Leader of the Council. The proposed Corporate Ambitions are set out in Appendix 1 of this report.
- 3.7 To deliver on the Corporate Ambitions of the Council, the current Strategic Working Group structure needs to be amended in order to establish a Strategic Working Group for each of the four Corporate Ambitions (Healthy, Prosperous, Attractive and Strong Communities) and a further working group for strategic leadership and corporate policy issues.

4 RESOURCE IMPLICATIONS

- 4.1 The proposals within this report represent improvements to the existing political management arrangements and do not present significant additional resource

requirements on the Council.

5. **CONSULTATIONS**

- 5.1 The proposals set out in this report have been informed by senior managers across the Council via two corporate planning cycles. Furthermore, detailed consultations have been undertaken with the Leader of the Council, Cabinet and Management Team.

6 **OTHER MATERIAL CONSIDERATIONS**

Links to Corporate Objectives/Values

- 6.1 The proposals within this report are key to the Council's Corporate Ambitions. They represent a significant improvement to the strategic focus of the Council in relation to providing a clear "golden thread" of political accountability for the Corporate Ambitions of the Council at Cabinet level and provide significant development within the Council's Corporate Ambitions to reflect recent developments within the Borough and within Local Government.

Risk Management

- 6.2 The proposals within this report will enhance the communication of the Council's Ambitions and establish clear community leadership at Cabinet level onto the Council's Ambitions. As such, these proposals significantly contribute to risk management in relation to driving forward the achievement of the Council's Ambitions.

Health & Safety

- 6.3 No additional implications have been identified.

Equality & Diversity

- 6.4 No additional implications have been identified.

Legal & Constitutional

- 6.5 The Corporate Ambitions, Community Outcomes and Corporate Values, set out at Appendix 1, will replace the Statement of Purpose that is currently contained within the Council's Constitution.
- 6.6 The Cabinet Portfolios and Key Responsibilities only, detailed at Appendix 3, will replace the existing breakdown set out in Part 3 – Responsibility for functions – B Cabinet Functions of the Constitution.
- 6.7 This report is a review for the purposes of Article 15 of the Constitution. Standards Committee will have been appraised of the terms of this report

7 **LIST OF APPENDICES**

Appendix 1: Revision to the Corporate Ambitions, Community Outcomes and Corporate Values

Appendix 2: Strategic political management structure

Appendix 3 – Corporate Ambitions and Political Management

Contact Officer Brian Allen
Telephone Number 01388 816166 Ext. 4003
E-mail address ballen@sedgefield.gov.uk

Background Papers:

- 2005/06 to 2007/08 Corporate Plan – Sedgefield Borough Council, June 2005
- Medium Term Financial Plan 2004/07
- Comprehensive Performance Assessment 2003 – Audit Commission, March 2004

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The report has been approved by Management Team	<input checked="" type="checkbox"/>	<input type="checkbox"/>

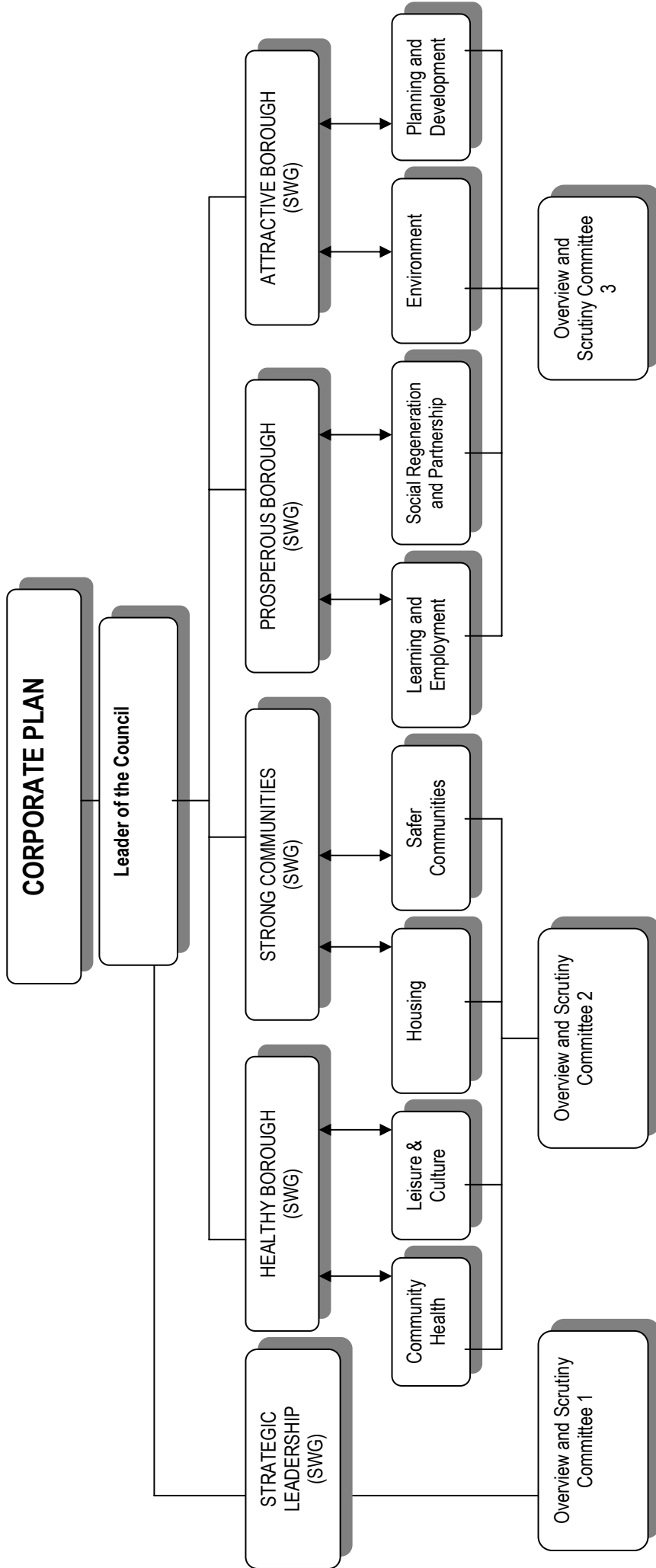
Appendix 1: Revision to the Corporate Ambitions, Community Outcomes and Corporate Values

