Malmesbury Area Board
7 June 2022

Appointment of Area Board Lead Councillors

1. Purpose of the Report

1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2022/23

2. Background

2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies or Non-Priority Working Groups. The following guiding principles are in place for Councillors who take a role on an Outside body or Non-Priority Working Group:

- To be the main Area Board point of contact for local Officers within their respective area
- To attend (and often Chair) relevant working groups of the Area Board
- To work collaboratively with relevant local partners and community groups
- To provide regular updates back to the Area Board in relation to their Group/Outside-Body including providing feedback on the success or limitations of previously funded Area Board grants (if applicable)

2.2. The Area Board is invited to appoint Councillor Lead representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, and will be reviewed annually, unless the Board determines otherwise.

2.3. The Area Board is also invited to reconstitute or create new Non-Priority Working Groups set out in **Appendix B**, with the Terms of Reference (if applicable) set out at **Appendix D**, and to make appointments to these groups.

2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2022/23 (if applicable).

3. Main Considerations

3.1. Local Highways and Footpath Improvement Group (LHFIG) has replaced Community Area Transport Groups (CATGs), which will continue to operate as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix C** for information.

3.2. Where a Non-Priority Working group is required, the exact purpose should be set out and agreed by the Board.

3.3. A key role within some Health and Wellbeing Group's is that of a local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to Non-Priority working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

a.   Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;

b.   Agree to reconstitute and appoint to AB Non-Priority Working Group(s) as set out in Appendix B; and

c.   To note the Terms of Reference for the LHFIG as set out in Appendix C.

d.   To appoint a Carer and Older People's Champion for the Area Board.

Lisa Alexander, Senior Democratic Services Officer

Appendices:

Appendix A – Appointment to Outside Bodies
Appendix B – Appointment of Members to Non-Priority Working Groups
Appendix C – LHFIG Terms of Reference

Unpublished background documents relied upon in the preparation of this report

None.