



TO EACH MEMBER OF THE COUNCIL

19 May 2015

Dear Councillor

COUNCIL - Thursday 21 May 2015

Further to the Agenda and papers for the above meeting, previously circulated, please find attached the following:-

10. Appointment of Members to Committees

The report outlines the requirements for appointments to committees and other Council bodies, including political proportionality.

(Attached at pages 3 to 28)

11. Composition of the Executive and Scheme of Delegation of Executive Functions

The Leader of the Council to report regarding the composition and responsibilities of the Executive for the coming year and to agree the scheme of delegation as set out at parts E2 and H3 of the Constitution.

(Attached at pages 29 – 36)

12. Appointments to the Police and Crime Panel and the Bedfordshire Fire and Rescue Service 2015

To appoint the Members to the Police and Crime Panel and the Bedfordshire Fire and Rescue Service 2015.

(Attached at pages 37 – 44)

13. Appointment of Employer Representative to Pension Fund Board

To appoint the employer representative to the Pension Fund Board.

(Attached at pages 45 – 48)

14. Appointments to Outside Bodies

In accordance with Part B5 2.2.2.14 in the Council Procedure Rules to make appointments to outside bodies.

(Attached at pages 49 – 66)

Should you have any queries regarding the above please contact Committee Services on Tel: 0300 300 5257.

Yours sincerely

Sandra Hobbs,
Committee Services Officer
email: sandra.hobbs@centralbedfordshire.gov.uk

Central Bedfordshire Council

Annual meeting of Council

21 May 2015

Appointment of Members, Chairmen and Vice-Chairmen to Committees and other Council Bodies 2015/16

Advising Officers:

Deb Broadbent-Clarke, Director of Improvement and Corporate Services

(deb.broadbent-clarke@centralbedfordshire.gov.uk)

Melanie Clay, Monitoring Officer (melanie.clay@centralbedfordshire.gov.uk)

Mel Peaston, Committee Services Manager

(mel.peaston@centralbedfordshire.gov.uk)

Purpose of this report

1. The report outlines the requirements for appointments to committees and other Council bodies, including political proportionality. Nominations from Group Leaders will be circulated separately.

RECOMMENDATIONS

Council is asked to:

1. **confirm for the municipal year 2015/16:**
 - (a) **the structure, size and terms of reference of the committees, sub-committees and joint committees set out in sections D1, E2 and J2 of the Council's constitution; and**
 - (b) **the allocation of seats and substitutes to these and other bodies, as listed in Appendix A to this report, in accordance with the political balance rules where they apply.**
2. **that the appointment of individual Members and substitutes to committees and other bodies be approved in accordance with nominations to be submitted by the political groups (Appendix B);**

3. **that the appointment of at least 1 member of the Council to the Central Bedfordshire Health and Wellbeing Board, nominated by the Leader, be approved (Appendix C);**
4. **that the appointment of Chairmen and Vice-Chairmen of committees for the municipal year 2015/16 be approved in accordance with nominations to be submitted by the political group leaders (Appendix D);**
5. **to note that that the following persons have been appointed to the Children's Services Overview and Scrutiny Committee as co-opted members with voting rights on education matters for the period May 2015 to the AGM in May 2019:**
 - (a) **Frances Image, Roman Catholic Diocesan representative**
 - (b) **David Morton, Church of England Diocesan representative**
 - (c) **Stephen Court, School Parent Governor representative**
 - (d) **Gillian Deans, School Parent Governor representative**
 - (e) **Emily Rowlands, School Parent Governor representative**

Overview and Scrutiny Comments/Recommendations

2. Making the appointments is the responsibility of the full Council and does not fall within the remit of the overview and scrutiny process.

Principles of proportionality

3. The principles set out in the Local Government and Housing Act 1989, in relation to bodies that are required to be proportional, are:
 - a. that not all the seats on the body may be allocated to the same political group
 - b. that the majority of seats be allocated to the majority group (see Note below)
 - c. that subject to (a) and (b) above, the **total number of seats** on all "ordinary" committees must be proportional to the overall balance of political groups on the Council;

- d. that subject to (a), (b) and (c) above, the allocation of seats on **individual bodies** should also reflect the overall balance of political groups on the Council.
4. **Note:** Seats reserved for education co-opted members (see paragraphs **20-21** below) are to be taken into account for the purpose of determining how many seats constitute a majority.
5. In the context of the Act, the term 'ordinary' committees includes only committees that have delegated powers to discharge the Council's statutory functions, and does not include informal bodies that are not committees.
6. A 'political group' is constituted when two or more Members sign a written notice, delivered to the Proper Officer, declaring their wish to be treated as a political group and giving the name of the group and of the group's leader.
7. Where there are Members who do not belong to any political group, a proportionate number of the available seats will not be allocated to any political group; and the Council is required to appoint to those seats from among the Members who do not belong to any political group, according to its discretion. Thus a single independent Member cannot constitute a political group but should be taken into account for the purpose of the overall allocation of available seats.

Appointment of Councillors to Committees, etc

8. It is necessary to appoint Members to serve on the various committees, joint committees and other Member forums listed in **Appendix A** for the municipal year 2015/16. Also shown are the legal and/or constitutional requirements relating to each committee, etc., including the agreed constitutional requirements for some joint bodies
9. **Appendix A** shows the calculations for each of the 'ordinary' committees, joint committees and other Council bodies where the political balance rules apply, as listed under section 'A. Proportional Bodies'.

10. These calculations are based on the overall balance of political groups on the Council which is as follows:

	Conservative	Independent	Labour	Liberal Democrat	Total
no + % of Cllrs	53 89.83	3 5.08	2 3.39	1 1.69	59 100
allocation of all proportional seats	72.76	4.12	2.75	1.37	80

11. Applying a simple proportional basis to each proportional body individually (without reference to overall balance) would produce an allocation of seats on each body as set out below.

No of seats	Conservative	Independent Group	Labour	Liberal Democrat
20	18	1	1	0
19	17	1	1	0
18	16	1	1	0
17	15	1	1	0
16	14	1	1	0
15	14	1	0	0
14	13	1	0	0
13	12	1	0	0
12	11	1	0	0
11	10	1	0	0
10	9	1	0	0
9	8	1	0	0
8	7	1	0	0
7	6	1	0	0
6	6	0	0	0
5	5	0	0	0
4	4	0	0	0

12. **Appendix A** shows how individual committee memberships could be constituted on this basis. Group leaders have met to discuss this and the proposed membership is set out at **Appendix B**.
13. The number of substitutes is shown in brackets, where they may be appointed. Under the constitution, these will be half the number of seats that each political group holds on the particular committee, being a minimum of one and rounded up in the case of odd numbers. Each independent Member not belonging to a political group within

the Council is entitled to nominate a substitute to attend in his/her place.

14. Non-proportionate bodies are listed in Section B of **Appendix A**.
15. The Appointments Panel, from which individual Appointments Sub-Committees will be selected, will need to be appointed at a special meeting of the General Purposes Committee following the Council meeting. Each Sub-Committee will appoint its own Chairman for the meeting.
16. The Health and Wellbeing Board, a statutory Committee of the Council from April 2013, must, under S194 of the Health and Social Care Act 2012, include at least one member of the Council nominated by the Leader and appointed by the Council, plus certain Council officers with particular statutory responsibilities, a representative of the Local Healthwatch organisation and a representative of each relevant clinical commissioning group. The Council may also appoint such other persons as it thinks appropriate. The recommended nominations by the Leader are set out in **Appendix C**.
17. There is a separate report on the agenda on the appointment of the Executive, which is not required to be proportionate, by the Leader of the Council.

Appointment of Chairmen and Vice-Chairmen

18. The Council is also requested to appoint Chairmen and Vice-Chairmen of the Council's 'ordinary' committees, nominations for which are submitted in **Appendix D**. The nomination for the Health and Wellbeing Board is also included in **Appendix D**. In the event of more than one nomination being received for the chairmanship or vice-chairmanship of a committee, each nomination in respect of that office will need to be put to the vote. The Vice-Chairman of the Health and Wellbeing Board shall be appointed by the Board at its first meeting in 2015/16, on 1 July 2015.

Appointment of Co-opted Members for Education Matters

19. The Local Government Act and Regulations made under it require certain representatives to be co-opted onto any overview and scrutiny committee whose functions relate wholly or partly to any education functions which are the responsibility of the authority's Executive. That committee is the Children's Services Overview and Scrutiny Committee. The co-opted members have a vote on education matters only.

20. The statutory co-optees are:
 - a. between two and five parent governor representatives who must be appointed following an election among parent governors of schools maintained by the local education authority and may serve for up to four years; the Central Bedfordshire constitution requires three such parent governors; and
 - b. two church representatives, to be nominated respectively by the Church of England Diocesan Board and the Roman Catholic Diocesan Bishop for the area.
21. At its meeting on 14 April 2011, Council determined that the period of appointment should be for a 4-year term in line with the 4-year term of the Council, starting at the beginning of the term of the newly-elected Council in 2011 and ending at the Council's AGM in 2015. Where vacancies have arisen, replacement appointments have been made for the remaining period of the term.

Council Priorities

22. The appointment of members to Committees enables the Council's priorities to be addressed through the decision making processes.

Legal Implications

23. The appointment of elected Members must comply with the proportionality requirements in sections 15 and 16 of the Local Government and Housing Act 1989.
24. The appointment of co-opted members to the Children's Services Overview and Scrutiny Committee must comply with paragraphs 7 and 9, Schedule 1 of the Local Government Act 2000 and The Parent Governor Representatives (England) Regulations 2001 (S.I. 2001/478).

Financial Implications

25. There are no financial implications.

Equalities Implications

26. There are no equalities implications in making the appointments to the committees.

Conclusion and next Steps

27. Further to the membership of committees being set, meetings will take place in accordance with the Calendar of Meetings 2015/16, agreed by Council on 29 January 2015.

