

GUILDFORD BOROUGH COUNCIL REVIEW OF OUTSIDE BODIES 2016

Councillor Name:	<a href="#">Click here to enter text.</a>		
Outside Body:	<a href="#">Click here to enter text.</a>		
Date From:	<a href="#">Click here to enter text.</a>	To:	<a href="#">Click here to enter text.</a>

Is the organisation on which you are a representative (**Please tick ONE Option only**):

- a) A company formed under the Companies Act?
- b) An Industrial and Provident or a Friendly Society?
- c) A body created by statute?
- d) An unincorporated Trust?
- e) An unincorporated Club, Society or Association?
- f) Other (Please specify) [Click here to enter text.](#)
- g) Don't know

1. Do you think the Council's current appointment process works well? Choose an item.  
If no, why? [Click here to enter text.](#)
2. Were any specific skills or knowledge required for your appointment? Choose an item.
3. Were you aware of these requirements prior to being appointed? Choose an item.
4. Were you happy with the information you received about the organisation and the role prior to taking up the appointment? Choose an item.  
If no, why? [Click here to enter text.](#)
5. Did the external organisation provide training for you? Choose an item.  
If yes, what? [Click here to enter text.](#)
6. Were any personal liabilities arising from the appointment explained to you? Choose an item.
7. Did you attend the meetings to which you were invited? Choose an item.
8. Did you experience any conflicts of interests? Choose an item.
9. Did you feedback or liaise with Lead Members or Senior council officers? Choose an item.  
If yes, please provide details [Click here to enter text.](#)
10. Please rate the value and benefit to the council of the councillor appointment process. (1 is low and 10 is highly valuable and beneficial) Choose an item.
11. Should there be a standard term of office e.g. 2 or 4 years? Choose an item.
12. Do you think there could be better ways of working and communicating with organisations rather than the process of nominated councillor representative? Choose an item.  
If yes, please comment. [Click here to enter text.](#)

COUNCILLOR REPLIES

Question Number	Question	How many said Yes	How many said No	Comments
1	Do you think the Council's current appointment process works well? If no, why? Click here to enter text.	12	5	<p>In truth, my answer should be 'somewhat'. I'm not convinced that all Cllrs attend the meetings they are invited to and actually add value. From a personal perspective, I do not think the Access Group needs 3 Cllrs in attendance – seems like overkill. We also need to encourage Cllrs who are interested / committed to attend and not because they are told to do so</p> <p>Not to date but this may be down to a lack of communication between GBC and BVCP I think. I received an invitation to, and attended, the Partnership's AGM a week or so ago. This was the first contact I had had from the organisation. The administrator who issued the invitation just happens to be a close neighbour (I wasn't aware she was actually employed there until the meeting) and she got my name from the GBC website. There was nothing on their records to indicate specific GB Councillors had been appointed. I was greeted like Dr Livingstone by a fellow Ash Parish Councillor when I arrived as I was the first GBC Councillor he had known to have attended an AGM.</p> <p>No, because not enough account is taken of councillor's interests, existing connections to the outside body, the time that might be needed to make a useful contribution, what sort of contribution the outside body is looking for, or the seriousness of the undertaking to be a Trustee. I realise not all bodies want formal Trustees</p>
2	Were any specific skills or knowledge required for your appointment?	3	13	<p>If there were I wasn't made aware of them. However the organisation does contribute some of its invaluable services and know-how to the Ash area where I am a Councillor so I have a particular interest in its work</p> <p>I had to agree to be a Trustee. I had already been a formal Trustee of two outside bodies and so was aware of the implications of this. I had already had personal involvement with organisations in India, Uganda and South Africa doing similar work</p> <p>I was just given it. Would be better to map initial interests/experience to the roles</p> <p>Yes. Yes - a knowledge and experience of life in the Countryside</p>
3	Were you aware of these requirements prior to being appointed?	4	4	<p>To a degree</p> <p>If there were I was not made privy to them in advance of the appointment</p>
4	Were you happy with the information you received about the organisation and the role prior to taking up the appointment? If no, why?	10	8	<p>No. Very limited information was given to me. An information pack would be useful and an explanation of what is expected of you in your role as a Cllr</p> <p>Asked the forum for information. None provided</p> <p>No information provided by the Council in advance. However I was aware of the work of Home Start as a friend is a volunteer for a Home Start scheme in another area so I knew something of the basic ethos of the organisation although not a great deal of the particular challenges it faces</p> <p>I received great information from the organisation itself</p> <p>Yes, because I had already been involved with the Mukono Link.</p> <p>Never heard or attended a meeting from them</p>
5	Did the external organisation provide training for you? If yes, what?	1	17	<p>No but that may not be necessary in any event as it would all depend on the extent of any future involvement.</p> <p>Yes. Trustee responsibilities</p> <p>No but I had a very informative initial meeting with the Senior Organiser. If my involvement continues for the next couple of years I would like to attend some of the volunteer training sessions to widen my knowledge of the work of HSG but unfortunately I can't fit any in at the moment due to my personal work commitments</p> <p>No, I had Trustee training through a previous outside body position</p>
6	Were any personal liabilities arising from the appointment explained to you?	5	10	
7	Did you attend the meetings to which you were invited?	9 Always 5 Sometimes	3 Never	
8	8. Did you experience any conflicts of interests?	1 Sometimes	16 Never	
9	9. Did you feedback or liaise with Lead Members or Senior council officers? If yes, please provide details	8	7	<p>No but my actual involvement is of such recent vintage that there hasn't been any time to warrant feedback/liaison</p> <p>Yes, some issues have been discussed with the current mayor</p> <p>Yes. Members of the Executive as appropriate.....Until recently there were no Officers taking a specific interest in the work of the AONB. Now we have Chris Stanton</p> <p>I have contacted other members on a couple of occasions relating to financing issues but nothing on a regular basis.</p>

