

Name of meeting: Annual Council

Date: 22 May 2019

Title of report: Appointment to Outside Bodies/Other Committees

Purpose of Report

To determine the appointment of representatives to Outside Bodies/Other Committees for the 2019/2020 Municipal Year.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	N/A
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	No
The Decision - Is it eligible for call in by Scrutiny?	No
Date signed off by <u>Strategic Director</u> & name	
Is it also signed off by the Service Director for Finance IT and Transactional Services?	N/A
Is it also signed off by the Service Director for Governance and Commissioning Support?	Julie Muscroft
Cabinet member portfolio	N/A

Electoral wards affected: Not applicable

Ward councillors consulted: Not applicable

Public or private: Public

(Have you considered GDPR?)

Yes – no individuals have been identified in this report.

1. Summary

To consider and determine the allocation of places/ratios, as appropriate, to the Outside Bodies as detailed within this report, for the 2019/2020 municipal year.

2. Information required to take a decision

The Council's representation on the various **Outside Bodies/other Committees** is comprised of three elements (i) Representation on Joint Authorities and Major Bodies (ii) Representation on Other Outside Bodies and (iii) Representation on Charities. This report relates to (ii) and (iii) above, representation on outside bodies and charities.

The Council is responsible for overall allocations/ratios, as appropriate for bodies within its remit, and Cabinet is responsible for nominations to bodies concerned with executive functions. The Service Director – Legal, Governance and Commissioning has delegated authority, in consultation with Group Business Managers, to receive and process nominations. The attached schedule sets out the list of bodies to which the Council is asked to make nominations with the allocation of places and ratios. The nominations will be agreed by the Group Business Managers immediately following Council.

In relation to the **Yorkshire Purchasing Organisation Management Committee**, the Council (along with the other constituent Authorities) is requested to pass a resolution to waive the applicability of political balance rules, and the Leader will nominate two nominees (and their subs if agreed) to the YPO Management Committee (in consultation with Group Business Managers) and determine which of the Council's two nominees will have the one vote or whether the vote will be transferable between the two nominees (or their sub) on behalf of the Authority.

In relation to **Kirklees Active Leisure**, Council is asked to delegate to Group Business Managers to determine which of the two appointed Members will be authorised for the purposes of Member meetings (distinct from Director meetings) to exercise a vote, pursuant to Section 323 of the Companies Act 2006.

In relation to **Kirklees Stadium Development Ltd**, Council is asked to note that Eamonn Croston, Service Director (Finance), is Company Secretary for Kirklees Stadium Development Ltd.

In relation to **Kirklees Theatre Trust**, Council is asked to note that Julie Muscroft, Service Director – Legal, Governance and Commissioning, is Company Secretary for Kirklees Theatre Trust.

3.

4. Implications for the Council

4.1 Early Intervention and Prevention (EIP)

Not applicable

4.2 Economic Resilience (ER)

Not applicable

4.3 Improving Outcomes for Children

Not applicable

4.4 Reducing demand of services

Not applicable

4.5 Other (eg Legal/Financial or Human Resources)

Not applicable

5. Consultees and their opinions

Not applicable

6. Next steps

Subject to approval, the relevant organisations will be informed of the appointments.

7. Officer recommendations and reasons

- 1) That Council confirms the allocation of places/ratios, as appropriate in the attached schedules, and notes that Group Business Managers will put forward nominations to the Service Director – Legal, Governance and Commissioning to fill any vacancies or make any adjustments to nominees previously put forward, as appropriate, following Council.
- 2) That those bodies with executive functions be referred to the Leader of the Council to put forward nominations.
- 3) That, in relation to Yorkshire Purchasing Organisation Management Committee, Council agrees to waive political balance rules which apply in accordance with Section 17 of the Local Government and Housing Act 1989 (this requires approval with no Member voting against); and that the Leader of the Council, in determining the nominees (in consultation with the Group Business Managers), resolves which Member will have the one vote or whether the vote will be transferable between the nominees (and their sub) on behalf of the Council.
- 4) That one of the Council Trustees on Kirklees Active Leisure, to be determined by the Group Business Managers, will be authorised to represent the Council for the purposes of Member meetings pursuant to Section 323 of the Companies Act 2006, to exercise a vote.
- 5) That it be noted that Eamonn Croston (Service Director – Finance) is the Company Secretary for Kirklees Stadium Development Limited.
- 6) That it be noted that Julie Muscroft (Service Director – Legal, Governance and Commissioning) is the Company Secretary for Kirklees Theatre Trust.

