

Falkirk Council – Elected Member Representation on Outside Bodies/Organisations

Key:

AB = Advisory Body
Co = Company Limited by Guarantee
CB = Co-ordinating Body
FN = Forum or Network

JC = Joint Committee
MB = Monitoring Body
P = Partnership
SP = Statutory Partnership

RC = Registered Charity
SJC = Statutory Joint Committee
VO = Voluntary Organisation

Name of Organisation	Representation Requested	Purpose of organisation	Voting rights?	Frequency of meetings	No. of meetings per annum	When meetings held	Function/ duty of elected member representative
Age Concern Falkirk VO	1 elected member	Voluntary organisation managed by a committee of volunteers.	✓	Monthly	8 – 9	3 rd Wednesday in month	<ul style="list-style-type: none"> • Participate fully as a member of the voluntary committee • Act as conduit of information between Council & Age Concern Falkirk • Support fund raising activities • Assist with the review of Age Concern Falkirk's function in the future
Alcohol Support & Counselling VO	1 elected member	To provide a range of services to clients with alcohol and/or drug issues from prevention and education through to rehabilitation.	✓	6 weekly	8	Tuesday evenings	<ul style="list-style-type: none"> • To be a member of the Board of Directors

Argyll, Loch Lomond & Forth Valley (ALLFV) Tourism Partnership P	1 elected member	To identify local issues (tourism related) along with the needs and priorities within the ALLFV region and deliver actions identified to meet the Tourism Framework. Review local alignment and provide feedback on national tourism strategy.	✓	Quarterly	4 - 8	Unknown	<ul style="list-style-type: none"> • Contribute ideas to enhance tourism growth • Review & Challenge partnership priorities based on the regions' "highest commercial imperative". • Champion & drive the delivery of Projects • Report on performance • Contribute to a unified regional tourism voice.
Association for Public Service Excellence (APSE) FN	Up to a max of 10 elected members (one to sit on each Forum and Group)	<p>a. To promote the public provision of high quality local services and to support authorities in their efforts to deliver continuous improvement and to oppose any unreasonable restrictions in achieving such aims.</p> <p>b. To co-ordinate the activities of direct frontline services to exchange information and experience, and to make recommendations to such bodies, with a view to identifying and disseminating best practice.</p> <p>c. To work in partnership with any organisation which shares the aims and philosophies of the Association, Scottish region in the promotion of the future well being of direct frontline services, their employees and the communities who are served by them.</p> <p>d. To monitor present legislation and any changes proposed thereto, to understand the implications, representing members and lobbying government and other bodies as appropriate.</p> <p>The authority is entitled to be represented on each Thematic Forum and each Service Group. Each authority can choose different representatives for each Forum and each Group, or can choose to have the same representative on all, or a mixture.</p> <p>Members appointed as Chairs of each Service Group attract remuneration of £1000 pa</p>	✓	Forums - 2 times annually Groups - 3 times annually Plus AGM for each	2 or 3 + AGM	Calendar sent out in June	Each member to sit on a Forum and/or Service Group (or all groups).

		<p>The 3 Thematic Forums are:</p> <p>Healthy Communities The Environment Community Regeneration</p>	<p>The 7 Service Groups are:</p> <p>Building & Housing Roads & Lighting Parks, Grounds & Street Transport & Mechanical Waste & Recycling Soft FM Sports, Leisure & Culture</p>					
Braveheart Association RC	1 elected member	A voluntary organisation which runs self help support groups for adults with heart problems. Volunteers are recruited and trained to run groups encouraging participants to discuss and implement changes to their lifestyle in a positive manner through sessions on healthy eating, medication, heart health, physical activity, stress and smoking cessation.		✓	6 weekly	9 + AGM	Monday 2pm – 4pm: May 28; Jul 9; Aug 27 (AGM); Oct 8; Nov 26	To help ensure that support and funding provided by the Council are used to the maximum effect in the delivery of Scottish Executive guidelines in primary and secondary health care.
Central Scotland Institute of Sport P	1 elected member	To develop athletes with the potential to succeed on the world stage by supporting their development so they can progress to the Scottish Institute of Sport.		✓	6 monthly	2	June & December	To approve policies and resources to meet the aims of the Central Scotland Institute of Sport.

