

10.00am, Thursday 24 August 2017

Appointments to Outside Organisations 2017/22

Item number	7.2
Report number	
Executive/routine	
Wards	All

Executive summary

At its meeting on 29 June 2017 the Council made a number of appointments to outside organisations for 2017/22. Additional information has since been received in relation to a number of these, and further or amended representation is now proposed. Any changes will require Council recognition that its earlier decisions were based on incomplete, or incorrect, information.

Appointments to Outside Organisations 2017/22

Recommendations

- 1.1 To nominate one member, from those previously appointed, as Chair of the Transport for Edinburgh Ltd board.
- 1.2 To nominate one member, from those previously appointed, as Chair of the EICC board.
- 1.3 To appoint one member to each of the four new COSLA Policy Boards.
- 1.4 To confirm the additional appointment of Councillor Ritchie to the Lowland Reserve Forces and Cadets Association.
- 1.5. To appoint the Lord Provost as a patron of Edinburgh Diwali, and also the Edinburgh University Air Squadron Association Winkle Brown Memorial Fund SCIO.
- 1.6 To appoint one member to serve on the Scottish Local Government Pension Scheme Advisory Board.
- 1.7 To note that no appointment is now required to George Heriot's Trust.
- 1.8 To appoint one member only to serve on the Board of Directors of the Royal Scottish National Orchestra.
- 1.9 To appoint two members only to Edinburgh World Heritage.
- 1.10 To note Councillor Fullerton has decided not to take up her nomination to the Broomhouse Community One Stop Shop.
- 1.11 To agree to change the earlier Council decisions on 1.5 – 1.10, as these were based on incomplete, or incorrect, information.

Main report

- 2.1 **Transport for Edinburgh – Chair** – Councillors Booth, Doran, Laidlaw and Macinnes were appointed to represent the Council on the board of Transport for Edinburgh Ltd. The Council is now asked to nominate one of these as the chair of the TfE board.
- 2.2 **EICC - Chair**– Councillors Barrie, Cameron, and Smith were appointed to represent the Council on the board of EICC. The Council is now asked to nominate one of these as the chair of the EICC board.

2.3 **COSLA Policy Boards**

Following a recent strategic review, the Convention has agreed to create four Policy Boards (see appendix). Each Board is chaired by a Spokesperson appointed by Convention and comprises a representative from each member Council. The four Boards are:

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

Councils are being asked to nominate one representative to each.

- 2.4 **Lowland Reserve Forces and Cadets Association** – at its last meeting the Council appointed Councillor Bridgman to this Association. The organisation was invited to consider accepting a second Council appointment, in which case Councillor Ritchie would be nominated.

The Association has agreed to the Council's request, and Council is therefore asked to confirm the appointment of Councillor Ritchie.

- 2.5 **Edinburgh Diwali** – the Lord Provost has been asked to serve as a patron on Edinburgh Diwali. Edinburgh Diwali is a voluntary organisation which promotes the annual Indian Festival of Light with the primary objective of promoting Indian arts, culture and heritage.

- 2.6 **Edinburgh University Air Squadron Association** – the Lord Provost has also been invited to become a patron of the Edinburgh University Air Squadron Association Winkle Brown memorial Fund SCIO.

- 2.7 **Scottish Local Government Pension Scheme Advisory Board** – the Council previously appointed Councillor Rankin, as Convener of the Pensions Committee, to represent it on the Scheme Advisory Board of the Scottish Local Government Pension Scheme.

- 2.8 **George Heriot's Trust** – Councillor Bruce was appointed at the last Council meeting. The organisation has advised that, following a governance review, no formal Council appointment is now required.

- 2.9 **Royal Scottish National Orchestra** – Councillors Gordon and Wilson were appointed to the Board of Directors. The organisation has since confirmed that, following a governance review, only one appointment is required.

- 2.10 **Edinburgh World Heritage** – Council appointed two members (Councillors Child and McNeese-Mechan) to Edinburgh World Heritage, and one member (Councillor Ritchie) separately to Edinburgh World Heritage Trust Board. The organisation has since clarified that these are the same group. Two appointments are therefore sought.

- 2.11 **Broomhouse Community One Stop Shop (COSS)** – confirmation has been received that this group remains unincorporated. Councillor Fullerton has therefore decided not to take up her appointment to this group.

Measures of success

3.1 The Council is fully represented on a range of outside bodies.

Financial impact

4.1 Not applicable.

Risk, policy, compliance and governance impact

5.1 A risk assessment of unincorporated organisations has been conducted.

Equalities impact

6.1 Not applicable.

Sustainability impact

7.1 Not applicable.

Consultation and engagement

8.1 Not applicable.

Background reading/external references

Council Minute of 29 June 2017.

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Chief Executive

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COSLA Policy Boards

Following the 2017 COSLA Strategic Review, Convention in June 2017 agreed to the formation of four Policy Boards. Each Board is chaired by a Spokesperson appointed by Convention and comprises a representative from each member Council. The four Boards are:

Board	Chair
Health and Social Care Board	Cllr Peter Johnston (West Lothian, SNP)
Community Wellbeing Board	Cllr Kelly Parry (Midlothian, SNP)
Children and Young People Board	Cllr Stephen McCabe (Inverclyde, Labour)
Environment and Economy Board	Cllr Steven Heddle (Orkney, Independent)
Resources Spokesperson (reports to Leaders)	Cllr Gail Macgregor (Dumfries + Galloway, Conservative)

Board Remit and Terms of Reference

Each Board is governed by a consistent Remit and Terms of Reference.

