

**APPOINTMENTS AND REPRESENTATIONS**  
**WDA/19/07**

**Recommendation**

That the following be determined for the 2007/08 Municipal Year:

- 1 the appointment of Lead Members and their portfolios;
- 2 the approval of the Terms of Reference and delegations for the Appeals and the Governance and Audit Committees and the appointment of Members; and
- 3 representatives be appointed to the Boards of Mersey Waste Holdings Limited and Bidston Methane Limited and to the North West Local Authorities' Employers' Organisation (NWLAEO).

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**Report of the Director**

**1. Purpose of the Report**

To seek nominations for Lead Members, the appointment of Committees and representations on other bodies for the 2007/08 Municipal Year.

**2. Background**

- 2.1. The Authority appoints its committees and determines Member representation on certain boards at its Annual Meeting each year.
- 2.2. The Authority also identifies specific portfolios to be held by the Chairman and other Lead Members appointed at this meeting.

**3. Portfolios and Lead Members**

- 3.1. In 2006/07, the Authority identified the following portfolios, and appointed Lead Members as follows:

<b>Member</b>	<b>Portfolio</b>	<b>Current Holder</b>
Chairman	Strategy and Forward Planning Finance Performance Management Best Value Procurement Sustainability	Councillor Cluskey
Lead Member	Risk Management Audit Procurement (Deputy)	Councillor Salter
Lead Member	Communications and PR	Councillor Moseley
All Members	Scrutiny Public Consultation	All Members

- 3.2. In practice, where a Member has specific responsibility, they will be involved in the development of that area and will be the initial Member consulted when a relevant Executive Decision is being considered prior to full consultation with all Members.

- 3.3. Members are asked to review the roles and responsibilities of Members and allocate portfolios as appropriate for the 2007/08 Municipal Year.

#### **4. Appointment of Committees**

- 4.1. The Authority appointed two committees in 2006/07, these being the Appeals and the Governance and Audit Committees.

#### **4.2. Appeals Committee**

The following Terms of Reference and Delegations for the Appeals Committee no longer include hearings for employee grievances, reflecting the proposed changes to the Grievance Procedure which is considered elsewhere on this agenda and are therefore subject to the approval of that procedure.

##### Terms of Reference:

To hear and adjudicate upon:-

1. appeals relating to disciplinary and capability matters;  
and
2. appeals relating to grading referrals.

##### Delegation:

To have delegated to it all the powers of the Authority to hear and adjudicate upon appeals relating to disciplinary and capability matters and to determine grading referrals.

##### Quorum:

2 Members

##### 2006/07 Membership:

Councillors Salter, Swann, Tattersall and Crowther

Members are asked to approve the current Terms of Reference and Delegations to the Appeals Committee and to consider its Membership.

#### 4.3. **Governance and Audit Committee**

##### Terms of Reference:

To deal with:-

1. the Authority's Statement of Accounts and other statutory financial determinations with the exception of Revenue and Capital Budget approval; and
2. the consideration of audit plans and reviews and receipt of the Annual Audit Letter.

##### Delegations:

To approve, only in those instances where an Authority Meeting is not scheduled within the timeframes required, the Statement of Accounts, Prudential Indicators, SAS 610 Report, Audit Plans, Action Plans resulting from Audit Reviews and Inspections and the Annual Audit Letter.

##### Quorum

2 Members

##### 2006/07 Membership:

Councillors Swann, Small, Keaveney and Tattersall

Members are asked to approve the current Terms of Reference and Delegations to the Governance and Audit Committee and to consider its Membership.

#### 5. **Representation on Other Bodies**

##### 5.1. **Board of Mersey Waste Holdings Limited**

5.1.1. The Authority is entitled to appoint a single representative on the Board of Mersey Waste Holdings Ltd.

5.1.2. At its meeting on 28<sup>th</sup> June 2006, the Authority resolved to appoint Councillor Swann as its representative for a period of two years to expire on 20th August 2008.

5.1.3. However, Councillor Swann has not been appointed to the Authority this year and Members must therefore consider the Authority's representation on the Board of Mersey Waste Holdings Limited at this meeting.

5.2. **The Board of Bidston Methane Limited**

5.2.1. The Authority is entitled to appoint three Members to the Board of Bidston Methane Limited. Members appointed in 2006/07 were as follows:

Councillors Crowther, Swann and Salter.

5.2.2. Members are asked to consider the representations on the Board of Bidston Methane Limited for the coming year.

5.3. **North Western Local Authorities' Employers' Organisation**

5.3.1. The Authority is requested each year to appoint a representative to the North Western Local Authorities' Employers' Organisation (NWLAE0).

5.3.2. Councillor Cluskey was appointed as the Authority's representative for the 2006/07 Municipal Year.

5.3.3. Members are asked to consider the representation to the NWLAE0 for the coming year.

6. **Conclusion**

The Authority is asked to make the determinations for appointments and representations as set out in this report for the 2007/08 Municipal Year.

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The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.