
APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES FOR THE MUNICIPAL YEAR 2004/05

1 SUMMARY

- 1.1 Members are invited to appoint representatives to serve on Outside Bodies for the Municipal Year 2004/05.

2 POLICY

- 2.1 Current Council policy relating to outside bodies includes the following:-

- Officer appointments to specific seats.
- Wherever possible, appointments to be from the membership of an appropriate Policy Committee or Overview and Scrutiny Committee.
- All appointees to have a substitute (the London Southend Airport Consultative Committee to have at least two) and to receive initial briefings on the work of the body by an appropriate Officer or a body representative.
- Member and Officer appointees to be asked to report back on the work of bodies to which they are appointed via the Members' Bulletin twice per year. The possibility of an appointee reporting into the appointing Committee should not be discounted as an alternative in appropriate circumstances.

3 DISCUSSION

- 3.1 The bodies that are subject to officer appointment are set out at Appendix 1. Proposed appointees are also set out at Appendix 1 for endorsement.
- 3.2 Set out at Appendix 2 is a list of those bodies requiring Member nominations for the next year, along with information on the timing, frequency and location of meetings.
- 3.3 Each Group Leader has been asked to provide a list of nominees to serve on Outside Bodies with the aim, wherever possible, of these corresponding with nominees proposed for membership of the appropriate Policy Committee or Overview and Scrutiny Committee. Details of nominations will be tabled at the meeting.
- 3.4 For the East of England Regional Assembly appointment, the Authority has been asked to have regard to the following guidance:-
- Wherever possible, a representative should be a senior member of the Council.
 - Where a Council is in the control of a single recognised group, the representative of that Council should normally be a member of that controlling group.

- All representatives should endeavour to take a whole region, strategic perspective in their role. They will be required to be bound by the Assembly's Code of Conduct and to declare any appropriate interests at meetings.

In view of the above parameters, the Leader of the Conservative Group has been asked to nominate to the Assembly.

- 3.5 In appointing to Outside Bodies there is no legal requirement to take account of the number of seats each political group holds on the Council as a whole. Should the pro rata rules have been applied, the allocation of places would be as follows:-

Conservative	36
Labour	1
Liberal Democrat	5
Hawkwell Residents	1
Independent	1

Responsibility and Liability

- 3.6 Attached for information at Appendix 3 is a guide produced by the Head of Legal Services relating to Members responsibilities and liabilities when representing the Authority on an Outside Body.

4 LEGAL IMPLICATIONS

- 4.1 As outlined in Appendix 3.

5 RESOURCE IMPLICATIONS

- 5.1 Members who attend outside body meetings are entitled to claim travel and subsistence allowances. Members should, however, only make these claims where there has been no support from the outside body concerned towards travel and subsistence.

6 RECOMMENDATION

- 6.1 It is proposed that Council **RESOLVES:-**

- (1) That the appointment of officers to outside bodies for the Municipal Year 2004/05 on the basis set out at Appendix 1 of this report be endorsed.
- (2) That Member representatives (including substitutes) be appointed for the Municipal Year 2004/05 to the outside bodies set out at Appendix 2 of this report.

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Background Papers:

None

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