8. **Cabinet portfolio holder's recommendation**

Not applicable

9. **Contact officer**

Andrea Woodside, Principal Governance Officer

10. **Background Papers and History of Decisions**

Not applicable

11. **Service Director responsible**

Julie Muscroft – Service Director (Legal, Governance and Commissioning)

Name of Outside Body	Schedule	No of reps	Restrictions	Current Member	Notes and queries
Parking and Traffic Regulations Outside London Adjudication Joint Committee	1 (Joint Authorities)	1	NOMINATIONS BY CABINET HAS TO BE A CABINET MEMBER plus 1 sub	Cllr P McBride Cllr Naheed Mather (Sub)	
West Yorkshire Adoption Joint Committee ('WYAJC') ONE ADOPTION	1 (Joint Authorities)	1	NOMINATIONS BY CABINET	Cllr V Kendrick (Cllr M Ahmed SUB)	<p>1 a) WYAJC shall comprise one Member from each Participating Authority² ('the Principal Member'). b) Co-option of Members onto WYAJC is not permitted. c) Each Participating Authority shall have a pool of up to two named substitute Members.. The clerk to WYAJC must be advised before the commencement of the meeting if a substitute is to attend in place of the Principal Member. d) In the event of a Principal Member ceasing to be a member of the Participating Authority, he/she shall also cease to be a member of WYAJC</p> <p>2 The Leader of each authority shall make arrangements for the appointment of the Principal Member who may be the Lead Member for Children or another, and may be a Member of the Executive or of the authority. 3 The Leader of each authority shall make arrangements for the appointment of substitute Members who may be Members of the Executive or of the authority</p>

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West Yorkshire Joint Services Committee	1 (Joint Authorities) 2:1 ratio	3	NOMINATIONS BY CABINET	Cllr S Pandor (LEADER EX-OFFICIO - not counted in ratios) Cllr Habiban Zaman Cllr Marielle O'Neill Cllr Bill Armer Cllr Mohan Sokhal (Sub) Cllr Musarrat Pervaiz (Sub) Cllr Vivien Lees-Hamilton (Sub)	2:1 ratio 3 Members + Leader + 3 Subs Member nominations are from 'majority' parties. Mtgs of WYJSC take place on a Thurs each month. A payment is made to the Chair of the Joint Service Committee. The special responsibility allowance of the relevant council is used and then recharged the cost to WYJS. - as per Karen Pearce - WYJS WYJSC at their AGM nominate numbers of members and appointments to their Sub-Committees (no 24, 25, 26)
Yorkshire Purchasing Organisation Management Committee	1 (Joint Authorities)	2	Council AGM passes a resolution to waive the applicability of political balance rules and to determine who has the vote	Cllr Gulfam Asif (HAS THE VOTE) VACANT Cllr Judith Hughes (Sub) Cllr Darren O'Donovan (Sub)	All Members of the Management Committee are asked for their preferences regarding Sub-Committee membership – all Councillors must sit on a Sub-Committee as well as the Management Committee. YPO Management Committee make the final decision on which members sit on which Sub-Committees. Sub-Committees are:- - YPO Exec Sub-Committee - YPO Audit and Scrutiny Sub-Committee - Joint Consultative Committee

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Yorkshire Purchasing Organisation - Holding Company	1 (Joint Authorities)	2	2 Members (as YPO) - One Director and Sub. Coincides with annual membership of YPO Management Committee	Cllr Gulfam Asif (Director) VACANT (Sub)	
Yorkshire and Humber (Local Government) Employers Association	2 (Other Bodies)	1	1 Member	Cllr Graham Turner	
Migration Yorkshire Board	2 (Other Bodies)	1	Elected Member or Senior Officer	Cllr Naheed Mather	
C&K Careers Limited	1 (Joint Authorities)	3		Cllr Peter McBride Cllr Rob Walker Cllr Hilary Richards	3 directors which may be elected Members/Officers/Other nominees Name changed in June 2018

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Calderdale and Huddersfield NHS Trust - Membership Council	1 (Joint Authorities)	1		VACANT (Labour)	<p>This place remained vacant during 2018/19</p> <p>C&H NHS Trust Constitution advises that if a Member is employed by CHFT, is a Director of another NHS Trust or a Council Member/or Non-Executive Director of another NHS Foundation Trust (Section 16.1.4) they cannot be nominated due to a conflict of interest.</p> <p>Meetings held 4 times per year and there are a number of other meetings and workshops that Governors are invited to attend.</p>
Children's Partnership Board (formerly Children;s Trust)	1 (Joint Authorities)	4	2 from Cabinet 2 from opposition groups	Cllr V Kendrick Cllr M Ahmed Cllr L Holmes Cllr J Lawson	CABINET MEMBERS TO BE CONFIRMED BY LEADER 4 Members
Environment Agency - Yorkshire Regional Flood and Coastal Committee	1 (Joint Authorities)	1		Cllr Donald Firth Cllr Darren O'Donovan (Deputy)	1 + deputy

