

Policy Committee

12 June 2023



Reading
Borough Council
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Title	Outside Body Appointments
Purpose of the report	To make a key decision
Report status	Public report
Report author	Simon Hill, Principal Committee Administrator
Lead Councillor	Councillor Terry, Leader of the Council
Corporate priority	Not applicable, but still requires a decision
Recommendations	<ol style="list-style-type: none">1. That the Committee make appointments or nominations to the outside bodies listed on the schedule (to be circulated);2. That the appointments or nominations be made on an “or nominee” basis where the organisation in question is willing to accept this arrangement.3. That the Committee consider the recommendations made by the Trustees Sub-Committee to:<ol style="list-style-type: none">3.1. Discontinue a number of appointments as noted in the schedule;3.2. Authorise the Monitoring Officer, in consultation with the Leader of the Council, to consider any requests to continue or reinstate appointments and to make mid-year appointments as required;3.3. Agree that representatives be requested to report back annually to ensure that information on appointments is kept up to date and provide reassurance that relationships with outside bodies continue to promote the Corporate Plan priorities and are of benefit to both the Council and the external body.

1. Executive Summary

- 1.1. This report asks the Policy Committee to make appointments or nominations to outside bodies for the Municipal Year 2024/25, or longer where required. A schedule of outside body appointments showing the Group Leaders’ recommendations will be circulated prior to the meeting.
- 1.2. The report also sets out recommendations made by a review of outside body appointments to local VCS and other independent organisations carried out by the Trustees Sub-Committee.

2. Policy Context

- 2.1. Appointing the Council’s representatives on outside bodies is a Key Decision reserved to Policy Committee under Part 2 Article 13.3 and Part 3 Section 2(5) of the Council’s Constitution. The annual report will request a delegation to the Monitoring Officer to appoint to any vacancies arising mid-year in consultation with the Leader of the Council.

3. Outside Bodies

- 3.1. Appointments to the Royal Berkshire Fire Authority, Joint Waste Disposal Board, BOB ICP and LGA Conference/General Assembly were made by Policy Committee motion at the Council AGM on 22 May 2024 – see the Minutes elsewhere on this agenda.
- 3.2. Trustees' Sub-Committee review of Outside Bodies
- 3.3. A review of Outside Body Appointments was commissioned by the Policy Committee when the annual appointments were last made in June 2023 and considered by the Trustees Sub-Committee at its meeting on 26 March 2024. The report can be found at [Item 5 here](#). The review had a focus on the Voluntary and Community Sector and other independent local organisations and sought to establish a clearer and more consistent approach to appointments and nominations to outside bodies, ensure that appointees have access to appropriate advice and support for their role, and provide reassurance that there is a contribution to the Council's priorities set out in the Corporate Plan and a benefit to both the Council and the organisation. Information was collected through a questionnaire to councillor representatives on outside bodies.
- 3.4. The recommendations made by the Trustees Sub-Committee are set out in recommendation 3 above. It was also agreed to refresh the Outside Bodies guidance and provide a briefing for councillor representatives. These are currently being arranged.

4. Contribution to Strategic Aims

- 4.1. Representation on joint committees and outside bodies gives the Council an opportunity, through its representatives, to work with partner organisations to achieve the priorities set out in the Corporate Plan under the themes of:
 - Healthy Environment
 - Thriving Communities
 - Inclusive Economy

5. Environmental and Climate Implications

- 5.1. There are no environmental or climate implications arising from the decision to make appointments to outside bodies.

6. Community Engagement

- 6.1. Representation on outside bodies gives the Council an opportunity, through its representatives, to engage with the community on matters that affect the Borough.

7. Equality Implications

- 7.1. Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to—
 - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2. An Equality Impact Assessment (EIA) is not relevant to the decision to make appointments to outside bodies.

8. Legal Implications

- 8.1. The Council cannot legally provide personal liability cover for representatives serving on outside bodies (*Burgoine v Waltham LBC 1996*) and it is the responsibility of the outside body to secure the appropriate insurance and personal liability cover for people on it. Local authorities do not have a legal power to extend their insurance policies to cover the liabilities of third parties.

- 8.2. All Councillors, officers and other people appointed by Reading – and any other local authority – are therefore advised of the need to check directly with the outside body about its insurance cover, and how far it protects them.

9. Financial Implications

- 9.1. Attendance by Councillors appointed to outside bodies will be an approved duty for the purposes of the Council's scheme made in accordance with the provisions of the Local Authorities (Members' Allowances) Regulations 1991. This means that travel and subsistence claims may be made in respect of expenses incurred in attending meetings. Non-Councillors who are appointed to represent the Borough on outside bodies may claim financial loss allowance and travel and subsistence, if applicable.

10. Timetable for Implementation

- 10.1. Details of the new appointments will be circulated to the relevant organisations and published on the Council's website in the week following this meeting.

11. Background Papers

- 11.1. There are none.

Appendices

1. **Schedule of nominations for Outside Body Appointments (to be circulated)**