“Working towards a more healthy, prosperous and attractive Borough with strong communities”

CORPORATE AMBITIONS	
<p>A Healthy Borough</p> <ul style="list-style-type: none"> • Safeguarding public health • Promoting independent living • Creating leisure opportunities • Promoting cultural activities 	<p>A Prosperous Borough</p> <ul style="list-style-type: none"> • Promoting business and employment opportunities • Maximising learning opportunities • Tackling disadvantage and promote social regeneration
<p>An Attractive Borough</p> <ul style="list-style-type: none"> • Ensuring a cleaner, greener environment • Improving towns, villages and the countryside • Reducing waste and managing natural resources 	<p>A Borough with Strong Communities</p> <ul style="list-style-type: none"> • Securing quality affordable housing • Promoting safer neighbourhoods

CORPORATE VALUES
<ul style="list-style-type: none"> • Be open, accessible, equitable, fair and responsive to the public • Invest in our people [employees] • Be responsible with and accountable for public finances • Achieve continuous improvement and innovation in service delivery • Engage local communities

Appendix 2: Strategic political management structure



Appendix 3 – Corporate Ambitions and Political Management

PORTFOLIO	KEY RESPONSIBILITY	SERVICE AREA
<u>STRATEGIC LEADERSHIP</u>	<ul style="list-style-type: none"> • Resource Management 	<ul style="list-style-type: none"> • Financial Management • Human Resource Management • Asset Management • Procurement • E-Government
	<ul style="list-style-type: none"> • Corporate Planning 	<ul style="list-style-type: none"> • Performance Management • Best Value and Inspection
	<ul style="list-style-type: none"> • Community Engagement 	<ul style="list-style-type: none"> • Equality and Diversity • Children and Young People • Consultation/participation • Customer Relations • Internal and External Communications
	<ul style="list-style-type: none"> • Governance 	<ul style="list-style-type: none"> • Legal Advice & Support • Democratic Support • Corporate Governance • Standards and Ethics

CORPORATE AMBITION	PORTFOLIO	RESPONSIBILITY	SERVICE AREA
<u>HEALTHY BOROUGH</u>	Community Health	<ul style="list-style-type: none"> Public Health 	<ul style="list-style-type: none"> Food Safety Environmental Health Inspection
		<ul style="list-style-type: none"> Community Care 	<ul style="list-style-type: none"> Carelink Monitoring Pioneering Care Partnership Commissioning Services for Vulnerable People Independent Living Integrated Care Teams
	Leisure & Culture	<ul style="list-style-type: none"> Leisure 	<ul style="list-style-type: none"> Facilities and Events Management Sports Development Catering
		<ul style="list-style-type: none"> Culture 	<ul style="list-style-type: none"> Museums Tourism Arts Development

CORPORATE AMBITION/SWG	PORTFOLIO	RESPONSIBILITY	SERVICE AREA
<u>STRONG COMMUNITIES</u>	<u>Housing</u>	<ul style="list-style-type: none"> • Strategic Housing 	<ul style="list-style-type: none"> • Private Sector Housing • Homelessness • Affordable Housing • Housing Strategy • Housing Need (Market and Supply)
		<ul style="list-style-type: none"> • Landlord Functions 	<ul style="list-style-type: none"> • Housing Management • Property Maintenance • Home Improvements
	<u>Safer Communities</u>	<ul style="list-style-type: none"> • Antisocial Behaviour 	<ul style="list-style-type: none"> • Diversionary Activities • Tenancy Enforcement • Neighbourhood Warden Services
		<ul style="list-style-type: none"> • Crime and Disorder 	<ul style="list-style-type: none"> • Section 17 Responsibilities • CCTV Monitoring • Crime and Disorder Reduction Partnership • Licensing

CORPORATE AMBITION/SWG	PORTFOLIO	RESPONSIBILITY	SERVICE AREA
PROSPEROUS BOROUGH	<u>Learning & Employment</u>	<ul style="list-style-type: none"> • Economic Development 	<ul style="list-style-type: none"> • Local Enterprise Growth Initiative • SASDA • Business Support
		<ul style="list-style-type: none"> • Education and Lifelong Learning 	<ul style="list-style-type: none"> • Training Services • Employment Services
	<u>Social Regeneration and Partnership</u>	<ul style="list-style-type: none"> • Social Regeneration 	<ul style="list-style-type: none"> • Local Strategic Partnership • Local Area Agreement • Community Regeneration
		<ul style="list-style-type: none"> • Social Inclusion 	<ul style="list-style-type: none"> • Benefits • Concessionary Travel • Citizens Advice • Service Access

CORPORATE AMBITION/SWG	PORTFOLIO	RESPONSIBILITY	SERVICE AREA
ATTRACTIVE BOROUGH	<u>Environment</u>	<ul style="list-style-type: none"> • Cleaner, Greener Issues 	<ul style="list-style-type: none"> • Refuse Collection • Recycling • Grounds Maintenance • Street Cleansing • Transport • Highways (surveying and maintenance)
		<ul style="list-style-type: none"> • Environmental Management 	<ul style="list-style-type: none"> • Countryside Management • Sustainability • Conservation
	<u>Planning & Development</u>	<ul style="list-style-type: none"> • Planning Policy 	<ul style="list-style-type: none"> • Spatial Strategy • Land Use Planning • Local Development Framework/Local Plan
		<ul style="list-style-type: none"> • Planning Delivery 	<ul style="list-style-type: none"> • Development Control • Building Control • Engineering Services • Building and Landscape Design

Item 8

REPORT TO ANNUAL COUNCIL

19th MAY 2006

REPORT OF CHIEF EXECUTIVE

LOCAL GOVERNMENT AND HOUSING ACT 1989
THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS)
REGULATIONS 1990

Summary

The purpose of this report is to consider the allocation of seats on Committees to Political Groups in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

