

**CABINET**

**5 June 2014**

**Attendance:**

Councillor Humby - *Leader (Chairman) (P)*  
Councillor Weston - *Deputy Leader and Portfolio Holder for Built Environment (P)*  
Councillor Godfrey - *Portfolio Holder for Finance & Organisational Development (P)*  
Councillor Miller - *Portfolio Holder for Business Services (P)*  
Councillor Southgate - *Portfolio Holder for Communities & Transport (P)*  
Councillor Tait - *Portfolio Holder for Housing Service(P)*  
Councillor Warwick - *Portfolio Holder for Environment, Health & Wellbeing (P)*

**Others in attendance who addressed the meeting:**

Councillors Learney, Pines and Scott

**Others in attendance who did not address the meeting:**

Councillors Achwal, J Berry, Evans, Gosling, Izard and Newman-McKie

Mrs J Steventon Baker, Mr J Bond and Mr D Chafe - TACT

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1. **FUTURE MEETING DATES AND TIMES**

RESOLVED:

1. That the timetable of meetings for 2014/15 be agreed as set out on the agenda (and as agreed in PHD549), with the inclusion of an additional meeting scheduled for Wednesday 15 April 2015.

2. That Cabinet meetings normally commence at 10.00am unless the Chief Operating Officer, in consultation with the Leader, determines an earlier start is desirable due to the volume of business to be transacted.

2. **MINUTES**

RESOLVED:

That the minutes of the previous meeting held on 30 April 2014, less exempt items, be approved and adopted.

### 3. **PUBLIC PARTICIPATION**

Mrs C Holloway (WinACC) spoke during the public participation period regarding Report CAB2586 as she was unable to remain for the item itself. In summary, she welcomed the Report and particularly the objective set out in Paragraph 4.3, and thanked those involved in its production. She stated that the Renewable Energy Group could offer additional assistance.

### 4. **LEADER AND PORTFOLIO HOLDER ANNOUNCEMENTS**

The Chairman stated that, immediately prior to the Cabinet meeting, he had signed a Portfolio Holder Decision Notice (PHD580 refers) confirming the appointment of the Deputy Leader and members of Cabinet. It also confirmed the Scheme of Delegation to Cabinet and officers.

The Chairman reported on the Council's work in implementing the various programmes for the financial relief of homes and businesses affected by the severe winter flooding which had been announced by Government in March 2014. This work had included open flood 'clinics' in the worst affected area, run jointly with the Citizens Advice Bureau; one-to-one visits to homes and businesses; phone and email advice and on-going liaison with parish councils, Government offices and other authorities. He thanked the officers involved, together with the local Ward Councillors with whom they were working. He advised that since the schemes opened, the Council had awarded nearly 120 grants and discounts, and applications continue to come in on a daily basis. He requested that Members continue to spread the word about this funding and encourage those who have been affected to apply.

Councillor Warwick announced that the Winchester Guildhall ladies toilets were currently being refurbished and new systems to be installed would result in an 80% reduction in water use and a potential saving of £50,000 over the life of the new facilities.

Councillor Miller stated that the Council had handed over Abbey Mill to River Cottage for its final fit out and it was hoped to open in 10 to 12 weeks time. In addition, the contract for work at Avalon House had been awarded and work would commence shortly.

Councillor Tait expressed his thanks to the previous Portfolio Holder for Housing, former Councillor Tony Coates for his work and commitment during his time in the role. Cabinet concurred with these comments.

### 5. **LEADER TO APPOINT PORTFOLIOS FOR THE 2014/15 MUNICIPAL YEAR** (Oral Report)

Cabinet noted that the Leader was responsible for the content and allocation of Portfolio Holders appointments.

Cabinet noted the Portfolio appointments announced by the Leader as set out below. More detailed arrangements for delegation to the Portfolio Holders would be the subject of a Leader's Portfolio Holder Decision Notice.

RESOLVED:

That the arrangements for the allocation of Portfolios be for 2014/15 (as attached as an appendix to the minutes) be noted.

6. **ANNUAL APPOINTMENTS TO CABINET COMMITTEES AND INFORMAL POLICY GROUPS 2014/15**  
(Report CAB2584 refers)

Councillor Weston stated that for the Cabinet (Traffic and Parking) Committee, it was proposed to have a standing list of invitees from the Liberal Democrat and Labour groups, similar to the arrangements already in place for other Cabinet Committees.

At the invitation of the Chairman, Councillors Learney and Pines welcomed this suggestion.

Councillor Weston reported that the terms of reference of the Forums due for reappointment would be reviewed by the first meetings of those bodies and any changes referred back to Cabinet for approval as required.

Cabinet noted that a list of nominees for appointments to be made had been circulated to those present.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

1. That the following appointments to Cabinet Committees be made for the 2014/15 Municipal Year and their terms of reference be confirmed as set out in the Report (including amendments where indicated):

- (i) Cabinet (Traffic and Parking) Committee – Portfolio Holder for Communities & Transport (Councillor Southgate) – Chairman, plus Councillors Warwick and Weston (Reserve: Councillor Humby).

