

From: Ben Watts, General Counsel

To: Selection and Member Service Committee, 4 September 2025

Subject: Outside Bodies: Appointments

Status: Unrestricted

1. Introduction

- a) This Committee is charged with making appointments to specific outside bodies on behalf of the County Council. The Local Government and Housing Act 1989 political proportionality principles do not apply to these appointments in most cases, but in recent years it has been the County Council's convention that appointments should be shared between the Political Groups on, so far as possible, a proportional basis.
- b) These Outside Bodies are set out in Appendix 1.
- c) On 30 November 2023, this Committee agreed an Outside Bodies Protocol to provide a framework around the activities of the Committee in this area. It was also intended to be a useful reference for individuals nominated and/or nominated. The Protocol is set out at Appendix 2 and contains guidance on:
 - 1. The reasons why an organisation may be on the outside bodies list.
 - 2. How this Committee will go about updating and reviewing the list.
 - 3. Principles underlying nominations and appointments.
 - 4. Information of the different kinds of roles and responsibilities an appointee may be asked to undertake.
 - 5. Information on indemnity.
 - 6. Information on conflicts of interest.
- d) The Protocol and this Committee's powers of appointment do not extend to the appointments made by the Leader.

2. Outside Bodies: Updates

- a) The appointments to the four Local Government Association groups listed in Appendix 1 are different in that they are usually politically proportional and as such members of these are to be nominated by the Political Groups. The details and numbers of these appointments are being confirmed and this Committee will be provided with an update once the details have been made and confirmed with the relevant Groups.
- b) The Aylesham and District Community Workshop Trust have updated the Terms of Reference to provide for the removal of the requirement for Kent County Council to appoint a Member. This has been approved by the Trustees who will propose to adopt the changes at the forthcoming AGM, scheduled for the 25 November 2025. The Trust has therefore been removed from the list.
- c) The Rochester Bridge Trust is currently reviewing their Constitution. The Trust intends under their current proposal to remove one of the positions for Kent

County Council. There are currently 2 posts nominated by KCC, one of which is currently vacant. The Trust intends to delete the post currently held by Ms Sarah Hohler at the end of her term on 31 May 2026. This Committee is asked to nominate someone to fill the vacancy for the remainder of the term to 31 May 2027 at which point an appointment to a 4-year term will be requested from KCC.

- d) Clarity is currently being sought as to whether appointments are required for the Duke of York Military School and Committee will be updated in due course.
- e) Some Members have already expressed interest in being considered for nomination to Gatwick Airport Consultative Committee and the Southern Regional Flood and Coastal Committee. These would be subject to the appointment process set out in the next section.

3. The Appointment Process

- a) Section 3 of the Protocol sets out the procedure to be followed when making appointments. Each Outside Body is unique and the reasons for the appointment being made differ – for some, the purpose is to represent the Council in some fashion, for others the purpose is to act for the best interests of the Outside Body. In most cases the appointment needs to be a KCC Member, or occasionally an Officer. However, there are a few where the appointment need not be an Officer or Member and the term of office may not align with the Council term (for example, the Rochester Bridge Trust).
- b) With both elected Member and Officer appointments, the appointment will cease as soon as the appointee ceases to be an elected member or employed as an Officer as applicable. An Honorary Alderman may not be nominated in place of a Member.
- c) All nominations/appointments are subject to confirmation of acceptance by the appointee/nominee and are only provisional until this is received. All nominees will be provided with a copy of the Protocol.

4. Recommendation

The Selection and Member Services Committee is asked to:

a. Make the following nominations:

- i. Bensted's Charity (2 nominees)
- ii. Biggin Hill Consultative Committee (1 nominee)
- iii. Gabriel Richards Charity (1 nominee)
- iv. Gatwick Airport Consultative Committee (1 nominee)
- v. Headcorn Aerodrome Consultative Committee (1 nominee)
- vi. High Weald AONB Joint Advisory Committee (1 nominee)
- vii. Industrial Communities Alliance (2 nominees)
- viii. John Wallis Academy (1 nominee)
- ix. Kent Association of Local Council (1 nominee)
- x. Kent Downs National Landscape Joint Advisory Committee (JAC)(1nominee)
- xi. Kent Music Board of Directors (2 nominees)

- xii. Medway NHS Foundation Trust (1 nominee)
- xiii. Nuclear Restoration Services Dungeness A Site) (1 nominee)
- xiv. PATROL Joint Committee / Bus Lane Adjudication Service Joint Committee (1 nominee)
- xv. Rochester Airport Consultative Committee (RACC) (1 nominee)
- xvi. Southern Regional Flood and Coastal Committee (3 nominees)
- xvii. Vinters Valley Park Trust (1 nominee)

- b. Request that the Monitoring Officer notify nominees and delegate authority to the Monitoring Officer to confirm appointments, once the nominee has confirmed their acceptance.
- c. Ask that an update be prepared for the next meeting of this Committee along with information of which appointments still remain to be made.

5. Appendices

Appendix 1 - Summary Information of Outside Bodies for SMS Nomination / Appointment.

Appendix 2 – Outside Bodies Protocol.

6. Background Documents

None.

7. Report Author and Relevant Director

Ben Watts, General Counsel
03000 416814
benjamin.watts@kent.gov.uk

Ruth Emberley, Democratic Services Officer
03000 410690
ruth.emberley2@kent.gov.uk