Recommended:

That the allocation of seats to political groups be in accordance with the attached Schedule (Appendix A)

Background

1. In order to comply with the Local Government (Committees and Political Groups) Regulations 1990 a review of the allocation of seats on Committees to political groups should be undertaken:-
 - (a) At the Annual Meeting of the Council
 - (b) Upon receipt of a request from a political group, given that one month has expired since the previous review.
 - (c) Upon the election of a Member following a by-election.
 - (d) At any other such time as the Secretary of State may specify.
2. Under the political management arrangements embodied in the Constitution and in order to comply with the Regulations, political balance must be applied to the following bodies of the Council:-

Overview & Scrutiny Committees 1, 2 and 3
Audit Committee
Development Control Committee,
Licensing Committee 1 and 2
Standards Committee
Appeals/Review Panel
Chief Officers Appointments Panel

Employment Issues Panel
Personnel Appeals Panel.

The Cabinet and the Area Forums are excluded from the scope of the political balance regulations.

3. The allocation of seats on Committees and Panels in accordance with political balance is set out in Appendix A

Contact Officer:- John Turnbull – Head of Democratic Services

Telephone No:- (01388) 816166 ext 4392

Email Address:- jturnbull@sedgefield.gov.uk

Ward(s) Not ward specific

Background Papers

1. Local Government Act 1989.
2. The Local Government (Committees and Political Groups) Regulations 1990.
3. The Local Government (Committees and Political Groups) Amendment Regulations 1991

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

ALLOCATION OF SEATS ON COMMITTEES/PANELS**Overview & Scrutiny Committee 1**

Labour	7
Liberal Democrat	2
2003 Alliance	2
Independent	<u>1</u>
	12

Overview & Scrutiny Committee 2

Labour	7
Liberal Democrat	2
2003 Alliance	2
Independent	<u>1</u>
	12

Overview & Scrutiny Committee 3

Labour	7
Liberal Democrat	2
2003 Alliance	1
Independent	<u>1</u>
	11

Audit Committee

Labour	4
Liberal Democrat	1
2003 Alliance	1
Independent	-
Co-opted Member	<u>1</u>
	7

Development Control Committee

Labour	34
Liberal Democrat	7
2003 Alliance	6
Independent	<u>3</u>
	50

Licensing Committee 1

Labour	13
Liberal Democrat	3
2003 Alliance	2
Independent	<u>1</u>
	19

Licensing Committee 2

Labour	10
Liberal Democrat	2
2003 Alliance	2
Independent	<u>1</u>
	15

Standards Committee

Labour	3
Liberal Democrat	1
2003 Alliance	1
Independent	-
Co-opted Members	2
Parish	<u>1</u>
	8

Appeals/Review Panel

Labour	13
Liberal Democrat	3
2003 Alliance	2
Independent	<u>1</u>
	19

Chief Officers Appointments Panel

Labour	5
Liberal Democrat	1
2003 Alliance	-
Independent	<u>1</u>
	7

Employment Issues

Labour	5
Liberal Democrat	1
2003 Alliance	1
Independent	<u>-</u>
	7

Personnel Appeals Panel

Labour	8
Liberal Democrat	2
2003 Alliance	1
Independent	<u>1</u>
	12

Item 9

REPORT TO ANNUAL COUNCIL

19th MAY 2006

REPORT OF CHIEF EXECUTIVE OFFICER

CABINET, COMMITTEES, PANELS, FORUMS, WORKING PARTIES AND GROUPS MEMBERSHIP 2006/2007

Summary

The purpose of this report is to consider Membership of Cabinet, Committees, Forums and Working Parties for the 2006/7 Municipal Year

Recommended:-

That nominations be sought for the membership of the bodies detailed in the report for the 2006/7 Municipal Year.

Detail

Members are requested to appoint the appropriate number of members, together with a Chairman and Vice Chairman where appropriate, to the bodies detailed on Appendix A.

Contact Officer:- John Turnbull – Head of Democratic Services

Telephone No:- (01388) 816166 ext 4392

Email Address:- jturnbull@sedgefield.gov.uk

Ward(s) Not ward specific

Background Papers

None

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

CABINET

Strategic Leadership	-
Community Health	-
Leisure & Culture	-
Housing	-
Safer Communities	-
Learning and Employment	-
Social Regeneration & Partnership	-
Environment	-
Planning and Development	-

OVERVIEW & SCRUTINY COMMITTEE 1

Corporate Values

12 Non Cabinet Members (7 Labour, 2 Liberal Democrat, 2 2003 Alliance and 1 Independent).

OVERVIEW & SCRUTINY COMMITTEE 2

Community Health, Leisure and Culture, Housing, and Safer Communities

12 Non Cabinet Members (7 Labour, 2 Liberal Democrat, 2 2003 Alliance and 1 Independent)

N.B. Two Tenant Representative are appointed by the Tenants Housing Services Group

OVERVIEW & SCRUTINY COMMITTEE 3

Learning and Employment, Social Regeneration and Partnership, Environment, and Planning and Development

11 Non Cabinet Members (7 Labour, 2 Liberal Democrats, 1 2003 Alliance and 1 Independent).

AUDIT COMMITTEE

6 Members and 1 non voting co-opted member- (4 Labour, 1 Liberal Democrat and 1 2003 Alliance)

DEVELOPMENT CONTROL COMMITTEE

All Members of the Council

LICENSING COMMITTEE 1

19 Members (13 Labour, 3 Liberal Democrats, 2 2003 Alliance and 1 Independent)

LICENSING COMMITTEE 2

15 Members (10 Labour, Liberal Democrats, 2 2003 Alliance and 1 Independent)

STANDARDS COMMITTEE

8 Members including 1 Cabinet Member, 4 Non-Cabinet Members (2 Labour, 1 Liberal Democrat and 1 2003 Alliance, 2 Co-opted Members and 1 Parish Representative)

APPEALS/REVIEW PANEL

Housing Matters

Pool of 19 Members, one from each Borough Ward made up of 13 Labour, 3 Liberal Democrats, 2 2003 Alliance, 1 Independent.

