

# Annual Council



Forest Heath  
District Council

<b>Title of Report:</b>	<b>Review and Re-appointment of Representation on Outside Bodies</b>
<b>Report No:</b>	<b>AGM/FH/17/002</b>
<b>Report to and date:</b>	Annual Council 10 May 2017
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<b>Purpose of report:</b>	The Council is required by the Constitution at each Annual Meeting to:  (1) receive, or arrange the delegation of, nominations of Councillors to serve on any outside body for which a new appointment or re-appointment is required; and  (2) appoint to those outside bodies except where appointment to those bodies has been delegated by the Council or is exercisable only by the Cabinet.

<b>Recommendation:</b>	<b>It is recommended that:</b> <ol style="list-style-type: none"> <li>(1) Where the Council may send observers to meetings of outside bodies these will be appointed by the Cabinet.</li> <li>(2) If deemed appropriate, the Council to explore the passing of nominations to other organisations.</li> <li>(3) Where the Council may make a nomination, but the nominee is not automatically appointed by the organisation, the nomination be made by the Cabinet.</li> <li>(4) The Service Manager (Democratic Services) and Monitoring Officer be requested to exercise their existing delegated authority to: <ol style="list-style-type: none"> <li>(a) re-appoint the existing District Council's representatives on outside bodies not covered by the provisions made in Recommendations (1), (2) and (3) above for 2017/2018, as detailed in Appendix A to Report No: AGM/FH/17/000; and</li> <li>(b) make new appointments to outside bodies, as applicable, in accordance with nominations put forward by the relevant Group Leaders or (if applicable) the nominating body or individual listed.</li> </ol> </li> </ol>
<b>Key Decision:</b>  <i>(Check the appropriate box and delete all those that <b>do not</b> apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>
<b>Consultation:</b>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>
<b>Alternative option(s):</b>	<ul style="list-style-type: none"> <li>• As set out in paragraph 1.3 below.</li> </ul>
<b>Implications:</b>	
Are there any <b>financial</b> implications? If yes, please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Are there any <b>staffing</b> implications? If yes, please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Are there any <b>ICT</b> implications? If yes, please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Are there any <b>legal and/or policy</b> implications? If yes, please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<i>Are there any <b>equality</b> implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Risk/opportunity assessment:</b>		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
<b>Risk area</b>	<b>Inherent level of risk</b> (before controls)	<b>Controls</b>	<b>Residual risk</b> (after controls)
Opportunities for the Council to be represented on outside bodies are missed	Medium	To consider the appointment of representatives to outside bodies	Low
<b>Ward(s) affected:</b>		All	
<b>Background papers:</b>		None	
<b>Documents attached:</b>		<b>Appendix A</b> – Forest Heath District Council’s Representation on Outside Bodies 2016/2017 and on Wholly Owned/Joint Venture Commercial Companies in 2016/2017	

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## **1. Key issues and reasons for recommendation(s)**

### **1.1 Background**

1.1.1 One of the functions exercised by the Council is to appoint representatives on outside bodies.

1.1.2 At each Annual Meeting, the Council is required to receive, or arrange the delegation of, nominations of Councillors to serve on any outside body for which a new appointment or re-appointment is required.

1.1.3 Attached as Appendix A, to this report, is the list of outside bodies for the last civic year, 2016/2017. This list provides the name of the organisations and the number of representatives in that year.

#### 1.1.4 Wholly-owned/Joint Venture Commercial Companies

1.1.5 Appendix A also sets out the Council's representation on its wholly-owned/joint venture commercial companies. Whilst, technically, not outside bodies, this information has been included for transparency and information purposes.

### **1.2 Considerations**

1.2.1 Council is asked to consider the list at Appendix A and to request the Service Manager (Democratic Services) and Monitoring Officer to exercise their delegated authority to re-appoint the existing District Council's representatives on outside bodies not covered by the provisions made in Recommendations (1), (2) and (3) above for 2017/2018.

1.2.2 If, however, it is considered that new appointments to outside bodies are required to be made, these are proposed to be made under the above delegated authority in accordance with nominations put forward by the relevant Group Leaders or (if applicable) the nominating body or individual listed.

1.2.3 Attention is also drawn to the following:-

- (a) Where the District Council may send observers, it is recommended that Cabinet and not Council makes these appointments, if considered necessary, as the appointee is not formally representing the Council. This does not mean that the observer must be a member of the Cabinet. Subject to approval of Recommendation (1) above, the existing representatives on such bodies will be proposed to be re-appointed by Cabinet on 16 May 2017.
- (b) It is suggested that, where deemed to be appropriate, the District Council explores the possibility of 'passing' the nomination to other organisations (ie Town/Parish Councils).
- (c) Where the District Council has the right to nominate a representative, but the nominee will not be automatically appointed by the outside body, then the nomination will also be made by the Cabinet.

1.3 **Citizens Advice Bureau (Newmarket) and the Suffolk Police and Crime Panel**

1.3.1 The Conservative Group Leader has notified that they wish to make changes to the current Member representation on the following outside bodies for 2017/2018:

- Suffolk Police and Crime Panel (*Substitute Member*)
- Citizens Advice Bureau (Newmarket)

1.3.2 Therefore, once confirmed by the Conservative Group Leader, the changes to the Member representation on these particular outside bodies will be made under the existing delegated authority of the Service Manager (Democratic Services) and Monitoring Officer (as set out in Recommendation 4(b) above).