

## REPORT TO CABINET

<b>Open</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b>	<b>Operational</b>	(a) Be entirely within cabinet's powers to decide NO		
		(b) Need to be recommendations to Council YES		
		(c) Be partly for recommendations to Council and partly within Cabinets powers – YES		
Lead Member: Leader, Councillor B Long Cllr.brian.long@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: <a href="mailto:sam.winter@west-norfolk.gov.uk">sam.winter@west-norfolk.gov.uk</a> 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: 29<sup>th</sup> May 2018**

### APPOINTMENTS TO OUTSIDE BODIES AND PARTNERSHIPS

#### Summary

The report seeks nominations for Executive appointments to serve on outside bodies and partnerships for 2018/2019.

#### 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 14<sup>th</sup> June 2018.**
- 4) That the Cabinet recommends to Council that the Hunstanton Green Joint Management Committee be disbanded.**

#### 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. These do not require any action from Cabinet
- 4.2 **Scrutiny and Regulatory Roles** - Nominations for representatives to serve on Scrutiny bodies are being sought from the appropriate scrutiny

panel (Environment & Community and Corporate Performance Panel) at their meetings in May and June 2018 and will be submitted to Council for approval in June 2018.

**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 14 June 2018.

**4.4 General Appointments -** Appointments which are of general interest to the Borough as a whole will be made at Council on 14 June 2018.

## **5.0 HUNSTANTON GREEN JOINT MANAGEMENT COMMITTEE**

Cabinet is also asked to recommend to Council that the Hunstanton Green Joint Management Committee be disbanded. Regular meetings are held between the Council and Hunstanton Town Council that incorporate the work of the Hunstanton Green Joint Management Committee.

## **6.0 FINANCIAL IMPLICATIONS**

6.1 Mileage and subsistence allowances for Councillors attending meetings.

6.2 All appointments can be made within the existing budget.

## **7.0 ACCESS TO INFORMATION**

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

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

<b><u>NAME OF OUTSIDE BODY</u></b>	<b><u>NUMBER OF REPRESENTATIVES PERMITTED</u></b>	<b><u>CURRENT REPRESENTATIVE/S</u></b>	<b><u>TERM OF OFFICE</u></b>
Action for Children	1 Exec	Miss L Bambridge	Annual
Active Norfolk	1 Exec	Mrs E Nockolds	Annual
Alive Leisure	1 Exec	1 vacancy	3 years
Alive Management Board of Directors	3 Exec	B Long, Mrs E Nockolds and G Middleton	Annual
Borough Council/College of West Anglia Liaison Board	1 Exec  1 Scrutiny	B Long  <i>T Smith (nominated by E&amp;C and appointed by Council)</i>	Annual
CNC Building Control Joint Committee	1 Exec	R Blunt	Annual
Coastshare Limited	2 Exec	B Long and G Hipperson	Annual
Community Action Norfolk	1 Exec	Mrs E Nockolds	Annual
Downham Market Leisure Centre Joint Management Committee	1 Exec  <i>2 general</i>	Mrs K Mellish  <i>Mrs J Westrop and M Howland (appointed by Council)</i>	Annual
FCH and Borough Council Strategic Forum	2 Exec	B Long and A Lawrence	Annual
FCH – Corporate Shareholder (AGM)	1 Exec	A Lawrence	Annual
Health and Wellbeing Board	1 Exec and sub	Mrs E Nockolds and Miss S Sandell (Sub)	Annual
Hunstanton Regeneration Project Team	1 Exec  <i>3 Parish level</i>	A Beales and P Hodson (sub)  <i>P Beal, Mrs C Bower and R Bird (appointed by Council)</i>	Annual
King's Lynn and West Norfolk Area Museums Committee	1 Exec  <i>3 Scrutiny</i>  <i>1 General</i>	Mrs E Nockolds  <i>T Smith, T Bubb and 1 vacancy (nominated by E&amp;C appointed by Council)</i>  <i>A Tyler (appointed by Council)</i>	Annual

King's Lynn Business Improvement District Board	1 Exec	P Hodson	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 level</i>	B Long and P Hodson  <i>L Bambridge and 1 vacancy (appointed by Council)</i>	Annual
KLIC Project Steering Group	1 Exec	R Blunt	Annual
Local Government Association (including sub-groups)	1 Exec	B Long	Annual
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	B Long 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 Mrs J Westrop (sub)	Annual
Norfolk Police and Crime Panel	2 Exec	B Long and C Manning	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	I Devereux and B Long (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 Marine	1 Exec and	I Devereux and 1 vacancy	Annual

Partnership	sub		
West Norfolk Chamber of Commerce Council	1 Exec	P Hodson	Annual
West Norfolk Tourism Executive Forum	2 Exec	Mrs E Nockolds and Mrs E Watson	Annual