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Kirklees Neighbourhood Housing Limited	1 (Joint Authorities)	5		Andrew Marchington Cllr Liz Smaje Molly Walton Paul White Dave Harris	5 Members
Kirklees Community Partnership Board (formerly Community Safety Partnership Executive)	1 (Joint Authorities)	4	2 from Cabinet (one has to be portfolio holder) 2 from opposition groups	Cllr Naheed Mather Cllr Masood Ahmed Cllr Mohan Sokhal Cllr Nigel Patrick	4 Members. Police and Crime Panel Members are automatically on this body, in addition to the nominated Members, will be advised.
Kirklees Theatre Trust	2 (Joint Authorities)	3		Cllr Karen Allison Cllr Carole Pattison Cllr Bernard McGuin	Julie Muscroft is the Company Secretary
Leeds Bradford International Airport: Consultative Committee	1 (Joint Authorities)	1		Cllr Peter McBride	
Peak District National Park Authority	1 (Joint Authorities)	1		Cllr Rob Walker	Term of office up until 2022 (appointed for 4 years)
Pennine Prospects (formerly South Pennine Rural Regeneration Company)	1 (Joint Authorities)	1		Cllr John Lawson	1 Member

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QED (KMC) Limited (Special Schools)	1 (Joint Authorities)	1	Cabinet Member not appropriate	Clr Habiban Zaman	1 Member
SUEZ (Kirklees) Limited	1 (Joint Authorities)	1	Main member usually Cabinet Portfolio Holder	Clr Naheed Mather (Director) Clr Michael Watson (alternate Director)	PORTFOLIO HOLDER TO BE CONFIRMED BY LEADER 1 director + 1 alternate director
Special Interest Group of Metropolitan Authorities (SIGOMA)	1 (Joint Authorities)	1	Leader or nominee	Clr Shabir Pandor	
Trans Pennine Trail Members' Steering Group	1 (Joint Authorities)	2		Clr Martyn Bolt Clr Gulfam Asif	
South West Yorkshire Partnership Foundation Trust - Members' Council	1 (Joint Authorities)	1		Clr Richard Smith	

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West Yorkshire One Adoption - Adoption Panels	1 (Joint Authorities)	2	2 Members Panels are not sub-committees of the Joint Committee and proportionality rules do not apply.	Cllr Habiban Zaman (Hudds Panel) Cllr Richard Smith (Leeds Panel)	<p>Meeting frequency 1 Member place on the Hudds Panel and 1 Member place on the Leeds Panel Huddersfield Panel meets on the 2nd Monday of the Month and the Leeds Panel meets on the 2nd Friday of the month.</p> <p>Time commitment Panel's start at 9.30 and can run until 4.30 depending on the agenda, is a large reading commitment for panels with it taking around a day to read the panel paperwork and prepare questions/notes. There is also one day of panel training a year.</p> <p>Panel Member requirement In order for panels to be quorate One Adoption require a level of consistency in regards to attendance so panel members are expected to attend 75% of panels annually.</p> <p>SRA Annual Allowance of £1227</p>
West Yorkshire Pension Fund Advisory Group - Joint Advisory Group	1 (Joint Authorities)	3		Cllr Hilary Richards Cllr Eric Firth Cllr Fazila Fadia	3 Members

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West Yorkshire Pension Fund Advisory Group - Pension Fund Investment Panel	1 (Joint Authorities)	2		Cllr Eric Firth Cllr Hilary Richards	2 Members
Creative Media Centres Limited	2 (Other Bodies)	1	2 x 3yr terms (Board is looking to update their TOR)	Cllr Andrew Cooper	
Dewsbury Endowed Schools Foundation Trust Advisory Committee	2 (Other Bodies)	8		Cllr Eric Firth Paul Ellis Cllr Paul Kane Cllr Masood Ahmed Salim Patel Mark Eastwood Bernard Diskin M Winterburn	
Dewsbury Learning Trust	2 (Other Bodies)	1	1 (Member or Officer)	Martin Green	Martin Green replaced Carol Lancaster at request of Jo-Anne Sanders 17/10/17 GBM's approved nomination
Globe Innovation Centre Ltd (previously Globe Environmental Business Centre Ltd)	2 (Other Bodies)	1	1 Director (Member or Officer)	Jacqui Gedman	

