

REVIEW OF OUTSIDE BODIES APPOINTMENTS DRAFT TERMS OF REFERENCE

Purpose of Review:

To review all outside bodies with WBC member representatives on them, looking at the appropriateness, usefulness, performance (of the outside body – as well as Wokingham’s involvement) and cost effectiveness.”

Key Objectives:

The Committee is required to set its key objectives for this review.

Scope of the work:

The Committee is required to agree the scope of the review.

BACKGROUND:

At its meeting on 26 June 2014, the Overview and Scrutiny Management Committee considered a request for a scrutiny review from Councillor Dee Tomlin, “to review “all outside bodies with WBC member representatives on them, looking at the appropriateness, usefulness, performance (of the outside body – as well as Wokingham’s involvement) and cost effectiveness.”

The desired outcomes of the review were stated as:

- an improvement to ensure a mutually beneficial outcome from the Council’s involvement in local outside bodies;
- a clear up-to date process and guidance for Members nominated to outside bodies, such as required minimum attendance at meetings;
- Up to date terms of reference for all outside bodies.

The decision of the Management Committee was to refer the request to the Community Services Overview and Scrutiny Committee for consideration.

Representatives on ‘outside bodies’ are appointed by Council in response to requests from the organisations, often to fulfil the requirements of their constitution, charity charter or terms of reference. The Council does not ask for representation on these bodies. The monetary cost to the Council from these appointments is when Members claim travel expenses for attending meetings. Some of the outside bodies receive partial funding from the Council.

At meeting of the Community Services Overview and Scrutiny Committee on 1 September 2014, the Chairman circulated Members with some information including the Outside Bodies Directory and they were asked to consider how the review would be conducted.

SPECIFIC ISSUES FOR THE COMMITTEE / TASK AND FINISH GROUP TO ADDRESS:

What is the classification of 'outside bodies' and 'other bodies'?

What is the financial contribution made by the Council to outside bodies?

If the representation by Members is not effective, should the representation cease?

INFORMATION GATHERING:

Witnesses to be invited

Name	Organisation/Position	Reason for Inviting
Bob Wyatt <i>Previous representative invited as new representatives was only appointed in June 2014</i>	Representative on Age UK, Berkshire	To discuss their views on the effectiveness of the Council's representation on the outside body
Abdul Loyes	Representative on Woodley Volunteer Centre	To discuss their views on the effectiveness of the Council's representation on the outside body
Ian Pittock <i>Previous representative invited as new representative was only appointed in June 2014</i>	Representative on Mid & West Berkshire Countryside Access Forum	To discuss their views on the effectiveness of the Council's representation on the outside body

Key Documents / Background Data:

Outside Bodies Directory 2014

TIMESCALE: The Committee is required to set a timescale for this review.

Starting:

Ending:

REPORTING ARRANGEMENTS:

Body	Date

Terms of Reference agreed by:

Committee Members involved in the review:

Committee Lead Member:

Executive Member:

This page is intentionally left blank