

# FAREHAM

## BOROUGH COUNCIL

### Report to Council

Date: **16 May 2024**

Report of: **Assistant Director (Democracy)**

Subject: **APPOINTMENTS TO OUTSIDE BODIES AND OTHER MISCELLANEOUS APPOINTMENTS**

#### SUMMARY

In accordance with the terms of the Council's constitution, the Council is required to make the majority of the authority's appointments to outside bodies and other miscellaneous appointments.

Details of the current bodies to which the Council has made appointments are set out in the Schedule attached as Appendix A to this report. For Members' information, appointments made for the 2023/24 municipal year are also shown in the Schedule.

Details of any proposed changes to Outside Body appointments for 2024/25 are highlighted at Appendix B to this report, to be tabled at the meeting for consideration.

Guidance on appointments to outside bod

ies is provided and attached as Appendix C.

#### RECOMMENDATION

It is recommended that the Council:

- (a) notes those Outside Bodies that have not met within the 2023/24 municipal year and agrees that these be deleted from the Schedule;
- (b) agrees the addition to the Schedule of any new Outside Bodies to which an appointment needs to be made for the 2024/25 municipal year;
- (c) where necessary, appoints representatives for the 2024/25 municipal year to those organisations set out in the Schedule;

- (d) agrees to appoint Sarah Coles and Reverend Richard England to the Hammond Memorial Hall Board of Trustees (no 15 on the Schedule provided at Appendix B to the report) for a further 4-year term of office; and
- (e) notes the guidance to Members on their duties and responsibilities as appointees to outside bodies.

## **INTRODUCTION**

1. The Council is required, or has agreed to make, a number of appointments to Outside Bodies. Many of the appointments are made annually, however it should be noted that some appointments are made for a longer term and may therefore have already been dealt with for the forthcoming municipal year.

## **CURRENT APPOINTMENTS TO OUTSIDE BODIES**

2. Details of the current Bodies to which the Council has made appointments are set out in the Schedule of Outside Body Appointments attached as Appendix A to this report. The Schedule contains a commentary on the nature and purpose of each organisation and, if known, the status of the Council's appointee. This should assist the Council in determining its nominee.
3. The Schedule covers the appointments made at the Annual Council Meeting held on 11 May 2023 and takes account of any subsequent amendments or additional appointments made by the Council during the 2023/24 municipal year.

## **PROPOSED CHANGES TO OUTSIDE BODIES FOR 2024/25**

4. It is recommended that any Outside Body that did not meet within the 2023/24 municipal year be deleted from the Schedule.
5. It is also recommended that any new Outside Bodies requiring the appointment of a representative for the 2024/25 municipal year be added.

## **APPOINTMENTS FOR THE MUNICIPAL YEAR 2024/25**

6. A revised draft Schedule highlighting any proposed changes to Outside Bodies will be tabled at the meeting as Appendix B to this report for consideration and it is recommended that the Schedule be agreed and updated accordingly.
7. Appointments for the 2024/25 municipal year should now be made to those organisations set out in the revised Schedule, unless an existing term of office is still in force which will not expire before the next meeting of the Council.
8. In respect of the Hammond Memorial Hall Trust, (No. 15 on the schedule provided at Appendix B) the 4 year terms of office of Sarah Coles and Reverend Richard England are due to expire. Council is requested to reappoint both of them for a further 4 year term of office.

## **GUIDANCE FOR MEMBERS ON OUTSIDE BODIES**

9. Members are reminded that Council has approved guidance for Members on their duties and responsibilities when acting as an appointee to an Outside Body.
10. The guidance was updated and approved by Council in December 2011. A copy of the guidance is provided to Members and is attached as Appendix C to this report.

## **RISK ASSESSMENT**

11. There are no significant risks or opportunities that need to be addressed, but appointments to Outside Bodies will support the Council in its community leadership role and may assist in achieving the Council's aims and objectives.

## **CONCLUSION**

12. The Council is invited to proceed with the making of appointments to Outside Bodies for the 2024/25 municipal year.

### **Appendices**

- Appendix A:** Schedule of appointments made for, or during, the 2023/24 Municipal Year.
- Appendix B:** Draft Schedule of appointments for the 2024/25 Municipal Year (To be Tabled at the meeting)
- Appendix C:** Guidance to Members on their duties and responsibilities as appointees to outside bodies.

**Background Papers:** None

**Reference Papers:** None

**Enquiries:** For further information please contact Leigh Usher (01329 824553).