

## POLICY REVIEW AND DEVELOPMENT PANEL REPORT

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| REPORT TO:      | Environment and Community Panel                |   |    |
| DATE:           | 4 <sup>th</sup> June 2019                      |   |    |
| TITLE:          | Nominations to Outside Bodies and Partnerships |   |    |
| TYPE OF REPORT: | Operational                                    |   |    |
| PORTFOLIO(S):   | Leader   |   |    |
| REPORT AUTHOR:  | Rebecca Parker                                 |   |    |
| OPEN/EXEMPT     | OPEN   | WILL BE SUBJECT TO A FUTURE CABINET REPORT: | NO |

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

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| PURPOSE OF REPORT/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 set out in the report.   |
| RECOMMENDATIONS:   |
| <ol style="list-style-type: none"><li>1. That nominations be made by the Panel.</li><li>2. That the reporting arrangements be noted, as shown in the report.</li><li>3. That Council be requested to approve the nominations made by the Panel</li></ol> |
| REASONS FOR RECOMMENDATIONS:   |
| To ensure continued involvement in the community by the Council.   |

### **1.0 BACKGROUND**

1.1 The Cabinet at its meeting on 18<sup>th</sup> June 2019 will confirm a number of Cabinet appointments to outside bodies and partnerships. Further appointments will be made by the Council on 4<sup>th</sup> July 2019 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 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 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 2019/2020 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  
18/19 representative was T Smith
- **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  
18/19 representatives were T Smith, T Bubb and J Westrop.
- **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  
18/19 representatives were J Westrop and S Fraser (substitute).
- **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.  
18/19 representatives were S Fraser and T Smith (substitute)
- **West Norfolk Community Transport Project – 1 representative**  
Frequency of meetings: Quarterly – usually on a Monday  
Venue: North Lynn  
Time: 5.30pm  
18/19 representative was S Fraser
- **King's Lynn Football Club Board (observer) – 1 representative**

Venue: Football Club  
18/19 representative was J Westrop.

## **5.0 FINANCIAL IMPLICATIONS**

5.1 Mileage and subsistence allowances for Councillor attending meetings.

## **6.0 ACCESS TO INFORMATION**

Current lists of member representation