A Panel of 5 Members, comprising 4 Labour and 1 Non Labour, will be selected as and when required by the Chief Executive Officer

CHIEF OFFICER APPOINTMENTS PANEL

7 Members - 3 Cabinet Members and 4 Non Cabinet Members (2 Labour, 1 Liberal Democrat and 1 Independent).

EMPLOYMENT ISSUES PANEL

7 Members (3 Cabinet Members, Chairman of Overview & Scrutiny Committee 1, 1 Labour Member, 1 Liberal Democrat and 1 2003 Alliance).

PERSONNEL APPEALS PANEL

12 Members - 3 Cabinet Members and 9 Non Cabinet Members (5 Labour, 2 Liberal Democrat, 1 2003 Alliance and 1 Independent)

AREA 1 FORUM

(All Members representing the Spennymoor, Low Spennymoor and Tudhoe Grange, Middlestone and Tudhoe Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

AREA 2 FORUM

(All Members representing the Bishop Middleham and Cornforth, Broom, Chilton, and Ferryhill Wards, together with representatives from Town and Parish Councils and other organisations as appropriate).

AREA 3 FORUM

(All Members representing the Fishburn and Old Trimdon, Sedgefield, New Trimdon and Trimdon Grange Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

AREA 4 FORUM

(All Members representing the Byerley, Sunnydale and Thickley Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

AREA 5 FORUM

(All Members representing the Greenfield Middridge, Neville Simpasture, Shafto St. Mary, West and Woodham Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

BOROUGH/PARISH RELATIONS WORKING PARTY

14 Members of Sedgefield Borough Council (9 Cabinet Members, Mayor and Deputy Mayor, 1 Labour, 1 Liberal Democrat and 1 2003 Alliance) plus representatives of all Town and Parish Councils/Meetings.

N.B. The Chairman and Vice Chairman will be appointed at the first meeting of the Working Party

YOUTH DEVELOPMENT FUND ADVISORY BOARD

3 Borough Council Members (previously made up of Cabinet Members for Strategic Leadership and Leisure & Culture and 1 Non-Cabinet Member) plus representatives of various outside bodies.

ITEM NO 9

REPORT TO ANNUAL COUNCIL

19th May 2006

REPORT OF CHIEF EXECUTIVE
OFFICER

**CABINET, COMMITTEES, PANELS, FORUMS, WORKING PARTIES AND GROUPS
MEMBERSHIP 2006/7**

Further to the report issued with the agenda the following nominations have been received for Cabinet, Committees, Panels, Forums, Working Parties and Groups.

CABINET

Strategic Leadership	- Councillor R.S. Fleming (Leader of the Council)
Community Health	- Councillor Mrs. A.M. Armstrong
Leisure & Culture	- Councillor Mrs. B. Graham
Housing	- Councillor W. Waters
Safer Communities	- Councillor M. Iveson
Social Regeneration & Partnership	- Councillor K. Noble (Deputy Leader of the Council)
Learning & Employment	- Councillor R. A. Patchett
Environment	- Councillor A. Hodgson
Planning & Development	- Councillor D. A. Newell

OVERVIEW & SCRUTINY COMMITTEE 1

Corporate Values

12 Non Cabinet Members (7 Labour, 2 Liberal Democrat, 2 2003 Alliance and 1 Independent)

Chairman :	Councillor A. Gray
Vice-Chairman:	Councillor J. K. Piggott
Members :	Councillor Mrs. K. Conroy
	“ Mrs J. Croft
	“ B. Hall
	“ J.G. Huntington
	“ Ms I. Jackson Smith
	“ J. M. Khan
	“ B. Meek
	“ G. Morgan
	“ Mrs E.M. Paylor
	“ G.W. Scott

OVERVIEW & SCRUTINY COMMITTEE 2

Community Health, Leisure & Culture, Housing and Safer Communities

12 Non Cabinet Members (7 Labour, 2 Liberal Democrat, 2 2003 Alliance and 1 Independent)

Chairman : Councillor J.E. Higgin
Vice-Chairman: Councillor J. P. Moran
Members : Councillor W.M. Blenkinsopp
“ J. Burton
“ T.F. Forrest
“ D. Hancock
“ G.M.R. Howe
“ Ms M. Predki
“ J. Robinson JP
“ K. Thompson
“ T. Ward
“ J. Wayman J.P.

Co-optees (non-voting)

Mrs M. Thomson and A. McGreggor
(Tenant Representative appointed by the Tenants Housing Services Group)

OVERVIEW & SCRUTINY COMMITTEE 3

Learning & Employment, Social Regeneration and Partnership, Environment, and Planning & Development

11 Non Cabinet Members (7 Labour, 2 Liberal Democrats, 1 2003 Alliance and 1 Independent).

Chairman : Councillor V. Crosby
Vice-Chairman: Councillor Mrs. B.A. Clare
Members : Councillor B.F. Avery JP
“ D.R. Brown
“ G.C. Gray
“ Mrs J. Gray
“ K. Henderson
“ M.T.B. Jones
“ A. Smith
“ Mrs L. Smith
“ Mrs C. Sproat

AUDIT COMMITTEE

6 Members + 1 non voting Co-opted member – (4 Labour, 1 Liberal Democrat and 1 2003 Alliance)

Chairman : Councillor M.A. Dalton
Vice-Chairman: Councillor B.M. Ord
Members :
Councillor Mrs C. Potts
“ Mrs K Conroy
“ Mrs A. M. Fleming
“ J.M. Smith
Co-Opted Member (Non Voting)

DEVELOPMENT CONTROL COMMITTEE

All Members of the Council

Chairman : Councillor A. Smith
Vice-Chairman: Councillor B. Meek
Members : All Members of the Council

LICENSING COMMITTEE 1

19 Members (13 Labour, 3 Liberal Democrats, 2 2003 Alliance and 1 Independent)

Chairman : Councillor G. Morgan
Vice-Chairman: Councillor Ms. M. Predki
Members : Councillor Mrs. A.M. Armstrong
“ W.M. Blenkinsopp
“ D.R. Brown
“ M. A. Dalton
“ Mrs. B. Graham
“ A. Gray
“ Mrs J. Gray
“ B. Hall
“ K. Henderson
“ J.E. Higgin
“ G.M.R. Howe
“ Mrs. L. Hovvels
“ J Robinson JP
“ G.W. Scott
“ Mrs L. Smith
“ Mrs C. Sproat
“ T. Ward.

