

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).
 The form must be completed and passed to the Chief Officer Legal, Performance and Democratic Services no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 days have passed and the Chief Officer Legal, Performance and Democratic Services has confirmed the decision has not been called in.

1. Description of decision

(1) That, following consultation with Political Groups on the Council the following appointments be made with immediate effect for the period until the next meeting of the Appointments Committee after Annual Council in 2024, unless the body concerned has requested a longer period, as indicated:

(a) <u>Joint Committee</u>	
<u>Organisation</u>	<u>Representatives</u>
The Wixams Joint Corporate Issues Liaison Panel	Councillors Coombes, Frost, Spice and Sultan
(b) <u>Advisory Forum</u>	
<u>Organisation</u>	<u>Representatives</u>
Bedford Borough Admissions Forum	Councillor Walker Portfolio Holder: Education and Children’s Services
Bedford Borough Schools Forum	Councillor Coombes (Portfolio Holder for Finance, Risk and Welfare) and Councillor Walker Portfolio Holder: Education and Children’s Services
Treasury Management Advisory Panel	The Mayor, Councillor Coombes as Portfolio Holder for Finance, Risk and Welfare and Members of the Budget and Corporate Services Overview and Scrutiny Committee
(c) <u>Other Groups</u>	
<u>Organisation</u>	<u>Representatives</u>
Corporate Parenting Panel Partnership Group	Councillors Coombes, Edmonds, Valentine, Walker (Portfolio Holder for Education and Children’s Services) and Wheeler.

(d) Outside Bodies

<u>Organisation</u>	<u>Representatives</u>
Age UK Bedfordshire	Councillor Rigby (to June 2027)
Alderman Newton's Educational Foundation	Councillors Walker and Wheeler (to June 2027)
Anglian (Great Ouse) Regional Flood and Coastal Committee	Councillor McMurdo
Bedford and District Citizens Advice Bureau Management Committee	Councillor Nawaz
Bedford Business Improvement District	Councillor Spice
Bedford & Milton Keynes Waterways Consortium	The Mayor
Bedford Philharmonia Trust	Councillor Gallagher
Bedfordshire Rural Communities Charity	Councillors Foster, Gallagher, Gribble and Towler
Bedford Retirement Education Centre	Councillor Rigby (to June 2027)
Bedford Sports Foundation Committee	Councillors Gallagher, Towler and Wheeler (to June 2027)
Bedfordshire Festival of Music, Speech and Drama	Councillor Gallagher (to June 2027)
Bedfordshire Hospitals - Council of Governors	Councillor Towler (to June 2027)
BLMK Health and Care Partnership Joint Committee	Councillor Towler (Portfolio Holder for Health, Public Health and Wellbeing), the Chair of the Health and Wellbeing Board and Director of Adult Services
Bedfordshire and River Ivel Internal Drainage Board	Councillors Coombes, Gribble, Spice, Martin-Moran-Bryant, McMurdo, Towler and Weir (to June 2027)
Cardington, Cople & Eastcotts Charities	Councillor Coombs (to June 2027)
Cauldwell Community Association's Management Committee	Councillors Atiq and Thapar (only 1 voting)
Cecil Higgins Art Gallery Board	Councillors Gallagher (Portfolio Holder for Leisure and Culture) and Spice
Church Lane Community Association's Management Committee	Councillor Caswell
Community and Voluntary Service (Mid and North Bedfordshire)	Councillor Wheeler (to June 2027)

East of England Local Government Association	The Mayor
East London NHS Foundation Trust	Councillor Towler (to June 2027)
East West Main Line Partnership	Councillor Gribble
Forest of Marston Vale Trust – Award Panel	Councillors Gallagher
Groundwork Luton and Bedfordshire	Councillor Weir
Joseph Neale Charity	Councillor Towler (as Ward Member) (to June 2027)
Kempston Hammers Sports & Social Club	Councillors Meader and Valentine
Local Government Association (General Assembly)	The Mayor
PATROL	Councillor Weir (to June 2027)
Peat’s Education Foundation	Councillor Martin-Moran-Bryant (to June 2027)
Priory Water Sports Association	Councillor Gallagher
Queens Park Community Association’s Management Committee	Councillors Akhtar and Masud
Scott Hall Community Association’s Management Committee	Councillors Crofts and Rahman
Southfields Community Centre Management Committee	Kempston Town Cllr Shaun Bowman & one vacancy
Sport Bedford	Councillor Gallagher (Portfolio Holder for Leisure and Culture)
St John’s Hospital Trust	Councillors Rigby, Spice, Walker and Wheeler (to June 2027)
Standing Advisory Committee on Religious Education	Councillors Abood, Masud and Walker (to June 2027)
The Harpur Trust	Councillors Rigby and Spice (to June 2027)
Trustees of the Municipal Charities	Councillors Abbott, Gambold, Martin-Moran-Bryant and Rigby and Hon. Alderman Mingay (to June 2027)
(2) That further nominations be requested in relation to the following vacancy and that the appointment to the body be subject of an Executive Decision by the Mayor:	
Southfields Community Centre Management Committee -	One vacancy