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Huddersfield Industrial Advisory Panel	2 (Other Bodies)	1	The Terms of Reference allow for a membership to be shared between more than one individual, should this be felt to appropriate by the Head of Department.	Cllr Andrew Cooper	<p>Professor Glover, Head of the Department of Engineering and Technology has advised that he would be satisfied with Cllr Cooper taking up the main position, with Cllr Stewart-Turner acting as his deputy, when required.</p> <p>Members would normally be expected to serve for a minimum term of three years, subject to renewal by mutual agreement for a maximum of three terms.</p>
Huddersfield Partnership (formerly know as Town Centre Partnership Limited)	2 (Other Bodies)	2	Normally 2 Members + 1 Officer	OFFICER VACANCY Cllr Julie Stewart-Turner Cllr Naheed Mather	Liz Jefferson advised no need to fill the officer vacancy at current time.
Kirklees Active Leisure	2 (Other Bodies)	2	AGM refers decision to GBMs to identify who has vote at Member meetings	Cllr Mohan Sokhal (has vote at member meetings Cllr Mark Thompson	2 (Not Cabinet Member and advisable not to be Scrutiny Member)

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Kirklees Community Association	2 (Other Bodies)	8		Peter Rock CLlr Eric Firth CLlr Nell Griffiths CLlr Carole Pattison CLlr Mussarat Pervaiz CLlr Musarrat Khan Robert Iredale CLlr Donald Firth	No need to be elected Member
Kirklees Community Fund Grants Panel	2 (Other Bodies)	2		CLlr Mohan Sokhal CLlr Bill Armer	
Kirklees Historic Buildings Trust Ltd	2 (Other Bodies)	6		VACANT (Cons) VACANT CLlr Graham Turner CLlr Rob Walker CLlr Gwen Lowe CLlr Andrew Pinnock	
Kirklees Schools Services Ltd	2 (Other Bodies)	1	1 Director + 1 Alternate Director Director should be Cabinet Member with portfolio responsibility for Schools	CLlr Masood Ahmed CLlr Rob Walker (Alternate Director)	

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Kirklees Stadium Development Ltd	1 (Joint Authorities)	2	Eamon Croston - Company Secretary as agreed at Council AGM	ClIr Ken Sims ClIr Peter McBride ClIr Bernard McGuin (Alt Dir)	2 + 1 Alternate Director
Learning Board	2 (Other Bodies)	4	To be chaired by Cabinet Portfolio holder	ClIr Masood Ahmed ClIr John Lawton ClIr Viv Kendrick Vacant (Cons)	PORTFOLIO HOLDER TO BE CONFIRMED BY LEADER
Locala Community Partnership Members' Council	2 (Other Bodies)	2		ClIr Zaman (Lab) Vacant (Lab)	ClIr Sokhal to confirm if can fill vacancies - ClIr Lowe stepped down due to Mayor's role ClIr Zaman taking up role as of Nov 2018. Liaising with Locala as dates of meeting fall on Full Council days
Musica Kirklees (formerly Kirklees Music School)	2 (Other Bodies)	4		Vacant (Cons) ClIr Carole Pattison ClIr Hilary Richards ClIr Andrew Pinnock	
National Association of British Market Authorities	2 (Other Bodies)	3	Must be an Elected Member	ClIr Ken Sims ClIr Eric Firth ClIr Fazila Fadia	

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National Coal Mining Museum for England Trust Ltd - Liaison Committee	2 (Other Bodies)	2		Cllr Bill Armer Cllr Paul Kane	
Reserve Forces and Cadets Association for Yorkshire and the Humber	2 (Other Bodies)	1	1 Member (nominated to Ministry of Defence)	Cllr Michael Watson	
Rural Action Yorkshire	2 (Other Bodies)	1	Officer or Member	Cllr Nigel Patrick	
School Organisation Advisory Group	2 (Other Bodies)	6	Ratio for 2018/19 is 3:2:1 1 Member should be Cabinet Member with responsibility for Schools	Cllr Lisa Holmes Cllr Donna Bellamy Cllr Kath Pinnock Cllr Masood Ahmed Cllr Viv Kendrick Cllr Marielle O'Neill	PORTFOLIO HOLDER TO BE CONFIRMED BY LEADER
Spensborough Co-operative Trust	2 (Other Bodies)			Mandy Cameron	
Kirklees Fairtrade Forum					R FARNHILL TO PROVIDE FURTHER DETAIL

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Standing Advisory Council for Religious Education	2 (Other Bodies)	4		Clr Nosheen Dad Clr Darren O'Donovan VACANT (Lib Dem) VACANT (Cons)	

