

Report to Cabinet

31 January 2023

Appointments to Outside Bodies

Report by Director of Law and Assurance

Electoral division(s): All

Summary

Outside bodies are external organisations, including partnerships to which the County Council is a party, which have requested that the County Council appoints an elected member or a representative to them or to which the Council expects to make appointments.

Recommendations

That Cabinet:

1. Appoints Cllr Sean McDonald and Cllr Ashvin Patel to the Littlehampton Harbour Board for the remainder of the Council term (May 2025)
2. Adds the Shelley Copthorne Educational Foundation to the County Council list of Outside Bodies
3. Appoints Cllr Bruce Forbes to the Shelley Copthorne Educational Foundation for the remainder of the Council term (May 2025).

Proposal

1 Background and context

1.1 The Council maintains a list of outside bodies which have requested that the County Council appoints an elected member or a representative to them.
Participation in outside bodies:

- Contributes to the County Council's strategic functions, priorities or community leadership roles.
- Supports partnership and joint working.
- Enables Members to gain and share knowledge and expertise.

1.2 The criteria for appointments to outside bodies as set out in the Constitution are:

- That the interests of the County Council can be assisted by the making of the appointment or renewal of the appointment.

- That the Councillor is able to devote the time needed to meet the expectations of the external body and the Council.
- That, where the external body has a geographical limit to its functions, whether the Councillor's Division falls within or close to that area should be taken into consideration.
- That the Councillor has the knowledge, skills or interest in the work of the organisation that may be required.
- That the Councillor is prepared to provide such information on his or her participation in the work of the outside body as may be required.

1.3 All Councillors are eligible to be appointed as representatives of the County Council on outside bodies. Political proportionality does not apply to the arrangements for making appointments to outside bodies. The decision maker can consider whether a person who is not an elected member may be more suited to act as the appointee of the County Council in any particular case. Councillors appointed to outside bodies must respond to all reasonable requests for information about the work of the outside body and their participation in it.

2 Proposal details

2.1 The Cabinet is responsible for making Councillor appointments to outside bodies which precept on the County Council. The Cabinet made appointments to the majority of Outside Bodies in June 2021 ([CAB01\(21/22\)](#)) and December 2021 ([CAB12\(21/22\)](#)).

2.2 Two vacancies have arisen on the Littlehampton Harbour Board from the four seats to which the County Council can appoint. The Littlehampton Harbour Board is a statutory body which has precept rights upon the County Council to fund its activities and the discharge of its responsibilities. The nominations for the Littlehampton Harbour Board are Cllr McDonald and Cllr Patel.

2.3 The Shelley Copthorne Educational Foundation is a charity which awards small grants to assist the education of young persons under 25 in and around the parish of Worth. The Cabinet is asked to agree the addition of the Shelly Copthorne Educational Foundation to the County Council list of Outside Bodies and appoint Cllr Bruce Forbes. Cllr Forbes represents the division of Worth Forest in which the charitable body operates.

3 Other options considered (and reasons for not proposing)

3.1 The Cabinet may choose not to appoint to outside bodies but should consider whether there are any implications arising for the County Council by not making those appointments.

4 Consultation, engagement and advice

4.1 The Cabinet reviewed the list of outside bodies in May 2021 and December 2021 to ensure that the County Council continues to appoint to bodies that are relevant to the County Council and which are consistent with its priorities.

5 Finance

5.1 There are no financial or resource implications.

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
Conflicting interests	All councillors appointed to an outside body must declare a personal interest in any business of the county council where it relates to a body to which they are appointed to by the county council.
Ineffectiveness in the role	Appointees should obtain key documents regulating the organisation - constitution or terms of reference - to ensure they are aware of what the body does and receive a briefing on it and their role within it

6.1 There is a risk in not making such appointments as this could hinder the County Council in furthering its interests and priorities, and not develop the wider community role of Members.

7 Policy alignment and compliance

7.1 The equality duty is not applicable as this report deals with appointments to outside bodies. There are no social value, crime and disorder or human rights implications.

Tony Kershaw

Director of Law and Assurance

Contact Officer: Natalie Jones-Punch, Democratic Services Officer, 033022 25908, natalie.jones-punch@westsussex.gov.uk

Appendices

None

Background papers

None