

Councillor Representation on Outside Bodies - Roles and Responsibilities

Partnerships are arrangements with one or more organisations, from any sector, who share the responsibility for agreeing and/or then delivering a set of planned actions or outcomes.

Most such partnerships will share risks and resources to some extent, and their work will have an identifiable impact on the Council's services and corporate priorities.

Purely contractual arrangements with another party to provide goods and/or services will not be a partnership for the purposes of this review, even when that party is a public or voluntary sector body.¹

Outside Bodies are bodies or organisations (other than partnerships) which the Council has agreed to appoint representatives to.

Each outside body on which the Council is represented is assigned one of the following categories:

- A - an outside body important to the development or implementation of Council policy and/or one or more of the Council's service delivery objectives but which is not statutory.
- B - an outside body on which representation is desirable and should be maintained as a matter of local goodwill and for as long as a nomination or nominations are forthcoming from Members.
- P - A statutory partnership which the Council is obliged to be part of.

Role and responsibilities of representatives

- Representatives on partnerships and outside bodies shall at all times act in the best interests of the district and residents of the district.
- Representatives on partnerships and outside bodies shall act as a conduit in keeping the Council informed of the work of the body to which they are appointed and the outside body informed of the work of the Council.
- Representatives on partnerships and outside bodies shall act in accordance with the advice note for elected members on bodies external to the Council as set out in the constitution.
- Unless expressly given the power in accordance with the constitution, representatives on partnerships and outside bodies may not commit the Council to any course of action or indicate the support of the authority for any policy or decision.
- Each outside body to which an appointment is made by the Council will have a designated Council contact officer. This officer will provide practical support to the Councillor representative appointed to that outside body.
- Individual partnerships and outside bodies may have specific requirements for the role and responsibilities of its representatives. In such cases these will be set out in the governance document of that partnership or outside body and the representatives will be provided with a copy on appointment. Councillors should refer any queries or concerns about such documents to the Democratic Services, Scrutiny and Elections Manager.

¹ Partnership definition agreed by Executive, 16 March 2009