LICENSING COMMITTEE 2

15 Members (10 Labour, Liberal Democrats, 2 2003 Alliance and 1 Independent)

Chairman : Councillor T.F.Forrest
Vice-Chairman: Councillor J. Robinson J.P.
Members : Councillor Mrs.K. Conroy
“ G.C. Gray
“ A. Hodgson
“ J.G. Huntington
“ M. Iveson
“ Mrs I. Jackson Smith
“ J.P. Moran
“ G. Morgan
“ Mrs E.M. Paylor
“ A. Smith
“ K. Thompson
“ W. Waters
“ J. Wayman J.P.

STANDARDS COMMITTEE

8 Members including 1 Cabinet Member, 4 Non-Cabinet Members (2 Labour, 1 Liberal Democrat and 1 2003 Alliance, 2 Co-opted Members and 1 Parish Representative)

Chairman Mr. L. Petterson (Independent Co-optee)
Members Councillor Mrs B. Graham,
“ A.Gray
“ Mrs L. Hovvels
“ Mrs C. Sproat
“ J. Wayman J.P.
Mr I. Jamieson (Independent Co-optee)
1 Parish/Town Council Representative

APPEALS/REVIEW PANEL

Housing Matters

Pool of 19 Members, one from each Borough Ward made up of 13 Labour, 3 Liberal Democrats, 2 2003 Alliance, 1 Independent.

A Panel of 5 Members, comprising 4 Labour and 1 Non Labour, will be selected as and when required by the Chief Executive Officer

Chairman : To be appointed at each meeting.

Councillor Mrs. A.M. Armstrong

“ B.F. Avery, J.P.

“ D.R. Brown

“ Mrs. B. A. Clare

“ Mrs. K. Conroy

“ V. Crosby

“ Mrs. A.M. Fleming

“ A. Gray

“ G.C. Gray

“ Mrs. L. Hovvels

“ G.M.R. Howe

“ J.M. Khan

“ J. P. Moran

“ G. Morgan

“ G.W. Scott

“ Mrs L. Smith

“ K. Thompson

“ T. Ward

“ J. Wayman J.P.

CHIEF OFFICER APPOINTMENTS PANEL

7 Members - 3 Cabinet Members and 4 Non Cabinet Members (2 Labour, 1 Liberal Democrat and 1 Independent).

Chairman: Councillor R. S. Fleming

Members: Councillor Mrs. A.M. Fleming

“ T. F. Forrest

“ Mrs. B. Graham

“ Mrs I Jackson Smith

“ K. Noble

“ Mrs C. Sproat

EMPLOYMENT ISSUES PANEL

7 Members (3 Cabinet Members, Chairman of Overview & Scrutiny Committee 1, 1 Labour Member, 1 Liberal Democrat and 1 2003 Alliance).

Chairman: Councillor M. Iveson
Members: Councillor Mrs A.M. Armstrong
“ A. Gray
“ G.C. Gray
“ A. Hodgson
“ J.M. Smith
“ Mrs C. Sproat

PERSONNEL APPEALS PANEL

12 Members - 3 Cabinet Members and 9 Non Cabinet Members (5 Labour, 2 Liberal Democrat, 1 2003 Alliance and 1 Independent)

Chairman: Councillor R. S. Fleming
Members: Councillor K. Noble
“ Mrs. B. Graham
“ Mrs J. Gray
“ D. Hancock
“ Mrs. L. Hovvels
“ J.M. Khan
“ G. Morgan
“ B.M. Ord
“ Mrs C. Potts
“ Mrs C. Sproat
“ J. Wayman J.P.

AREA 1 FORUM

(All Members representing the Spennymoor, Low Spennymoor and Tudhoe Grange, Middlestone and Tudhoe Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor J. M. Khan
Vice-Chairman : Councillor A. Smith
Members : Councillor Mrs. A. M. Armstrong
“ Mrs. B. Graham
“ A. Gray
“ M.T.B. Jones
“ B.M. Ord
“ G.W. Scott
“ Mrs. C. Sproat
“ K. Thompson
“ W. Waters

AREA 2 FORUM

(All Members representing the Bishop Middleham and Cornforth, Broom, Chilton, and Ferryhill Wards, together with representatives from Town and Parish Councils and other organisations as appropriate).

Chairman : Councillor Mrs. C. Potts
Vice-Chairman : Councillor Mrs K. Conroy
Members : Councillor B.F. Avery, J.P.
“ T. F. Forrest
“ J. E. Higgin
“ A. Hodgson
“ B. Meek
“ G. Morgan
“ D.A. Newell
“ R.A. Patchett
“ Ms. M. Predki

AREA 3 FORUM

(All Members representing the Fishburn and Old Trimdon, Sedgefield, New Trimdon and Trimdon Grange Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor T. Ward
Vice-Chairman : Councillor J. Burton
Members : Councillor D.R. Brown
“ Mrs. L. Hovvels
“ K. Noble
“ J. Robinson, J.P.
“ J. Wayman, J.P.

AREA 4 FORUM

(All Members representing the Byerley, Sunnydale and Thickley Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor D.M. Hancock
Vice-Chairman : To be appointed
Members : Councillor G.M.R. Howe
“ J. G. Huntington
“ Mrs. I. Jackson Smith
“ J.M. Smith
“ Mrs. L. Smith

AREA 5 FORUM

(All Members representing the Greenfield Middridge, Neville Simpasture, Shafto St. Mary, West and Woodham Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor Mrs. A.M. Fleming
Vice-Chairman : Councillor Mrs J. Gray
Members : Councillor W.M. Blenkinsopp
“ Mrs. B.A. Clare
“ Mrs. J. Croft
“ M. A. Dalton
“ V. Crosby
“ R.S. Fleming
“ G.C. Gray
“ B. Hall
“ K. Henderson
“ M. Iveson
“ J.P. Moran
“ Mrs. E.M. Paylor
“ J.K. Piggott

BOROUGH/PARISH RELATIONS WORKING PARTY

14 Members of Sedgefield Borough Council (9 Cabinet Members, Mayor and Deputy Mayor, 1 Labour, 1 Liberal Democrat and 1 2003 Alliance) plus representatives of all Town and Parish Councils/Meetings.