In the event of any of the standing members not being available for a particular meeting, another member of Cabinet will be selected in alphabetical rotation by the Head of Legal and Democratic Services to substitute for the standing member.

In addition, the following standing list of Councillors be invited to attend and offer views at meetings of the Committee:

(a) Named members from the Liberal Democrat Group and Labour Group as follows: Councillor Gosling and one Liberal Democrat (name to be advised).

- (ii) Cabinet (Local Plan) Committee – Portfolio Holder for Built Environment (Councillor Weston) – Chairman, plus Councillors Godfrey and Tait (Reserves: Humby and Miller).

In the event of any of the standing members not being available for a particular meeting, another member of Cabinet will be selected in alphabetical rotation by the Head of Legal and Democratic Services to substitute for the standing member.

In addition, the following standing list of Councillors be invited to attend and offer views at meetings of the Committee:

- (a) Chairman of the Planning Committee (Councillor Ruffell); and named members from the Liberal Democrat Group and Labour Group as follows: Councillors J Berry, Evans and Hutchison (Deputy: Learney).  
 (b) Ward Councillors, where appropriate.  
 (c) Representative from the South Downs National Park Authority.

- (iii) Cabinet (Housing) Committee - Portfolio Holder for Housing Services – Councillor Tait (Chairman), plus Councillors Godfrey and Miller (Reserves: Warwick and Weston)

In the event of any of the standing members not being available for a particular meeting, another member of Cabinet will be selected in alphabetical rotation by the Head of Legal and Democratic Services to substitute for the standing member.

In addition, it was agreed that the following standing list of councillors be invited to attend and offer views at meetings of the Committee:

- (a) Councillors J Berry, Dibden, Iazard, McLean & Rutter  
 (b) Two TACT representatives plus one deputy: Mrs J Steventon Baker, Mr J Bond (Mr D Chafe).

- (iv) East Hampshire and Winchester Joint Environmental Services Committee – Leader (Councillor Humby) and Portfolio Holder for Environment, Health and Wellbeing (Councillor Warwick) and Portfolio Holder for Built Environment (Councillor Weston) (Deputy: Councillor Miller)

2. That the following Informal Policy Groups be appointed with key tasks as outlined in the Report and Membership as follows:

- (i) Electoral Review Informal Policy Group  
Councillors: Godfrey, McLean, Wright, J Berry, Clear, Learney and Weir.  
Officers: Chief Operating Officer, Electoral Review Manager
- (ii) Supporting People Funding Informal Policy Group  
Councillors: Tait, J Berry, Byrnes, Huxstep, Read and Scott  
Officers: Assistant Director (Chief Housing Officer)
- (iii) River Park Leisure Centre Informal Policy Group  
Councillors: Humby, Miller, Warwick, Pines, Learney and Hiscock  
Officers: Corporate Director

3. That the following Informal Policy Group not be reappointed:

- (i) Silver Hill Informal Policy Group

4. That the following appointments to other informal consultative groups be made for the 2014/15 Municipal Year:

- (i) Barton Farm Forum  
Councillors: Byrnes (Chairman), Horrill, Learney, Miller, Osborne, Pines, Scott and Weir  
Deputies: Tait and Hiscock
- (ii) West of Waterlooville Forum –  
Councillors: Read (Chairman), Bodtger, Dibden, Phillips, Cutler and Newman-McKie  
Deputies: McLean and Evans
- (iii) North Whiteley Development Forum –  
Councillors: Ruffell (Chairman), McLean, Weston, Achwal, Evans and Newman-McKie  
Deputies: Pearson and Clear

5. That the Chief Operating Office be given delegated authority to make any consequential changes to the Responsibility for Functions (as set out in Part 3 of the Constitution) as a result of changes to the terms of reference.

## 7. **LGA ANNUAL CONFERENCE 8 – 10 JULY 2014: APPOINTMENT OF DELEGATES**

The Chief Executive advised that the Conference would be held in Bournemouth and the usual practice would be to appoint four delegates: the Leader and Deputy Leader together with the Group Leaders from the two main opposition groups.

Cabinet agreed to the following for the reasons set out above.

RESOLVED:

That four delegates be appointed to attend the annual conference as outlined above.

8. **ANNUAL APPOINTMENTS TO EXTERNAL BODIES 2014/15**  
(Report CAB2481 refers)

Cabinet noted that a list of nominations from all the political parties had been distributed to Members present at the meeting.

At the invitation of the Chairman, Councillors Learney, Pines and Scott addressed Cabinet and their comments are summarised below.

Councillor Learney highlighted that the current electoral/governance review recognised the requirement to more evenly distribute the work load for Councillors, particularly if a reduction in Members were to be agreed. In addition, by predominantly making appointments from the majority political group, Cabinet were missing the opportunity to make use of other Councillors relevant experience and skills.