Central Scotland Racial Equality Council (CSRECL) VO	1 elected member	<p>CSRECL is an autonomous voluntary organisation which works towards a racism-free Central Scotland which gives everyone an equal chance to learn, work and live free from discrimination and prejudice and from the fear of racial harassment and violence</p> <p>CSRECL is opposed to all forms of discrimination and oppression and actively promotes racial justice and equality of opportunity for all. Committed to plan and deliver services in a manner which is transparent, professional, sensitive and values diversity.</p> <p>CSRECL promotes equality of opportunity and good relations between persons of different racial groups without distinction on grounds of colour, race, nationality, ethnic or national origin, gender, marital status, disability, sexual orientation, age and creed.</p>	x	Quarterly	4 + AGM	Tuesday evenings but dates agreed at 1 st meeting after AGM	Support work of CSRECL, advise governing body when necessary and act as a link between CSRECL and Falkirk Council.
Citizens Advice Bureau (Denny & Dunipace) RC	1 elected member	<ol style="list-style-type: none"> 1. General advice agency 2. To ensure individuals do not suffer through lack of knowledge of their rights and responsibilities or of the services available or through an inability to express their needs effectively and equally. 3. To exercise a responsible influence on the development of social policies and services locally and nationally. 	✓	Bi-monthly	6 + AGM	2 nd Wednesday of month	<ul style="list-style-type: none"> • Two way exchange of information and representation of views. • Management Committee members are responsible for ensuring CAB meets the standards of membership scheme and all legal obligations. • Councillor role includes communicating at an executive level to aid better understanding of the CAB role to the community and CAB needs to the service.
Citizens Advice Bureau (Grangemouth & Bo'ness) RC	1 elected from Grangemouth and 1 elected member from Bo'ness	No request for representation has been received from Falkirk Citizens Advice Bureau.	✓	6 weekly	10	Thurs @ 5.30pm	
Cornton Vale Over 21s Visiting Committee SJC	As outlined in paragraph 3 of the report	<ol style="list-style-type: none"> 1. To provide a necessary outside perspective on the life and work of a prison or young offenders institution. 2. Act as an independent observer on behalf of the Scottish Executive to whom it is responsible. If there are matters which are of concern to a committee, it is its duty to report them to the Governor. Where the Governor does not take appropriate remedial action, the committee may bring the matters to the attention of the Scottish Executive. 	✓	6 weekly	9	Alternate between Tues pm & Fri am	Undertaking visits to various parts of the prison, writing a report of the visit for the visit book and attending the Visiting Committee meetings.

Council for Voluntary Sector (CVS) RC	1 elected member	Umbrella and support body for charity & voluntary sector	✓	Bi-monthly	6 + AGM	3 rd Wed in month (evening)	Contribute to developing strategic leadership of the organisation. To act in the best interests of the CVS as a Board member.
East of Scotland European Consortium JC	1 elected member	To represent and promote the interests of member authorities with regard to European policy development and implementation.	✓	Quarterly	4	Jun 25, Oct 8, Dec 10 (in Brussels)	Elected members are the decision making bodies whom comprise the policy board.
Edinburgh Airport Consultative Committee AB	1 elected member	To advise the managing Director of Edinburgh Airport about issues which concern the local communities, travellers and other users of the airport.	✓	Quarterly	4	2 nd Monday of month	Attendance at meetings to represent the Council and the wider community.
Falkirk Enterprise Action Trust (FEAT) Co	1 elected member	To assist people in the Falkirk Council area to start up, develop and grow businesses contributing to the economic performance of the area.	✓	Quarterly	4	Unknown	Member of Board of Trustees
Falkirk Environment Trust (FET) RC & Co	1 elected member	To distribute landfill tax monies and other sources of funding in the Falkirk Council area.	✓	6 weekly	6-8	Unknown	Attendance at meetings to represent the Council and the wider community.