N.B. The Chairman and Vice Chairman will be appointed at the first meeting of the Working Party

Chairman: To be appointed at the first meeting of the Working Party
Vice Chairman: To be appointed at the first meeting of the Working Party
Members: Councillor Mrs. A.M. Armstrong
“ R.S. Fleming
“ Mrs. B. Graham
“ B. Hall
“ A. Hodgson
“ Mrs L. Hovvels
“ M. Iveson
“ G. Morgan
“ D. A. Newell
“ K. Noble
“ R. Patchett
“ K. Thompson
“ W. Waters
“ J. Wayman J.P.

Plus representatives of all Town and Parish Councils/Meetings.

YOUTH DEVELOPMENT FUND ADVISORY BOARD

3 Borough Council Members (previously made up of Cabinet Members for Strategic Leadership and Leisure & Culture and 1 Non-Cabinet Member) plus representatives of various outside bodies.

Members : Councillor R. S. Fleming
Councillor Mrs B. Graham
Councillor J. Robinson J.P.

Representatives of various outside bodies

This page is intentionally left blank

Item 10

REPORT TO ANNUAL COUNCIL

19th MAY 2006

REPORT OF CHIEF EXECUTIVE OFFICER

REPRESENTATION ON OUTSIDE ORGANISATIONS - 2006/2007

SUMMARY

The purpose of this report is to seek representation on various outside organisations/bodies for 2006/7.

RECOMMENDED:

That nominations to the outside bodies detailed in the report be sought for 2006/07 Municipal Year

DETAIL

Members are requested to appoint the appropriate number of members to the outside bodies detailed on Appendix 1.

Contact Officer:- John Turnbull – Head of Democratic Services

Telephone No:- (01388) 816166 ext 4392

Email Address:- jturnbull@sedgefield.gov.uk

Ward(s) Not ward specific

Background Papers

Letters from various organisations

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Strategic Leadership

Organisation	Additional Membership/Substitution/Notes
Association of Councillors (Northern Branch)	
Association of North East Councils	Deputy Leader acting as substitute
Association of Public Service Excellence.	
County Durham Association of Local Authorities	Together with the Deputy Leader
County Durham E-Government Partnership Joint Committee	1 additional Councillor to be appointed as substitute
Local Government Association (Assembly)	
Local Government Association (Rural Commission)	
Local Government Association Special Interest Group (New Towns)	
North East Regional Assembly	
North East Regional Assembly – Regional Development Forum	
North East Regional Employers Organisation – Member Development Forum	

Community Health Portfolio

Organisation	Additional Membership/Substitution/Notes
Council for Age Concern (Durham County)	
Durham County Association for the Disabled	
North Regional Home Safety Council	
Sedgefield and District Advice and Information Service (Management Committee)	4 additional Councillors to be appointed
Sedgefield Partnership Board for Services to Vulnerable Adults	1 additional Councillor to be appointed as substitute
Supporting People Cross Authority Members' Group	Together with Cabinet Members for Safer Communities and Housing
Durham County Community Education Panel	Disbanded
Durham County Community Education Panel	Disbanded

Leisure & Culture Portfolio

Organisation	Additional Membership/Substitution/Notes
Durham County Sports Association for the Disabled	
National Playing Fields Association (Northern Steering Committee)	
North East Museums, Libraries and Archives Service	
North East Sport	
Northern Arts Local Authority Forum	
Northumbria Tourist Board (Local Authority Meeting)	
Sedgefield Arts and Recreation Community Association (Ceddesfeld Hall).	
The Hackworth Society	

Housing Portfolio

Organisation	Additional Membership/Substitution/Notes
National Housing and Town Planning Council (Regional Executive Committee)	Together with Cabinet Member for Social Regeneration & Partnership
Northern Consortium of Housing Authorities	

Safer Communities Portfolio

Organisation	Additional Membership/Substitution/Notes
Local Police/Public Consultative Committee	1 additional Councillor to be appointed

Learning & Employment Portfolio

Organisation	Additional Membership/Substitution/Notes
Aycliffe Learning Town Partnership	
County Durham Life Long Learning Partnership	
Early Years Development and Child Care Partnership	
ITeC North East Limited	1 additional Councillor to be appointed
Newton Aycliffe Town Centre Forum	1 additional Councillor to be appointed
Shildon and Sedgefield Development Agency - Board (SASDA) Term of Office to September 2006	Together with Leader (Term of office finishes September 2006)
Spennymoor Town Centre Forum	2 additional Councillors representing the Wards within Spennymoor to be appointed
Federation of Economic Development Authorities	Disbanded

Social Regeneration & Partnership Portfolio

Organisation	Additional Membership/Substitution/Notes
Coalfield Communities Campaign	1 additional Councillor to be appointed as substitute
Cornforth Partnership (Management Committee)	Together with Local Ward Members (Councillors A. Hodgson and Ms M. Predki)
County Durham and Darlington SRB Programme Partnership Board	
County Durham Strategic Partnership	
Fishburn Community Skill Centre Project	1 additional Councillor to be appointed
Groundwork East Durham (Board)	1 additional Councillor to be appointed
LGA Member Task Group – Gypsies and Travellers	
Local Area Agreement Interim Board	
Sedgefield Borough Local Strategic Partnership	
SRB6 Partnership Executive Board	5 additional Councillors to be appointed
Trimdon 2000 Partnership Steering Group	