- (3) That all appointments be made for the period until the next meeting of the Appointments Committee after Annual Council in 2024, unless the body concerned has requested a longer period, as indicated.
- (4) That it be noted that where vacancies in the Council's representation on outside bodies arising during the course of the year, in order to minimise any delay in filling these, the Mayor, as Chair of the Appointments Committee will approve appointments, in such cases, following the submission of nominations from Group Leaders.
- (5) That, where a Portfolio Holder appointment is required, the Chief Officer Legal, Performance and Democratic Services be authorised to make arrangements for a replacement appointment should the Portfolio Holder change.
- (6) That Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments and of the requirements relating to the disclosure of interests at meetings in the Code of Conduct for Members.
- (7) That copies of the Charity Commission's guidance on the responsibilities of Trustees be provided to those Members who have been appointed to Trustee positions.
- (8) That the Section 151 Officer be appointed as the Council's representative for the Border to Coast Pensions Partnership Limited in order to fulfil the role of shareholder on behalf of the Council, and in decision making involving shareholders within its Memorandum and Articles of Association.

2. Date of decision

12 June 2023

3. Reasons for decision

Reasons for Decisions

- (1) It is necessary for Members or other individuals to be appointed to represent the Council on various outside bodies, joint bodies, advisory fora and other groups.
- (2) To enable decisions on the filling of vacancies to be dealt with as speedily as possible in the interests of both the organisations concerned and the Council.
- (3) To assist Members of the Council to meet their obligations under the Council's Code of Conduct for Members.
- (4) To ensure that Councillors appointed to Trustee positions are provided with information about their obligations as Trustees.
- (5) To ensure that all relevant appointments have been identified.
- (6) To ensure that the Council is represented on Outside Bodies as necessary.

4. Alternatives considered and rejected

It is necessary for appointments to be made to Outside Bodies therefore the decisions had to be made.

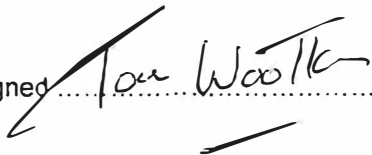
5. How decision is to be funded

There are no resource implications in making this decision.

6. Conflicts of interest

Name of all Executive members who were consulted AND declared a conflict of interest.	Nature of interest	Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation)	Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation).
None			

The Mayor has been consulted on this decision

Signed  Date 12 JUNE 2023 Name of Decision Taker ... TOM WOOTTON - Mayor.....

This is a public document. A copy of it must be given to the Chief Officer Legal, Performance and Democratic Services as soon as it is completed.

Date decision published:12June2023.....

Date decision can be implemented if not called in:22June2023.....

(Decision to be made exempt from call in..... NO.....)

Bedford Borough Council – Report to the Mayor

Date of Report: 8 June 2023

Report by Democratic and Electoral Services Manager and Statutory Scrutiny Officer

Subject: APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

1. Executive Summary

It is necessary to appoint Members (or other individuals, where appropriate) to represent the Council on various outside bodies, joint bodies and advisory forums.

2. Recommendations

- 2.1 To appoint to the bodies listed at Appendix A following the nominations received from Group Leaders (including for those identified to determine which nominee to appoint where there are more nominations than appointments to be made), or to re-appoint where no change has been requested.**

Age UK Bedfordshire - to appoint to one place

Bedfordshire Festival of Music, Speech and Drama - to appoint to one place

Bedfordshire Rural Communities Charity – to appoint to four places

Priory Water Sports Association - to appoint to one place

The Harpur Trust – to appoint to two places

The Wixams Joint Corporate Issues Liaison Panel – to appoint to four places

2.2 That, having regard to the appointments made as a consequence of 2.1 above, the Mayor to also consider appointment to the following outstanding vacancy:

Southfields Community Centre Management Committee – one place

2.3 That all appointments be made for the period until the next meeting of the Appointments Committee after Annual Council in 2024, unless the body concerned has requested a longer period.

