

REPORT TO COUNCIL

Lead Member: Leader – Councillor Alistair Beales			Other Cabinet Members consulted:		
			Other Members consulted:		
Lead Officer: Rebecca Parker E-mail: Rebecca.parker@west-norfolk.gov.uk			Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment NO	Risk Management Implications NO	

Date of Meeting: 29th January 2026

APPOINTMENTS TO FILL VACANCIES ON OUTSIDE BODIES

Purpose of Report

To appoint Members to fill the following vacancies on Outside Bodies:

Hunstanton Safer Neighbourhood Action Panel – vacancy has arisen following Councillor resignation.

Hunstanton Advisory Group - vacancy has arisen following Councillor resignation.

Norfolk Police and Crime Panel – Terms of Reference for this body state that the representatives must be from the Labour Group or sent on behalf of the Labour Group. Currently Councillor Heneghan is listed as the Council's substitute Member and the main Member position is currently vacant.

Recommendation

1. That Council appoint a Member to serve on the Hunstanton Safer Neighbourhood Action Panel.
2. That Council appoint a Member to serve on the Hunstanton Advisory Group
3. That Council appoint a Member to serve on the Norfolk Police and Crime Panel, noting that the Member must be from the Labour Group or sent on behalf of the Labour Group.

Reason for decision

To ensure continued involvement in the community by the Council.

1.0 BACKGROUND

- 1.1 The Council at its meeting in July 2025 confirmed a number of appointments to outside bodies and partnerships.
- 1.2 This report deals with vacancies that have arisen since the initial round of 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 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 as follows:
- 3.2 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.
- 3.3 Cabinet Members serving on outside bodies will report via their Cabinet Members' reports to Council.
- 3.4 All are encouraged to use the Members' Bulletin to report on the work of any bodies that they are appointed to by Full Council.
- 3.5 All Councillors appointed to Outside Bodies should regularly liaise with the relevant Assistant Director to make them aware of any issues and provide updates as required.

4.0 APPOINTMENT OF REPRESENTATIVES

4.1 Hunstanton Safer Neighbourhood Action Group

Following the resignation of Councillor Beal, a vacancy has arisen on this Group. The Council are permitted to send two representatives to this Group. Currently Councillor Dickinson is the other appointed Member.

4.1 Hunstanton Advisory Group

Following the resignation of Councillor Beal, a vacancy has arisen on this Group. The other representatives on this Group are the relevant Portfolio Holders and Councillor Dickinson.

4.2 Police and Crime Panel

There has been a vacancy on this body for some time. The Terms of Reference for the Panel state that the Member should come from the Labour Group to ensure overall political balance on the Panel. The Chair of the Police and Crime Panel has agreed that a Member could be sent on behalf of the Labour Group, if the Labour Group agree to this. Currently the main Member position on this body is vacant and the substitute Member is listed as Councillor Heneghan.

5.0 FINANCIAL IMPLICATIONS

Mileage and subsistence allowances for Councillors attending meetings.

6.0 ACCESS TO INFORMATION

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