

**APPOINTMENTS AND COMMITTEES**  
**WDA/21/10**

**Recommendation**

That the following be determined for the 2010/11 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 Audit and Governance Committees and the appointment of its Members; and
3. representation on the Boards of Mersey Waste Holdings Limited, Bidston Methane Limited, the North West Local Authorities' Employers' Organisation, the Liverpool City Region Environment and Waste Board and the Sefton Borough Strategic Partnership Board.

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## **APPOINTMENTS AND COMMITTEES**

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### **Report of the Director**

#### **1. Purpose of the Report**

- 1.1 To seek nominations for Lead Members, the appointment of Committees and representations on other bodies for the 2010/11 Municipal Year.

#### **2. Background**

- 2.1 The Authority appoints its committees and determines their membership at its Annual Meeting each year in accordance with its Procedural Rules.
- 2.2 The Authority also identifies Members to be appointed to specific portfolios and outside bodies at this meeting.

#### **3. Portfolios and Lead Members**

- 3.1 At its Annual Meeting in 2009/10, 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 Communications and PR Procurement (Deputy)	Councillor Salter
All Members	Scrutiny Public Consultation	All Members

- 3.2 A review of the portfolios has been undertaken and a more streamlined set of portfolios are proposed for 2010/11 as follows:

<b>Portfolio</b>	<b>Areas Included</b>	<b>Member</b>
Strategy and Resources	Corporate Planning Waste Strategy Sustainability Communications and PR HR	Lead Member
Operations	WMRC Contract Landfill Contract Environmental Management Waste Facility Management	Lead Member
Finance	Financial Arrangement Risk Management Insurance Audit	Lead Member
Procurement	RRC Procurement Sites and Planning	Lead Member plus one other
Governance	Scrutiny Public Consultation	All Members

- 3.3 In practice, where a Member has specific responsibility for a portfolio, they will be consulted in the development of that area including the proposals for Executive Decisions.
- 3.4 Members are asked to review the roles and responsibilities of Members and allocate portfolios as appropriate for the 2010/11 Municipal Year.

#### **4. Appeals Committee**

##### **4.1 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.

**Appointments:** 4 Members

**Quorum:** 2 Members

**2009/10 Membership:** Councillors Salter, Lonergan, Tattersall and Crowther

- 4.2 Members are asked to approve the Terms of Reference and Delegations to the Appeals Committee and to consider its Membership.
- 4.3 In accordance with Procedural Rules, Members may either appoint a Chairperson and Deputy Chairperson of this committee at its Annual Meeting or at the first meeting of the committee. In practice, Members usually consider these appointments at the first meeting of the committee, however, Members may consider such appointments at this meeting if they so wish.

## **5. Audit and Governance Committee**

### **5.1 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, Annual Governance Assessment and Statement, Prudential Indicators, SAS 610 Report, Audit Plans, Action Plans resulting from Audit Reviews and Inspections and the Annual Audit Letter.

**Appointments:** 4 Members

**Quorum:** 2 Members

**2009/10 Membership:** Councillors Tattersall, Lonergan, Salter and Gardiner

- 5.2 Members are asked to approve the Terms of Reference and Delegations to the Audit and Governance Committee and to consider its Membership.
- 5.3 As noted in para 4.3 in relation to Procedural Rules, Members may either appoint a Chairperson and Deputy Chairperson of this committee at this meeting or at the first meeting of the committee.

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

- 6.1 As Members will be aware, Mersey Waste Holdings Limited has ceased operations but remains an active company to enable the Authority to retain favourable contractual arrangements.
- 6.2 The Board of Directors includes two Members appointed for a term of two years by the Authority. Councillor Tattersall was appointed in 2009 and subsequently his appointment remains in effect. Councillor Cluskey was appointed in 2008 and it is therefore this appointment that requires review.
- 6.3 Members are reminded that the Authority is entitled to appoint up to four Members to the Board of Mersey Waste Holdings Limited. Members are therefore asked to consider the appointment of up to three Members to its board in addition to Councillor Tattersall.

## **7. Board of Bidston Methane Limited**

- 7.1 The Authority is entitled to appoint three Members to the Board of Bidston Methane Limited. Members appointed at last year's Annual Meeting were as follows:  
  
Councillors Salter, Crowther and Gardiner.
- 7.2 Members are asked to consider the representations on the Board of Bidston Methane Limited for the 2010/11 year.

## **8. North West Local Authorities' Employers' Organisation**

- 8.1 The Authority is requested each year to appoint a representative to the North Western Local Authorities' Employers' Organisation (NWLAEO).
- 8.2 Councillor Cluskey was appointed as the Authority's representative in 2009/10.

- 8.3 Members are asked to consider the representation to the NWLAEO for the coming year.

## **9. Liverpool City Region Environment and Waste Board**

- 9.1 At a meeting of the Authority held on 27<sup>th</sup> November 2009, Members nominated Councillor Cluskey to be the Authority's representative on the Liverpool City Region Environment and Waste Board.
- 9.2 Members are asked to consider whether or not they wish to review this appointment.

## **10. Sefton Borough Partnership Strategic Board**

- 10.1 Sefton Council wish to include a representative from this Authority on the Sefton Borough Partnership Strategic Board and have asked the Authority to appoint one of its two Sefton councillors.
- 10.2 In particular, Sefton Council have requested that Councillor Cluskey be appointed to ensure that appointments to the above board are on a proportional basis.
- 10.3 Members are therefore asked to consider the appointment of Councillor Cluskey to the Sefton Borough Partnership Strategic Board.

## **11. Risk Implications**

- 11.1 The appointment of committees and representation on other bodies is a requirement of the Authority's Procedural Rules and therefore failure to do so would be in breach of those rules.

## **12. HR Implications**

- 12.1 There are no HR implications associated with this report

## **13. Environmental Implications**

- 13.1 There are no environmental implications associated with this report.

#### **14. Financial Implications**

14.1 There are no financial implications associated with this report.

#### **15. Conclusion**

15.1 The Authority is asked to make the determinations for appointments and representations as set out in this report for the 2010/11 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.