2.4 That it be noted that where vacancies in the Council’s representation on outside bodies arise during the course of the year, in order to minimise any delay in filling these, the Mayor, as Chair of the Appointments Committee will approve appointments, in such cases, following the submission of nominations from Group Leaders.

2.5 That, where a Portfolio Holder appointment is required, the Chief Officer for Legal, Performance and Democratic Services be authorised to make arrangements for a replacement appointment should the Portfolio Holder change.

2.6 That Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments and of the requirements relating to the disclosure of interests at meetings in the Code of Conduct for Members.

2.7 That copies of the Charity Commission’s guidance on the responsibilities of Trustees be provided to those Members who have been appointed to Trustee positions.

2.8 That the Section 151 Officer be re-appointed as the Council’s representative for the Border to Coast Pensions Partnership Limited in order to fulfil the role of shareholder on behalf of the Council, and in decision making involving shareholders within its Memorandum and Articles of Association.

3. Reasons for Recommendations

To ensure that the Council is represented on Outside Bodies as necessary.

4. Key Implications

4.1 Legal Issues: None

4.2 Policy Issues: None

4.3 Resource Implications: None

4.4 Risk Implications: None

4.5 Environmental Implications and contribution to achieving a net zero carbon Council by 2030: None

4.6 Equalities Impact

In preparing the report, due consideration has been given to the Borough Council's Statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. A relevance test for equality has been completed. The test determined that the activity has no relevance to Bedford Borough Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. An equality analysis is not needed.

5. Details

5.1 Appendix A to this report lists the various outside bodies, joint bodies and advisory forums to which it is necessary for the Council to make appointments. The list also shows nominations received from the political Group Leaders.

Interim Vacancies

5.2 Occasionally, vacancies in the Council's representation on outside bodies arise during the course of the year. In order to minimise any delay in filling these, the Mayor, as Chair of the Appointments Committee, has in previous years been authorised to approve appointments in such cases following the submission of nominations from Group Leaders. It is suggested that this practice continue.

- 5.3 Where a Portfolio Holder is required, it is suggested that the Chief Officer for Legal, Performance and Democratic Services continue to be authorised to make arrangements for any necessary replacement appointments should there be a change in the Portfolio Holder.

Register of Interests

- 5.4 It is also proposed that Members appointed to represent the Council on external bodies be reminded of the need to update their entries in the Register of Interests to reflect changes in their appointments, and also be reminded of the requirements relating to the disclosure of those interests in writing.

Charity Commission Guidance

- 5.5 It is also suggested that copies of the Charity Commission's guidance on the responsibilities of Trustees continue to be provided to those Members who are appointed to Trustee positions.
- 5.6 It is established practice that:
- (1) organisations should identify any criteria or skills requirements, although the Mayor will not be bound by this; and
 - (2) Where the work of an outside body relates in whole or in part to a particular geographic area or Ward(s) then, when the Ward Member(s) for that area has expressed a willingness to serve and has the relevant experience, the Mayor will give priority consideration to those Member(s).
- 5.7 The need for representation on Outside Bodies generally, is reviewed every 4 years prior to Borough Council elections taking place. Where a Council representative is no longer required, the organisation is removed from the list of appointments.
- 5.8 The Mayor is invited to make appointments to the bodies listed in accordance with the nominations received from Group Leaders and to consider the appointments to the bodies where more nominations than places have been received.

