

## POLICY REVIEW & DEVELOPMENT REPORT

<b>Type of Report (Review/Consultation/Monitoring):</b> Consultation	<b>Portfolio(s):</b> Environment & Community
<b>Author Name:</b> Rebecca Parker	<b>Consultations:</b>
<b>Tel:</b> 01553-616327	
<b>Email:</b> rebecca.parker@west-norfolk.gov.uk	
<b>OPEN</b>	

**Panel:** Environment and Community Panel  
**Date:** 25 May 2016  
**Subject:** Nominations to Outside Bodies and Partnerships

### Summary

The Panel is invited to nominate representatives to participate in the outside bodies and partnerships which fall within the Environment and Community Panel's remit as listed within the report.

### Recommendations

- (1) That nominations be made by the Panel.
- (2) That the reporting arrangements be noted, as shown in the report.
- (3) That Council be requested to approve the nominations made by the Panel at their meeting on 30<sup>th</sup> June 2016.

## 1.0 BACKGROUND

1.1 The Cabinet at its meeting on 24 May 2016 will confirm a number of Cabinet appointments to outside bodies and partnerships. Further appointments are made by the Council in the following categories:

- Scrutiny and regulatory roles
- Parish level representation, parished and unparished areas
- General appointments

## 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 of 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 Environment and Community Panel 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 This Panel is invited to nominate representative(s) to participate in the outside bodies and partnerships listed below which fall within the Panel's remit. For information, details of the representatives for 2015/2016 are listed below.

- **Borough Council/College of West Anglia Liaison Board – 1 representative**  
 Frequency of meetings: once every six months.  
 Venue: Alternates between the College and the Council  
 Time: 10.00am  
 2015/2016 representative: Mrs E Watson
- **King's Lynn and West Norfolk Area Museums Committee – 3 representatives**  
 Frequency of meetings: Quarterly  
 Venue: Alternates between Council Offices and King's Lynn Museum.  
 Time: Usually 2.15pm  
 2015/2016 representatives: Councillors T Smith, T Wing-Pentelow and Mrs A Wright.
- **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

2015/2016 representatives: Councillor Westrop, and 1 vacancy for substitute Member.

- **Norfolk Health Overview and Scrutiny Committee – 1 representative & substitute**

Frequency of meetings: Monthly

Venue: Norfolk County Council

Time: 10.00am

2015/2016 representatives: Councillors Mrs S Young and S Sandell (substitute)

- **West Norfolk Community Transport Project – 1 representative**

Frequency of meetings: Quarterly – usually on a Monday

Venue: North Lynn

Time: 5.30pm

2015/2016 representative: Councillor J Moriarty

- **West Norfolk Disability Forum – 5 representatives**

Frequency of meetings: Three times per year.

Venue: Council Offices

Time: 2.30pm

2015/2016 representatives: Councillors L Bambridge, T Bubb, S Squire, Miss S Sandell and Baron Chenery of Horsburgh.

## **5.0 FINANCIAL IMPLICATIONS**

5.1 Mileage and subsistence allowances for Councillor attending meetings.

## **6.0 ACCESS TO INFORMATION**

6.1 Current lists of member representation  
ACSeS report on liabilities of Outside Bodies