

STANDARDS COMMITTEE



Report subject	Guidance to Councillors and Officers who are appointed to Outside Bodies
Meeting date	8 October 2024
Status	Public Report
Executive summary	Standards Committee is asked to note the Guidance to Councillors and Officers who are appointed to Outside Bodies. This Guidance is being considered by Cabinet on 2 October 2024, and subject to their recommendations will be presented to Council on 15 October 2024, for inclusion in the Council's Constitution.
Recommendations	It is RECOMMENDED that: Standards Committee is invited to note this report and that this proposed Guidance at Appendix 1 of this report will be considered by Council on 15 October 2024, for inclusion in the Council's Constitution subject to the recommendations of Cabinet on 2 October 2024
Reason for recommendations	Standards Committee is the custodian of the Council's ethical governance framework

Portfolio Holder(s):	Not applicable
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Janie Berry, Director of Law & Governance and Monitoring Officer
Wards	Not applicable
Classification	For Information

Background

1. At the request of Cabinet and Audit and Governance Committee in January 2024, the framework by which BCP Council manages its shareholder responsibility has been reviewed. As such two governance documents have been prepared for consideration by Cabinet at its meeting on 2 October 2024.
2. Whilst one of these documents is a governance framework creating the Shareholder Advisory Board and the Shareholder Operations Board, the second relates directly to supporting the related ethical governance framework namely the Guidance to Councillors and Officers who are appointed to Outside Bodies. This Guidance appears at Appendix 1 of this report.
3. The Guidance has been written to provide both Councillors and Officers with an overview as to the varying roles and responsibilities associated when appointed to an outside body so as to provide support and assurance and to try and avoid and or prevent positions of conflict and personal and corporate liability.
4. Standards Committee is the custodian of the Council's ethical governance framework and therefore is invited to note this document which is proposed to be incorporated into Part 6 of the Council's Constitution.

Options Appraisal

5. As this report is for noting there are no options available however Cabinet does have the option at its meeting on 2 October 2024, to decide whether or not this Guidance should be referred to Council for inclusion in the Council's Constitution.

Summary of financial implications

6. There are no financial implications directly arising from this report.

Summary of legal implications

7. Whilst the Standards Committee is the custodian of the Council's ethical governance framework, the Guidance has been primarily written to support the Council's responsibilities as a shareholder. All shareholder activity is a reserved function for Cabinet. Council will ultimately decide whether or not this Guidance should be included within the Constitution.

Summary of human resources implications

8. Whilst there are no human resource implications directly arising from this report, the Guidance at Appendix 1 of this report does offer support and assistance to both Councillors and Officers about roles they may be appointed to.

Summary of sustainability impact

9. None directly arising from this report

Summary of public health implications

10. None directly arising from this report

Summary of equality implications

11. None directly arising from this report

Summary of risk assessment

12. Whilst there are none directly arising from this report, there are potential corporate and personal liability risks if Councillors and Officers are not correctly advised of their roles and responsibilities once appointed to an outside body

Background papers

Cabinet – 10 January 2024 – agenda, reports and minutes

Audit & Governance Committee – 11 January 2024 – agenda, reports and minutes

Cabinet – 2 October 2024 – agenda, reports and minutes

Appendices

Appendix 1 – Guidance to Councillors and Officers who are appointed to Outside Bodies