

# REPORT TO COUNCIL

**REPORT OF:** Head of Legal and Democratic Services

**REPORT NO:** LDS090

**DATE:** 18 April 2013

<b>TITLE:</b>	<b>Representatives on Outside Bodies</b>	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	N/A	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Paul Carpenter Portfolio: Governance and Communication	
<b>CONTACT OFFICER:</b>	Lucy Youles – Head of Legal and Democratic Services Telephone: 01476 40 61 05 E-mail: <a href="mailto:l.youles@southkesteven.gov.uk">l.youles@southkesteven.gov.uk</a>	
<b>INITIAL IMPACT ANALYSIS:</b>  Equality and Diversity	Carried out and Referred to in paragraph (7) below  N/A	Full impact assessment Required:
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	None	

## **1. RECOMMENDATIONS**

- 1.1 **The Council consider nominations put forward at the annual meeting and make appointments to the various organisations seeking District Council representation.**
- 1.2 **The Council considers the recommendation of the Scrutiny Committee that Councillors who represent the authority on outside bodies complete a return (appendix B to report number LDS090) to keep other members informed of the work and effectiveness of these bodies and our input.**

## **2. PURPOSE OF THE REPORT**

- 2.1 Under Part 4 of the Constitution, specifically Council Procedure Rule 1.2(iv), the annual meeting of the Council will receive nominations of Councillors to serve on a variety of outside bodies.

## **3. DETAILS OF REPORT**

- 3.1 South Kesteven District Council nominates representatives to a number of varying outside bodies. The majority of appointments are for a four-year period which usually coincides with the quadrennial elections. Other appointments have different durations or run between different dates. The appointment to some of the bodies to which SKDC nominates representatives has expired.
- 3.2 The Scrutiny Committee has a standing item on its agenda to receive reports from Councillors who represent the authority on outside bodies. The Committee has tended only to receive reports from Councillors who sit on the Committee. It set up a working group to consider how Councillors could report back on the work and effectiveness of the body together with their input. A feedback form was prepared and endorsed by the Committee. It recommended that a folder containing log sheets and relevant information be kept in the Members' Lounge for the information of all Councillors. The committee also recommended that a summary of the log should be presented to them on a regular basis.

## **4. OTHER OPTIONS CONSIDERED**

- 4.1 The Council could decline to make an appointment or appointments unless there was any legal requirement to do so.

## **5. RESOURCE IMPLICATIONS**

- 5.1 Travelling expenses are payable to Councillors who attend meetings of outside bodies to which they have been appointed by the Council. Provision is made with the Legal and Democratic Services budget for the payment of travel expenses.

## **6. RISK AND MITIGATION**

- 6.1 The Council should make any appointments of representatives to outside bodies in accordance with the provisions in the Council's Constitution and

where statutory requirements exist, the Member with the appropriate office should be appointed.

## **7. ISSUES ARISING FROM IMPACT ANALYSIS**

7.1 Not applicable

## **8. CRIME AND DISORDER IMPLICATIONS**

8.1 Not applicable

## **9. COMMENTS OF FINANCIAL SERVICES**

9.1 Any financial implications arising from this report have been included in the budget framework for 2013/14.

## **10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

10.1 There is now no longer any requirement to register appointment to such bodies as disclosable pecuniary interests unless remuneration by way of profit or gain is received from the body for attendance or shares or land are held by the Member appointed as a trustee or otherwise.

In the event that a conflict of interest arises for any Member appointed between the interests of the Council and the interests of the body, an interest may need to be disclosed whenever the issue to which the interest relates is discussed.

## **11. COMMENTS OF OTHER RELEVANT SERVICES**

11.1 None.

## **12. APPENDICES:**

- List of appointments required.
- Draft report form

<b>Organisation</b>	<b>Current Representative(s)</b>	<b>Expiry Date</b>
<b>East Midlands Councils</b>	<b>The Leader (Deputy Leader in his/her absence)</b>	<b>May 2013 (1 year appointment)</b>
<b>Local Government Association</b>	<b>The Leader (Deputy Leader in his/her absence)</b>	<b>May 2013 (1 year appointment)</b>
<b>Local Government Association – Rural Commission</b>	<b>Healthy Environment Portfolio Holder (voting rights) Councillor Mrs Brenda Sumner</b>	<b>May 2013 (1 year appointment)</b>
<b>Local Government Association – Urban Commission</b>	<b>Economic Development Portfolio Holder (voting rights) Councillor Michael King</b>	<b>May 2013 (1 year appointment)</b>

**South Kesteven District Council**  
**Summary report of members attending outside bodies**

Name of Councillor:

Name of Outside body:

Date of meeting/event:

Key points arising for South Kesteven District Council:

Who should a copy of this report be sent to within the Council for action?

In the light of this meeting /event and previous ones is it worthwhile for the Council to continue to have a representative/representatives on this body?

Any other comments:

Signature:

Date:

This completed form should be sent to Jo Toomey who will send copies on to other Council members/officers if necessary and then place it in the folder in the Members' room for up to 6 months. Further copies of this form (electronic or paper) are available from Jo Toomey.

Completed forms will be analysed by Scrutiny Committee annually against the official list of members acting as representatives on outside bodies.