



Report of the Chief Democratic Services Officer

Member Management Committee

Date: 4th March 2009

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

EXECUTIVE SUMMARY

- 1 Members have asked that a report be prepared for this Committee in relation to a number of issues relevant to the appointment of Councillors to Outside Bodies. In particular Members have asked that information be provided in respect of:
 - Support to Elected Members from nominated Lead Officers
 - What indemnities are in place for Elected Members when representing the Council on Outside Bodies
 - Feedback to Member Management Committee from Outside Bodies that the Council nominate/appoint an Elected Member to
- 2 The report also seeks to:
 - provide an update on the current position regarding member appointments
 - to confirm Member nominations to remaining vacancies.

1.0 PURPOSE OF REPORT

- 1.1 This report has been produced at the request of Group Whips and asks Member Management Committee to note the current and proposed arrangements in respect of support to Members when appointed to an outside body, what indemnities are in place for Elected Members when representing the Council on Outside Bodies and to seek agreement to the method in which feedback is received from organisations who have Elected Members serving on their body.

- 1.2 Further to the meeting of this Committee in November 2008, and confirmation of nominations received to date, this report provides an update on the current position regarding Member appointments and provides an opportunity to fill any vacancies.

2.0 BACKGROUND INFORMATION

- 2.1 The Council currently appoints/nominates Elected Members to approximately 200 Outside Bodies and a small number of these are reserved as Full Council appointments and these are usually made at the Annual meeting in May each year.
- 2.2 The categorisation of the remainder of the Outside Bodies is a function delegated to the Member Management Committee who also have the responsibility of making appointments/nominations to those outside bodies categorised as Strategic and Key Partnerships.
- 2.3 Where an Outside Body has been categorised as Community and Local Engagement by Member Management Committee then the relevant Area Committee will have the responsibility for making appointments/nominations to those bodies.
- 2.4 Appointments to Outside Bodies are carried out in accordance with the Appointment to Outside Bodies Procedure Rules.

3.0 SUPPORT TO ELECTED MEMBERS

- 3.1 The Appointment to Outside Bodies Procedure Rules state that a Lead Officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .
- 3.2 This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Chief Officer (Legal Licensing and Registration) as appropriate.
- 3.3 For organisations in the Community and Local Engagement category, a Lead Officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.
- 3.4 Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the Lead Officer's responsibility to ensure that an induction is arranged.
- 3.5 The list of Outside Bodies that Member Management Committee appoint to is provided at each meeting of Member Management Committee and will now detail the relevant Lead Officer for each organisation. The list is attached as Appendix 1 to this report.
- 3.6 As part of the appointment process each year the Chief Democratic Services Officers will now provide the nominated Lead Officer with details of the Member appointed to an organisation and ask that a briefing is prepared for that Member in accordance with the Appointment to Outside Bodies Procedure Rules
- 3.7 The correspondence to a Member notifying them of their appointment to an Outside Body from the Chief Democratic Services Officers will now provide details of the Lead Officer who will provide the briefing and support in order that Members are aware who will be providing support.
- 3.8 As part of the annual review of appointments the list of Lead Officers will also be updated following discussions with the relevant Directors.

3.9 Additional support can also be made available to Members via specific training which can be organised through the Member Development Officer particularly in relation to the role of Trustees or Directors and specific guidance has been prepared by Legal Services for Members nominated to carry out such roles.

4.0 INDEMNITIES WHEN REPRESENTING THE COUNCIL ON OUTSIDE BODIES

4.1 The issue of Member indemnities whilst representing the Council on an Outside Body is the subject of a separate report earlier on the agenda.

5.0 FEEDBACK FROM ORGANISATIONS

5.1 Group Whips have requested that a mechanism be put in place to receive feedback from organisations who may have concerns in respect of Member representation on their body.

5.2 It is proposed that when organisations are informed of the Council appointment they will be invited to contact the Chief Democratic Services Officer should they have any issues in respect of the appointment as there are currently no formal arrangements in place for this.

5.3 Despite the absence of a formal mechanisms to receive feedback from organisations they do contact officers should they have any concerns or issues in respect of Council representation and when this occurs officers liaise with the relevant group whip in order that any issues are resolved.

5.4 If any issues are raised with officers that are more substantial issues such as Member entitlement on a body then officers would report this to the next available Member Management Committee in order that they can determine how they would wish to proceed.

5.5 Members views are sought as to whether they would be agreeable to the proposal in 5.2 and would be content for officers to continue with the existing arrangements as described in 5.3 and 5.4.

6.0 CURRENT POSITION

6.1 This is the fourth meeting of the Member Management Committee since the Annual Meeting of Council to make Elected Member appointments to Outside Bodies. The attached schedule at Appendix 1 details the current position.

6.2 Vacancies exist on a number of outside bodies. Member Management Committee is asked to consider the vacancies detailed in the Appendix.

7.0 MAIN ISSUES

7.1 Members are asked to specifically consider the following issue:

7.2 David Young Community Academy

Members will recall that at an earlier meeting of this Committee officers were asked to contact the Diocese to seek additional Member representation on the Governing Body of the David Young Community Academy.

Officers have now received correspondence from the Diocese advising that whilst they note the request and will continue to consider the request of the City Council, they feel that the timing is at present not appropriate to take the matter further.

Members are asked to note the current position in respect of the David Young Community Academy.

7.3 Appointments Made Since November 2008

Members are advised that since the last meeting of the Committee the following change of appointments have been confirmed by the Assistant Chief Executive(Corporate Governance) in accordance with the Appointments to Outside Bodies Procedure Rules (4.6)

<u>Outside Body</u>	<u>Member Appointed</u>	<u>Member Replaced</u>	<u>Date</u>
Pupil Referral Unit Management Committee	Cllr Ewens	Whips nominee	04/12/08
JCC(Teachers)	Cllr Campbell	Cllr Cleasby	04/12/08

8.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

8.1 The Member appointments referred to in this report are in accordance with the Council's Constitution and as detailed in the Appointments to Outside Body Procedure Rules. Members will also be advised of the need to update their entry in the Members' register of interests.

9.0 LEGAL AND RESOURCE IMPLICATIONS

9.1 There are no specific legal or resource implications in relation to these appointments.

10.0 RECOMMENDATION

10.1 Members are asked to agree the proposed support to Members as detailed in Section 3 of the report and note the option for training if required.

10.2 Members are asked to agree the proposal in paragraph 5.2 and agree the continuation of the practices referred to in paragraphs 5.3 and 5.4

10.3 Members are asked to consider the current position in relation to Elected Member appointments to outside bodies detailed in Appendix 1.

10.4 Members are asked to note the change of appointments since the last meeting of the Committee as detailed in 7.3 of the report.

Background Papers

Appointment to Outside Bodies Procedure Rules