

**Appointments to Outside Bodies
23rd September 2015**

Report of Chief Officer (Governance)

PURPOSE OF REPORT

To enable Council to consider appointments to the Reserve Forces and Cadets Association, the North Lancashire Citizen's Advice Bureau and the James Bond/Henry Welch Trust.

This report is public

RECOMMENDATIONS

- (1) To confirm that the Council's appointment to the Reserve Forces and Cadets Association for North West England and the Isle of Man continue to be made by nomination from full Council, and, if so, to make the appointment at this meeting.**
- (2) To confirm that the Council's appointments to the North Lancashire Citizen's Advice Bureau continue to be made by nomination from full Council and, if so, to make an appointment to the vacancy at this meeting.**
- (3) To consider a request from the trustees of the James Bond/Henry Welch Trust for nomination of a councillor to be appointed as a trustee.**

1.0 Reserve Forces and Cadets Association for North West England and the Isle of Man (NW RFCA)

- 1.1 At its meeting on the 26th May 2015, Council confirmed that appointment to the Reserve Forces and Cadets Association for North West England and the Isle of Man be made by nomination from full Council. At that meeting, Councillor Scott was appointed to represent the Council.
- 1.2 On the 7th July 2015, Councillor Scott advised the Chief Officer (Governance) that she had stepped down from this role.
- 1.3 Accordingly, it is necessary for Council to consider appointing another councillor to represent the Council on the Association. If Council is content for the appointment to continue to be made by nomination from full Council, an appointment can be made at this meeting.

- 1.4 Attendance at meetings will comprise the annual general meeting, which is scheduled for 1 July 2016; location yet to be decided. As and when appropriate local events occur the NW RFCA will invite the appointed member to attend, however these events will vary each year and dates and times are not known.

2.0 North Lancashire Citizen's Advice Bureau (CAB)

- 2.1 Council makes three appointments to the North Lancashire CAB. Councillor Hughes was appointed by Council on 26 May but has since resigned from the appointment, due to other commitments and one place is now vacant.

- 2.2 Some background information about the role has been provided below to assist Members:

Once a councillor is appointed by Council the Bureau would require them to fill out an application form and be interviewed to ensure they meet the criteria to become a charity trustee.

- The Trustee board meets on the second Tuesday of every other month at 7pm at the Morecambe office.
- The next meetings are November 10 2015, January 12 2016, March 8 2016, May 10 2016 and July 12 2016.

All the Bureau's trustees are also assigned to one of its sub committees: Finance, Personnel, Development, Health and Safety. These committees meet monthly, dependant on the work allocated to them, at a date and time suitable to the committee members.

3.0 James Bond/Henry Welch Trust

- 3.1 The James Bond/Henry Welch Trust is a charity, administered by the City Council, for the provision of financial assistance for people with diseases of the chest and lung, and for children with disabilities and other special needs living within the district of the Council.

- 3.2 Historically, both the City Council and the County Council have been represented on the board of trustees. However, currently, whilst the Chief Officer (Governance) is the Chief Executive's representative on the trust, and two former city councillors are trustees in their own right, there is no elected member of the City Council on the trust. At its meeting in July, the trustees resolved to invite the City Council to nominate a councillor as a trustee.

- 3.3 The trustees meet quarterly to consider requests for financial assistance. Meetings are generally held at Lancaster Town Hall on the last Friday of January, April, July and October, in the afternoon.

- 3.4 The majority of the requests for assistance are on behalf of children with disabilities and special needs. Before a request is considered, a home visit is undertaken by two of the trustees, who are then able to provide further details when the request is being considered. The trustees have asked that the Council's nominee should be willing to be an active member of the trust, accompanying the Home Visitor on some such visits between meetings. It is difficult to estimate the time commitment, but by way of example, nine requests for assistance were considered at the Trust's July meeting.

3.5 Mindful of the requirements of the role, Council is asked to consider whether the nomination to the Trust should be from full Council, or whether it should be made by virtue of role or position; for example the Champion for Children and Young People. If a nomination is made at this meeting, the trustees will be asked to confirm the appointment at their October meeting.

4.0 Details of Consultation

4.1 Council is asked to consider its appointments to these roles.

CONCLUSION OF IMPACT ASSESSMENT (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)	
There are no direct implications arising from 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 can be met from democratic representation budgets.	
OTHER RESOURCE IMPLICATIONS	
Human Resources: None	
Information Services: None	
Property: None	
Open Spaces: None	
SECTION 151 OFFICER'S COMMENTS	
The Section 151 Officer has been consulted and has no further comments.	
MONITORING OFFICER'S COMMENTS	
The report has been prepared by the Monitoring Officer in her capacity as Chief Officer (Governance)	
BACKGROUND PAPERS	Contact Officer: Mrs S Taylor Telephone: 01524 582025 E-mail: STaylor@lancaster.gov.uk Ref:
None	