Falkirk Sports Council VO	2 elected members	a) To promote interest and participation in sport in the Falkirk Council area; b) Encourage work of various sports clubs and organisations in Falkirk area both generally and in relation to specific projects; c) To examine the available sports facilities in the Falkirk area as against current and anticipated needs and to make recommendations to Falkirk Council and any other appropriate body; d) To promote or support competitions, championships and social events as considered desirable; e) To assist local sports clubs and organisations and individuals, by arranging courses and displays, for the improving of personal performance and for the training of leaders, coaches, referees and judges; f) To assist in the formation of sports clubs where none exists, or where existing clubs are unable to fulfil current needs; g) To encourage, with the assistance of the Education Authorities, schools pupils and school leavers to take up sporting activities; h) To receive reports and recommendations from local sports clubs and organisations on all matters concerning sport and to take appropriate action thereon; i) To publish and distribute, as considered desirable, up to date information on local sports clubs, organisations, activities and facilities; j) To foster in the field of amateur sport, the twinning links between the Council and twin towns; and; k) To further the foregoing objects by organising such activities and taking such other actions as the Sports Council may deem appropriate.	✓	Monthly	9	3 rd Monday in month	Inform Sports Council Members of Falkirk Council's plans for sports and facilities. Also, to take communication and information back to Falkirk Council.
Falkirk & District Arts & Civic Council VO	Provost (Honorary President) and 2 elected members	To encourage and stimulate interest in the promotion, understanding, performance and appreciation of the arts and related cultural and civic activities within the Falkirk Council area.	✓	Monthly (Sept – June only except May)	9	3 rd Friday in Month	<ul style="list-style-type: none"> • To represent Falkirk & District Arts & Civic Council views to the Council • To share Council Policy with the Falkirk & District Arts & Civic Council • Work with the other members to achieve the Falkirk & District Arts & Civic Council aims and objectives.

Falkirk & District Community Safety Panel VO	1 elected member	To reduce the potential for crime/fear of crime in the area.	✓	6 weekly	3	Every 6 th Tuesday	Input on policy development and take back information to inform Council policy.
Falkirk & District Town Centre Management LTD Co	1 elected member	Management of the town centres in the Falkirk Area (Falkirk, Grangemouth, Bo'ness, Denny and Stenhousemuir).	x	Quarterly	4 + AGM	Last Friday in Jan, Apr, Jul & Oct	Official liaison between the board of Directors and Falkirk Council.
Falkirk & District Twinning Assoc. CB	Provost (ex-officio) and 2 elected members	To promote twinning links and cultural exchanges with Creteil, France.	✓	Approx quarterly	4-5	Unknown	To advise assoc. with regards to the Council's position on twinning arrangements.
Falkirk Temperance Trust RC	3 elected members	Supporting organisations operating in Falkirk that deal with alcohol and substance abuse.	✓	As required	n/a	n/a	To serve as a trustee of the Trust
Forth Valley Economic Forum FN	1 elected member	Economic Development	x	Every 2-3 months	Max 5	May 29, Sept 11, Nov 6	Participate in discussions regarding economic development and strategic issues pertaining to the Forth Valley Area.

Forth Valley Joint Member Officer Group - Scottish Environment Protection Agency (SEPA) JC	2 elected members	To gain agreement on strategic waste management decisions within the Forth Valley.	✓	Quarterly	4	Unknown	To sit on the Joint Member Officer Group
Forth Valley NHS Board JC	1 elected member	To ensure the continuing improvement in the health of the population of Forth Valley and to develop effective, integrated services to meet the needs of individuals and to provide reassurance that resources are utilised effectively and efficiently and targeted at the areas of greatest need. This position attracts remuneration of £7620 from FVNHS and the Council's appointment requires to be approved by Scottish Ministers.	✓	Bi-monthly	6	Last Tuesday of month	To be a Board Member and to attend up to 12 Board Seminars annually.
Forth Valley NHS Community Health Partnership JC	2 elected members	To scrutinise the process of enhancing health and improving health and related services across health, local authorities, voluntary organisations and communities. A key role in making local policy decisions, influencing national priorities and identifying opportunities for further integration of healthcare & partnership services.	✓	Bi-monthly	6	June 26, Aug 21, Oct 30, Dec 18.	Participate as member of Community Health Partnership Committee. Members appointed will require to undergo training based on competencies set out in the Partnership's terms of reference.
Highland Reserve Forces' And Cadets' Assoc. CB	1 elected member	Representing the reserve forces and the 3 service cadet organisations (Sea, Army and Navy) in the area north of the Forth/Clyde line. Provides accommodation, support to recruiting, support to employers of reservists and support to cadets and wider youth initiatives.	✓	3	3	2 x May (1 evening + 1 all day) 1 x Oct (evening)	To inform the Association about local issues that affect the organisation and bring back to the Council issues which may be relevant.
Joint Children's Panel Advisory Committee (JCPAC) SJC	1 elected member	To monitor the work of Falkirk, Stirling and Clackmannanshire Children's Panels. To lead on recruitment of new Panel Members and to stay aware of changes to the Children's Panel system. Elected Members <u>MUST</u> complete statutory training. Membership of this committee is also a childcare position under the Protection of Children (Scotland) Act 2003. Consequently, disclosure checking will be required.	✓	Approx. bi-monthly	5	June 18 (Alloa), Aug 20 (Falkirk), Nov 5 (Stirling) @ 2pm	To take a full part in JCPAC meetings, to participate in the recruitment of new panel members, to become involved in any sub-committees established and to represent the JCPAC when necessary.