COUNCILLOR REPLIES

10	Please rate the value and benefit to the council of the councillor appointment process. (1 is low and 10 is highly valuable and beneficial)	Average 7	From what I learnt at the AGM I think the value to the Council is very high. The amount of work done by the Partnership weighed against the amount of the contributions made by the various Council members seems to me extraordinarily good value for money. More GBC Councillor involvement may be a very good move for the future as I was in the majority of one for Guildford whereas there was a very good turnout from other Councils although their particular areas of concern did seem to me to be somewhat larger than ours.	Currently, 5/6 that is on the basis that the organisation does appreciate that the Council maintains an interest in its work (the Local MP is a patron and 2 Councillors are trustees) and there is a specified Councillor appointed to it. I have been impressed by the good attendance from GBC councillors etc to AGMs. This is well received by the management team and volunteers who value the continuing, albeit fairly sedentary, involvement of the Council. The value and benefit to the Council of the work done by the organisation far exceeds the Council input which no longer having any current financial commitment. Maintenance of contact between Home Start Guildford and GBC is a good long term investment. Unfortunately the Council has not provided any financial support for a couple of years but HSG appears to be keen to retain an active link to GBC and I think that this is to be encouraged. I wish I had something more positive to offer apart from my presence at management meetings.	10 if they actually do anything.
11	Should there be a standard term of office e.g. 2 or 4 years?	10	I'm not really in a position to judge this at the moment owing to the circumstances already explained but an active GBC representation would be an advantage	Long term continuity is important with an important role like this	For continuity's sake I would say a standard term of 4 years may be best but should a situation arise where the appointment of another Councillor may be considered more mutually beneficial (eg involvement in a specific project where there is a particular skill available) a shorter term should be instigated. I consider maintenance of good links between the 2 organisations is paramount.
12	Do you think there could be better ways of working and communicating with organisations rather than the process of nominated councillor representative? Choose an item. If yes, please comment.	8	No. I think having a Cllr on an Outside Body is a good idea as long as both parties benefit. However, I think there should be a wider element of choice especially if Cllrs have a particular interest / area of expertise / skill set to offer. Places should be open to everyone and not the majority party taking the 'cream roles'. The organisations should also be encouraged to feedback on the value of having a Cllr; if the nominated Cllr doesn't attend or provide value, then he / she should be removed from the post. I would recommend that all current Outside Bodies are asked to confirm if they still require the services for a local Cllr and, if so, provide an explanation of what a Cllr can bring to the table. Also, I think we need to review and refresh our list of Outside Bodies – remove some and add new ones	Having a nominated Councillor gives the organisation a point of contact should the need arise. There may be organisations where it is not necessary for the Councillor to be particularly hands on but to have a name does provide a certain amount of reassurance to the body concerned. Each case should in my view be considered on its own merits and in consultation with the organisation concerned. What does it want/expect from its involvement with GBC?	Yes. Firstly we should confirm that council input actually provides value or benefit to the council and our constituents. It should not just be to please the group requesting. Once we decide that the group should be supported we should then decide what type of support we provide.
			Yes but this really depends on the organisation. Although this may already be planned I would suggest actually asking the organisations GBC are currently involved with: I must confess I feel somewhat at a loss as to what GBC representation is meant to achieve apart from supplying a ready contact between the 2 organisations. However this may be down partly to my own ignorance and partly down to the lack of any sort of direction being given by the Council as to what the outcome of involvement may be apart from a PR job. Some sort of basic awareness training here may be useful.	I think that there should be closer discussion with the organisation to discover their needs as outlined in question 1 to establish if they actually would benefit from having a nominated representative. If they do and the needs are established, it can work well. In some cases it may be better to have a councillor who just ensures that their community is aware of the existence of the outside body through talking about it within the ward and bringing them to people's attention where appropriate.	