

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	(a) Be entirely within cabinet's powers to decide YES		
		(b) Need to be recommendations to Council NO		
		(c) Be partly for recommendations to Council and partly within Cabinets powers – NO		
Lead Member: Leader, Councillor B Long.		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial:01553 616327		Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment req'd NO	Risk Management Implications NO

Date of meeting: 23rd May 2017

APPOINTMENTS TO OUTSIDE BODIES AND PARTNERSHIPS

Summary

The report seeks nominations for Executive appointments to serve on outside bodies and partnerships for 2017/2018.

Recommendation

- 1) That the Cabinet appoints representatives to serve in an Executive capacity on the outside bodies and partnerships requiring appointment in the Appendix attached.**
- 2) That the reporting arrangements be noted, as shown in section 3 of the report.**
- 3) To note that all other appointments to Outside Bodies will be made at the Council meeting on 15th June 2017.**

Reason for decision

To ensure continued involvement in the community by the Council.

1.0 BACKGROUND

1.1 The Council is invited to nominate representatives to serve on a number of outside bodies and partnerships with which the Council has a range of types of relationships. The majority of appointments are made annually, although some appointments are for a longer period.

2.0 INSURANCE COVER FOR BOROUGH COUNCILLORS

2.1 The Council's insurance will indemnify any employee or member arising from their service on the board or participation in the capacity of governor, officer, trustee, director, committee member or other official of any not-for profit entity other than the insured.

Provided always that:

- a) The service or participation by the employee or member is specifically requested by or under the specific direction of the insured.
- b) The insured is legally entitled to approve the service or participation and to indemnify the employee or member in respect of it.
- c) Any payment will only be made by the insurer for an amount in excess of any indemnification or insurance coverage provided by the not-for-profit entity or afforded from any other source and to which the employee or member is entitled.

2.2 When a member is appointed to serve on an outside body, they should also ensure that as well as completing the Register of Financial and Other Interest form, they should complete the annual "Related Party Transactions form", with the details of those bodies on which they serve.

3.0 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES

3.1 Arrangements for reporting back by Members serving on Outside Bodies are approved every year at Council as follows:

3.2 Each of the relevant scrutiny panels should be able to request reports from Councillors serving on outside bodies which fall within their remit. By programming the reports over the Panel's annual timetable of meetings, it would be possible for members both to assess the usefulness of making appointments to bodies and be informed of any relevant matters.

3.3 Cabinet Members serving on outside bodies will report via their Cabinet Members' reports to Council.

3.4 All are welcome to use the Members' Bulletin to report on the work of any such organisation.

4.0 APPOINTMENT OF REPRESENTATIVES

4.1 **Executive Roles** – The attached Appendix lists those bodies to which Cabinet is invited to appoint representatives to. Appointments that fall within this category are corporate in nature and fall within the portfolio responsibilities of members of the Cabinet. Alternatively, a Cabinet Member may nominate a substitute from Borough Councillors indicating a willingness to serve on a particular body. For information, the Appendix also lists any additional representatives which will be appointed subsequently in the Scrutiny, Parish and General categories.

4.2 **Scrutiny and Regulatory Roles** - Nominations for representatives to serve on bodies that are pertinent are being sought from the appropriate scrutiny panel (Environment & Community and Corporate Performance Panel) at their meetings in May and June 2017 and will be submitted to Council for approval in June 2017.

4.3 **Parish Level Representation, Parished and Unparished Areas** - Local representatives may be appointed onto specific local bodies within or related to their ward. On occasions, a body may not

specifically require the Council's representative to be a Borough Councillor, in which case a community representative may be nominated by Council. Appointments will be made at Council on 15 June 2017.

- 4.4 **General Appointments** - Appointments which are of general interest to the Borough as a whole will be made at Council on 15 June 2017.

5.0 FINANCIAL IMPLICATIONS

- 5.1 Mileage and subsistence allowances for Councillors attending meetings.

- 5.2 All appointments can be made within the existing budget.