Appendices

Appendix A – Member Appointments required by Annual meeting of Council

Appendix B – Nominations for Membership of Committees, etc. 2015/16

Appendix C – Nominations from the Leader of the Council for Councillors to be members of the Health and Wellbeing Board in 2015/16

Appendix D – Nominations for Chairmanship and Vice-Chairmanship of Committees 2015/16

Background Papers

28. The following background papers, not previously available to the public, were taken into account and are available on the Council's website:

None

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Appendix A

MEMBER APPOINTMENTS REQUIRED BY ANNUAL COUNCIL ON 21 May 2015

Committee, Sub-Committee, Panel, etc.	Total No. of Councillors (substitutes in brackets)	Conservative 53	Independent 3	Labour 2	Liberal Democrat 1	
A. PROPORTIONATE BODIES						
A1. 'Ordinary' Committees (proportionate)						
Corporate Resources OSC	9 (5)	8 (4)	0	1(1)	0	
Children's Services OSC	10 (6)	9 (5)	0	1(1)	0	
Social Care, Health & Housing OSC	9 (5)	8(4)	0		1(1)	
Sustainable Communities OSC	9 (5)	8(4)	1(1)	0	0	
Audit	7 (4)	6 (3)	1(1)	0	0	
Development Management	13 (7)	12(6)	1(1)	0	0	
General Purposes	12 (7)	11(6)	1(1)	0	0	
Licensing	12 (7)	10(5)	1(1)	1(1)	0	
Total	81					
<p>Notes:</p> <ol style="list-style-type: none"> 1. Overview and Scrutiny Committees (OSCs) must not include in their membership (a) any Executive Members; or (b) any Deputy Executive Members if the particular OSC's terms of reference cover any portfolio with which he/she assists. 2. Unless the Council were to decide otherwise, with no Member voting against, the Conservative group will require a majority of all the seats, including co-opted member seats, on the Children's 						

Services Overview and Scrutiny Committee.

3. The Audit Committee membership **may not** include (a) any Executive Member; or (b) any Deputy Executive Member, or (c) any member of the Corporate Resources OSC.

4. The General Purposes Committee **must** include at least three Executive Members.

A2. Joint Committee (proportionate but not part of the overall seat allocation)

		Cons	Ind	Lab	LD	
Wixams Joint Development Control	9 (6)	8 (4)	1 (1)	1 (1)	0	

Note: Appointments to the Wixams Joint Development Control Committee are, as far as practicable, to reflect political balance within the Council.

A3. Other Council Bodies (proportionate but not part of the overall seat allocation)						
	Total seats	Conservative	Independent	Labour	Lib Dem	
Appeals Panel (see note 1)	9 (5)	8(4)	0	1(1)	0	
Appointments Panel (appointed by General Purposes Committee) (see note 2)	5 (3)	5(3)	0	0	0	
Corporate Parenting Panel (see note 3)	8 (5)	7(4)	0	0	1(1)	
Standing Advisory Council for Religious Education (SACRE) (see note 5)	5 (3)	5(3)	0	0	0	

Notes:

1. Members of the Appeals Panel will be appointed as required to individual Appeals Committees, each comprising 3-5 councillors appointed in accordance with political balance.
2. In addition all Executive Members are on the Appointments Panel to enable the relevant Executive Member to attend an Appointments Sub-Committee. The Panel forms the body from which members will be drawn to form individual Appointments Sub-Committees. A Sub-Committee will be composed of 3 – 5 Members (normally 2 – 4 Conservative and 1 Independent, including at least 1 Executive Member). Members will be appointed to a Sub-Committee by the Monitoring Officer.
3. The membership of the Corporate Parenting Panel **must** include the Executive Member for Children’s Services, a Deputy Executive Member for Children’s Services **and** a member of the Social Care, Health and Housing Overview and Scrutiny Committee.
4. Members appointed to the Standing Advisory Council for Religious Education (SACRE) should have an interest in collective worship and religious education, as required by its constitution.

B. NON-PROPORTIONATE BODIES

B1. Other Committees and Sub-Committees (non-proportionate)

Executive	3-10 (0)	
Health and Wellbeing Board	At least 1 member of the Council (see note 2)	

Notes:

1. The Executive does not have to comply with political balance rules. It will comprise the Leader of the Council and other Members appointed by the Leader.
2. The Council is required to appoint at least 1 member of the Council to the Health and Wellbeing Board, on the nomination of the Leader. Under s194 of the Health and Social Care Act 2012, certain officers with statutory responsibilities are also ex officio members of the Board, plus a representative of the Local HealthWatch organisation, a representative of each clinical commissioning group, and such other persons as the local authority thinks appropriate. (Please see separate report)

B2. Joint Committees (non-proportionate)		
Dunstable Joint Committee (see Note 1)	5 (0)	
Houghton Regis Town Centre Management (see Note 2)	4 (0)	
Leighton-Linslade Partnership Committee (see Note 3)	5 (0)	
Biggleswade Joint Committee (see Note 4)	4 (2)	
South East Midlands Local Transport Board	1(1)	

Notes:

1. Dunstable Joint Committee (TCMC) **must** comprise **5 elected representatives of wards in Dunstable**. Under the regulations for joint committees whose role covers less than two-fifths of the Council's total area or population, political balance rules do not apply. (The DJC currently comprises 5 Conservatives)
2. Houghton Regis Partnership Committee members **must** be members of a Houghton Regis ward. Likewise, political balance rules do not apply.
3. Leighton-Linslade Partnership Committee members **must** be (a) Executive Members or (b) members for a Leighton-Linslade ward. Likewise, political balance rules do not apply. (The LLPC currently comprises 5 Conservatives.)
4. Biggleswade Joint Committee **must** be (a) members for a Biggleswade ward or (b) Executive Members. The named substitutes **must be** Executive members. Likewise, political balance rules do not apply. (The Biggleswade Joint Committee currently comprises 4 Conservatives and 2 Conservative substitutes.)
5. South East Midlands Local Transport Board comprises 1 member plus 1 substitute member of each of the following councils: Central Bedfordshire Council, Milton Keynes Council, Luton Borough Council and Bedford Borough Council. (These are currently the Executive Member for Sustainable Communities, Strategic Planning and Economic Development, the substitute being the Deputy Executive Member for Sustainable Communities, Strategic Planning and Economic Development.

B3. Other Panels and Informal Bodies requiring Council Appointments (non-proportionate)

Joint Adoption Panel	1 (0)	
Fostering Panel	1 (0)	
Fostering Permanence Panel	1 (0)	

B.4 Other Committees & Sub-Committees to be appointed ad hoc as required (for information only)

Joint Health Overview and Scrutiny Committees are to be appointed by the Monitoring Officer as required from the membership of the Health and Social Care Overview and Scrutiny Committee, in consultation with the Chairman and the Vice-Chairman of that Committee. Appointments are subject to (a) the political balance rules if more than 2 members are appointed; and (b) subsequent report to Council for information in any event.

B5. Other Bodies (for information only)

The Executive Member for Children's Services by reason of their office serves on the following bodies:

- Admissions Forum
- Schools Forum (non-voting)
- Children's Trust Board
- Local Safeguarding Children Board
- Corporate Parenting Panel.

Appendix B

NOMINATIONS FOR MEMBERSHIP OF COMMITTEES 2015/16

PROPORTIONAL BODIES	
A1. 'Ordinary' Committees	Councillors
<p>Corporate Resources Overview & Scrutiny Committee (9 members + 5 substitutes)</p>	<p>Cllr Fiona Chapman (C) Cllr John Chatterley (C) Cllr Paul Duckett (C) Cllr Ken Ferguson (C) Cllr Roy Johnstone (C) Cllr John Kane (C) Cllr David McVicar (C) Cllr Tony Swain (L) Cllr Nigel Warrant (C)</p> <p>Substitutes Cllr Angela Barker (C) Cllr Charles Gomm (C) Cllr Antonia Ryan (L) Cllr Ben Walker (C) Cllr Tim Woodward (C)</p>
<p>Children's Services Overview & Scrutiny Committee (10 members + 6 substitutes)</p>	<p>Cllr Angela Barker (C) Cllr Paul Duckett (C) Cllr Ken Ferguson (C) Cllr Jeannette Freeman (C) Cllr Peter Hollick (C) Cllr David McVicar (C) Cllr Antonia Ryan (L) Cllr Tracey Stock (C) Cllr Gary Tubb (C) Cllr Ben Walker (C)</p> <p>Substitutes Cllr David Bowater (C) Cllr John Chatterley (C) Cllr Brian Saunders (C) Cllr David Shelvey (C) Cllr Peter Smith (C) Cllr Tony Swain (L)</p>

<p>Social Care, Health & Housing Overview & Scrutiny Committee (9 members + 5 substitutes)</p>	<p>Cllr Norman Costin (C) Cllr Paul Downing (C) Cllr Paul Duckett (C) Cllr Eugene Ghent (C) Cllr Susan Goodchild (LD) Cllr Charles Gomm (C) Cllr Doreen Gurney (C) Cllr Peter Hollick (C) Cllr Gordon Perham (C)</p> <p>Substitutes Cllr Angela Barker (C) Cllr Ken Ferguson (C) Cllr Alison Graham (I) (for Cllr Goodchild) Cllr Brian Saunders (C) Cllr Tracey Stock (C)</p>
<p>Sustainable Communities Overview & Scrutiny Committee (9 members + 5 substitutes)</p>	<p>Cllr David Bowater (C) Cllr Frank Firth (C) Cllr Charles Gomm (C) Cllr Alison Graham (I) Cllr John Kane (C) Cllr Ken Matthews (C) Cllr David McVicar (C) Cllr Robert Morris (C) Cllr Brian Saunders (C)</p> <p>Substitutes Cllr Peter Hollick (C) Cllr Roy Johnstone (C) Cllr Tom Nicols (C) Cllr David Shelvey (C) Cllr Ian Shingler (I)</p>
<p>Audit (7 members + 4 substitutes)</p>	<p>Cllr Mike Blair (C) Cllr David Bowater (C) Cllr Paul Downing (C) Cllr David Lawrence (C) Cllr Robert Morris (C) Cllr David Shelvey (C) Cllr Adam Zerny (I)</p> <p>Substitutes Cllr Norman Costin (C) Cllr Frank Firth (C) Cllr Alison Graham (I) Cllr Jane Lawrence (C)</p>