Linked Work & Training Trust Co	1 elected member	To deliver a programme of education and work based learning to degree level.	✓	Bi-monthly	6	Last Friday bi-monthly	<ul style="list-style-type: none"> • Vice-Chairperson. • Attend meetings. • Responsibility in terms of company law and members have delegated power to the board to take management decisions.
Local Authority Fairtrade Forum FN	1 elected member	To take forward Fairtrade Nation status and share information and best practice on Fairtrade issues to feed into the Fairtrade Forum.	✓	Annually or bi annually	1 or 2	Not yet known	Help share experiences in taking forward the Fairtrade Nation Local Government Agenda.
National Association of Councillors FN Annual subscription £672	A maximum of 3 elected members to sit on the UK National Management Committee and a maximum of 3 elected members to sit on the Scottish Regional Committee.	<ul style="list-style-type: none"> • To facilitate the coming together of members on a regular basis • To extend and strengthen the links between all local authorities and to enhance friendship and co-operation • To address and understand matters of common and mutual interest • To promote civic leadership and political dialogue • To promote equality of opportunity, combat discrimination and embrace diversity in both the work of the Association and its membership • To provide a forum for councillors to research, discuss and progress political issues and a means whereby joint views may be formulated and expressed. • To provide for the training and education of members on national issues • To co-operate with and promote goodwill with members' organisations in the members states of the EU • To maintain and develop the association on a structured basis • To provide information on the Association to members, to ensure that members are afforded the opportunity to contribute to the Association's activities and to the development of policies which represent consensus as far as possible • To promote the policies of the Association by providing information to local authorities, bodies representing members of local authorities, the public, the media and outside organisations. 	✓	Quarterly	4 + AGM	Varies.	To attend association meetings on a national and Scottish level.

		<ul style="list-style-type: none"> To develop relations with other organisations and bodies, as appropriate To promote the status of elected members and to put forward the case for adequate remuneration (including pension rights) 					
Order of Malta Dial – a – Journey LTD and Shopmobility Ltd Co	1 elected member to serve on both bodies	<p>Order of Malta deals with the provision of wheelchair accessible transport for disabled people.</p> <p>Shopmobility lends electric wheelchairs etc for disabled shoppers in Town Centres.</p> <p>The appointment to Shopmobility will be short term as the organisation will be dissolved later in 2007 and integrated with Order of Malta.</p>	✓	Bi - monthly	6	Last Tuesday every 2 nd month	To be a director of the companies and attend meetings of the Boards as required.
Paragon Housing Association LTD Co	1 elected member	<ol style="list-style-type: none"> Registered social landlord Provision of social rented housing 	✓	Monthly	10-12	PM on 3 rd Wed. each month	Responsibility of Registered Social Landlord committee member in accordance with statutory and regulatory provisions.
Scottish Accident Prevention Council CB	3 elected members	<p>Co-ordinates and stimulates the work of Accident Prevention across Scotland.</p> <p>1 member to sit on each of the Council's standing Committees:-</p> <ul style="list-style-type: none"> Home Safety Road Safety Water & Leisure Safety 	✓	Quarterly	5	<p>1st Wed of month</p> <p>AGM on 3 October 2007</p> <p>Annual Conference – Airth Castle, 3/4 September 2007</p>	Attend and participate in meetings and activities.
Scottish Enterprise Forth Valley CB	1 elected member	Economic development in Forth Valley	✓	Bi-monthly	6	4 th Mon. in Jan, March, May, Jun, Sep & Nov	Act as Board Member and probably member of one or more sub-committees.
Scottish Joint Council (COSLA) Annual subscription £22,510	1 elected member	To negotiate salary and terms & conditions of employment with the Trades Unions representing SJC staff on behalf of Scottish Local Authorities.	✓	Quarterly	4 - 6	Unknown	<ul style="list-style-type: none"> Represent Falkirk on the employers side of the SJC. Serve as an employers' representative on SJC working groups, appeals panels as required.

