

**Report of the City Solicitor**

**Report to Member Management Committee**

**Date: 28 June 2016**

**Subject: Local Authority Appointments to Outside Bodies**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. Each year Member Management Committee is required to review the list of all notified Outside Bodies including those designated as Strategic and Key (Appendix 2) and appointed to via this Committee and Community and Local Engagement (Appendix 3) and currently appointed to via the relevant Community Committee and determine whether the Council should make/continue to make an appointment to those bodies.
2. Member Management Committee is asked to consider any vacancies detailed in Appendix 2 and make appointments to them.
3. Any appointments should be made in accordance with the Appointments to Outside Bodies Procedure Rules.

**Recommendations**

4.1 The Member Management Committee is asked to:

- Note the Appointments to Outside Bodies Procedure Rules at Appendix 1;

- Approve the schedule at Appendix 3 and confirm the delegation of the appointment of these to the Community Committees;
- Approve the schedule at Appendix 2 and make appointments as appropriate ;  
and
- Consider the matter for determination.

## **1.0 Purpose of this report**

1.1 This report outlines the Member Management Committee's role in relation to Elected Member appointments to Outside Bodies and asks the Committee to:

- Agree a schedule detailing those organisations that the Council will continue to make an appointment to; and
- Agree the nominations to those organisations which fall to this Committee to make an appointment to.

## **2.0 Background information**

2.1 Each year the Member Management Committee is required to review the list of notified Outside Bodies and determine whether the Council should make/continue to make an appointment to those bodies. The process by which this is undertaken is detailed in the Appointment to Outside Bodies Procedure Rules (an extract of which is listed below). A copy of the full Procedure Rules is attached at Appendix 1.

### Extract from the Appointments to Outside Bodies Procedure Rules

2.2 *Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.*

2.3 *Determination will be based on one or more of the following criteria being met:*

- *The proposed appointment is a statutory requirement;*
- *The proposed appointment would be consistent with the Council's policy or strategic objectives; and/or*
- *The proposed appointment would add value to the Council's activities.*

2.4 The current schedule of bodies to which this Committee makes appointments is attached at Appendix 2. This schedule was agreed by Member Management Committee in July 2015 and identifies those appointments which fall to the Committee to make.

2.5 In relation to these appointments Member Management Committee is asked to:

- confirm that the Council will continue to make an appointment to those organisations listed;
- confirm the allocation of responsibility for appointments to the Member Management Committee; and
- consider those Members which they would wish to appoint to serve on the organisations listed in Appendix 2.

2.6 The appointment procedure advises the Member Management Committee to have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a

whole, and to have regard to a Member's current interests prior to making any appointment to avoid any potential conflict of interest.

2.7 The Member Management Committee is asked to note that Elected Members should normally fill all available appointments and that all appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

2.8 It is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled.

2.9 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.

### **3.0 Main issues**

3.1 The Member Management Committee met on a number of occasions in the last Municipal Year to make Elected Member appointments to Outside Bodies. The attached schedule at Appendix 2 details the position for the 2015/16 Municipal Year.

3.2 In addition Group Whips were contacted in advance of the meeting in order that their group appointments could be updated/amended or confirm they are to remain the same information was provided from some groups and these are set out in an additional column within appendix 2.

3.3 Member Management Committee is asked to consider any vacancies detailed in Appendix 2 and make appointments to them.

3.4 Members are reminded that where an Outside Body has been categorised as Strategic and Key Partnership, the appointment will be made by the Member Management Committee. In those cases where an Outside Body has been categorised as Community and Local Engagement, the appointment will be made by the appropriate Community Committee.

### **3.5 Groundwork Leeds**

As Members will be aware the Council currently nominates 6 Councillors to Groundwork Leeds and details of the Councils current appointments can be found detailed in the spreadsheet appended to this report.

As a Member of the Trust the Council is entitled to attend and vote at the General Meetings and the Company Secretary in previous years has contacted the Council (usually after the date of this meeting) to ascertain which Council representative would cast the Councils vote on any matters before the meeting.

Members are asked to consider nominating one of the Councils appointed representatives as the member who would cast any vote on behalf of the Council and a Member who could act in the absence of the named Member.

### 3.6 Appointments Made Since February 2016

Members are advised that since the last meeting of the Committee no appointments have been confirmed by the City Solicitor in accordance with the Appointments to Outside Bodies Procedure Rules (4.6).

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Group Whips are consulted in relation to any appointments made outside of Member Management Committee.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 There are no equality and diversity or cohesion and integration implications as a result of this report.

### **4.3 Council Policies and City Priorities**

4.3.1 Under the Appointments to Outside Bodies Procedure Rules, Member Management Committee is asked to review the list of notified Outside Bodies on an annual basis and determine whether the Council should make/continue to make an appointment to those bodies.

4.3.2 Determination is based on one or more of the following criteria being met:

- the proposed appointment is a statutory requirement;
- the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
- the proposed appointment would add value to the Council's activities.

### **4.4 Resources and Value for Money**

4.4.1 There are no resource implications as a result of this report.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 Full Council has delegated responsibility to Member Management Committee for:

- determining which outside bodies should have Member representation and, by determining the category of each such outside body, determining how such appointments should be made; and
- making appointments to outside bodies categorised as Strategic and Key Partnership.

4.5.2 This report relates to a Council function and therefore, is not available for call-in.

## **4.6 Risk Management**

4.6.1 There are no risk implications as a result of this report.

## **5 Conclusions**

5.1 Each year Member Management Committee is required to review the list of notified Outside Bodies and determine whether the Council should make/continue to make an appointment to those bodies.

5.2 Member Management Committee is asked to consider any vacancies detailed in Appendix 2 and make appointments to them.

5.3 Any appointments should be made in accordance with the Appointments to Outside Bodies Procedure Rules.

## **6 Recommendations**

6.1 The Member Management Committee is asked to:

- Note the Appointments to Outside Bodies Procedure Rules at Appendix 1;
- Approve the schedule at Appendix 3 and confirm the delegation of the appointment of these to the Community Committees;
- Approve the schedule at Appendix 2 and make appointments as appropriate ;  
and
- Consider the matters for determination.

## **7 Background documents<sup>1</sup>**

7.1 None

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.