6.0 ACCESS TO INFORMATION

Current lists of Member representation
ACSeS report on liabilities of Outside Bodies

APPENDIX

**EXECUTIVE APPOINTMENTS TO OUTSIDE BODIES REQUIRING
CABINET APPROVAL**

<u>NAME OF OUTSIDE BODY</u>	<u>NUMBER OF REPRESENTATIVES PERMITTED</u>	<u>PROPOSED REPRESENTATIVE/S</u>	<u>TERM OF OFFICE</u>
Action for Children	1 Exec	Miss L Bambridge	Annual
Active Norfolk	1 Exec	Mrs E Nockolds	Annual
Alive Leisure Trust	1 Exec	Mrs A Wright	Annual
Borough Council/College of West Anglia Liaison Board	1 Exec <i>1 Scrutiny – to be appt by Council</i>	B Long (Exec) <i>Current Rep T Smith (Scrutiny)</i>	Annual
CNC Building Control Joint Committee	1 Exec	R Blunt	Annual
Coastshare Limited	2 Exec	N Daubney and G Hipperson	Annual
Community Action Norfolk	1 Exec	N Daubney	Annual
Downham Market Leisure Centre Joint Management Committee	1 Exec <i>2 General – to be appt by Council</i>	Mrs K Mellish <i>Current Reps Mrs J Westrop and M Howland</i>	Annual
Freebridge Community Housing – Corporate Shareholder	1 Exec	A Lawrence	Annual
Freebridge Community Housing and Borough Council Strategic Forum	3 Exec	B Long, A Lawrence and R Harding. NB. Terms of Reference state Members should be Leader, Portfolio Holder for Housing and Chief Executive.	Annual
Hunstanton Green Joint Management Committee	1 Exec <i>2 Parish – to be appt by Council</i>	Mrs E Nockolds <i>C Bower and I Devereux</i>	Annual
Hunstanton Regeneration Project Team	1 Exec <i>3 Parish – to be appt by</i>	A Beales <i>Current Reps P Beal, Mrs C Bower and R Bird</i>	Annual

	<i>Council</i>		
King's Lynn and West Norfolk Area Museums Committee	1 Exec <i>3 Scrutiny & 1 general – to be appt by Council</i>	Mrs E Nockolds <i>Current Reps Councillors T Smith, T Wing-Pentelow, Mrs A Wright and A Tyler</i>	Annual
King's Lynn Business Improvement District Board	1 Exec	N Daubney	Annual
King's Lynn Festival Board	1 Exec	Mrs E Nockolds	Annual
King's Lynn Town Centre Partnership	1 Exec and Sub <i>2 Parish – to be appt by Council</i>	B Long and P Hodson (sub) <i>Current Reps Miss L Bambridge and Mrs A Wright</i>	Annual
King's Lynn Town Football Club	1 Exec	Paul Bland	Annual
KLIC Project Steering Group – NWES	1 Exec	R Blunt	
Local Authority Company Board (Alive Management)	3 Exec	B Long, Mrs E Nockolds and Mrs K Mellish	Annual
Local Government Association	1 Exec	B Long	
Norfolk and Waveney Enterprise Services	1 Exec	B Long	Annual
Norfolk Arts Forum Executive	1 Exec	Mrs E Nockolds	Annual
Norfolk Coast Partnership Management Group	1 Exec and sub	Councillor S Squire and I Devereux (sub)	Annual
Norfolk Joint Museums and Archaeology Committee	1 Exec	Mrs E Nockolds	Annual
Norfolk Parking Partnership Joint Committee	1 Exec and sub	Mrs K Mellish and J Westrop (sub)	Annual
Norfolk Police and Crime Panel	2 Exec	C Manning and B Long	Annual
Norfolk Rail Policy Group	1 Exec	C Sampson	Annual

Norfolk Records Committee	1 Exec	Mrs E Nockolds	Annual
Norfolk Waste Partnership	1 Exec and sub	B Long and I Devereux (sub)	Annual
North Lynn Discovery Centre Board	1 Exec	G Middleton	Annual
North Norfolk Coast and Countryside – Destination Management Organisation	1 Exec	Mrs E Nockolds	Annual
The Wash and North Norfolk Coast European Marine Site Management Scheme	1 Exec	S Squire	Annual
West Norfolk Chamber of Commerce Council	1 Exec	N Daubney	Annual
West Norfolk Disability Forum	2 Exec <i>5 Scrutiny – appt by Council</i>	A Lawrence and Miss S Sandell <i>Current Reps Councillors T Bubb, M Chenery of Horsbrugh, A Tyler, S Squire and S Fraser.</i>	Annual
West Norfolk Community Sports (WNCS)	1 Exec	Mrs E Nockolds	Annual
West Norfolk Tourism Executive Forum	2 Exec	Mrs E Nockolds and Mrs E Watson	Annual