

## Review of Representation on Outside Bodies 2019-2023

<b>Report No:</b>	<b>AGM/WS/19/003</b>	
<b>Report to and date:</b>	<b>Annual Council</b>	22 May 2019
<b>Cabinet Member:</b>	Leader of the Council <i>(Appointment of the Leader of the Council to be confirmed at Annual Council on 22 May 2019)</i>	
<b>Lead officer:</b>	Leah Mickleborough Service Manager (Democratic Services) and Monitoring Officer <b>Tel:</b> 01284 757162 <b>Email:</b> <a href="mailto:leah.mickleborough@westsuffolk.gov.uk">leah.mickleborough@westsuffolk.gov.uk</a>	

**Decisions Plan:** N/A

**Wards impacted:** All Wards

**Recommendation:** It is recommended that:

- (1) The Service Manager (Democratic Services) and Monitoring Officer be given delegated authority to appoint the Council's representatives on outside bodies, in accordance with the nominations put forward by relevant Group Leaders, or the nominated body, or the individual listed, as detailed in Appendix A;**
- (2) Where no representative is nominated, the Service Manager (Democratic Services) and Monitoring Officer be given delegated authority to seek nominations from other bodies and individuals, to be approved by Council in due course;**



- (3) The Council notes that where the outside organisation is discharging executive functions, or the Council is an observer on an organisation, these appointments will be made by Cabinet;**
- (4) The Council notes that it is intended to continue to review representation on outside bodies to ensure that it remains beneficial for the organisation and for the Council; and**
- (5) The Council notes that the nominations to the Suffolk County Council Health Scrutiny Committee, be proposed by the Overview and Scrutiny Committee at their meeting on 13 June 2019, for subsequent confirmation by Council on 16 July 2019.**



## **1. Background / Context**

- 1.1 One of the functions exercised by the Council is to appoint representatives on outside bodies who seek nominations from the Council. Acting as a representative can cover a wide range of functions – in some cases, the representative will sit as part of a Board; in some cases they will be a trustee, a Director of the company, or will act as a shareholder to make decisions on behalf of the Council.
- 1.2 Following each Council Election, the Council will need to undertake a full review to decide whether to continue with representation on an outside body and, if so, to appoint the representative(s).

## **2. Proposals**

- 2.1 Attached as Appendix A to this report, is the proposed list of outside bodies, which sets out the detail of the organisation, the meeting information (where known) and the required representation.
- 2.2 This list has been amalgamated from the former Forest Heath District and St Edmundsbury Borough Councils representation lists. All of the organisations concerned have been informed of the change to West Suffolk Council and asked to update their constitutional documents accordingly.
- 2.3 The Council is required to consider the list in order to determine whether it wishes to continue or not with representation. In particular, attention is drawn to the following:-
  - (a) There are a small number of “strategic” organisations such as the Local Government Association which are historically reserved for senior Cabinet members. It is, therefore, proposed that the representative should be the Leader of the Council or their nominee.
  - (b) In addition, Trustees of the Guildhall Feoffment Trust are appointed on a four year term. In 2018, Councillors John Griffiths, Carol Bull and Mrs Patsy Warby, were appointed to the Trust. It is proposed that this representation continue until 2022, at which point the Council will need to reconsider its representation.
  - (c) Other than these specific appointments (which are listed in Appendix A), it is proposed that the Service Manager (Democratic Services) and Monitoring Officer works with the Group Leaders to agree nominations to the relevant bodies.
  - (d) Should no nomination be secured, then the Monitoring Officer will undertake an appropriate process to seek nominations from the local community, for example through relevant Parish / Town Councils or previous representatives, for Council to subsequently agree.
  - (e) It is also proposed that over the next year, the representation continues to be reviewed to ensure it is helpful and effective to have representatives from West Suffolk Council or the organisation. For



example, in the case of very local organisations, the Parish or Town Council may wish to increase the level of representation they hold on that organisation.

- (f) There are some organisations, such as Anglia Revenues Partnership, which are performing functions of the Council and the Council needs to appoint a representative to their Board. As these are deemed executive functions, then the Cabinet makes the nomination to the Board (and will consider such representation at their meeting on 28 May 2019). Similarly, acting as an observer on a committee is also an executive function and Cabinet will make such appointments.
- (g) As the representation on the Suffolk County Council Health Scrutiny Committee requires its representation to be drawn from the Overview and Scrutiny Committees of the District/Borough Councils in the County, it is being proposed that the West Suffolk Council nominations be made by the Overview and Scrutiny Committee at their meeting on 13 June 2019, for subsequent confirmation by Council on 16 July 2019.

### **3. Alternative Options**

- 3.1 The Council is required to determine, to approve or reject the principles outlined in 2.3 above.
- 3.2 For the remaining appointments, the Council has two alternatives in conducting the review of the representation on outside bodies:
  - (a) That the Service Manager (Democratic Services) and Monitoring Officer be given delegated authority to appoint the Council's representatives on outside bodies, in accordance with nominations put forward by the relevant Group Leaders or (if applicable) the nominating body or individual listed in Appendix A; or
  - (b) The Council considers each appointment in detail at its ordinary meeting scheduled for Tuesday 16 July 2019.
- 3.3 The first alternative has the advantage that nominations can be received 'piecemeal'. The second alternative will require all nominations to be received by no later than Thursday 4 July 2019, to allow for inclusion within the agenda papers for that July Council meeting but, if there is more than one nomination, the Council would need to vote on each individual and who should get the appointment.

### **4. Consultation and engagement**

- 4.1 Not applicable.

### **5. Risks**

- 5.1 Failure to make such appointments may mean the outside organisation cannot function effectively or secure a quorum, and may lead to reputational damage to the Council if it was not perceived to be supporting the organisation.



**6. Appendices**

6.1 **Appendix A** – Representation on Outside Bodies and Representation on Wholly-owned/Joint Venture Commercial Companies 2019 to 2023

**7 . Background documents**

7.1 None.

