

CABINET

24 June 2004

ANNUAL APPOINTMENTS TO CABINET COMMITTEES AND INFORMAL
MEMBER/OFFICER WORKING GROUPS ETC.

REPORT OF THE CITY SECRETARY AND SOLICITOR

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RECENT REFERENCES:

CAB647 – Annual Appointments to Cabinet Committees and Informal Member/Officer Working Groups - 15 May 2003.

EXECUTIVE SUMMARY:

This report lists the annual appointments that are required to be made to the Informal Member/Officer Working Groups etc that are established by Cabinet for 2004/2005. Members that are interested in serving on these bodies should contact their respective Group Leaders by 21 June 2004 who will be co-ordinating nominations for consideration and endorsement by Cabinet.

Cabinet Committees can be appointed with membership drawn from the Cabinet only. Such Cabinet Committees can be given delegated powers to make decisions. Last year no such committees were appointed. Members are also reminded that at its meeting held on 19 May 2004, it was agreed that Cabinet should concentrate its work on more strategic items of business, and it was therefore agreed that a system of portfolio holder delegation should be established (Report CAB892 refers). This is due for approval at Council on 30 June 2004.

RECOMMENDATIONS:

- 1 That Cabinet considers which bodies should be re-appointed, and if so, determine the membership.
- 2 That Cabinet endorse the changes to the tenant representation on the Housing Options Steering Group.

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DETAIL:

1 Introduction

- 1.1 Section 2 of the report gives details of Informal Member/Officer Working Groups etc. to which appointments need to be made. The membership of Informal Member/Officer Working Groups does not have to be politically balanced, nor do they have to consist of Cabinet members only. The purpose of these Groups is to provide Portfolio Holders with a consultation mechanism as major policy is formulated. An alternative is to ask Principal Scrutiny Committee or one of the Performance Improvement Committees to undertake this work. It is important to avoid any duplication of effort and regular liaison meetings are held with the Chairman of Principal Scrutiny Committee and Performance Improvement Committees to ensure proper co-ordination. Cabinet Committees can be appointed with membership drawn from the Cabinet only. These Committees can be given delegated powers to make decisions. Last year, no Cabinet Committees were appointed.

2 Appointments to Committees and Informal Member/Officer Working Groups

2.1 ICT Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on 15 May 2002 with terms of reference to examine the suitability of the Council's existing information and communications technology policies in relation to: -

- (a) The Council's Corporate Strategy
- (b) Corporate and departmental ICT strategy
- (c) Existing and future work programmes
- (d) Best practice in ICT procurement
- (e) Ensuring value for money from ICT investments
- (f) Ensuring future compatibility of ICT systems and solutions including Office Automation, Document Management and Geographical Information.
- (g) ICT infrastructure and standards

To advise the Cabinet on changes that may be required in these policy areas, to meet the future needs of the Council against a backdrop of developing changes in information and communications technology.

To consider and advise Cabinet on the approval of specific projects in relation to the implementation of the Council's ICT Policies.

To liaise with the Council's IT contractors on strategic ICT matters to monitor contract performance and advise Cabinet of any issues arising which may need further consideration or attention by the Council.

In 2003/2004 its membership was: Councillors Campbell, Davies, Goodall, Jeffs, Knasel, Learney, Oxley and Porter together with Officers: Director of Finance , A Moore, S Buchanan, J Maughan.

2.2 Stock Condition Survey Informal Member/Officer Working Group

This Working Group was originally established on the recommendation of Cabinet by Council on the 17 July 2002 with Terms of Reference to consider the Council's investment in this substantial area of Council activity and to report its findings to Cabinet.

In 2003/2004 its membership was: Councillors Craig, Knasel, Hiscock, Hoare, Maynard and Oxley together with Officers: K Kershaw, A Nairn.

This Group has completed its work and Cabinet is asked whether it is required to be appointed for 2004/2005.

2.3 Sussex Street Hostel Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on 4 September 2002 to consider and recommend upon the longer term future of the Sussex Street Hostel and other strategic issues connected with Homelessness accommodation in the district.

In 2003/2004 its membership was: Councillors Craig, Hammerton, Hiscock, Love, Nelmes and Oxley together with Officers: B Merrett, K Kershaw, C Broomfield.

This Group has completed its work and Cabinet is asked whether it is required to be appointed for 2004/2005.

2.4 Service Charges Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on 4 September 2002 to consider and recommend upon changes to the existing policies on service charges for tenants, with any proposals to be reported back to Cabinet during January 2003.

In 2003/2004 its membership was: Councillors Davies, Hiscock, Hoare, Learney, Nunn and Oxley together with four representatives of TACT and officers L Alexandra, R Botham, B Gath, S J McKinnon and F Sutherland.

The Group did not meet during the 2003/2004 municipal year. Cabinet is asked whether it is required to be appointed for 2004/2005.

2.5 Social Inclusion Strategy Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on 18 December 2002 to identify priorities and indicate its objectives in relation to this cross cutting issue.

In 2003/2004 its membership was: Councillors Allgood, Evans, Hammerton, Johnston, Love, Nunn and Pines and the Director of Community Services and/or his nominees.

This Group has completed its work and Cabinet is asked whether it is required to be appointed for 2004/2005.

