

The background of the slide features a large, light blue watermark of the Coat of Arms of the City of Edinburgh. The crest includes a crown with four thistles, a shield divided into four quarters (top-left: saltire, top-right: stag's head, bottom-left: ship, bottom-right: eagle), and a motto scroll at the bottom.

Agenda Item 8

Appointment to External Organisations

Falkirk Council

Title: Appointment to External Organisations
Meeting: Falkirk Council
Date: 24 May 2017
Submitted By: Director of Corporate & Housing Services

1. Purpose of Report

- 1.1 The purpose of this report is to advise of those external bodies which have requested Council representation and to invite Council to consider each request.

2. Recommendation

- 2.1 **Council is asked to consider appointing representatives to the external organisations set out in appendix 1.**

3. Background

- 3.1 A number of external organisations invite councillors from the local area or in some cases from across Scotland to assist in their activity as representatives of their Council. These organisations range from national strategic bodies such as the Convention of Scottish Local Authorities (COSLA), to Council funded organisations (monitored under following the public pound), and local community groups. In most cases there is no obligation for Council to make an appointment to an external organisation. However, where there is a benefit to the Council or the area in doing so Council may wish to make an appointment.
- 3.2 Such appointments impact on members' workloads and offer differing levels of value to the Council, and indeed to the organisation itself. Mindful of this a scrutiny panel was established to look at the impact and benefit/disadvantages of appointing.
- 3.3 The panel's recommendations were reported to Council in December 2014. Council agreed the following principles:-
- (1) where there is a strategic benefit to the Council in appointing to a national or regional body (such as COSLA), it would be appropriate to consider making such an appointment. However, each request should be considered on a case by case basis;
 - (2) for those organisations which fall within the Following the Public Pound regime Council does not appoint an elected member to the organisation; and

- (3) where the organisation does not operate at a strategic level and is not funded/part-funded by Council, Council should consider each request on a case by case basis to ensure that an appointment would benefit the Council. Local organisations can, if they have a member in mind, approach the individual member directly. However any appointment made in this way would not be a Council appointment.

3.4 The following organisations have previously had elected member representation and Council is invited to consider appointments to each:-

- COSLA;
- Scottish Enterprise East Regional Advisory Board;
- Falkirk District Arts and Civic Council;
- Falkirk District Twinning Association;
- Stirlingshire Educational Trust;
- University of Stirling Conference;
- Veterans Champion; and
- Scottish Parliament Cross Party Group on Poland.

4. Considerations

Convention of Scottish Local Authorities (COSLA)

4.1 The Council is a member of the Convention of Scottish Local Authorities which is the national voice for local government in Scotland. The main decision making body is the Leaders' Group which meets 8 times a year. Policy and direction is set by the COSLA Convention. Additionally COSLA has created four Boards which will consider national issues and make recommendations to the Convention. These are:-

- Children and Young People;
- Health and Social Care;
- Environment and Economy, and
- Community Wellbeing

4.2 The Boards will each meet six times a year. Each member Council is entitled to appoint a representative to the respective Boards. Substitutes may attend in place of the nominated members. While it is not necessary to appoint named substitutes Council may wish to do so.

4.3 In terms of COSLA's constitution, the Leader of each member Council may sit on the Leader's Group. The Leader will represent the Council on the Leaders' Group and, in the event that he or she is unable to attend, will nominate a substitute.

4.4 The COSLA Convention meets twice a year. It has 133 places for representatives of the 32 Scottish Councils, with 109 reserved to those which are currently members of COSLA. Falkirk Council is allocated 4 places. In terms of COSLA's constitution, the appointments should reflect the political balance of the Council. When applied to a body of 4, the proportionate ratios are:

SNP	1.60
Labour	1.20
Conservative	0.93
Independent	0.26

Scottish Enterprise East Regional Advisory Board

- 4.5 Scottish Enterprise's five Regional Advisory Boards advise on the best way to maximise the contribution of each region to Scotland's economic growth, through:-

- ensuring industry alignment and providing strategic direction, and
- identifying and developing major projects

- 4.6 The board advises and influences Scottish Enterprise's senior management team on:

- Strategy and policy development;
- Industry policy, and
- Business planning and other processes

- 4.7 Council is invited to appoint a member to the East Regional Advisory Board. The Board meets six times a year.

Falkirk District Arts and Civic Council

- 4.8 Falkirk District Arts & Civic Council (FDACC) advocates the arts and civic amenity to Falkirk Council and Falkirk Community Trust, supports member organisations in their projects and is a forum for mutual help and advice.

- 4.9 The group's General Council meets monthly from September to June on a Friday evening and all member organisations are entitled to send a representative to these meetings. In addition there are Executive Committee meetings. The Executive Committee and Office bearers are elected at the Annual General Meeting held in June.

- 4.10 Council is invited to appoint a member to the General Council.

Falkirk District Twinning Association

- 4.11 Falkirk is twinned with Créteil, a large cosmopolitan town lying to the South of Paris. Falkirk District Twinning Association promotes activity with Créteil. The Association meets 4 times per year plus an annual general meeting. In terms of the Association's constitution the Provost is the group's honorary President and there are three further places for elected members. Council is invited to appoint three members to the Falkirk District Twinning Association.

Stirlingshire Educational Trust

- 4.12 The Stirlingshire Educational Trust is a charitable trust which awards educational grants to qualifying students who have been resident in Stirlingshire either currently or in the past for a period of at least 5 consecutive years. Stirlingshire includes the Falkirk and Stirling Council areas. Meetings are held on the first Wednesday of March, June, September and December. There are seven places for members of Falkirk Council.