1. PRINCIPLES

Each Board will ensure that:

- its work is conducted fairly and that all members have the opportunity to contribute.
- existing areas of service delivery or the potential impact of a new policy are considered from equalities and sustainability perspectives.
- deliberations include a broad range of interests and views from across communities, local and national government, and wider stakeholders.
- it shapes action in pursuit of COSLA's vision for Local Government in Scotland and in ways which uphold COSLA's principles of:
 - Strengthening Local Democracy;
 - Working Together Locally;
 - Delivering Outcomes;
 - Focusing on Communities; and
 - Defending Local Choices

- in line with the above principles, asymmetry is considered as part of policy development/positions.
- Individual members will be required to behave in a fair and inclusive manner.

2. KEY RESPONSIBILITIES

Each Board has responsibility for discharging the following functions:

- Engage with and focus on member councils' priorities in relation to its terms of reference.
- Act as the key network through which all member councils create policy, examine legislative or other developments, agree lobbying positions, and investigate options for future direction in relation to its terms of reference.
- Take forward work that delivers the strategic priorities set by Convention including campaigns, research, improvement support, public statements and others steps as appropriate.
- Work with COSLA's Resources Spokesperson to scrutinise and address the financial, human, and other resource implications for Local Government associated with its terms of reference, making recommendations to Leaders as appropriate.
- Involve members, councils and other appropriate stakeholders in the delivery of its work through a varied mix of events, presentations of advice and evidence, networks, debate, and other means of engagement.
- Draw on the expertise of key advisors from the sector, including SOLACE and other local government professional associations. Professional advisers attending meetings will not have voting rights.
- Contribute to reforms, efficiencies, and improvements in the delivery of local services, and identify and share good practice and ideas to stimulate innovation and improvement.
- Provide a mandate to the Spokesperson in their interactions with Ministers and legislatures, and hold them accountable in progressing COSLA's mandated policy positions.

Individual Members will be expected to:

- Represent their council through regular attendance at Board meetings, providing a channel of communication and engagement between their Council and the work of the Board.
- come to the Board with an informed view of the papers, reflective of their Council position.
- report back the decisions of the Board to their respective Councils and take responsibility for any agreed actions.
- Promote the work and role of COSLA.

3. WORK PLAN AND REPORTING ACCOUNTABILITIES

Through engagement with member councils, the Board will develop and maintain a programme of work to prioritise and deliver their brief, linking with other boards where appropriate. This work plan should include, where appropriate, how the Board will contribute to COSLA's overall priorities as agreed by Convention.

The work plan will be reviewed at every meeting to reflect new issues and updates as appropriate.

The Board will report to Leaders' meetings on relevant matters arising from their work plan, and refer issues of significant political and budgetary implication to Leaders.

The Board will provide an annual update on the fulfilment of their work plan.

4. SPECIAL INTEREST GROUPS AND APPOINTMENTS

The Board may recommend to COSLA's Leadership Sounding Board the establishment of Special Interest Groups, with terms of reference as Leadership Sounding Board may determine.

The Board may also appoint members to relevant outside bodies.

5. REPORTS AND MINUTES

Papers will be circulated by COSLA seven days in advance of the meeting and include clear advice on further sharing of reports.

To assist individual members in reporting back to their council, a record of decisions agreed at the meeting will be circulated within seven days for comment, amendments and note of action points.

Final agreement of the formal minute will be at the next meeting of the Board.

6. MEMBERSHIP AND VOTING

The chair of each Board will be the Spokesperson appointed by the Convention.

Each member Council will have one elected member representative on each Board.

The Board will meet six times each year. The Spokesperson may call extraordinary meetings of the Board as appropriate.

Board members unable to attend a meeting should arrange a suitable substitute, and advise COSLA Member Support of this substitute in advance of the meeting. The substitute will be a member of the Board for that meeting and will be entitled to take part in the meeting with the full powers, duties and responsibilities of a member.

In the event of a vote, each member, or substitute present, has one vote, with the Chair having the casting vote in the event that this is required.

If a decision which would normally be made by the Board requires to be made urgently between meetings of the Board, the Spokesperson, in consultation with the President and

Vice President, and if necessary, Political Group Leaders, may take action, subject to the matter being reported to the next meeting of the Board or Leaders.

One quarter of the members of the Board will constitute a quorum. Meetings that do not meet the quorum may still be held in an advisory capacity.

7. BOARDS' TERM OF REFERENCE

While not intended to be an exclusive list, the following indicates in general terms the policy areas that may, at some point, be covered by individual Boards. Each Board will also have responsibility for considering workforce and funding issues relevant to its terms of reference.

The Board will report to Leaders' meetings on relevant matters arising, and refer issues of significant political and budgetary implication to Leaders.

Health and Social Care Board

- Charging Policies for Social Care
- Integration of Health and Social Care
- Older People's Care and Support/ NCHC and Care Home Provision
- Public Health and Health Inequalities
- Reform of Adult Social Care
- Social Care Workforce
- Supporting Carers

Community Wellbeing

- Community and Criminal Justice
- Community Empowerment and Engagement
- Community Safety and Resilience
- Consumer Protection
- Employability
- Equalities and Human Rights
- Housing & Homelessness
- Migration and Refugee Issues
- Poverty
- Social Security and Welfare Reform
- Sports, Culture and Leisure

Environment and Economy

- Broadband and Mobile Policy
- Climate Change and Energy
- Crown Estate
- Economic Development
- Islands Bill
- Planning
- Regeneration
- Transport

- Unconventional Onshore Oil and Gas
- Waste

Children and Young People

- Additional Support Needs
- Child Poverty
- Child Protection
- Children's Hearings
- Children's Services
- Developing the Young Workforce
- Early Years
- Education
- GIRFEC and Named Person
- Looked After Children
- Secure Care
- Unaccompanied Asylum Seeking Children
- Workforce Planning and Development
- Youth Justice