<p>Development Management Committee (13 members + 7 substitutes)</p>	<p>Cllr Ray Berry (C) Cllr Mike Blair (C) Cllr Tony Brown (C) Cllr Sue Clark (C) Cllr Kevin Collins (C) Cllr Steven Dixon (C) Cllr Eugene Ghent (C) Cllr Ken Janes (C) Cllr Roy Johnstone (C) Cllr Ken Matthews (C) Cllr Tom Nicols (C) Cllr Ian Shingler (I) Cllr Nigel Young (C)</p> <p>Substitutes Cllr David Bowater (C) Cllr Fiona Chapman (C) Cllr Ian Dalgarno (C) Cllr Alison Graham (I) Cllr Caroline Maudlin (C) Cllr Peter Smith (C) Cllr Brian Spurr (C)</p>
<p>General Purposes (12 members + 7 substitutes)</p>	<p>Cllr Lewis Birt (C) Cllr Fiona Chapman (C) Cllr Peter Hollick (C) Cllr James Jamieson (C) Cllr Maurice Jones (C) Cllr Jane Lawrence (C) Cllr Ken Matthews (C) Cllr Gordon Perham (C) Cllr Mark Versallion (C) Cllr Nigel Warren (C) Cllr Budge Wells (C) Cllr Adam Zerny (I)</p> <p>Substitutes Cllr David Bowater (C) Cllr Norman Costin (C) Cllr Alison Graham (I) Cllr David Lawrence (C) Cllr Brian Saunders (C) Cllr Tracey Stock (C) Cllr Nigel Young (C)</p>

<p>Licensing (12 members + 7 substitutes)</p>	<p>Cllr Angela Barker (C) Cllr John Chatterley (C) Cllr Kevin Collins (C) Cllr Amanda Dodwell (C) Cllr Frank Firth (C) Cllr Ken Janes (C) Cllr Tom Nicols (C) Cllr Ian Shingler (I) Cllr Peter Smith (C) Cllr Tony Swain (L) Cllr Nigel Warren (C) Cllr Richard Wenham (C)</p> <p>Substitutes Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Steven Dixon (C) Cllr Paul Downing (C) Cllr Antonia Ryan (L) Cllr Tracey Stock (C) Cllr Adam Zerny (I)</p>
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A2. Joint Committee	Councillors
<p>Wixams Joint Development Control (9 members + 6 substitutes)</p>	<p>Cllr Angela Barker (C) Cllr Mike Blair (C) Cllr Fiona Chapman (C) Cllr Sue Clark (C) Cllr Paul Downing (C) Cllr James Jamieson (C) Cllr Ken Matthews (C) Cllr Ian Shingler (I) Cllr Nigel Young (C)</p>

A3. Other Council Bodies	Councillors
<p>Appeals Panel (9 members + 5 substitutes)</p>	<p>Cllr Lewis Birt (C) Cllr Fiona Chapman (C) Cllr Norman Costin (C) Cllr Ian Dalgarno (C) Cllr Frank Firth (C) Cllr Peter Hollick (C) Cllr Ken Matthews (C) Cllr Tony Swain (L) Cllr Richard Wenham (C)</p> <p>Substitutes Cllr Angela Barker (C) Cllr Steven Dixon (C) Cllr Antonia Ryan (L) Cllr Mark Versallion (C) Cllr Nigel Young (C)</p>
<p>Corporate Parenting Panel (8 members + 5 substitutes)</p>	<p>Cllr Angela Barker (C) Cllr Norman Costin (C) Cllr Amanda Dodwell (C) Cllr Susan Goodchild (LD) Cllr Carole Hegley (C) Cllr Tracey Stock (C) Cllr Mark Versallion (C) Cllr Budge Wells (C)</p> <p>Substitutes Cllr David Bowater (C) Cllr Ian Dalgarno (C) Cllr Jeannette Freeman (C) Cllr Ken Janes (C) One drawn from the list of substitutes above for Cllr Susan Goodchild</p>
<p>Standing Advisory Council for Religious Education (SACRE) (5 members + 3 substitutes)</p>	<p>Cllr Angela Barker (C) Cllr Frank Firth (C) Cllr Charles Gomm (C) Cllr Doreen Gurney (C) Cllr Antonia Ryan (L)</p> <p>Substitutes Cllr Mark Versallion (C) Cllr David Shelvey (C) Cllr Tony Swain (L)</p>

B. NON-PROPORTIONAL BODIES	
B1. Other Committees and Sub-Committees	Councillors
Licensing Sub-Committee (3 members drawn from the pool of the Licensing Committee)	Cllr Angela Barker (C) Cllr John Chatterley (C) Cllr Kevin Collins (C) Cllr Amanda Dodwell (C) Cllr Frank Firth (C) Cllr Ken Janes (C) Cllr Tom Nicols (C) Cllr I Shingler (I) Cllr Peter Smith (C) Cllr Tony Swain (L) Cllr Nigel Warren (C) Cllr Richard Wenham (C)

B2. Joint Committees	Councillors
Dunstable Joint Committee (5 members)	Cllr Eugene Ghent (C) Cllr Carole Hegley (C) Cllr Peter Hollick (C) Cllr David McVicar (C) Cllr Nigel Young (C)
Houghton Regis Partnership Committee (4 members)	Cllr Susan Goodchild (LD) Cllr John Kane (C) Cllr Antonia Ryan (L) Cllr Tony Swain (L)
Leighton-Linslade Partnership Committee (5 members)	Cllr David Bowater (C) Cllr Gordon Perham (C) Cllr Brian Spurr (C) Cllr Gary Tubb (C) Cllr Ben Walker (C)
Biggleswade Joint Committee (4 members + 2 subs)	Cllr Maurice Jones (C) Cllr David Lawrence (C) Cllr Jane Lawrence (C) Cllr Tim Woodward (C) Substitutes Cllr James Jamieson (C) Cllr Richard Wenham (C)

B3. Other Panels and Informal Bodies	Councillors
Joint Adoption Panel (1 member)	Cllr Angela Barker (C)
Fostering and Permanence Panel (1 member)	Cllr Amanda Dodwell (C)

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Appendix C

Health and Wellbeing Board Nominations and Membership

This body is not required to be politically proportionate.

The Terms of Reference of the Health and Wellbeing Board, in accordance with the Health and Social Care Act 2012, provide for the following membership:

<p>Nominations (must be at least one) by the Leader of the Council for appointment to the Central Bedfordshire Health and Wellbeing Board, in accordance with the Health and Social Care Act 2012, s194.</p>	<ul style="list-style-type: none"> • Cllr Maurice Jones, Deputy Leader and Executive Member for Health • Cllr Carole Hegley, Executive Member for Social Care and Housing • Cllr Mark Versallion, Executive Member for Education and Skills
<p>Members of the Board who are officers of Central Bedfordshire Council, statutorily required by reason of their office</p>	<ul style="list-style-type: none"> • Director of Adult Social Services, Central Bedfordshire Council (Julie Ogley) • Director of Children’s Services, Central Bedfordshire Council (Sue Harrison) • Director of Public Health, Central Bedfordshire Council (Muriel Scott)
<p>Representative from Healthwatch, statutorily required</p>	<ul style="list-style-type: none"> • Robin Smith, Chairman of Healthwatch Central Bedfordshire
<p>Representatives from the Bedfordshire Clinical Commissioning Group, statutorily required</p>	<ul style="list-style-type: none"> • Andrew Moore, Chief Operating Officer • Nick Robinson, Accountable Officer • Dr Judy Baxter, Clinical Director

<p>Such other persons, or representatives of such other persons, as the Council thinks appropriate</p>	<ul style="list-style-type: none">• Richard Carr, Chief Executive, Central Bedfordshire Council• Chris Ford, Finance Director, Hertfordshire & South Midlands Area Team, NHS England• Marcel Coiffait, Director of Community Services, Central Bedfordshire Council (non-voting observer)
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Appendix D

**NOMINATIONS FOR CHAIRMANSHIP / VICE-CHAIRMANSHIP OF
STANDING COMMITTEES 2015/16**

Committee	Chairman	Vice-Chairman
Corporate Resources Overview & Scrutiny	Cllr Paul Duckett	Cllr John Chatterley
Children's Services Overview & Scrutiny	Cllr Angela Barker	Cllr Gary Tubb
Social Care, Health & Housing Overview & Scrutiny	Cllr Peter Hollick	Cllr Eugene Ghent
Sustainable Communities Overview & Scrutiny	Cllr David McVicar	Cllr Brian Saunders
Audit	Cllr Mike Blair	Cllr David Bowater
Development Management	Cllr Ken Matthews	Cllr Ray Berry
General Purposes	Cllr Jane Lawrence	Cllr Gordon Perham
Licensing	Cllr Tom Nicols	Cllr Nigel Warren
Central Bedfordshire Health and Wellbeing Board	Cllr Maurice Jones	To be appointed by the Board at its first meeting

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Central Bedfordshire Council

Council

21 May 2015

Composition of the Executive and Scheme of Delegation of Executive Functions

Advising Officers:

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Mel Peaston, Committee Services Manager
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Purpose of this report

1. This report sets out the composition of the Executive for the coming year, including the names of the councillors appointed to it. It also draws Members' attention to the Scheme of Delegation of Executive Functions.

RECOMMENDATIONS

The Council is asked to:

1. **confirm Cllr Carole Hegley as the designated Lead Member for Children's Services;**
2. **note the composition of the Executive and the allocation of portfolios, as set out at Appendix A;**
3. **note the scheme of delegation of Executive functions, as set out at Part C3 of the Council's Constitution;**

Overview and Scrutiny Comments/Recommendations

1. The composition of the Executive and the scheme of delegation of Executive functions does not form part of the business of the overview and scrutiny committees.

