

Appointments to Outside Bodies and organisations, Charities etc -

Political Proportionality Protocol

In making appointments to any outside body or organisation, the Executive collectively or an individual Executive member, should act in accordance with the following rules to ensure that, so far as possible, the political proportionality of the council is maintained.

1. The council's political proportionality shall be as may be determined at the annual council meeting.
2. Forthcoming vacancies/appointments will be notified to all members of the council through the member information service (MIS); any member wishing to be considered for an appointment should notify the democratic services manager by a specific date, and the nomination should be supported by their group secretary.
3. If there are more nominations than appointments to be made, the relevant Executive member may meet informally with each nominee to ascertain any additional information in support of the nomination.
4. In respect of community centres, community associations and similar local neighbourhood organisations, wherever practical local ward councillors will be appointed.
5. Where an appointment involves the proposed appointment of an executive member, the appointment should be made by the Executive collectively.
6. Where there is only one representative to be appointed, there shall be a general presumption that the vacancy will be filled by a member of the party forming the administration.
7. Where there are two or more representatives to be appointed the political proportionality rules should apply with due regard being had to the overall level of minority party representation generally on outside bodies. However, the Executive (or individual executive member) and the respective opposition group secretaries (or their nominees) may agree to an alternative arrangement applying in the circumstances of a particular case. Such circumstances, for example, could be insufficient nominations being received; the specialist nature of the body; or a wish to provide continuity of membership of a particular individual on a body.
8. Proposed appointments will be considered at formal meetings of the Executive or at individual executive member decision making meetings.
9. All councillors will be advised of the appointments made through the MIS

This protocol was adopted by the city council on 26 March 2002, under minute 31/02

JH/me