6. Summary of Consultations and Outcome

6.1 Group Leaders were invited to submit nominations for appointments and these have been set out in Appendix A.

7. Ward Councillor Views: Not applicable.

Report Contact Officer: Andrew Robertson, Senior Democratic Services Officer
Ext: 42256 Email: andrew.robertson@bedford.gov.uk

File Reference: OB/1/1

Previous Relevant Minutes: None

Background Papers: None

Appendix: A – Schedule of Appointments to be made

APPOINTMENTS TO BE MADE: JUNE 2023**(NOT INCLUDING APPOINTMENTS MADE AT THE ANNUAL COUNCIL MEETING)**

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
1.	Age UK Bedfordshire *	One (non-voting)	Councillor Crofts	Cllr Rigby		Councillor White	Councillor Crofts
2.	Alderman Newton's Educational Foundation	Two to June 2027	Councillor Wheeler and Roger Rigby	Cllrs Walker and Wheeler			
3.	Anglian (Central) Regional Flood Defence Coastal Committee	One to June 2027	Councillor McMurdo		Cllr McMurdo		
4.	Bedford Business Improvement District	One	Councillor Royden	Cllr Spice			
5.	Bedford and District Citizens Advice Bureau Management Committee	One	Councillor Moon (deceased)			Cllr Nawaz	
6.	Bedford & Milton Keynes Waterway Consortium	One	Councillor McMurdo	Mayor			
7.	Bedford Philharmonic Trust	One	Councillor Vann	Cllr Gallagher			

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
8.	Bedford Retirement Education Centre	One Ward Cllr to June 2027	Councillor Foley	Cllr Rigby			
9.	Bedford Sports Foundation Committee	Three to June 2027	Councillors Gallagher, Nawaz and Wheeler	Cllrs Gallagher, Towler and Wheeler			
10.	Bedfordshire Festival of Music, Speech and Drama *	One to June 2027	Councillor Vann	Cllr Sarah Gallagher			Councillor Vann
11.	Bedfordshire Hospitals - Council of Governors	One to June 2026	Councillor Royden	Cllr Towler			
12.	Bedfordshire, Luton and Milton Keynes Integrated Care Partnership Joint Committee	3 places: Director Adult Services, Chair HWB and a relevant P/Holder or Mayor	Portfolio Holder for Health, Public Health and Wellbeing and Director of Adult Services plus Mayor	Cllr Towler	n/a	n/a	n/a
13.	Bedfordshire and River Ivel Internal Drainage Board	Seven to June 2027	The Mayor and Councillors Coombes, McHugh, McMurdo, Nawaz,	Cllrs Coombes, Spice, Martin-Moran-Bryant,	Cllrs McMurdo Gribble		

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
			Sampson and Towler	Towler and Weir			
14.	Bedfordshire Rural Communities Charity *	Four	Councillors Crofts, Hill, Jackson and Moon (deceased)	Cllrs Foster, Gallagher and Towler	Cllr Gribble (see note at end)		Councillor Coombs
15.	Border to Coast Pensions Partnership Limited (to fulfil the role of shareholder representative)	One	Section 151 Officer	n/a	n/a	n/a	n/a
16.	Cardington, Cople & Eastcotts Charities	One to June 2027 <i>(Appointment to be alternated between Ward Councillors of Eastcotts and Great Barford)</i>	Councillor Martin-Moran-Bryant (as a Ward member)				Cllr Coombs
17.	Cauldwell Community Association's Management Committee	One	Councillor Zamir Atiq and Sultan (only one voting)			Cllrs Atiq and Thapar (only 1 voting)	
18.	Cecil Higgins Art Gallery Board	Two	Councillors Hendrickx and McMurdo (Portfolio	Cllrs Gallagher and Spice			

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
			Holder for Leisure and Culture)				
19.	Church Lane Community Association's Management Committee	One	Councillor Caswell				Cllr Caswell
20.	Community & Voluntary Services (Mid & North Beds)	One to June 2027	Councillor Hendrickx	Cllr Wheeler			
21.	East of England LGA	One (Leader)	The Mayor	The Mayor			
22.	East London NHS Foundation Trust	One to June 2027	Councillor Weir	Cllr Towler			
23.	East West Main Line Partnership	One to June 2027	Councillor Headley		Cllr Gribble (see note at end)		
24.	Forest of Marston Vale Trust – Award Panel	Executive Member	The Mayor	Cllr Gallagher			
25.	Groundwork Luton and Bedfordshire	One	Councillor Sampson	Cllr Weir			