2.6 Comprehensive Performance Assessment Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on 5 March 2003 to guide the preparation work leading to the CPA inspection in September 2003.

In 2003/2004 its membership was the Leader and Deputy Leader of the Council, the Portfolio Holder for Performance Management, the Portfolio Holder for Finance and Resources and one

member each of the three of the political groups represented on the Council (Councillor Davies - Labour Group, and Councillor Goodall - Independent Group), to include the Chairman of the Principal Scrutiny Committee (Councillor Allgood – Conservative Group), together with the Chief Executive and other members of the Corporate Management Team, and the Corporate Support Officer.

This Group has completed its work and Cabinet is asked whether it is required to be appointed for 2004/2005.

2.7 Enablement Informal Member/Officer Working Group

This Working Group was originally established by Cabinet on the 5 March 2003 to review how the integration of housing policies to further the Council's key priorities is achieved and to establish what is achieved and to establish what could be achieved in the future in terms of affordable housing policies and provision, in the light of the government decision to abolish social housing grant.

In 2003/2004 its membership was: Councillors Bidgood, Campbell, Chamberlain, Craig, Hiscock and Tait with officers appointed to serve: Director of Health and Housing, City Secretary and Solicitor, Director of Finance and the Director of Development Services or their nominees.

2.8 Housing Options Appraisal Steering Group

At its meeting on 17 September 2003 Cabinet was advised that a group was required to manage the statutory requirement to submit options appraisals for the future management and delivery of landlord services to Government Regional Offices.

At its meeting held on the 1 October 2003 Cabinet appointed to the Housing Options Appraisal Informal Member/Officer Working Group:

Councillors: Clohosey, Craig, Hiscock, Hoare, Oxley, Steel and Tait

TACT representatives: Mr Gilbert-Wood and Mr Whitfield

Officers: B Merrett, F Lyon, and a representative from the City Secretary and Solicitor Department.

Following the first meeting of the Group on 17 November 2003 and discussions with representatives of the Office of the Deputy Prime Minister, it was suggested that the Group should be re appointed with greater tenant representation. The Group was also to be renamed the Housing Options Appraisal Steering Group to reflect this change (other than Informal Member/Officer Working Group).

Cabinet agreed to this change and the following appointments were made:

Councillors: Clohosey, Craig, Hiscock, Steel and Tait

TACT representatives: Mr Bungey, Mr Gilbert-Wood, Mr Gore, Mr Hayes, Mr Whitfield and Mr Rickman (deputy) (plus representative from TPAS)

Officers: H Bone, R Botham, B Merrett and F Lyon

Following the TACT Annual General meeting held on 5 May 2004, it was agreed that Mr Rickman replace Mr Gilbert-Wood as a member of the Group. Mr Gilbert-Wood will remain as a deputy.

2.12 Best Value Reviews

Cabinet is requested to review its membership appointments to the following Best Value Reviews. Because of the ongoing nature of the reviews changes would only normally be made if existing members were not able to continue to serve.

- (a) Internal Services – Councillors Clohosey, Knasel and Lipscomb plus one other appointed
- (b) Heritage – Councillors Davies and Fothergill

The following Best Value Reviews produced their final reports as follows:

- (a) Community Development – Councillors Hatch, Porter and Stallard – 31 March 2004 (Report CAB840 refers)
- (b) People and Work – Councillors Busher and Collin – 5 May 2004 (Report CAB871 refers)
- (c) High Quality Environment – Councillors Beveridge and Evans – 17 March 2004 (Report CAB835 refers)

2.13 West of Waterlooville Forum

Cabinet has allocated nine members to the forum, 4 from the Liberal Democrats, 3 from the Conservatives, 1 Independent and 1 Labour representative.

The Members appointed were Councillors: Allgood, Bidgood, Busher, Carter, Davies, Evans, Hatch, Read and Stallard with deputies Councillors Baxter, Bailey, Chamberlain, Clohosey, Coates, dePeyer, Lipscomb, Porter and Sutton.

The principal purpose of the Forum is to secure, through joint working, the preparation of a master plan to guide and secure the phased development of the Major Development Area (MDA) West of Waterlooville.

The master plan may be expected to show the development provides:

- (a) Development of the highest quality
- (b) Environment of the highest quality
- (c) A housing mix reflecting local need
- (d) Convenient connections to Waterlooville town centre
- (e) A diverse range of new employment opportunities
- (f) The full range of social facilities provided in step with development
- (g) Adequate improvements to the highway structure and arrangements for improved public transport connections.
- (h) Clear definitions of the boundaries to the major development area
- (i) Re-enforcement of the MDA's identity with Waterlooville and Havant Borough
- (j) Protection of the identity of Denmead by retention of the strategically significant Denmead gap.
- (k) Opportunities for informal recreational access to the Countryside surrounding the MDA

- (l) Measures to project and enhance the Countryside separating the major development area and Denmead Village and preserving the tranquillity of the Rowan's Hospice.

The forum shall advise on the planning and implementation issues arising from the major development area (MDA) West of Waterloo, which will be implemented during the period 2001/2011.

OTHER CONSIDERATIONS:

CORPORATE STRATEGY (RELEVANCE TO):

None

RESOURCE IMPLICATIONS

Cost associated with Member meetings

BACKGROUND DOCUMENTS:

File held in the City Secretary and Solicitor's Department