

**Appointments to Outside Bodies,  
Partnerships and Boards  
23 May 2011**

**Report of the Head of Governance**

**PURPOSE OF REPORT**

To consider the basis and the procedure for making the necessary appointments to outside bodies, partnerships and boards.

**This report is public**

**RECOMMENDATIONS**

- (1) That Council considers the options set out in paragraph 3.1 and determines the basis on which appointments to the outside bodies listed in the Appendix are to be made.
- (2) That Council considers the options set out in paragraph 3.2 and determines the process for dealing with those appointments to outside bodies that are to be made by way of nomination rather than by virtue of role/position.
- (3) That Council notes the discontinuation of the following appointments:
  - Alfa Aesar
  - Court of the University of Central Lancashire
  - Lancaster Police and Community Forum
  - North Lancashire Health and Well Being Group
- (4) That Members report any groups on the list that they were representing the council on, which no longer meet or exist.

**1.0 Introduction**

- 1.1 Many outside bodies invite the Council to appoint Councillors to represent the Council on those bodies, and this report deals with the process for making such appointments. In October 2003 it was agreed that Council would determine the basis on which all appointments to outside bodies and partnerships are made. Unless otherwise requested by the outside body concerned, appointments are made to the date of the next City Council elections, subject to confirmation at each Annual Council meeting.
- 1.2 Some Members may recall that appointments were made following the 2007 elections on the basis of a protocol which determined that a number of appointments

be made by virtue of a Councillor's position (such as Cabinet Member or Ward Councillor) and the remaining appointments be made on the basis of political balance, with PR being calculated individually on each body.

- 1.3 In November 2008, however, Council agreed to amend this protocol so that appointments continue to be made by virtue of a Councillor's position where appropriate, but the remaining appointments be subject to nomination, with Council voting on each appointment. Council Minute 67 (2008/2009) refers as follows:

*“That for future appointments to outside bodies, Council determine whether the appointment should be made by virtue of a Councillor's position (such as Cabinet Member or Ward Councillor) and for the remaining appointments nominations be invited from any Councillor without restriction, to be voted upon by full Council.”*

- 1.4 At the annual council meeting in May 2009 it was agreed that those appointments made on the basis of PR in May 2007 should remain unaltered until May 2011. At this meeting therefore, Members are asked to determine whether appointments on the list attached should be made by virtue of a Councillor's position, or by nominations invited from any Councillor without restriction, and, for those appointments to be made by nomination, to determine the process for dealing with such nominations.

## **2.0 Proposals**

### **2.1 Basis of appointments**

- 2.1.1 Set out at Appendix 1 is a table of all the appointments. Part (a) shows those appointments which have previously been made by virtue of position and part (b) shows appointments previously made on the basis of PR. Part (c) shows appointments made by nomination since November 2008.
- 2.1.2 Council is requested to confirm or amend the lists in the Appendix. Options are outlined in paragraph 3.1 below.

### **2.2 Procedure for appointing**

- 2.2.1 Appointments by virtue of position will be referred to Cabinet or the appropriate Committee for appointment. Ward Councillor appointments will be made automatically, except where a lesser number of representatives is required than there are seats. Such appointments will be dealt with by nomination.
- 2.2.2 Members are asked to consider a procedure for dealing with all appointments which are to be made by nominations. Options for this are outlined below in paragraph 3.2.

## **3.0 Options and Options Analysis (including risk assessment)**

### **3.1 Options for the basis of appointments**

- 3.1.1 Option 1 – to confirm that the appointments to be made in respect of the bodies listed in part (a) of the appendix continue to be made by virtue of role/position, and that those appointments listed in parts (b) and (c) of the Appendix be made by nomination..

3.1.2 Option 2 – to determine a different basis of appointment for each or any of the appointments listed in the appendix.

3.1.3 There is no officer preferred option.

### 3.2 Options for the procedure for appointing by nominations

3.2.1 Option 1 – Members to vote on the nominations for each appointment at this meeting.

3.2.2 Option 2 – Members to submit nominations to the Head of Governance by the 31st May 2011 to be voted on at the next Council meeting on 15 June 2011.

3.2.3 Option 3 – Members to delegate the individual appointments to the Council Business Committee meeting on 30 June 2011, with nominations to be submitted to the Head of Governance in advance of that meeting.

3.2.4 Option 4 (to be considered in conjunction with options 2 or option 3) to delegate to the Head of Governance any appointments where there is single nomination in order to avoid a lengthy voting process at the next Council or Council Business Committee meetings.

3.2.5 The officer preferred options would be either option 2 or option 3, together with option 4, as these would appear to be administratively more convenient.

## **4.0 Discontinued Appointments**

4.1 Members should note that the following organisations have either ceased to exist or have not required Council representation since the last report to Council:

- Alfa Aesar
- Court of the University of Central Lancashire
- Lancaster Police and Community Forum
- North Lancashire Health and Well Being Group

## **5.0 Conclusion**

5.1 Annual Council has previously agreed the basis of all appointments to Outside Bodies, Partnerships and Boards using a combination of proportional representation or in line with a Member's role such as Ward Councillor, Cabinet or Committee Member.

5.1.1 The policy was amended in 2008 to invite nominations from any Member to be appointed to an outside body where there is no obvious correlation with a Member's role on Council.

5.1.2 These appointments are made following the City Council elections for a 4 year period subject to confirmation at each Annual Council Meeting.

**CONCLUSION OF IMPACT ASSESSMENT**

**(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

There are no direct implications as a result of this report.

**FINANCIAL IMPLICATIONS**

Members of Outside Bodies are entitled to travel expenses. Costs resulting from these appointments are met from democratic representation budgets and changes to the method of appointment will not affect costs.

**SECTION 151 OFFICER'S COMMENTS**

The S151 Officer has been consulted and has no further comments.

**LEGAL IMPLICATIONS**

Rules on political balance are set out in the Local Government (Committees & Political Groups) Regulations 1990 and S15 of the Local Government & Housing Act 1989. The duty on Local Authorities to apply these rules is set out in Schedule 1 of the Local Government & Housing Act 1989 and there is no requirement for PR to be applied in the case of appointments to outside bodies.

**MONITORING OFFICER'S COMMENTS**

The Monitoring Officer has been involved in the preparation of this report in her capacity as Head of Governance, and has no further comments.

**BACKGROUND PAPERS**

None

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