Environment Portfolio

Organisation	Additional Membership/Substitution/Notes
Institute of Solid Wastes Management	
Investigation of Air Pollution (Standing Conference)	
Keep Britain Tidy Group (Tidy North)	Together with Cabinet Member for Social Regeneration & Partnership
National Society for Clean Air	Together with Cabinet Member for Social Regeneration & Partnership
Sustainable Waste Management Strategy for County Durham Joint Steering Group	

Planning & Development Portfolio

Organisation	Additional Membership/Substitution/Notes
East and West Durham Rural Development Areas (Joint Steering Committee)	

Additional Representation

Organisation	Membership
Chilton Community College Association (Management Committee)	Councillors B.F.Avery, J.P., T.F. Forrest and Mrs. C. Potts (Councillors for the Chilton Ward)
Durham County Councils Health Scrutiny Committee	2 Councillors to be appointed
Durham Rural Community Council	1 Councillor to be appointed
Durham Tees Valley Airport Consultative Committee	1 Councillor to be appointed
Environmental Services Joint Committee	Cabinet Member for Environment Cabinet Member for Social Regeneration and Partnership
Greenfield School (Newton Aycliffe) Shared Use Scheme (Management Committee)	1 Councillor to be appointed
Housing 21, Avon Court Committee, Newton Aycliffe	1 Councillor to be appointed
Jubilee Fields Community Association	1 Councillor to be appointed

Middlestone Moor Youth Centre Committee	1 Councillor to be appointed
Nature Reserve Management Committee - Cow Plantation, Spennymoor	1 Councillor to be appointed
Newton Aycliffe Youth Centre (Management Committee)	1 Councillor to be appointed
North East Region Employers' Organisation	2 Councillors to be appointed
Northern Regional Brass Band Trust	1 Councillor to be appointed
Sedgefield Borough Twinning Association	Mayor (President of the Association) 6 Councillor to be appointed (In accordance with the Constitution of the Association, the Mayor of the Borough Council is to be President of the Association plus 6 Elected Members)
Sedgefield Community College (Management Committee)	1 Councillor to be appointed
Shildon Railway Village Co-ordinating Committee	Cabinet Member for Leisure & Culture Cabinet Member for Social Regeneration & Partnership Director of Leisure Services Plus 3 Representatives of the National Railway Museum
Spennymoor Youth and Community Association (Management Committee)	1 Councillor to be appointed
Strategic Alliances Group	Cabinet Member for Community Health Cabinet Member for Environment acting as substitute as and when necessary.
Trimdon Community College Association (Management Committee)	3 Councillors to be appointed
Durham Valuation Tribunal	No appointment sought this year
Heritage Line Community Rail Partnership	Disbanded
Large Scale Voluntary Transfer – Shadow Board	Disbanded
Raisby Quarry Local Liaison Group	Disbanded
Southfields Opencast Committee	Disbanded

REPORT TO ANNUAL COUNCIL

19th MAY 2006

REPORT OF CHIEF EXECUTIVE OFFICER

REPRESENTATION ON OUTSIDE ORGANISATIONS - 2006/2007

Nominations have been received for the following outside bodies as detailed below.

Strategic Leadership (Councillor R.S. Fleming)

Organisation	Additional Membership/Substitution/Notes
Association of Councillors (Northern Branch)	
Association of North East Councils	Deputy Leader acting as substitute
Association of Public Service Excellence.	
County Durham Association of Local Authorities	Together with the Deputy Leader
Local Government Association (Assembly)	
Local Government Association (Rural Commission)	
Local Government Association Special Interest Group (New Towns)	
North East Regional Assembly	
North East Regional Assembly – Regional Development Forum	

Community Health Portfolio (Councillor Mrs A.M. Armstrong)

Organisation	Additional Membership/Substitution/Notes
Council for Age Concern (Durham County)	
Durham County Association for the Disabled	
North Regional Home Safety Council	
Sedgefield Partnership Board for Services to Vulnerable Adults	Councillor W. Waters acting as substitute
Supporting People Cross Authority Members' Group	Together with Cabinet Members for Safer Communities (Councillor M. Iveson) and Housing (Councillor W. Waters)
Durham County Community Education Panel	Disbanded
Durham County Community Education Panel	Disbanded

Leisure & Culture Portfolio (Councillor Mrs B. Graham)

Organisation	Additional Membership/Substitution/Notes
Durham County Sports Association for the Disabled	
National Playing Fields Association (Northern Steering Committee)	
North East Museums, Libraries and Archives Service	
North East Sport	
Northern Arts Local Authority Forum	
Northumbria Tourist Board (Local Authority Meeting)	
Sedgefield Arts and Recreation Community Association (Ceddesfeld Hall).	
The Hackworth Society	

Housing Portfolio (Councillor W. Waters)

Organisation	Additional Membership/Substitution/Notes
National Housing and Town Planning Council (Regional Executive Committee)	Together with Cabinet Member for Social Regeneration & Partnership (Councillor K. Noble)
Northern Consortium of Housing Authorities	

Safer Communities Portfolio (Councillor M. Iveson)

Organisation	Additional Membership/Substitution/Notes
Local Police/Public Consultative Committee	Together with Councillor G.C. Gray

Learning & Employment Portfolio (Councillor R.A. Patchett)

Organisation	Additional Membership/Substitution/Notes
Aycliffe Learning Town Partnership	
County Durham Life Long Learning Partnership	
Early Years Development and Child Care Partnership	
ITeC North East Limited	Together with Councillor D.A. Newell
Newton Aycliffe Town Centre Forum	Together with Councillor Mrs B.A. Clare
Shildon and Sedgefield Development Agency - Board (SASDA) Term of Office to September 2006	Together with Leader of the Council Councillor R.S. Fleming - (Term of office finishes September 2006)
Spennymoor Town Centre Forum	Together with Councillors J.M. Khan and A. Smith (Spennymoor Councillors)
Federation of Economic Development Authorities	Disbanded

Social Regeneration & Partnership Portfolio (Councillor K. Noble)

