Title of Report: Representation on Outside Bodies and Appointment to the Lowestoft Charter Trustees Civic & Ceremonial Committee and the Lowestoft Charter Trustees Working Group

Meeting Date: Monday, 6 June 2016

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Is the report Open or Exempt? Open

MATTER FOR DECISION

To consider the appointment of Lowestoft Charter Trustee (LCT) representatives onto Outside Bodies and to re-appoint Trustees to sit on a LCT Civic & Ceremonial Committee and a LCT Governance Working Group.

EXTERNAL CONSULTATIONS HELD

Consultation with relevant Outside Bodies as required.

OTHER OPTIONS CONSIDERED AND REJECTED

It is good practice for the LCT to regularly review the scope and principles for making appointments to Outside Bodies.

The establishment of a Grants Committee was approved at the LCT meeting held on 13 February 2013 and subsequently renamed Civic & Ceremonial Committee on 25 January 2016. The proposal for appointing Members onto this Committee is in accordance with the LCT decision made at that time for representation to be determined at the Annual LCT Meeting.

1 BACKGROUND

Appointment of Outside Bodies

1.1 The Lowestoft Charter Trustees (LCT) has in the past nominated representatives to sit on a number of Outside Bodies.

1.2 Previously consultation has been held with the various Outside Bodies in order to establish whether their Articles / Constitutions require a LCT representative on the organisation itself (nominated by the LCT) or whether the LCT has nomination rights on behalf of the relevant organisation. Where the latter was the case, it was felt that rather than the organisation seeking
nominations from the LCT, there was merit in the organisation(s) just appointing representative(s) directly themselves. However, at the meeting of the Lowestoft Charter Trustees held on 11 June 2012, the general consensus was that this matter should not be further pursued.

2 OUTSIDE BODIES

2.1 Corton Poor’s Land Trust (and Corton Almshouse Charity)

The Corton Poor’s Land Trust (and Corton Almshouse Charity) was established to relieve need, hardship or distress in the Ancient Parish of Corton and administer almshouses built by the Charity. Co-operative Trustees must be people who through residence, occupation or employment, have special knowledge of the ancient Parish of Corton.

Councillor Rudd was appointed to this organisation up until June 2016.

One representative needs to be appointed.

2.2 Kirkley Poor’s Land Estate

The Kirkley Poor’s Land Estate awards grant for the relief of need, hardship or distress in the Ancient Parish of Kirkley and the Borough of Lowestoft. Educational grants are also awarded to students in Higher Education for low income families.

Three representatives are required to sit on Kirkley Poor’s Land Estate. Councillor Ford was appointed until June 2016; Mr M Cook will serve until June 2017 and the four year term of office for Councillor Logan will end in 2019.

One representative needs to be appointed and two appointments noted.

2.3 Lowestoft and Plaisir Twinning Association

The Lowestoft and Plaisir Twinning Association promotes international friendship and understanding by strengthening using all possible means, the twinning links between the towns of Lowestoft and Plaisir; to encourage mutual exchanges by individuals and groups, and by so doing, broaden the mutual understanding of the social, cultural, religious, recreational, sporting, educational, commercial, industrial and local government activities of the twinned towns.

The LCT is invited to nominate two representatives to serve on the Lowestoft and Plaisir Twinning Association on an annual basis. Therefore, two representatives need to be appointed.

2.4 Lowestoft Charity Board

The Lowestoft Charity Board is responsible for handling the administration associated with the management of Church Green Almshouses, management of the education foundation and Relief in Need Charity that awards grants. It also manages various investments of the Lowestoft Charity Board.

The appointments of Councillor M Cherry to September 2017, Councillor J Craig to June 2019 and Councillor K Patience to January 2020 need to be noted.

2.5 Lowestoft in Bloom

Lowestoft in Bloom:

- Promotes floral displays, roundabouts, gardens and hanging baskets with help from Waveney District Council and the private sector.
• Develops community partnerships with the local authority in providing floral displays by business, public and private areas.
• Addresses environmental issues and encourages public pride in Lowestoft.

Two representatives need to be appointed.

2.6 Oulton Community Council Association

Oulton Community Council Association promotes the benefits of the inhabitants residing in and about the parishes of Oulton and Flixton and the Oulton Broad and Gunton wards of Lowestoft, by associating with the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time, with the object of improving conditions of life for the residents. In addition, this Association is to secure, maintain and manage a Community Centre for activities promoted by the Association.

One representative needs to be appointed.

2.7 Oulton Poor’s Land Charity

Oulton Poor’s Land Charity distributes income from the Marshes (which is land owned by the charity) to people in need in the village of Oulton.

The charity is comprised of 6 trustees, including the Rector of the Parish, who is the ex-officio Chairman. Two of the trustees must represent the Parish Council and the District Council. Meetings are held 3 times a year and any decision needs unanimous agreement.

Councillor J Murray was appointed to June 2019 and this is for noting.

2.8 Pakefield Poor’s Land Charity

Pakefield Poor’s Land Charity is responsible for a fund of money that is distributed to worthy causes in Pakefield.

Councillor L Gooch was appointed in June 2015 for four years and this is to be noted.

3 LOWESTOFT CHARTER TRUSTEES GROUPS

3.1 Lowestoft Charter Trustees Civic & Ceremonial Committee

A LCT Grants Committee was established on 13 February 2013 and subsequently renamed on 25 January 2016. In accordance with the wishes of the LCT when the Committee was established, appointments to this body need to be made at each Annual LCT Meeting.

The LCT Civic & Ceremonial Committee needs to be comprised of the Lowestoft Town Mayor and six other LCT Trustees and has delegated authority to administer the allocation of funds within the approved budget set aside for grant assistance to local organisations.

Membership of this Committee for 2015/16 was: Councillors S Ardley (Mayor), I Graham, F Mortimer M Rudd, J Smith, N Webb and S Webb.

Representatives are sought to sit on the LCT Civic & Ceremonial Committee for 2016/17 comprising of the Mayor and six other Councillors.

3.2 Lowestoft Charter Trustees Governance Working Group

A LCT Governance Working Group was established on 9 June 2014 comprising the Mayor, Deputy Mayor and four other LCT Trustees.
The purpose of this Group was to look at WDC support services and honours boards.

The LCT is asked to consider if it wishes to retain this Group and agree Terms of Reference.

**REASONS FOR RECOMMENDATION**

To ensure that Lowestoft Charter Trustee representation on Outside Bodies is up-to-date and still relevant and fulfils the need to make either annual appointments or other fixed term appointments as appropriate.

**RECOMMENDATIONS**

1. That ONE representative be appointed to Corton Poor’s Land Trust (and Corton Almshouse Charity).
2. That the appointments of Mr M Cook and Councillor S Logan to Kirkley Poor’s Land Estate be noted and ONE further representative be appointed.
3. That TWO representatives be appointed to the Lowestoft and Plaisir Twinning Association for 2016/17.
4. That the appointments of Councillors J Craig M Cherry and K Patience to Lowestoft Charity Board be noted.
5. That TWO representatives be appointed to Lowestoft in Bloom for 2016/17.
6. That ONE representative be appointed to Oulton Community Council Association for 2016/17.
7. That the appointment of Councillor J Murray to Oulton Poor’s Land Charity be noted.
8. That the appointment of Councillor L Gooch to Pakefield Poor’s Land Charity be noted.
9. That appointments be made to a LCT Civic & Ceremonial Committee for 2016/17 comprising the Lowestoft Town Mayor and SIX other LCT Trustees.
10. That the LCT considers making appointments to a Governance Working Group for 2016/17.

**BACKGROUND PAPERS**

None