University of Stirling Conference

- 4.13 The University of Stirling Conference's membership includes the Conveners of Falkirk, Stirling and Clackmannanshire Councils. The Provost is appointed ex-officio. The conference meets once per year and considers an audited statement of accounts and a report from the Principal on the working of the University. However, the conference can also discuss any matters relating to the university to and convey its opinion thereon to the University Court.

Veterans Champion

- 4.14 The Council appointed a Veterans Champion in 2009. The role is to ensure that the interests of the local veterans' community are properly represented, considered and prioritised within the Council and to liaise with armed forces', veterans and service families organisations to discuss matters of concern to the veterans' community in the Council area. The Veterans Champion also sits on the Forth Valley/Central Scotland Armed Forces Champion Group which is chaired by the Medical Director of NHS Forth Valley and has representation from the three Forth Valley Councils along with veterans/service organisations, police, fire and Citizens Advice Bureaux.

Scottish Parliament's Cross Party Working Group on Poland

- 4.15 The Scottish Parliament's Cross Party Group on Poland meets up to four times per year. The Scottish Parliament invited Council representation onto the group as Scotland has an established and growing Polish population and Local Government can play an important role in fostering good relationships with Polish communities. Council made an appointment to this group in December 2016. Council is invited to appoint a member to the group.

5 Training

- 5.1 The scrutiny panel review considered the training made available to Council appointees on external bodies. The panel concluded that there was a clear need for training to be provided, by the organisation, or through the Council, to ensure that its representatives fully understand the nature of the organisation and their role as a Council representative on the body. Consequently training will be arranged for any appointment Council makes.

6. External Organisations - Minutes

The minutes of each of the external organisations to which Council makes an appointment will, where available, be included in the Volume of Minutes which is submitted as part of the agenda for Council meetings.

7. Registration and Declaration of Interests

- 7.1 Sections 4 and 5 of the Code of Conduct for Councillors relate to the Registration and Declaration of Interests.

- 7.2 Section 5 of the Code sets out in detail the rules on declaring interests at Council and Committee meetings. However there is specific guidance for members appointed to certain external bodies – Joint Boards or Committees and boards or management committees of limited liability companies, public bodies, societies and other organisations. It remains a matter for members to decide if their appointment to an external body provides a possible conflict with discussion and decision making at Council and its Committees and declare any interests accordingly.
- 7.3 However, the Code also sets out where dispensations and exclusions from the requirement to declare an interest and withdraw from a meeting may apply. In relation to appointment to outside bodies, para 5.18(2)(i) sets out specific exclusions relating to interests which a councillor may have arising from such an appointment. The Code sets out the definition of these bodies and provides that a member may take part in any discussion and vote on any matter relating to the body in question as long as he or she has registered and declares an interest at all meetings where matters relating to the body are discussed. This exclusion applies to Council appointments to public bodies and to a company established wholly or mainly for the purpose of providing services to the councillor's local authority. This is significant in relation to Falkirk Community Trust. It should be noted, however, that the exclusion does not apply where the matter is of a quasi-judicial or regulatory nature.

8. Consultation

- 8.1 There has been no consultation on this report.

9. Implications

Financial

- 9.1 There are no financial implications arising from the recommendations.

Resources

- 9.2 There are no resource implications arising from the recommendations.

Legal

- 9.3 There are no legal implications arising from the recommendations.

Risk

- 9.4 There is a risk if Council is not represented on national strategic organisations that it may not be able to influence decision makers in regard to national policy, direction or funding.

Equalities

- 9.5 An impact assessment is not required

Sustainability/Environmental Impact

9.6 A sustainability assessment is not required.

10. Conclusions

10.1 Council is requested to appoint elected member representation on a number of external bodies. The report sets out the principles to be followed in considering any such request together with details of those organisations which are seeking representation.

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Appendices

Appendix 1 – Recommended external organisations for member appointment

List of Background Papers:

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973

National or Regional Bodies Where Representation is at a Strategic Level and the Relationship Benefits the Council at a Strategic and/or Political Level		
Body Name	Purpose of Organisation	Number of Appointees
COSLA Leaders Group	National voice for local government in Scotland, responsible for setting policy and direction.	1 – the Leader of the Council
COSLA Convention		4 – subject to political proportionality
COSLA Children & Young People Board		1
COSLA Health & Social Care Board		1
COSLA Environment & Economy Board		1
COSLA Community Wellbeing Board		1
Scottish Enterprise East Regional Advisory Board	Economic Development.	1

Organisations Which Are Not Funded by the Council and Which Operate at the Community or Local Level

Body Name	Purpose of Organisation	Number of Appointees
Falkirk & District Arts and Civic Council	To encourage and stimulate interest in the promotion, understanding, performance and appreciation of the arts and related cultural and civic activities.	Provost (honorary president),
Falkirk District Twinning Association	Develop partnership arrangements between the Falkirk District and Creteil in France.	Provost (ex-officio) and 3 members.
Stirlingshire Educational Trust	Charitable trust awarding educational grants. There is a statutory requirement that Council continues to appoint elected member representatives to this organisation.	7
University of Stirling Conference	Advisors to the University Court.	1 - Provost (ex-officio)
Veterans Champion	To promote awareness of and support for the needs of veterans.	1
Scottish Parliament Cross Party Working Group on Poland	To promote the rights of and foster good relationships with Polish communities.	1