



To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Democratic Services Manager

Relevant scrutiny committee: Community 8/10/2015 Services Scrutiny Committee

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge East Chesterton King's Hedges Market Newnham Petersfield Queen Edith's Romsey Trumpington West Chesterton

**NON COUNCILLOR APPOINTMENTS TO THE CONSERVATORS OF THE RIVER CAM**  
**Not a Key Decision**

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**1. Executive summary**

- i. The three year term of office for the seven Conservators of the River Cam appointed by the City Council (four non-councillor appointments and three City Councillors) ends on 31 December 2015.
- ii. The maximum term of office is 3 x three-year terms with thereafter a break period of three years before a re-application can be made.
- iii. New appointments are required for the three year term commencing 1 January 2016.
- iv. Appointments are made by the Council on the recommendation of the Executive Councillor.

**2. Recommendations**

The Executive Councillor is recommended:

- i. To agree the recommendation of the non-councillor appointments applicants 1,2,3,4 (see appendix A) to the Conservators of the River Cam commencing 1 January 2016 for Council's approval.

- ii. To note that Council considers and approves the nominations of three City Councillor appointments to the Conservators of the River Cam commencing 1 January 2016.
- iii. To write, on behalf of the Council to those Conservators whose term will end thanking them for their valuable contribution.

### **3. Background**

- i. Applications were invited through an open recruitment process over a four week period running from Monday 10 August until 4 September to apply for the voluntary position as a Conservator of the River Cam.
- ii. The Executive Councillor for City Centre and Public Places agreed that some members of the Community Services Scrutiny Committee would form a selection panel to consider the applications received and recommend four for approval for the non-councillor City Council appointments.
- iii. The selection panel consisted of one Labour member and one Liberal Democratic Member, Councillors Sinnott and O'Connell.
- iv. Three of the four current conservators were eligible to reapply for a further three year term.
- v. In total twelve applications were received.
- vi. Selection was based purely on the written applications and considered alongside the following criteria which was advertised:
  - An interest in, and/or evidenced knowledge of, some aspect of river use.
  - Not a Councillor or officer of Cambridge City Council, Cambridgeshire County Council, other District or Parish Councils in Cambridgeshire. Not a relative or close friend of any current elected member or officer of the Council.
  - Live or work in the City of Cambridge.
  - Commitment to serve the community, attend meetings and a willingness to take required training and to offer requisite time to perform the duties to the satisfaction of the City Council.
  - Willingness to sign up to a Code of Conduct applicable to members of the public made Council appointees.
  - Must declare any party political membership on the application form.

- Will have disclosed to the Council during the application process any matter in his/her background, which, if it became public, might cause the council to reconsider the appointment.
  - Committed to a three-year term of office.
- vii. The Selection Panel met on the 17 September 2015 to consider the applications received. The 'skills, abilities, knowledge and experience section of each of the four recommended applicants can be found at appendix A.
- viii. Personal information on applicants has not been published. If the Scrutiny Committee wishes to discuss the specifics about individual applications it should do so in closed session.

#### **4. Implications**

(a) **Financial Implications:**

None

(b) **Staffing Implications** (if not covered in Consultations Section):

None

(c) **Equality and Poverty Implications**

No Equality Impact Assessment has been undertaken. Recommendation of appointments had been made following an open and transparent process based on an agreed person specification criteria first set by the Council in 2012.

(d) **Environmental Implications**

There are no environmental implications from this process.

(e) **Procurement:**

None

(f) **Consultation and communication**

The advertisement of the vacancy of the Conservator to the River Cam had been publicised through the media using the Council's Twitter and / or Facebook as appropriate.

To ensure community engagement approximately thirty community groups were contacted to enquire if the vacancy could be displayed and distributed through their organisations.

(g) **Community Safety**

There were no adverse community safety implications during the recruitment process.

## **5. Background papers**

These background papers were used in the preparation of this report:

Previous report to the Environment Scrutiny Committee – 26.06.12

<http://democracy.cambridge.gov.uk/documents/g712/Public%20reports%20pack%2026th-Jun-2012%2016.00%20Environment%20Scrutiny%20Committee.pdf?T=10>

Minutes of the Environment Scrutiny Committee – 26.06.12

<http://democracy.cambridge.gov.uk/documents/g712/Printed%20minutes%2026th-Jun-2012%2016.00%20Environment%20Scrutiny%20Committee.pdf?T=1>

## **6. Appendices**

- i. Appendix A: Application forms received ('skills, abilities, knowledge and experience' section only)
- ii. Appendix B: (Confidential Application forms received).

## **7. Inspection of papers**

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Claire Tunnicliffe

Author's Phone Number: 01223 - 457013

Author's Email: [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk)