

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).

The form must be completed and passed to the Interim Monitoring Officer and Chief Officer for Assessment, Application & Business Support no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 days have passed and the Interim Monitoring Officer and Chief Officer for Assessment, Application & Business Support has confirmed the decision has not been called in.

1. Description of decision

- (1) That, following consultation with Political Groups on the Council the following appointment be made with immediate effect for the period until the meeting of the Appointments Committee after Annual Council in 2027, (longer period requested the body concerned):
- | <u>Outside Bodies</u> | <u>Representative</u> |
|--|-----------------------|
| <u>Organisation</u> | |
| Bedfordshire Festival of Music, Speech and Drama | Councillor Vann |
- (2) That it be noted that there remains a vacancy on each of the following bodies, as no nominations were received:
- Southfields Community Centre Management Committee
St John's Hospital Trust
- (3) That the following Member of the Executive be appointed to the Appointments Committee with immediate effect and that membership of that Committee be increased by one Member (to 4 Executive Members – quorum 3):
- Councillor Gallagher
- (4) That Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments and of the requirements relating to the disclosure of interests at meetings in the Code of Conduct for Members.

2. Date of decision

2 April 2024

3. Reasons for decision

- (1) It is necessary for Members or other individuals to be appointed to represent the Council on various outside bodies, joint bodies, advisory fora and other groups.
- (2) To appoint an additional member to the Appointments Committee.
- (3) To assist Members of the Council to meet their obligations under the Council’s Code of Conduct for Members.

4. Alternatives considered and rejected

It is necessary for appointments to be made and, therefore, there is no alternative.

5. How decision is to be funded

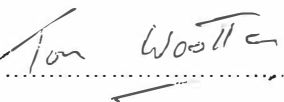
There are no resource implications in making this decision.

6. Conflicts of interest

| Name of all Executive members who were consulted AND declared a conflict of interest. | Nature of interest | Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation) | Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation). |
|---|--------------------|--|---|
| None | | | |

The Mayor has been consulted on this decision

Not Applicable

Signed 

Date: 2 April 2024

Name of Decision Taker: Tom Wootton – Mayor

This is a public document. A copy of it must be given to the Interim Monitoring Officer and Chief Officer for Assessment, Application & Business Support as soon as it is completed.

Date decision published:2April2024.....

Date decision can be implemented if not called in:12April2024.....

(Decision to be made exempt from call in..... NO.....)

Bedford Borough Council – Report to the Mayor

Date of Report: 2 April 2024

Report by Democratic and Electoral Services Manager and Statutory Scrutiny Officer

Subject: APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES AND MEMBERSHIP OF THE APPOINTMENTS COMMITTEE

1. EXECUTIVE SUMMARY

It is necessary to appoint a Member to represent the Council on an outside body to fill a vacancy, and appoint an additional Member to the Appointments Committee.

2. RECOMMENDATIONS

2.1 That, following consultation with Political Groups on the Council the following appointment be made with immediate effect for the period until the meeting of the Appointments Committee after Annual Council in 2027, (longer period requested by the body concerned):

Outside Bodies

Organisation

Representative

Bedfordshire Festival of Music, Speech and Drama

Councillor Vann

2.2 That it be noted that there remains a vacancy on each of the following bodies, as no nominations were received:

**Southfields Community Centre Management Committee
St John's Hospital Trust**

- 2.3 That the following Member of the Executive be appointed to the Appointments Committee with immediate effect and that membership of that Committee be increased by one Member (to 4 Executive Members – quorum 3):

Councillor Gallagher

- 2.4 That Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments and of the requirements relating to the disclosure of interests at meetings in the Code of Conduct for Members.

3. **REASONS FOR RECOMMENDATIONS**

To ensure that the Council is represented on Outside Bodies as necessary and to appoint an additional member to the Appointments Committee.

4. **ALTERNATIVES CONSIDERED AND REJECTED**

- 4.1 It is necessary for appointments to be made to represent the Council on Outside Bodies, therefore there is no alternative to consider/reject.

5. **KEY IMPLICATIONS**

5.1 Legal Issues:

There are no legal issues in making this decision.

5.2 Policy Issues:

There are no policy issues in making this decision.

4.3 Resource Implications:

There are no resource implications in making this decision.

4.4 Risk Implications:

There are no risk implications in making this decision.

4.5 Environmental Implications and contribution to achieving a net zero carbon Council by 2030:

There are no environmental implications arising from the Mayor in making these appointments and no contribution is required to achieving a net zero carbon Council by 2030.

4.6 Equalities Impact

In preparing the report, due consideration has been given to the Borough Council's Statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. A relevance test for equality has been completed.

The test determined that the activity has no relevance to Bedford Borough Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. An equality analysis is not needed.

4.7 Impact on Families

There is no Impact on Families arising from the Mayor in making these appointments.

4.8 Community Safety and Resilience

There are no Community Safety and Resilience implications for a community, or part of a community, arising from the Mayor in making these appointments.

4.9 Impact on Health and Wellbeing

There are no impacts on the health and wellbeing of residents arising from the Mayor in making these appointments.

5. Details

5.1 It is necessary to appoint representatives to vacancies on outside bodies. Nominations have been requested from political Group Leaders.

Interim Vacancies

- 5.2 Occasionally, vacancies in the Council's representation on outside bodies arise during the course of the year. In order to minimise any delay in filling these, the Mayor, as Chair of the Appointments Committee, is authorised to approve appointments in such cases following the submission of nominations from Group Leaders.

Register of Interests

- 5.3 It is also proposed that Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments, and also be reminded of the requirements relating to the disclosure of those interests in writing.

6. Summary of Consultations and Outcome

- 6.1 Group Leaders were invited to submit nominations for appointments. The only nomination which has been received is reflected in the recommendation to the Mayor, as shown above.

7. Ward Councillor Views:

Not applicable.

Report Contact Officer: Andrew Robertson, Senior Democratic Services Officer
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File Reference: OB/1/1

Previous Relevant Minutes: None

Background Papers: None

Appendix: None