Constitutional Requirement

2. The Council's Constitution requires the Leader of the Council to report at the annual meeting of the Council following an election on the composition of the Executive and the proposed scheme of delegation of Executive functions (Part C4 Executive Procedure Rules, paragraph 1.2). This report meets that requirement.

Composition of the Executive

3. The Executive will comprise the Leader plus 7 Councillors, including a Deputy Leader. The names of the Executive Members and the details of the portfolios are set out in **Appendix A**.
4. Under the terms of Part C1 paragraph 6.2 of the Constitution, the Leader is required to designate a member of the Executive as Lead Member for Children's Services under section 19(1) of the Children Act 2004. Cllr Carole Hegley is nominated for this position.

Scheme of Delegation of Executive Functions

5. The Scheme of Delegation of Executive Functions is set out at Part C3 of the Council's constitution.

Deputy Executive Members

6. The Leader of the Council has previously appointed Deputy Executive Members to support the Executive Members in carrying out their role and is continuing this practice. The Deputies are not members of the Executive as the Executive is restricted to comprising the Leader plus at least two but no more than nine Executive Members.

Council Priorities

7. The appropriate structure of the Executive will contribute to the proper running of the Council, enabling it to meet its vision, as follows:

"To improve the quality of life of all in Central Bedfordshire and enhance the unique character of our communities and our environment".

Legal Implications

8. The composition of the Executive and its scheme of delegations are in line with legal and constitutional requirements.

Financial Implications

9. There are no additional budgetary implications.

Equalities Implications

10. There are no equalities implications relating to the appointment of the Executive or the Executive's Scheme of Delegations.

Conclusion and next Steps

11. The appointment of the Executive enables the work of the Executive to commence for 2015/16.

Appendices

Appendix A – Portfolio Roles and names of the Executive and Deputy Executive Members.

Background Papers

12. The following background papers, not previously available to the public, were taken into account and are available on the Council's website:

None

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COMPOSITION OF THE EXECUTIVE (Draft 13/05/15)

Members of the Executive	Deputies to Members of the Executive	Responsibility (To be advised)	Director
<p>Leader</p> <p><i>Cllr James Jamieson</i></p>			<p>Richard Carr, Chief Executive</p> <p>Deb Broadbent-Clarke, Director of Improvement and Corporate Services</p> <p>Melanie Clay, Monitoring Officer</p>
<p>Deputy Leader and Executive Member for Health</p> <p><i>Cllr Maurice Jones</i></p>			<p>Sue Harrison, Director of Children's Services</p> <p>Julie Ogle, Director of Social Care, Health and Housing</p> <p>Muriel Scott, Director of Public Health</p>
<p>Executive Member for Education and skills</p> <p><i>Cllr Mark Versallion</i></p>	<p>Cllr Ian Dalgarno</p>		<p>Sue Harrison, Director of Children's Services</p> <p>Jason Longhurst, Director of Regeneration and Business Support</p>

Members of the Executive	Deputies to Members of the Executive	Responsibility (To be advised)	Director
<p><i>Executive Member for Social Care and Housing</i></p> <p><i>Cllr Carole Hegley</i></p>	<p>Cllr Amanda Dodwell (including Community Safety)</p> <p>A.N. OTHER</p>		<p>Julie Ogley, Director of Social Care, Health and Housing</p> <p>Muriel Scott, Director of Public Health</p> <p>Sue Harrison, Director of Children’s Services</p>
<p><i>Executive Member for Regeneration</i></p> <p><i>Cllr Nigel Young</i></p>	<p>Cllr Sue Clark</p>		<p>Jason Longhurst, Director of Regeneration and Business Support</p> <p>Julie Ogley, Director of Social Care, Health and Housing</p>
<p><i>Executive Member for Community Services</i></p> <p><i>Cllr Brian Spurr</i></p>	<p>Cllr Budge Wells</p> <p>Cllr Anthony Brown (including Transport Strategy)</p>		<p>Marcel Coiffait, Director of Community Services</p>

Members of the Executive	Deputies to Members of the Executive	Responsibility	Director
<p><i>Executive Member for Corporate resources</i></p> <p><i>Cllr Richard Wenham</i></p>	<p>Cllr Kevin Collins</p> <p>Cllr Steven Dixon (Assets)</p>		<p>Richard Carr, Chief Executive</p> <p>Deb Broadbent-Clarke, Director of Improvement and Corporate Services</p> <p>Charles Warboys Chief Finance Officer</p>
<p><i>Executive Member for Stronger Communities</i></p> <p><i>Cllr Andrew Turner</i></p>	<p>Cllr Caroline Maudlin</p>		<p>Marcel Coiffait, Director of Community Services</p> <p>Julie Ogle, Director of Social Care, Health and Housing</p> <p>Jason Longhurst, Director of Regeneration and Business Support</p> <p>Sue Harrison, Director of Children’s Services</p> <p>Deb Broadbent-Clarke, Director of Improvement and Corporate Services</p> <p>Muriel Scott, Director of Public Health</p>

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Central Bedfordshire Council

Council

21 May 2015

Appointments to the Bedfordshire Police and Crime Panel and the Bedfordshire Fire and Rescue Service 2015

Advising Officers:

Deb Broadbent-Clarke, Director of Improvement and Corporate Services
(deb.broadbent-clarke@centralbedfordshire.gov.uk)

Melanie Clay, Monitoring Officer
(melanie.clay@centralbedfordshire.gov.uk)

Mel Peaston, Committee Services Manager
(mel.peaston@centralbedfordshire.gov.uk)

Purpose of this report

1. To make appointments as statutorily required to the Police and Crime Panel (PCP) and the Fire and Rescue Service (FRS) until the Council's annual meeting in 2019.

RECOMMENDATIONS

Council is asked to confirm:

1. that this Council's appointments to the Bedfordshire Police and Crime Panel are:
 - Cllr Fiona Chapman
 - Cllr Amanda Dodwell
 - Cllr Paul Downing
 - Cllr Peter Hollick
2. that these appointments will remain in place, unless any resignation from the PCP is notified to the Monitoring Officer, until the annual meeting of the Council in 2019;
3. that this Council's appointments to the Bedfordshire Fire and Rescue Service are:
 - Cllr Tony Brown
 - Cllr Fiona Chapman
 - Cllr John Chatterley
 - Cllr Paul Downing
 - Cllr David McVicar

- 4. that these appointments will remain in place, unless any resignation from the FRS is notified to the Monitoring Officer, until the annual meeting of the Council in 2019.**

Overview and Scrutiny Comments/Recommendations

2. Making appointments to these bodies does not form part of the business of the overview and scrutiny committees.

Bedfordshire Police and Crime Panel

3. Bedfordshire Police and Crime Panel (PCP) comprises representation of the three unitary authorities in the area, which are within the area of the police force. These councils are Bedford Borough Council, Central Bedfordshire Council and Luton Borough Council.
4. Representation by the authorities on the PCP is required to be proportional based on the population figures and also as far as possible across the political make-up of the constituent councils.
5. The three unitary authorities in Bedfordshire must agree an allocation of seats on the PCP between them which meets the following requirements.
6. Each constituent Council must appoint at least one member to the Panel and collectively the appointments made must, as far as reasonably practical, meet the “balanced appointment” objective. This means that, taken together, the Local Authority appointments must:
- a. represent all parts of the Police Force’s area
 - b. represent the political make-up of the constituent authorities both individually and collectively
 - c. have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively.
7. The constituent authorities agreed when the PCP was established in 2012 that the allocation of seats (in terms of numbers) between the Authorities should be determined with reference to the relative population figures of each local authority area.
8. Based on this approach and using the most up to date population estimates (that is the 2013 mid-year estimates rounded to the nearest 1,000), the allocation of seats between the three Authorities is as follows:

9.

Authority	2010 ONS (in 000s)	Number of PCP seats
Bedford Borough	161	2.54 (3)
Central Bedfordshire	265	4.17 (4)
Luton Borough	208	3.28 (3)
Totals	634	9.99 (10)

10. In view of the requirement for the PCP as far as practicable to reflect the balance of the political groups across the three councils as a whole as well as their individual make-up, the political balance calculations for the PCP are as follows:

11.

Authority	Conser- vative	Indepen- dent	Labour	Liberal Democrat	Total
Bedford Borough	1	1	0	1	3
Central Bedfordshire	4	0	0	0	4
Luton Borough	0	0	3	0	3
% of total seats	49.32%	3.38%	34.47%	12.84%	100%
no of seats on PCP (rounded in brackets)	4.93 (5)	0.35 (0)	3.45(4)	1.28 (1)	10

12. This achieves the following scheme for the allocation of seats which satisfies the balanced appointment objective:-

13. The above allocation has been agreed between the three Authorities, giving this council an allocation of 4 seats overall allocated to the Conservative group:

14. There are no restrictions preventing any constituent council member from sitting on a PCP, that is PCP members may also be members of their Executive and/or other committees. The law requires Bedford Borough Council as a Mayoral Authority to nominate its elected mayor for membership. The Mayor may decline the nomination, in which case another member of his political group may be appointed. The

constituent Councils should be aware of the potential for conflicts of interest in the case of Executive Members and particularly the Mayor and any Community Safety Portfolio Holder. These office holders are more likely to be in discussion with the Police and Crime Commissioner about local crime and disorder issues and may not be well-placed to scrutinise the PCC on arrangements they may have reached with him. No such conflicts have arisen within Bedfordshire PCP to date.

Bedfordshire Fire and Rescue Service

15. Bedfordshire Fire and Rescue Service provides services across the areas of Central Bedfordshire, Bedford Borough and Luton Borough councils. It comprises up to 25 members, of whom 12 are drawn from the membership of the relevant councils.
16. The 1996 Order establishing the authority (as amended to reflect the local government reorganisation in April 2009) requires that appointments should be made by each of the councils in proportion to its electorate, as follows:
 - Bedford Borough Council – 3 seats
 - Central Bedfordshire Council – 5 seats
 - Luton Borough Council – 4 seats.
17. Appointments should as far as practical reflect the political balance within each appointing authority. Appointments from Central Bedfordshire will therefore be 5 representatives drawn from the Conservative group.