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
26.	Joseph Neale Charity	One to June 2027	Councillor Towler (as Ward Member)	Cllr Towler			
27.	Kempston Hammers Sports and Social Club	Two (from Kempston)	Councillors Meader and Valentine			Cllrs Meader and Valentine	
28.	Local Government Association (General Assembly)	One	The Mayor	The Mayor			
29.	Parking and Traffic Regulations Outside London Adjudication Joint Committee	One to June 2027	Councillor McHugh	Cllr Weir			
30.	Peat's Education Foundation	One to June 2027	Councillor Wootton	Cllr Martin-Moran-Bryant			
31.	Priory Water Sports Association *	One	Councillor Sampson	Cllr Gallagher			Councillor Thompson
32.	Queens Park Community Association's Management Committee	Two	Councillors Akhtar and Masud			Cllrs Akhtar and Masud	
33.	Scott Hall Community	Two	Councillors Crofts			Cllr Rahman	Cllr Crofts

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
	Association's Management Committee		and Solomon (deceased)				
34.	Southfields Community Association's Management Committee **	Two	Vacancies			Kempston Town Councillor Shaun Bowman	
35.	Sport Bedford (Note: likely to dissolve at next meeting)	One (Portfolio Holder)	Councillor McMurdo (as Portfolio Holder)	Cllr Gallagher			
36.	St John's Hospital Trust	Four to June 2027	Councillors McHugh, Rider, Roger Rigby, Wheeler and Mrs M Foster	Cllrs Rigby, Spice, Walker and Wheeler			
37.	Standing Advisory Committee on Religious Education	One from each Political Group	Councillors Burley, Hill and Walker	Cllr Walker		Cllr Masud	Cllr Abood
38.	Trustees of the Municipal Charities	Five to June 2027	Honorary Alderman George and Councillors Abbott, Martin-Moran-Bryant, Rider and Roger Rigby	Hon. Alderman Mingay and Cllrs Gambold Martin-Moran-Bryant and			Cllr Abbott

* = More nominations than places

** = vacancy

	Outside Bodies	<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
				Rigby			
39.	The Harpur Trust *	Two to June 2027	Councillors Roger Rigby and Sultan	Cllrs Rigby and Spice		Councillor Sultan	

<u>Panels / Advisory/ Panels</u>		<u>Representation</u>	<u>Current Membership</u>	<u>GROUP NOMINATIONS</u>			
				<u>Conservative Group Nominees</u>	<u>Independent / Green Nominees</u>	<u>Labour Group Nominees</u>	<u>Liberal Democrats Group Nominees</u>
a.	Corporate Parenting Panel Partnership Group	Five (Portfolio Holder and one from each group)	Councillors Bywater, Hendrickx, Meader, Valentine (Portfolio Holder for Education and Children's Services) and Walker	Cllrs Walker and Wheeler	Cllr Paul Edmonds	Cllr Valentine	Cllr Coombs
b.	Treasury Management	Seven	The Mayor, Councillor Headley	The Mayor and Cllrs	Cllr Foley	Cllrs Atiq and Masud	Councillors Headley and

Appendix A

	Advisory Panel (Mayor, Finance Portfolio Holder and Budget & Corporate Services Overview and Scrutiny Committee Members)		and Budget & Corporate Services Overview and Scrutiny Committee Members	Coombes, Gambold and Simmons			McHugh
c.	The Wixams Joint Corporate Issues Liaison Panel *	Four	Councillors Coombes, Gallagher, Hill and Sultan	Cllrs Coombes, Frost and Spice		Cllr Sultan	Councillor Abood
d.	Bedford Borough Admissions Forum	Portfolio Holder for Children's Services	Councillor Valentine Portfolio Holder: Education and Children's Services	Cllr Walker			
e.	Bedford Borough Schools Forum	Portfolio Holders Finance and Children's Services	Councillor Headley (Portfolio Holder for Finance) and Councillor Valentine (Portfolio Holder: Education)	Cllrs Coombes and Walker (see note below)			

Councillor Gribble – supporting details:

BRCC: my Ward is mainly rural, and I am a passionate countrywoman who understands the rural way of life and its current challenges and opportunities. I have worked with the RCC on my village's emerging Neighbourhood Plan also.

EWR Main Line Partnership- I am my Parish Representative and Expert for the EWR Local Representative's Group and my Ward is directly impacted by the latest route alignment proposal. I have met with both CEOs, past and present and have very regular contact with residents on

this topic. I feel that my Independent status will prove to be an alternative way of representation on this committee and a chance to approach with fresh thoughts and ideas during this very important period after the route alignment announcement.

Note: Cllr. John Wheeler is already on the Schools Forum as an elected Governor representing lower and primary schools (maintained).