

## Appendix

# Outside Bodies Procedure Rules

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

Elected Members are appointed by North Northamptonshire 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 Members in their personal capacity is also excluded from these Rules.

Service on Outside Bodies is an established part of a Councillor's role. A Member appointed to an external body will be able to use their knowledge and skills both as a Council Member, 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 of all Outside Bodies to which the Council appoints an Elected Member.

1.2 Each year a Panel established by the Scrutiny Commission will review the list of notified Outside Bodies and will determine 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 Determination will be based on one or more of the following criteria being met:

- 1.3.1 the proposed appointment is a statutory requirement;
- 1.3.2 the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
- 1.3.3 the proposed appointment would add value to the Council's activities.

1.4 The Scrutiny Panel shall categorise the Outside Bodies into the following categories of;

### 1.4.1 Key Strategic Partnerships

Participation contributes to the Council's strategic functions, priorities and community leadership role.

#### **1.4.2 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 North Northamptonshire perspective

#### **1.4.3 Area/Ward Partnerships**

Beneficial in terms of leading, engaging and supporting the community from a ward perspective

1.5 The Scrutiny Panel shall advise the Monitoring Officer of the Outside Bodies that it recommends the Council should appoint to. Nominations shall be sought by the Monitoring Officer for those Outside Bodies.

## **2. HOW AN APPOINTMENT SHALL BE MADE**

2.1 Where an organisation is deemed to have met one or more of the criteria the Monitoring Officer will advise whether it is appropriate for the appointment to be a specific office holder either by reference to the Constitution of the Outside Body concerned or in light of any other circumstances.

2.2 Due regard shall be made to a Member's current interests prior to making any appointment.

2.3 All appointments are subject to annual change unless otherwise stated in the Constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

2.4 If the appointment is not made to a specific office holder then the following nominations will be allowed;

#### **2.4.1 Key Strategic Partnerships**

Nominations may be received and approved by the Leader of the Council.

#### **2.4.2 Community Partnerships**

Nominations may be received from any member. They will be recommended to the Council for approval.

### **2.4.3 Area/Ward Partnerships**

Nominations will be received from members who are able to adequately represent the relevant ward. They will be recommended to the Council for approval.

2.5 The Monitoring Officer shall seek nominations from elected members to all relevant Outside Bodies and these shall be presented to Council for approval for the following municipal year.

2.6 A vacancy occurring during the municipal year will normally be made by the Monitoring Officer upon the instruction of the Leader of the Council.

