

**Appointments to Outside Bodies,
Partnerships and Boards
26 May 2015**

Report of the Chief Officer (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 notes the information requested on Members' attendance at meetings of outside bodies (Appendix A)
- (2) That Council considers the options set out in paragraph 4.1 and determines the basis on which appointments to the outside bodies listed in the appendices are to be made.
- (3) That Council considers the basis of appointment to a new body, the Fylde, Lancaster and Wyre Children's Partnership Board (see paragraph 5).
- (4) That Council considers the options set out in paragraph 4.2 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.
- (5) That the discontinuation of the following appointments be noted:
 - Board of Trustees of Skerton Charities
 - LGA Executive
 - Luneside East Project Advisory Board
 - North Lancashire Local Action Group Executive Group
 - Lancaster District Children's Trust Board
 - Carnforth Railway and Trust Company Ltd Board

That the following changes to outside bodies be noted:

- the "Lancaster and District Multi-Agency Forum on Domestic Violence" has been retitled the "Domestic Abuse Reduction Group";
- the "National Association of Areas of Outstanding Natural Beauty" is now known as "Landscapes for Life".

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 In November 2008 Council agreed to a protocol to allow appointments to be made by virtue of a Councillor's position where appropriate, and the remaining appointments to 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 Council must therefore agree the basis of appointment to each outside body at this meeting before any appointments can be made.

2.0 Monitoring of Attendance

2.1 At its meeting on 17 December 2014, Council considered a method of monitoring Members; attendance at the outside bodies they have been appointed to. Council resolved:

(1) *That Councillors appointed to outside bodies inform Democratic Services of the meetings they have attended throughout the year.*

(2) *That officers include details of attendance in each report to Annual Council to inform Members when appointments to outside bodies are reconfirmed.*

Appendix A contains attendance details supplied by Members. Some Members did not respond and there is no information by their names.

3.0 Proposals

3.1 Basis of appointments

3.1.1 All the appointments are set out in appendices B and C (and paragraph 5 below). Appendix B shows those appointments which have previously been made by virtue of position and appendix C shows appointments made by nomination and voting at Council.

3.1.2 Council is requested to confirm or amend the lists in the appendices. Options are outlined in paragraph 4.1 below.

3.2 Procedure for appointing

3.2.1 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 ward councillors. Such appointments will be dealt with by nomination.

3.2.2 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.

4.0 Options and Options Analysis (including risk assessment)

4.1 Options for the basis of appointments

4.1.1 Option 1 – to confirm that the appointments to be made in respect of the bodies listed in appendix B continue to be made by virtue of role/position, and that those appointments listed in appendix C be made by nomination..

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

4.1.3 There is no officer preferred option.

4.2 Options for the procedure for appointing by nominations

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

4.2.2 Option 2 – Members to submit nominations to the Chief Officer (Governance) by the 5 June 2015 to be voted on at the next Council meeting on 15 July 2015.

4.2.3 Option 3 – Members to delegate the individual appointments to the Council Business Committee meeting on 25 June 2015, with nominations to be submitted to the Chief Officer (Governance) by 5 June 2015.

4.2.4 Option 4 (to be considered in conjunction with options 2 or option 3) to delegate to the Chief Officer (Governance) any appointments where there are no more nominations than places on the outside body, in order to avoid a lengthy voting process at the next Council or Council Business Committee meetings.

4.2.5 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.

5.0 New Outside Body

5.1 The Lancaster and District Children and Young People's Trust was wound up in 2014 and there is now a new body, the Fylde, Lancaster and Wyre Children's Partnership Board. Council is asked to determine the basis for appointment for that position. For Members' information, the basis of appointment to the old Trust was by virtue of being the Council's Member Champion for Children and Young People.

6.0 Discontinued Appointments and Name Changes

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

- Board of Trustees of Skerton Charities
- LGA Executive
- Luneside East Project Advisory Board
- North Lancashire Local Action Group Executive Group

Members should also note the following changes:

- the “Lancaster District Children’s Trust Board” has been replaced by the “Fylde, Lancaster and Wyre Children’s Partnership Board”;
- the “Lancaster and District Multi-Agency Forum on Domestic Violence” has been retitled the “Domestic Abuse Reduction Group”;
- The “National Association of Areas of Outstanding Natural Beauty” is now known as “Landscapes for Life”.

7.0 Other issues

- 7.1 Carnforth Station and Railway Trust Company has informed the Chief Executive that it no longer requires a Council representative on its Board.
- 7.2 During a review of outside bodies conducted by Democratic Services last Autumn, the Forest of Bowland Area of Outstanding Natural Beauty (AONB) unit responded to say that they would prefer the local authority representative to have a strong interest in AONB and countryside matters and/or live in or represent an AONB.
- 7.3 Also, the Dukes Playhouse Board of Directors do require at least one Member of the Council in attendance to be quorate for their meetings, so it is particularly important that Members appointed can attend as required.

8.0 Conclusion

- 8.1 Council is asked to agree the basis of all appointments to Outside Bodies, Partnerships and Boards or in line with a Member’s role such as Ward Councillor, Cabinet or Committee Member, or by nomination and voting at Council.
- 8.2 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.

LEGAL IMPLICATIONS

There are no legal 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.

MONITORING OFFICER'S COMMENTS

The Monitoring officer has been consulted and has no further comments.

BACKGROUND PAPERS

None

Contact Officer: Debbie Chambers

Telephone: 01524 582057

E-mail: dchambers@lancaster.gov.uk