Council Priorities

18. This report supports the following Council priority, through its contribution to arrangements for the safety, security and confidence of those who live and work in Central Bedfordshire.

“Enhancing your local community – creating jobs, managing growth, protecting our countryside and enabling businesses to grow “

Legal Implications

19. The Bedfordshire Police and Crime Panel came into being in April 2012 under the Police and Social Responsibility Act 2011. The component authorities remain Bedford Borough Council, Central Bedfordshire Council and Luton Borough Council. Appointments were made in June 2012 in line with the proportionality requirements and the ‘balanced appointment’ objective, to run until the annual meeting in 2015. Appointments shall thereafter be made on a 4-yearly basis.

Financial Implications

20. There are no additional budgetary implications.

Equalities Implications

21. The membership of the PCP is required as far as is reasonably practical to meet the 'balanced requirement objective'. This means that the persons appointed should meet the following criteria:
- i. represent all parts of the police force's area
 - ii. represent the political make-up of the constituent authorities individually and collectively
 - iii. have the skills, knowledge and experience necessary for the PCP to discharge its functions effectively.

Conclusion and next Steps

22. The work programmes of the PCP and the FRS will be progressed.

Appendices

23. **A** – Details of Police Reform and Social Responsibility Act 2011

Background Papers

24. The following background papers, not previously available to the public, were taken into account and are available on the Council's website:
None

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APPENDIX A

POLICE REFORM AND SOCIAL RESPONSIBILITY ACT 2011

Police and Crime Panels – Functions

A Police and Crime Panel (PCP) must be established for each Police Area (outside the Metropolitan Police District). The Panel must exercise its functions “with a view to supporting the effective exercise of the functions of the Police and Crime Commissioner (PCC) for that Police Area”.

The Panel’s functions are to:

- (1) review and report/make recommendations to the PCC in respect of his/her draft Police and Crime Plan or any draft variation to their current Plan
- (2) review and report/make recommendations to the PCC on his/her annual report
- (3) review or scrutinise decisions made or other action taken by the PCC in connection with the discharge of his/her functions and make reports or recommendations to the PCC with respect to the discharge of those functions
- (4) review and report back to the PCC on appointments s/he proposes to make to the following posts:
 - the Commissioner’s Chief Executive
 - the Commissioner’s Director of Finance
 - a Deputy Police and Crime Commissioner
 - the Chief Constable

(**Note:** for this purpose, the PCP is required to hold “confirmation hearings” in public at which the candidate is requested to appear for the purpose of answering questions relating to the appointment. The Panel’s report to the Commissioner must include a recommendation as to whether or not the candidate should be appointed, which the PCC may choose to accept or not. The Panel may veto the proposed appointment of a Chief Constable provided at least $\frac{2}{3}$ of Panel Members at the time vote to do so but it does not have the power of veto over any of the other appointments).

- (5) review and report/make recommendations to the PCC on his/her proposed precept for the financial year.

(**Note:** the PCP has the power to veto the proposed precept provided at least $\frac{2}{3}$ of the Panel Members at the time vote to do so).

- (6) review and report/make recommendations to the PCC on any proposal by him/her to call on the Chief Constable to retire or resign. In undertaking any such review, the PCP may consult the Chief Inspector of Constabulary and must hold a scrutiny hearing in private which both the PCC and the Chief Constable are entitled to attend for the purposes of making representations. The PCC may either accept or reject the Panel's recommendation.
- (7) The PCP also has the power to:-
- (a) suspend a PCC if s/he has been charged with an offence (in the UK, the Channel Islands and the Isle of Man) which carries a maximum term of imprisonment exceeding two years;
 - (b) require the relevant PCC and members of his/her staff to attend before the Panel (at reasonable notice) to answer any questions that the Panel considers necessary in order to carry out its functions (although the PCP cannot require a member of the PCC's staff to give any evidence or produce any document that discloses advice the individual has given to the PCC).
 - (c) require the relevant PCC to respond in writing within a reasonable period determined by the Panel, to any report or recommendation the Panel has made to the PCC.

Where the PCP has required the PCC to attend before it, it may also request the Chief Constable to attend before it on the same occasion in order to answer any questions the Panel may consider necessary in order to carry out its functions.

Central Bedfordshire Council

Council

21 May 2015

Appointment of CBC Employer Representative to Pension Fund Board

Advising Officers: Deb Broadbent-Clarke, Director of Improvement and Corporate Services (deb.broadbent-clarke@centralbedfordshire.gov.uk)

Melanie Clay, Monitoring Officer (melanie.clay@centralbedfordshire.gov.uk)

Mel Peaston, Committee Services Manager
(mel.peaston@centralbedfordshire.gov.uk)

Purpose of this report

1. To appoint this Council's employer representative to the Pension Fund Board.

RECOMMENDATION

Council is asked to appoint Cllr Jamieson to be this Council's employer representative on the Pension Fund Board for the ensuing 4-year period.

Overview and Scrutiny Comments/Recommendations

2. Consideration of this appointment does not fall within the overview and scrutiny remit.

New Requirement for a Pension Fund Board

3. The Local Government Pension Scheme is administered locally by Bedford Borough Council on behalf of Bedford Borough, Luton Borough and Central Bedfordshire Councils through Bedford Borough Council's Pension Fund Committee.
4. There is a new legislative requirement for a Pension Fund Board to be put in place to carry out overview and scrutiny of each Pension Fund Committee. The Board will be administered by Bedford Borough Council. Arrangements should be in hand by 2 April 2015 and the Board should be fully operational by 1 August 2015. This role has been temporarily covered by the Leader to ensure that Central Bedfordshire

was appropriately represented in this interim period, pending an appointment for the 4 year term at the Annual Council Meeting.

5. The Pension Fund Board should include an employer representative who may be a Council Member from each contributing authority, as well as representation from Local Government Pension Scheme members.

Requirements of the representatives on the Board

6. Careful management of the pension fund is crucial to safeguard the pensions of Council employees and to minimise the contributions required from the constituent councils.
7. Council members on the Pension Fund Board are expected to make the commitment to undertake training approximately twice per year to ensure that they have the technical knowledge to be able to scrutinise the activities of the Pension Fund Committee.

Appointment in Future Years

8. As this is a new appointment, required through legislation, the appointment is being made at the annual meeting of the Council as the first available opportunity. In future years the appointment will be made through the 4-yearly Appointments to Outside Bodies report which generally comes to the meeting of Council following the annual meeting in the year of a Council election.

Council Priorities

9. Good management of the Pension Fund contributes to the enhancement of the local community. Many Council employees will continue to live in Central Bedfordshire following retirement, and will be enabled by their pension to continue to contribute to the local economy by their purchasing power and by volunteering.

Legal Implications

10. The report complies with legislative requirements.

Financial Implications

11. There are no related financial implications other than this appointment being eligible as an approved duty for claiming travel expenses under Part K of the Constitution, Scheme of Members' Allowances, Schedule 2 paragraph C.

Equalities Implications

12. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Good management of the Pension Fund helps to alleviate levels of pensioner poverty.

Conclusion and next Steps

13. The Council's representative on the Local Pension Board will develop knowledge through regular training and experience, which will be used to inform the administration of the Pension Fund Committee.

Appendices

None

Background Papers

14. The following background papers, not previously available to the public, were taken into account and are available on the Council's website:

None

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Central Bedfordshire Council

Council

- 21 May 2015

Appointments to Outside Bodies

Report of Melanie Clay, Chief Legal and Democratic Services Officer and Monitoring Officer (melanie.clay@centralbedfordshire.gov.uk)

Advising Officer: Mel Peaston, Committee Services Manager (mel.peaston@centralbedfordshire.gov.uk)

Purpose of this report

1. The report outlines the process for appointments to be made to up to 85 outside bodies.

RECOMMENDATIONS

Council is asked to agree:

1. that the schedule of outside bodies to which Council appointments may be made, attached to this report at Appendix A, be noted pending further consultations with Group Leaders;
2. that the Monitoring Officer be authorised, in consultation with Group Leaders, to approve the final schedule of outside bodies, to make the necessary appointments to them and to inform the Members and organisations concerned;
3. that existing appointments be extended until 11 September 2015 or until fresh appointments are made, whichever is the earlier, while the representatives appointed in May 2011 continue to be Central Bedfordshire Council Members.

Overview and Scrutiny Comments/Recommendations

2. This matter is not for consideration by overview and scrutiny.

Issues

3. Under the Council's Constitution (B6 Local Choice Function, paragraph 18) making appointments to outside bodies is a Council function, to be exercised initially when a new Council is elected, with authority thereafter for the Monitoring Officer, in consultation with Group Leaders, to make new appointments, fill vacancies, approve variations to the existing appointments and delete organisations from the approved list. It should be noted that 18 organisations which previously had Council representation have stated that there is no longer a need for appointments to them.
4. In the light of the brief period of time between the election and the annual meeting, it is anticipated that political groups would wish to have some time to consider both the extent of representation required from the Council and whether it should be continued as before or further streamlined, as well as the individual nominations. This is therefore a holding report asking the Council to authorise the Monitoring Officer, in consultation with Group Leaders, to approve the final schedule of outside bodies to which appointments will be made; and in the meantime to extend the appointments of continuing Members until those appointments are made, assuming this will be not later than 11 September 2015.
5. It is appreciated that this may mean a few gaps in representation where former Members are no longer serving Central Bedfordshire councillors, but it is hoped that the more strategic bodies will continue to have sufficient representation, should they have meetings arranged in the period between the Council's annual meeting and the end of August.

Council Priorities

6. The schedule lists a wide variety of organisations, ranging from statutory organisations to grant-making charities and from local government assemblies/joint bodies to very local community-based projects. As such, Member participation will in some cases be crucial to Council priorities, in others will foster community engagement at ward level and may help raise Central Bedfordshire Council's profile in the community.

