

## POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	5 <sup>th</sup> October 2021		
TITLE:	Nominations to Outside Bodies and Partnerships		
TYPE OF REPORT:	Operational		
REPORT AUTHOR:	Rebecca Parker		
OPEN/EXEMPT	OPEN	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	NO

### **REPORT SUMMARY/COVER PAGE**

PURPOSE OF REPORT/SUMMARY:
<p>Councillor Bubb has resigned as a substitute Member from two Outside Bodies which fall within the Environment and Community Panel's remit. This report asks for a replacement Member to serve as a substitute Member on the following Outside Bodies:</p> <ul style="list-style-type: none"><li>• Norfolk County Council – Norfolk Countywide Community Safety Partnership Scrutiny Sub-Panel – substitute Member</li><li>• Norfolk Health Overview and Scrutiny Committee – substitute Member</li></ul>
RECOMMENDATIONS:
<ol style="list-style-type: none"><li>1. That nominations be made by the Panel.</li><li>2. That Council be requested to approve the nominations made by the Panel</li></ol>
REASONS FOR RECOMMENDATIONS:
<p>To ensure continued involvement in the community by the Council.</p>

### **1.0 BACKGROUND**

- 1.1 Cabinet and Council confirmed a number of appointments to Outside Bodies on 8<sup>th</sup> July 2021, including confirming appointments to Outside Bodies which fall within the Environment and Community Panels remit.

### **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 The 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.

### **4.0 APPOINTMENT OF REPRESENTATIVES**

- 4.1 Following the resignation of Councillor Bubb this Panel is invited to nominate a representative as a substitute Member to participate in the outside bodies below. The nominations will need to be approved by Full Council

- **Norfolk County Council – Norfolk Countywide Community Safety Partnership Scrutiny Sub-Panel – 1 representative & substitute**  
Frequency of meetings: quarterly – usually on a Monday  
Venue: Norfolk County Council  
Time: 9.30am  
Current representatives are Councillor Kemp and vacant (sub)
  
- **Norfolk Health Overview and Scrutiny Committee – 1 representative & substitute**  
Frequency of meetings: 7 times a year  
Venue: Norfolk County Council  
Time: 10.00am  
Note: Members must be a Member of an Overview and Scrutiny Committee.  
Preferably not be board members or governors of a local health service organisation or a member of the Health and Wellbeing Board in order to limit conflicts of interest.  
Current representatives are Councillor Kemp and vacant (sub)

### **5.0 FINANCIAL IMPLICATIONS**

- 5.1 Mileage and subsistence allowances for Councillor attending meetings.

### **6.0 ACCESS TO INFORMATION**

Current lists of member representation