

BRECKLAND DISTRICT COUNCIL

Report of: Executive Director for Strategy and Governance

To: Full Council: 18 May 2017

(Author: Julie Britton (Democratic Services Officer)

Subject: Representatives on Outside Bodies for 2017-18

Purpose: To consider approving the appointment of representatives on Outside Bodies 2017-18

Recommendation(s):

1. That Council appoints the most suitable representatives to serve on the list of Outside Bodies.
2. That a further report be presented to Council, later in the current municipal year, to provide fuller detail as to the aims and objectives of each outside body, whether our appointees exercise any decision-making powers, and the insurance status of each outside body.

1.0 BACKGROUND

- 1.1 The Council currently appoints representatives to over 40 organisations. Appointments are made to these outside bodies for various reasons – for instance, following an invitation by the outside body; or to enable the authority to be represented on national forums and groups.
- 1.2 The Council's Constitution, which sets out how the Council operates, provides that appointments to outside bodies will be made at the annual meeting of the Council. Appointments may also be made by a committee or an officer with delegated power to make the appointment, or by the Cabinet if the appointment relates to an executive function. Should an appointment need to be made or altered during the municipal year, this can be done at an ordinary meeting of Full Council.
- 1.3 Each year, all outside bodies are contacted and asked to provide information on any changes to their organisation. In some instances, the information provided may only be minor, such as change of address. In some instances, however, information may be provided informing the Council that the body has been disbanded, no longer requires appointments or has changed its name. Any such changes are identified in the Appendix.
- 1.4 This year we have also asked for additional information in respect of the aims and objectives of the body along with confirmation as to whether the body has insurance for professional indemnity, public liability, and employer liability. We have also asked outside bodies to confirm whether any insurance that they do hold would protect our appointees. Not all have replied to this request at the time of drafting this report. It is therefore proposed that a subsequent report be presented to full Council at a later date in the current municipal year. It should be noted that our own professional indemnity insurance does cover formal appointments of our members to outside bodies. Appendix A also sets identifies the Council's current representatives, details any vacancies, indicates whether the organisation is under review and identifies those that no longer exist.

1.5 Members appointed should be able to attend meetings regularly.

2.0 **OPTIONS**

2.1 That appointments are made to all outside bodies listed at Appendix A with new appointments where necessary;

2.2 That Council do not appoint to any outside bodies;

2.3 That Council appoint only to certain outside bodies.

3.0 **REASONS FOR RECOMMENDATION(S)**

3.1 To ensure that the most suitable representative is appointed to serve on the relevant Outside Body.

4.0 **EXPECTED BENEFITS**

4.1 To facilitate or continue good partnership working across the District.

5.0 **IMPLICATIONS**

In preparing this report, the report author has considered the likely implications of the decision - particularly in terms of Carbon Footprint / Environmental Issues; Constitutional & Legal; Contracts; Corporate Priorities; Crime & Disorder; Equality & Diversity/Human Rights; Financial; Health & Wellbeing; Reputation; Risk Management; Safeguarding; Staffing; Stakeholders/Consultation/Timescales; Transformation Programme; Other. Where the report author considers that there may be implications under one or more of these headings, these are identified below.

5.1 **Carbon Footprint / Environmental Issues**

5.1.1 Councillors are expected to travel to meetings of outside bodies, which can have an impact on the individual's carbon footprint. There may be an expectation that Councillors print copies of paperwork for meetings.

5.2 **Constitution & Legal**

5.2.1 Full Council has the authority to appoint, nominate or remove representatives to outside bodies. The Cabinet may also make appointments.

5.3 **Corporate Priorities**

5.3.1 Having representatives appointed to outside bodies ensures that the District is well represented at each organisation. Councillors can, where appropriate, ensure that Breckland's priorities are voiced (detailed in the Corporate Plan 2015-2019) and help to achieve common goals.

5.4 **Financial**

5.4.1 Travel and subsistence allowances are payable in respect of attendance at meetings of all outside bodies and budget provision has been made for this. Details are set out in the Scheme of Members Allowances at Part 6 of the Council's Constitution.

6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 Appointments may have an effect on Breckland as a whole District. However, it is not considered that the appointment itself would have a significant effect on the District, other than to ensure representation of the Authority.

7.0 **ACRONYMS**

7.1 None.

Background papers:- None

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Key Decision: No

Exempt Decision: No

This report refers to a Discretionary Service

Appendices attached to this report: Appendix A Representatives on Outside Bodies 2017-2018