

Part 3 – Section 9 – Outside Bodies Procedure Rules

These Procedure Rules relate to those external organisations and partnerships (referred to as Outside Bodies) which have asked the Council to appoint an Elected Councillor (or suitable nominee) to them.

Elected Councillors are appointed by Cumberland Council to serve on a range of Outside Bodies. An “Outside Body” covers organisations such as;

- Trusts
- Voluntary Bodies
- Charities
- Community Associations
- Companies

For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/Authorities which are reserved to Council. Any appointments of Councillors in their personal capacity is also excluded from these Rules.

Service on Outside Bodies is an established part of a Councillor’s role. A Councillor appointed to an external body will be able to use their knowledge and skills both as a Councillor, and as a representative of their communities, to assist the organisation to which they are appointed, as well as the Council which they represent.

1. DETERMINATION OF OUTSIDE BODIES SUPPORTED:

- 1.1 The Monitoring Officer will maintain a list on the Council’s website of all Outside Bodies to which the Council appoints an Elected Councillor.
- 1.2 The Monitoring Officer will review, and keep under review, the list of Outside Bodies and will make recommendations as to whether the Council should make/continue to make an appointment to those bodies. They shall ensure that there is no duplication between Outside Bodies.
- 1.3 The Monitoring Officer will also consider any new requests for representation and make recommendations as to whether or not the Council should be represented on that body.
- 1.4 Determination will be based on one or more of the following criteria being met:
 - 1.4.1 the proposed appointment is a statutory requirement;
 - 1.4.2 the proposed appointment is consistent with and will contribute to the aims and objectives of the Council’s corporate priorities; and/ or
 - 1.4.3 the proposed appointment will add value to the Council’s activities.
- 1.5 Outside Bodies are categorised into the following categories :
 - 1.5.1 Joint Committees/ Authorities: representation is required and appointment is reserved to Council
 - 1.5.2 Key Strategic Partnerships Participation: contributes to the Council’s strategic functions, priorities and community leadership role.

- 1.5.3 Community Partnerships: Participation is not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from Cumberland's perspective.
 - 1.5.4 Bodies which do not meet the criteria for representation.
- 1.6 Changes and new appointments will be reported annually to the appropriate decision making committee.

2. HOW AN APPOINTMENT SHALL BE MADE:

- 2.1 Where a body is deemed to have met one or more of the criteria the Monitoring Officer will seek nominations for the appointment from either the Chief Executive where the appointment is an officer or, for councillor appointments, as follows:
 - 2.1.1 Nominations to Key Strategic Partnerships will be made by the Executive
 - 2.1.2 Nominations to Community Partnerships will be made by the Executive or Community Panels where Executive have made delegations
- 2.2 All appointments are subject to annual change unless otherwise stated in the Constitution of the external body. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 2.3 Appointment to a vacancy occurring during the municipal year will be made either by Council or the Executive as it occurs.