Legal Implications

7. Membership requirements may be governed by various statutory, constitutional or informal provisions, of which further details are available on request.

Financial Implications

8. Under the Members' Allowances Scheme, attendance at outside bodies as the Council's duly appointed representative is an approved duty for the purpose of paying travelling and subsistence allowances, subject to no such allowances being claimed by the Member from the outside body concerned.

Equalities Implications

9. None.

Risk Management

10. Members will no doubt wish to keep the extent of representation under review to ensure it is of clear benefit to the Council and the population of Central Bedfordshire, and to avoid placing excessive demands on Members' time.

Sustainability

11. Several of the outside bodies have an important role in the wider sustainability agenda.

Appendices

The following Appendix is attached:

12. Appendix A – Schedule of Outside Bodies.

Background Papers

13. None

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Organisation	Anglian (Central) Region Flood Defence Committee	Aragon Housing Association	Bedford & Milton Keynes Waterway Partnership Board	Bedford Borough Council Pensions Committee	Bedfordshire & Luton County Sports Partnership (Team Beds and Luton)
Function/role	To carry out the flood defence function of the Environment Agency in the Anglian (Central) Region, including consultation on local flood defence schemes.	Policy approval and monitoring of housing management standards for Aragon property in area.	To promote and assist the creation of a linked chain of waterway parks between the River Great Ouse in Bedford and the Grand Union Canal in Milton Keynes.	To discharge the functions of Bedford Borough Council as LGPS Administering Authority on behalf of its 3 member authorities (BBC, CBC & LBC) and other admitted bodies.	County Sports Partnership responsible for the strategic coordination of sport across the county. Also known as Team Beds & Luton.
Status	Statutory body (S.106 Water Resources Act 1991 and S.15/Sch.5 of Environment Act 1995)	Not for Profit Industrial and Provident Society, registered as a social landlord with the Housing Corporation	Registered charity and company limited by guarantee	Statutory body (Ss 7 & 12 Superannuation Act 1972 and Local Government Superannuation Regulations 2007)	Registered charity
Strategic, General or Ward	S	S	S	S	S
Nominations or direct appts	D	D	D	D	D
Voting (V) or non-voting (NV)	Full voting member	Full voting members	Full voting member	One voting, one non-voting	Full voting member
Conditions or Comments	Persons appointed should have some experience of the committee's functions.	One of the representatives should be the Portfolio Holder for Housing	LA representation not a requirement but LA involvement an essential part of the partnership process. Appointment should be Portfolio Holder for Economic Growth & Regeneration	Must be elected Members. Proportionality does not apply where only 2 Members are appointed.	LA representation is essential; request that the member nominated has a passion/ commitment to sport. Normally the Portfolio Holder for Sport.
Frequency of meetings	4 per year	6 per year	3 per year	2 formal meetings + annual meeting + min. 8 Pensions Fund Panel meetings per year	Quarterly
Usual day, time and venue	Thurs 10am Brampton Agency Office	Tues 6.30pm Ampthill	W'days 10-noon County Hall Bedford or Cent Milton K'ynes	Main meetings 4pm Bedford. 4 Panel meetings per year 10.30am in London.	Wed 3pm
No. of CBC clrs (subs) required	1(1)	2(0)	1 (1)	2 (only one with voting rights)	1
Appointments from 31/08/2011 to AGM 2015	Cllr Conservative	Cllrs Jamieson and Hegley	Cllr Tony Brown and Sub: Cllr Sue Clark	Cllr Richard Wenham Sub: Cllr Kevin Collins	Cllr Exec member Community Services

Organisation	Bedfordshire & Luton Joint Access Forum	Bedfordshire & Luton Local Government Association	Bedfordshire Drugs & Alcohol Team (BDAT) Partnership Board	Bedfordshire Rural Communities Charity	Central Bedfordshire Cycling Forum
Function/role	Independent advisory group and statutory consultee, working to improve public access to the countryside in Beds & Luton for open air recreation & enjoyment.	To draw attention to local govt issues in Beds; exchange views; promote public participation; commission research; influence the LGA; promote the county's interests; coordinate community planning; promote the sub-region's well-being.	To oversee the establishment and delivery of BDAT's strategic priorities.	To see thriving and sustainable communities across Bedfordshire and Luton.	To facilitate discussion between the council and local cycling groups. Replaces former County Cycling Forum.
Status	Statutory body (S.94 Countryside & Rights of Way Act 2000 & Local Access Forums Regulations 2002.	Unincorporated association	Advisory partnership body including PCT, police, probation, prison service, Go East.	Registered charity and company limited by guarantee	Discussion group
Strategic, General or Ward	S	S	S	S	S
Nominations or direct appts	D	D	D	D	N
Voting (V) or non-voting (NV)	Full voting member	One vote per member authority (Cllr Mrs Turner)	Full voting member	Voting at AGM	Not a voting group
Conditions or Comments	Must have an interest in outdoor access issues. Normally Portfolio holder for Culture & Skills or their Assistant.	Normally Leader, Deputy Leader & one minority group member. Leader to discuss the future of the branch with Bedford and Luton BCs.	LA representation is a requirement, Normally Portfolio Holder for Social Care, Health & Housing.	LA representation not a requirement. Rep is appointed to the organisation not to the Board and only meeting is the AGM	
Frequency of meetings	Up to 6 per year	Annually	Minimum 4 a year	AGM only	3 per year
Usual day, time and venue	Varies - 7.30pm weekdays	AGM March. Location rotates.		Varies	Rotate between Council offices
No. of CBC clrs (subs) required	1	3(3)	1(1)	1	1
Appointments from 31/08/2011 to AGM 2015	Cllr Exec member for Community Services	Members: Cllrs J Jamieson, M Jones and Sub: Cllr A Turner	Cllr Maurice Jones Sub: Cllr Carole Hegley	Cllr Norman Costin or Andrew Turner	Cllr Spurr

Organisation	Chilterns AONB Conservation Board	Community Safety Partnership (Executive Group)	County Councils Network - CCN Council	East & North Herts NHS Trust	East Anglia Reserve Forces & Cadets Assn
Function/role	To conserve and enhance the natural beauty of the Area of Outstanding Natural Beauty (AONB) and to increase the understanding and enjoyment of its special qualities.	To enable effective partnership working between public, private and voluntary sectors to reduce crime and provide reassurance to Central Bedfordshire's communities.	National network of county councils (now including unitaries), working closely with the LGA to represent the voice and interests of member authorities and share good practice.	Represents community views & interests; influences spending & investment decisions; approves appointment of Trust's Chief Exec; considers annual accounts; ensures Trust operates within its terms of authorisation.	Youth organisation engaging with society, youth/cadets, TA units
Status	Statutory body (Chilterns AONB Order 2004, amended by Reg. 20, Loc Govt (Structural Changes) Order 2009	Public partnership body	Local government consultative/advisory body	NHS Foundation Trust	Part of Ministry of Defence
Strategic, General or Ward	S	S	S	S	S
Nominations or direct appts	D	D	N	D	
Voting (V) or non-voting (NV)	Full voting member	Full voting member (2) and officers are observers	Full voting members	non voting member	voting members (3)
Conditions or Comments	LA representation is a requirement under the AONB Order 2004	Under its constitution, the Member will be the Portfolio Holder for Community Safety	Normally Leader, Deputy Leader & 2 other members	Cannot be a member of more than one Foundation Trust; Member would be 1 of 6 local council governors on 38 strong Council of Governors	LA representation not a requirement but considered essential
Frequency of meetings	Quarterly + Exec & Planning Committees quarterly	At least quarterly	CCN Council 2x a year. Executive (political nominations) 4x a year.		3 per year
Usual day, time and venue	Board & Exec 10.30am no set day, Planning Wed 10.30 am all in Village Centre, Chinnor.		LGA, Smith Square, London SW1. Group mtgs 10.30am, main session 12.00-2.00pm.		TA Centres throughout county
No. of CBC clrs (subs) required	1	1	4	1	3
Appointments from 31/08/2011 to AGM 2015	Cllr Sue Clark	Cllr Brian Spurr	Cllr J Jamieson, Cllr Maurice Jones, Cllr M AG Versallion and 1 minority group member	Cllr Mrs D Gurney	Cllrs Mrs Fiona Chapman MBE, Andrew Turner and Mark Versallion

Organisation	East of England Chairmen of Health O&S Committees' Forum	East of England Regional Assembly	Groundwork Trust for South Beds & Luton Advisory Panel	Local Government Association - General Assembly	Central Bedfordshire Together (formerly Local Strategic Partnership (LSP))
Function/role	Reviews substantial developments or variations in NHS services in the Region being consulted upon by the relevant NHS bodies across the whole or substantial parts of the 10 social services authorities in the area.	To promote the economic, social and environmental well being of the region	Supports voluntary, public and private organisations to take action to improve the environment and aims to build sustainable communities through joint environmental action.	Voluntary lobbying organisation, acting as the voice of the local government sector, and an authoritative and effective advocate on its behalf.	To provide vision & strategic leadership to improve quality of life for CB residents & encourage partnership working at a local level. To ensure delivery of the Sustainable Community Strategy & that each partner makes an effective contribution.
Status	Local government discussion forum, comprising Health O&S Chairmen in the region	Local government consultative/advisory body	Registered charity and company limited by guarantee	Unincorporated association	Non statutory multi-agency partnership
Strategic, General or Ward	S	S	S	S	S
Nominations or direct appts	D	D	D	D	D
Voting (V) or non-voting (NV)	informal status - representation of CBC	Full voting member	advisory panel member	Full voting members	Full voting member
Conditions or Comments	LA representative to be the Chairman of CBC Social Care, Health and Housing Overview and Scrutiny Committee.	LA representation is a requirement, normally the Leader	LA representation not a requirement	Must be an elected member, normally the Leader, Deputy Leader and two others..	Member will be the Leader of the Council.
Frequency of meetings	No fixed dates - meet as and when to consider region-wide issues referred to it	Quarterly	6 per year but likely to reduce to 3 or 4	Annually	4 times per year (minimum)
Usual day, time and venue	No fixed venue	am Cambridge	Wed 2pm	In July around the country	To be advised
No. of CBC clrs (subs) required	1 (1)	1, subject to review	1	up to 4, preferably including a minority group leader.	1 (Leader)
Appointments from 31/08/2011 to AGM 2015	Cllr Peter Hollick Sub: Cllr E Ghent	Cllr J Jamieson	Cllr Carole Hegley	Cllrs J Jamieson, Maurice Jones, Richard Wenham and 1 Conservative	1 Conservative