Scottish Liaison Group on Radioactive Waste Management FN	1 elected member	<ul style="list-style-type: none"> • provide a mechanism to identify a common, Scottish local authority viewpoint on radioactive waste management issues • act as an interface with the Scottish Executive, Scottish Parliament and regulatory bodies as they consult on radioactive waste management and clean-up policy and practice; and • influence national policy on radioactive waste management in the interests of the communities affected 	✓	This is a new group and has not yet met. It is proposed that a steering group will be created following the establishment of its membership to determine meeting frequency.			To attend Liaison Group meetings.
Scottish Local Government Forum Against Poverty FN Annual subscription £1430	1 elected member and 1 named substitute elected member	<ul style="list-style-type: none"> • Campaigning and lobbying for action • Providing Councils with a common voice • Influencing local, national and European Union Policy • Promoting initiatives to alleviate poverty/social exclusion • Sharing information on 'best practice' • Co-operating on joint projects and commissioning research • Working with other organisations on issues of common concern • Liaising and engaging in the processes developed by the Scottish Parliament and its committees in relation to relevant policy • Further consolidating relations with relevant Westminster Select Committees and All Party Parliamentary Groups 	✓	Six weekly	8 +	A minimum of 8 annually AGM 31 August 2007 (provisional date)	The Forum is a network of Scottish local authority elected members who annually elect a committee which is responsible for the development of policy and priority issues for the Forum. Executive Committee meets as required.
Scottish Museums Council RC & Co	1 elected member	Lead strategic body for museums and galleries in Scotland.	✓	Annual (AGM)	1	Nov.	Represent the interests of Falkirk Council in issues relating to museums and galleries.
Scottish National Federation for the Welfare of the Blind RC	1 elected member	To promote the well being, education and employment of blind and partially sighted people in conjunction with various affiliated bodies.	✓	Bi-monthly	5	1 st Thurs. of month	Member of Executive Committee of Federation and would participate in discussion and assist in formulating policy.

Scottish Railway Preservation Society RC & Co	1 elected member	The advancement of railway heritage through the creation of a nationally significant museum of Scottish Railways and the operation of the Bo'ness & Kinneil Railway as a visitor attraction.	✓	Approx. 6 weekly	1 - 4	Friday evenings	<ul style="list-style-type: none"> To serve as a trustee of the Society. To play a full role in establishing the Society's strategic direction and ensuring alignment of the Society's objectives with those of Falkirk Council. To provide complete transparency to Falkirk Council in all matters relating to the use of funds provided by grants and the Service Level Agreement.
Scottish Schools Equipment Research Centre (SSERC) Co	1 elected member	A not-for-profit research centre and advisory body providing technical support to schools and colleges in Scotland. The affairs of the Centre are governed by SSERC LTD, a company limited guarantee, which is also a registered charity.	✓	4-5 annually	Min. 3	Variable	To be a corporate member of SSERC LTD.
South East of Scotland Transport Partnership (SESTran) SP	2 named substitute elected members	Regional Transport Partnership Authority N.B. Council appointed Councillors C Martin and Lemetti as its representatives at the statutory meeting.	✓	Monthly	12	Fri.	Member of statutory transport body
Standing Conference of Local Government in the Forth Estuary MB	2 elected members	To co-ordinate monitoring of radioactivity and similar effects in the Forth Estuary.	✓	Annually	1	Not known	Represent the local authority's interests.
Stirlingshire Educational Trust RC	7 elected members	Charitable trust awarding educational grants.	✓	Quarterly	4	Jun 6, Sept 5, Dec 5, Nov, Mar 3 2008	To act as a trustee in running a charitable trust

University of Stirling Conference MB	Provost plus 1 elected member	Higher education	✓	Annual	1	March	To attend and hear a report on the work of the University over previous year and comment as appropriate.
WESLO Housing Management Co	1 elected member	Provide affordable, good quality rented housing. To exercise local control over housing stock to enable tenants to have a greater say in policies affecting their housing and environment.	✓	6 weekly	8	9 May, 13 June, 1 August, 12 Sept, 24 Oct, 5 Dec.	General representation of Falkirk Council on governing body of WESLO.
Workers' Educational Association (WEA) RC & Co	1 elected member	A national, democratic adult education provider which produces community and work place based adult learning.	x	6 monthly	2	Sat.	To be a key contact for the WEA and to provide information to the WEA to ensure WEA services complement council strategies.