Organisation	Additional Membership/Substitution/Notes
Coalfield Communities Campaign	Councillor Mrs L. Hovvels acting as substitute
Cornforth Partnership (Management Committee)	Together with Local Ward Members - Councillors A. Hodgson and Ms M. Predki
County Durham and Darlington SRB Programme Partnership Board	
County Durham Strategic Partnership	
Fishburn Community Skill Centre Project	Together with Councillor T. Ward
Groundwork East Durham (Board)	Together with Councillor A. Hodgson
LGA Member Task Group – Gypsies and Travellers	
Local Area Agreement Interim Board	
Sedgefield and District Advice and Information Service (Management Committee)	Together with Councillors Mrs B.A. Clare, V. Crosby, B. Meek and Mrs C. Potts
Sedgefield Borough Local Strategic Partnership	
SRB6 Partnership Executive Board	Together with Councillors B.F. Avery, J.P., A. Hodgson, B. Meek, R.A. Patchett and T. Ward
Trimdon 2000 Partnership Steering Group	

Environment Portfolio (Councillor A. Hodgson)

Organisation	Additional Membership/Substitution/Notes
Institute of Solid Wastes Management	
Investigation of Air Pollution (Standing Conference)	
ENCAMS (Formerly Keep Britain Tidy Group)	Together with Cabinet Member for Social Regeneration & Partnership (Councillor K. Noble)
National Society for Clean Air	Together with Cabinet Member for Social Regeneration & Partnership Councillor K. Noble)
Sustainable Waste Management Strategy for County Durham Joint Steering Group	

Planning & Development Portfolio (Councillor D.A. Newell)

Organisation	Additional Membership/Substitution/Notes
East and West Durham Rural Development Areas (Joint Steering Committee)	

Additional Representation

Organisation	Membership
Chilton Community College Association (Management Committee)	Councillors B.F.Avery, J.P., T.F. Forrest and Mrs. C. Potts (Councillors for the Chilton Ward)
County Durham and Tees Valley Strategic Health Authority (Strategic Alliances Group)	Cabinet Member for Community Health (Councillor Mrs A. Armstrong) Cabinet Member for Environment (Councillor A. Hodgson) acting as substitute as and when necessary.
County Durham E-Government Partnership Joint Committee	Councillor D.A. Newell Councillor Ms M. Predki acting as substitute as and when necessary.
Durham County Councils Health Scrutiny Committee	Councillors V. Crosby and A. Gray
Durham Rural Community Council	Councillor A. Hodgson
Durham Tees Valley Airport Consultative Committee	D.A. Newell
Durham Valuation Tribunal	No appointment sought this year
Environmental Services Joint Committee	Cabinet Member for Environment (Councillor Alan Hodgson) Cabinet Member for Social Regeneration and Partnership (Councillor K. Noble)
Greenfield School (Newton Aycliffe) Shared Use Scheme (Management Committee)	Councillor R Patchett
Jubilee Fields Community Association	Councillor J.M. Smith
Middlestone Moor Youth Centre Committee	Councillor W. Waters
Nature Reserve Management Committee - Cow Plantation, Spennymoor	Councillor A. Smith
Newton Aycliffe Youth Centre (Management Committee)	Councillor G.C. Gray
North East Region Employers' Organisation	Councillors A. Gray and M. Iveson
North East Regional Employers Organisation – Member Development Forum	Councillor A. Gray

Sedgefield Borough Twinning Association	Mayor Councillor Mrs L. Hovvels (President of the Association) Councillors J. Piggott, M. Iveson, J. Robinson J.P., A. Smith, T. Ward and Mrs A.M. Fleming
Sedgefield Community College (Management Committee)	Councillor J. Robinson J.P.
Shildon Railway Village Co-ordinating Committee	Cabinet Member for Leisure & Culture (Councillor Mrs B. Graham) Cabinet Member for Social Regeneration & Partnership (Councillor K. Noble) Director of Leisure Services Plus 3 Representatives of the National Railway Museum
Spennymoor Youth and Community Association (Management Committee)	Councillor A. Gray
Trimdon Community College Association (Management Committee)	Councillors J. Burton, Mrs L. Hovvels and T. Ward.
Heritage Line Community Rail Partnership	Disbanded
Housing 21, Avon Court Committee, Newton Aycliffe	Disbanded
Large Scale Voluntary Transfer – Shadow Board	Disbanded
Raisby Quarry Local Liaison Group	Disbanded
Southfields Opencast Committee	Disbanded

This page is intentionally left blank

Item 11

REPORT TO ANNUAL COUNCIL

19th MAY 2006

REPORT OF CHIEF EXECUTIVE OFFICER

FREQUENCY OF MEETINGS 2006/2007

SUMMARY

The purpose of the report is to consider the schedule of meetings of Council, Cabinet, Committees Panels etc for 2006/7.

RECOMMENDED

That consideration be given to the programme of meetings set out in the report.

DETAIL

A programme of meetings of Cabinet, Committees, Panels etc., for 2006/2007 is set out in the attached schedule for consideration on the following basis:-

Body :

Council

Cabinet

Overview and Scrutiny Committee 1

Overview and Scrutiny Committee 2

Overview and Scrutiny Committee 3

Audit Committee

Development Control Committee

Area 1 Forum

Area 2 Forum

Area 3 Forum

Area 4 Forum

Area 5 Forum

Borough/Parish Relations Working Party

Frequency of Meetings :

6 meetings per year including a meeting scheduled to set the Council Tax.

Every 2 weeks

Every 6 weeks

Every 6 weeks

Every 6 weeks

4 meetings per year

Every 4 weeks

Every 8 weeks

Every 8 weeks

Every 8 weeks

Every 8 weeks

Every 8 weeks

Twice per year – July and January

The following Committees, Panels etc. will meet as and when required

Licensing Committees 1 & 2

Standards Committee

Appeals/Review Panel

Chief Officers Appointments Panel

Employment Issues Panel

Personnel Appeals Panel

Youth Development Fund Advisory Board

Contact Officer:- John Turnbull – Head of Democratic Services
Telephone No:- (01388) 816166 ext 4392
Email Address:- jturnbull@sedgefield.gov.uk

Ward(s) Not ward specific

Background Papers - None

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank