

## APPENDIX C

### Appointment of Representatives to Outside Bodies

#### Indicative Process/Timetable

Steps	Activity	Timing
1	Borough Elections held	5th May
2	Nomination papers sent to Group Leaders for Representatives on Outside Bodies <i>*List of outside bodies to be sent to all Members for information*</i>	9th May
3	Responses provided by Group Leaders to Democratic Services	27th May
4	Democratic Services circulate proposed nominations to all Group Leaders	31 <sup>st</sup> May
4	Informal discussions held between Group Leaders to discuss any disputes	Week beginning 6 <sup>th</sup> June
5	Any changes to nominations made to Democratic Services	10 <sup>th</sup> June
6	Ordinary Council papers circulated	14 <sup>th</sup> June
7	Ordinary Council held and voting held if necessary	29 <sup>th</sup> June
8	Representatives and bodies written to advising of nominations agreed by Ordinary Council	4 <sup>th</sup> July
9	Member to contact outside body to confirm necessary steps and training where appropriate.	11 <sup>th</sup> July