Organisation	Luton and Dunstable Hospital Council of Governors	Milton Keynes Reference Group	Local Government Association - Rural Commission	Bedfordshire & River Ivel Internal Drainage Board	Broom Quarry Liaison Group
Function/role	To consult on development plans, significant changes in hospital services. Represent members' views in developing forward plans. Receive financial accounts, annual reports and appoint auditors. Ensure a public perspective on hospital performance.	Liaison on issues affecting the growth of Milton Keynes across the boundary and into Bedfordshire.	Forum for rural authorities to discuss matters of common concern, exchange good practice and experience. To help formulate and promote LGA policies and promote role and interests of rural authorities/ communities.	Exercises a general supervision over all matters relating to the drainage of land within the district, excluding main river.	To discuss progress in the working and restoration of the quarry owned by Tarmac Ltd.
Status	NHS Foundation Trust	Liaison Group of adjoining authorities	Unincorporated association	Statutory body (S.3 Land Drainage Act 1991 & Reconstitution of the Bedfordshire & River Ivel IDB Order 1993)	Informal liaison group
Strategic, General or Ward	S	S	S	G	G
Nominations or direct appts	D	D	Nominations	D	
Voting (V) or non-voting (NV)	To be confirmed	Not a voting group	One vote per member authority (Cllr Shadbolt)	Full voting members	Not a voting group
Conditions or Comments	Has 2 LA Governors: 1 CBC, 1 LBC. Cannot be member of CBC's Health Scrutiny Committee. May not hold office for longer than 9 consecutive years; not eligible for re-appointment if already held office for more than 6 consecutive years.	LA representation is a requirement; portfolio holder to appoint to substitute if necessary.	1st representative must be an elected member. 2nd can be a member or officer. No requirement to appoint	Local levying councils have representation according to the value of their land in the drainage district; prefer members with local knowledge and interest in drainage or flood management issues.	LA representation a requirement of the Section 106 Agreement
Frequency of meetings	Minimum of 3 per year		2 per year	Full Board meetings bi-annual	Twice yearly
Usual day, time and venue	Wed 6.30pm at Hospital or Vauxhall Centre Luton		Mon-Fri 10am - 4pm. Various locations	Mon pm Elstow playing field hall	On a convenient day 6.30pm Broom Quarry Offices
No. of CBC clrs (subs) required	1	1 - relevant portfolio holder	Up to 2 (2nd can be member or officer). Subs as required.	5	3
Appointments from 31/08/2011 to AGM 2015	Cllr Maurice Jones	Cllr Ken Matthews, Cllr Mrs Fiona Chapman MBE and Cllr Budge Wells	Cllr Conservative (voting) and Cllr Conservative (non voting)	Cllrs Brian Spurr, Budge Wells, Tony Brown, Frank Firth + 1 more Councillors	Cllrs Conservative, Caroline Maudlin and Conservative + 1

Buckingham & River Ouzel Board	Buzzer Buses (Dial-a-Ride) Ltd	Community & Voluntary Service (Mid/North Beds)	Cranfield University Court
Exercises a general supervision over all matters relating to the drainage of land within the district, excluding main river.	To provide door-to-door transport for elderly and disabled people within a 5 mile radius of Leighton Buzzard.	To support the local voluntary and community sector.	To advance, disseminate & apply learning & knowledge in the disciplines of the Sciences, Engineering, Technology and Management & apply them to the practices of design, development & manufacture & to the organisation of industry and the public services.
Statutory body (S. 3 Land Drainage Act 1991 & Amalgamation of Buck. & R. Ouzel ID Districts Order 2001)	Registered charity and Company Limited by Guarantee	Registered charity and Company Limited by Guarantee	Educational charity (founded by Royal Charter)
G	G	G	G
D	D	D	D
Full voting members	Non-voting observers	Non-voting observer	Voting at AGM
Local levying councils have representation according to the value of their land in the drainage district; prefer members with local knowledge and interest in drainage or flood management issues.	LA representation not a requirement of the constitution	LA representation not a requirement	Comment from a member that the one meeting a year is purely ceremonial and Member appointed therefore ought to be the Chairman of the Council
Full Board meetings bi-annual	Every 2 months	6-8 per year	Annual meeting in May
Tues 2pm Longueville Hall Newton Longueville	7.30pm at Buzzer Office Leighton Buzzard	Evenings, Bedford	Wed 6pm Cranfield University
6	1	1	1
Cllrs Budge Wells, Brian Spurr, Mark Versallion, Gordon Perham, Roy Johnstone and Ken Ferguson	Cllr D Bowater	Cllr Lewis Birt	Cllr J Jamieson

Organisation	Dunstable Citizens Advice Bureau	Leighton Linslade Citizens Advice Bureau	London Luton Airport Consultative Committee	Luton Law Centre Management Committee	Marston Vale Surface Waters Group	Marston Vale Trust
Function/role	Provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities.	Provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities.	Advisory body representing the views of communities affected by London Luton Airport and to stimulate interest of local population and business community in the facilities of the airport.	To provide free, independent legal advice and casework services in social welfare law.	Promotes an integrated approach to surface water issues in the Marston Vale, principally through the Surface Waters Plan.	To promote the environmentally-led regeneration of the Marston Vale and the provision of public recreational facilities in the Marston Vale and surrounding areas.
Status	Registered charity and company limited by guarantee	Registered charity and company limited by guarantee	Consultative/advisory group	Registered charity and company limited by guarantee	Non-statutory association of representatives of public and quasi-public bodies and Anglian Water	Registered charity and company limited by guarantee
Strategic, General or Ward	G	G	G	G	G	G
Nominations or direct appts	D	D	D	D	Nominations	D
Voting (V) or non-voting (NV)	Voting at AGM	One voting (Cllr Spurr), one non-voting (ex-Cllr Snelling)	Full voting members	Full voting member	Full voting members	Full voting member and company director
Conditions or Comments	LA representation not a requirement	LA representation not a requirement	LA representation is a requirement under the Constitution	LA representation is provided for in Memorandum & Articles but Committee would not be invalidated if LA chose not to appoint	LA representation is a requirement (to include at least 1 member & 1 officer); members required to provide input on planning, flood risk & drainage.	LA representation not a requirement
Frequency of meetings	Quarterly + AGM	6 per year	Full meeting quarterly, sub meeting quarterly	Monthly except Aug & Dec	2 per year + Steering Sub-Group if required	5 per year
Usual day, time and venue	Thurs 7.30pm Grove House Dunstable	Normally Thurs 7.30pm but occasionally lunchtime	Monday pm Putteridge Bury Conference Centre	2nd Mon 6pm	Day varies (am). Marston Moretaine or Bedford	Wed 4.30pm
No. of CBC clrs (subs) required	2	2	2	1	Max. 2 members plus substitute	1
Appointments from 31/08/2011 to AGM 2015	Cllr Mrs Carole Hegley and Cllr E Ghent	Cllr Brian Spurr and Cllr David Bowater (3 new councillors)	Cllr David Bowater and Cllr Ray Berry	Cllr Peter Hollick	Cllr Ken Matthews and Cllr Mrs Fiona Chapman MBE	Cllr Mrs Fiona Chapman MBE

Organisation	Mid Beds Citizens Advice Bureau	Raglan Housing Association Area Committee	Relate (Bedfordshire & Luton)	RIGHTS Luton	South Beds Dial-a-Ride	Mid Beds Link-a-Ride Community Transport Ltd
Function/role	Provides free, confidential advice on a wide range of topics including debt, benefits, housing, employment, family and personal issues, consumer, immigration and discrimination.	Provides housing, assistance & facilities for people who are poor, aged, disabled or chronically sick.	To provide relationship counselling to couples, individuals, young people and families; also sex therapy, relationship training, education programmes and workshops.	Provides advice and support for the unemployed on benefits and employment.	To provide door-to-door transport for the disabled and elderly frail of Bedfordshire who are unable to use normal public service transport.	To provide door to door service for those people who are unable to use ordinary transport because of disability.
Status	Registered charity and company limited by guarantee	Charity (Industrial & Provident Society); Registered Social Landlord	Registered charity and company limited by guarantee	Registered charity and company limited by guarantee	Registered charity	Charity (Industrial and Provident Society)
Strategic, General or Ward	G	G	G	G	G	G
Nominations or direct appts	Nominations	Nomination subject to Board approval	Nominations	D	D	D
Voting (V) or non-voting (NV)	Full voting members	Full voting member	Non-voting observer	Full voting member	Full voting members	Full voting members
Conditions or Comments	LA representation not a requirement; trustees must be members of the company.	LA representation not a requirement; desirable for member nominated to be in former Mid Beds area but not essential. Normally Portfolio Holder for Housing.	LA representation not a requirement - optional only	LA representation not a requirement	LA representation not a requirement	LA representation is a requirement under the Rules of the body
Frequency of meetings	6 per year	Quarterly	6 per year + AGM + sub groups as required	Every 2 months	6 per year	Quarterly
Usual day, time and venue	Weekdays 7.30pm Shefford	Thurs 10.30am at hotel in Bedford	Wed 5.30-8.30pm	First Tues at 15 New Bedford Rd Luton	7.30pm Totternhoe	Tues 7pm
No. of CBC clrs (subs) required	2	1	1 (1)	At Council's discretion. Suggest one rep.	2	Suggest 3
Appointments from 31/08/2011 to AGM 2015	Cllr Mrs Angela Barker and former MBDC member	Cllr N Young to appoint	Open to non Conservatives	Cllr Mrs Susan Goodchild	Cllr Spurr and Wells	Cllr Paul Duckett and Cllr Mrs Fiona Chapman MBE and either gomm, turner, blair or downing

Organisation	Swiss Gardens Management Advisory Committee	Ashton Schools Foundation	Barton-le-Clay Educational Trust	Beecroft Community Assoc. Management Cttee	Chew's Foundation
Function/role	To oversee the management and development of the Swiss Garden.	To support through grants children in their education eg uniform, books etc. Grants awarded to residents within 6 mile radius of St Peter's Priory Church and according to parental income.	Promoting the education of persons under the age of 25 within the ecclesiastical parishes of Barton-le-Clay, Higham Gobion and Pulloxhill.	To provide facilities for social, educational, cultural and recreational development and foster community spirit among residents.	To financially assist people in education towards clothing and equipment & to enable students to study music & arts. Upkeep of Chew's House.
Status	Consultative/advisory body	Registered charity	Registered charity	Unincorporated association	Registered charity
Strategic, General or Ward	G	W	W	W	W
Nominations or direct appts	D	D	D	D	D
Voting (V) or non-voting (NV)	Full voting member	trustee	Full voting member	Non-voting observer(s)	trustee
Conditions or Comments	LA representation is a requirement but can be reduced to one	None	Historically the appointed councillor has been ward member for Barton-le-Clay		1 Member a requirement of the scheme regulating the Foundation
Frequency of meetings	Annually	2	2 (Dec (AGM) and Feb)	Every 6 weeks approx	2 per year
Usual day, time and venue	Sept	Mon pm Grove House Dunstable	Thurs 5.30pm Barton Church Hall	Tues 8pm Beecroft Centre	Tuesday am Chew's House Dunstable
No. of CBC clrs (subs) required	1	2(0)	1	2	1
Appointments from 31/08/2011 to AGM 2015	1 Conservative	Cllr Peter Hollick and Cllr Dunstable Ward	Cllr Ian Shingler	Cllrs Nigel Warren and Jeannette Freeman	Cllr Dunstable ward councillor

Organisation	Henlow Multi-Use Games Area	Henlow School Foundation	Leighton Buzzard Community Liaison Group	Leighton Buzzard Narrow Gauge Railway Society	Leighton-Linslade Ouzel Valley Park Steering Group
Function/role	Responsible for decision making/monitoring the multi use games area at Henlow Middle School. The school manage the facility on a day to day basis.	To make modest grants to young people of Henlow to help them prepare for a profession, trade or calling.	To provide information to elected members, local groups and others on progress of quarry operations by Sibelco UK (formerly WBB Minerals), discuss development plans & any issues arising.	Operation of narrow gauge light railway on the tracks of the former Leighton Buzzard Railway.	To achieve consensus on strategy for Ouzel Valley Park and oversee delivery.
Status	Advisory body	Registered charity	Informal liaison group	Industrial & Provident Friendly Society	Registered charity (Greensand Trust)
Strategic, General or Ward	W	W	W	W	W
Nominations or direct appts	D	D	D	D	D
Voting (V) or non-voting (NV)	Full voting member	Full voting member	Not a voting group	Non-voting observers	Non-voting observers
Conditions or Comments	LA representation not a requirement	LA representation is a requirement under the Charity Commission Scheme	LA representation not a requirement but very desirable in order to discuss future development plans with elected members. Number of reps. depends on ward boundaries, but ideally to cover all LB operations.	LA representation not a requirement	LA representation (BCC, SBDC and LLTC) is a requirement under Terms of Reference; Members should be interested in the area of Ouzel Valley Park.
Frequency of meetings	Termly (3 per year)	Annually	2 per year	Monthly	At least quarterly
Usual day, time and venue	Mon 4pm	By mutual agreement	Normally Wed at WWB offices at Heath and Reach	Fri 8pm Pages Park Station	Usually Thurs 10am
No. of CBC clrs (subs) required	1	1	As needed to cover Leighton Buzzard quarry operations	1(1)	2
Appointments from 31/08/2011 to AGM 2015	Cllr Conservative Dalgarno or Wenham	Cllr Richard Wenham	Cllr Conservative, Cllr Ray Berry and Cllr Brian Spurr	Cllr Mark Versallion Sub: Cllr Ray Berry	Cllr Brian Spurr +1

Organisation	Sandpit Strategy Steering Group	Shefford Bloomfield Games Association	Sir John Cotton Educational Foundation	Sundon Landfill Restoration Group
Function/role	Advise and guide on minerals developments and restoration in area (Greensand Trust acts as Secretariat for Steering Group).	To provide and maintain Multi Use Games facility with particular emphasis on youth provision.	Administers grants for the benefit of education of children under 21 within Biggleswade.	Overseeing the management, development and/or restoration of Sundon Landfill site.
Status	Charity (The Greensand Trust)	Unincorporated association	Registered charity	Consultative/advisory body
Strategic, General or Ward	W	W	W	W
Nominations or direct appts	D	D	D	
Voting (V) or non-voting (NV)	Full voting member	Full voting members	Full voting members	Not a voting group
Conditions or Comments	Geographic restriction to sandpits around Heath & Reach and Leighton Linlade	LA representation is a requirement. Should be Shefford and district representatives	LA representation is a requirement	Reps to be councillors for the areas bordering Sundon Landfill; arrangements for future meetings to be considered by AD Waste Services..
Frequency of meetings	2 per year	Quarterly	Annually	Quarterly
Usual day, time and venue	Mon 2pm LLTown Council	Wed 6pm Robert Bloomfield Middle School	Day varies 4pm offices of Brignalls Balderston Warren, 2 London Rd, Biggleswade	Daytime Sundon Landfill
No. of CBC clrs (subs) required	1	1	2	Not yet specified
Appointments from 31/08/2011 to AGM 2015	Cllr Ray Berry	Cllr Lewis Birt	Cllrs David Lawrence and either Jones, Lawrence, woodward	Cllr Norman Costin and 1 Conservative - Nicols?

No longer being appointed to:

Organisation	Bedford Race Equality Council	Bedfordshire Rural Transport Partnership (Exec Steering Group)	Christian Family Care	Cranfield Village Sports Association
Function/role	Provides advice and support to groups and individuals in matters of racial discrimination / harassment and on best practice.	To improve transport in rural areas in response to needs identified by the community	Provider of family services in accommodation and community (formerly on behalf of Beds CC and MBDC).	(No information supplied)
Status	Registered charity and company limited by guarantee	Unincorporated association	Registered charity and Company Limited by Guarantee	(No information supplied)
Strategic, General or Ward	G	S	G	W
Nominations or direct appts	D	D	D	
Voting (V) or non-voting (NV)	Non-voting observers	Full voting members	Non-voting observer	(No information supplied)
Conditions or Comments	LA representation not a requirement but appointees must be over 18	Requirement for LA representation by portfolio holder in transport or related area	LA representation not a requirement	
Frequency of meetings	Quarterly plus AGM	Every 6 months	Quarterly	
Usual day, time and venue	Thurs 6.30pm	Wed pm Chicksands	Monday 7.30pm at Chairman's home	
No. of CBC clrs (subs) required	1 (1)	4 (2)	1	
Appointments from 31/08/2011 to AGM 2015	Cllr Conservative Sub: Liberal Democrat	Members: Cllrs Brian Spurr, Budge Wells, Tony Brown and Ken Matthews Subs: Cllr conservative x 2	Cllr Mrs Jane Lawrence	Cllrs Mrs Sue Clarke, Ken Matthews and Robert Morris

Organisation	Local Government Association - Urban Commission	LuDun Industries Trust	NIRAH Board (National Institute for Research into Aquatic Habitats)	PATROL & Bus Lane Adjudication Joint Committees
Function/role	Forum for urban authorities to discuss matters of common concern, exchange good practice and experience. To help formulate and promote LGA policies and promote role and interests of urban authorities/ communities.	Provides employment training & other facilities to Bedfordshire persons who by reasons of physical or mental disability are temporarily or permanently incapable of obtaining normal employment.	Transformation of disused brick pits near Stewartby into a 40 hectare freshwater aquarium and international research centre.	Provision for adjudication for Councils undertaking civil enforcement of parking & traffic regulations outside London and bus lanes.
Status	Unincorporated association	Registered charity	Company limited by guarantee	Joint Committee (discharging functions under S.81 Traffic Management Act 2004 & 2007 Regulations)
Strategic, General or Ward	S	G	S	S
Nominations or direct appts	Nominations	D	D	Nominations
Voting (V) or non-voting (NV)	One vote per member authority (Cllr Nicols)	Full voting members	Non-voting observer	Full voting members
Conditions or Comments	1st representative must be an elected member. 2nd can be a member or officer. Not a requirement to appoint	LA representation is a Trust Deed requirement (max. 8 , min.4). 7 trustees formerly appointed by Beds CC + 1 non-elected member	Observer status only, on behalf of Beds Funding Consortium	LA representation is a requirement under the Deed of Agreement. Representative must be a member not an officer
Frequency of meetings	2 per year	Minimum of 2 per year		a. 1 per year for joint c'ttee b. 1 per year for exec sub c'ttee
Usual day, time and venue	Mon-Fri 10am - 4pm. Various locations	Usually Fri 2pm LuDun premises Dunstable		a. Tues Jan b. Tues end June
No. of CBC clrs (subs) required	Up to 2 (2nd can be member or officer). Subs as required.	7	1 observer	1 (1)
Appointments from 31/08/2011 to AGM 2015	Cllr Tom Nicols (voting) and Liberal Democrat (non voting)	Cllrs Susan Goodchild, Lewis Birt, Peter Hollick, Nigel Young, Richard Stay, David McVicar and Independent/Liberal Democrat	Cllr Richard Stay	Cllr Brian Spurr sub: Cllr Budge Wells

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