Councillor Humby noted these comments for further consideration if a reduction in Members was agreed in the future.

Councillor Pines requested that Councillors appointed to outside bodies be encouraged to report back on their activities and Councillor Humby noted this suggestion for further consideration with officers.

Councillor Scott put forward his name as a nominee for Stanmore Combined and the Carroll Youth Centre and highlighted the importance of maintaining local Ward Councillor involvement in such organisations.

Councillor Tait responded that Cabinet considered that by appointing a Cabinet Member to these two bodies, it was recognising their importance and it did not preclude Ward Councillors maintaining their involvement as well.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

1. That the following appointments to external bodies be made for the 2014/15 Municipal Year (deputies in brackets):

- (a) Age Concern Hampshire – Councillor Verney (Nelmes)
- (b) Bishops Waltham Sports Committee – Councillor Miller (Chamberlain)

- (c) The Carroll Centre Liaison Committee – Councillors Tait (Osborne)
- (d) Friends of Hyde Abbey Gardens – Councillor Nelmes
- (e) Hampshire & Isle of Wight Association of Local Authorities (HIOWA) – Councillors Humby & Weston
- (f) Hampshire County Council Annual Meeting with Parish & District Councils regarding public transport issues – Councillor Southgate
- (g) Hampshire Homechoice Board – Councillor Tait
- (h) Hampshire Alliance for Rural Affordable Housing (HARAH) – Councillors Tait (Miller)
- (i) Joint Authorities Gypsies and Travellers Panel – Councillor McLean (Dibden)
- (j) Live Theatre Winchester Trust Limited – Councillor Southgate (Observer)
- (k) Local Government Association – Councillors Humby (Weston)
- (l) Meadowside Leisure Centre User Forum – Councillors Stallard & Achwal
- (m) National Parking Adjudication Joint Committee – Councillor Southgate
- (n) Partnership for Urban South Hampshire (PUSH) Joint Committee – Councillors Humby & Weston
- (o) Police and Crime Panel – Councillor Warwick (Southgate)
- (p) Portsmouth Water Customer Forum – Councillor Phillips
- (q) Project Integra Management Board – Councillor Warwick (Weston)
- (r) Relate – Councillor Tait (Sanders)
- (s) River Park Leisure Centre User Forum – Councillors Warwick & Gottlieb
- (t) South Downs National Park Authority – Councillor Lipscomb (until May 2016)
- (u) South East Employers – Councillors Pearson (Sanders)
- (v) South East Employers – Councillors' Local Democracy & Accountability Network – Councillors Pearson & Sanders
- (w) South East England Councils (SEEC) – Councillors Humby & Weston
- (x) Southampton International Airport Consultative Committee – Councillors Southgate (Byrnes) and one representative & one deputy from Winchester Air Group
- (y) Southampton University Court – Councillors Pearson and Wright
- (z) Stanmore Combined – Councillor Tait
- (aa) Streetreach – Councillor Osborne
- (bb) Swanmore Community Facilities Management Committee – Councillor Pearson (Weston)
- (cc) Tourism South East – Councillor Pearson
- (dd) Trinity Centre Advisory Committee – Councillors Horrill, Mather & Tait
- (ee) Twyford Waterworks – Councillor Ruffell (Southgate – Observer)
- (ff) Whiteley Community Association – Councillor Stallard (Newman-McKie)
- (gg) WinACC – Councillor Warwick
- (hh) Winchester Area Community Action (WACA) – Councillor Tait (Horrill)

- (ii) Winchester New Allotment Holders' Society – Councillor Tait
- (jj) Winchester City Centre Management Ltd – Councillor Humby
- (kk) Winchester and District Savers (WADS) – Councillor Johnston (Tait)
- (ll) Winchester District Board of Campaign to Protect Rural England (CPRE) – Councillor Pearson
- (mm) Winchester District Citizens Advice Bureau Trustee Board – Councillor McLean
- (nn) Winchester Housing Trust – Councillor Johnston (Observer – Tait)
- (oo) Winchester Inclusive Housing Forum – Councillors Tait and Sanders
- (pp) Winchester Indoor Sports Association (Lido Sports Club) – Councillor Horrill
- (qq) Winchester Road Safety Council Committee – Councillor Pearson
- (rr) Winchester Sports Stadium Management Committee – Councillors Warwick and Gottlieb

9. **APPOINTMENT OF SPECIAL COMMITTEE RE: MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL**  
(Report CAB2588 refers)

Cabinet agreed to the following for the reasons outlined in the Report.

**RECOMMENDED:**

**THAT A SPECIAL COMMITTEE (MEMBERS ALLOWANCES INDEPENDENT REMUNERATION PANEL) BE APPOINTED CONSISTING OF SIX MEMBERS (THREE CONSERVATIVE, TWO LIBERAL DEMOCRAT AND ONE LABOUR, NAMES TO BE CONFIRMED AT THE COUNCIL MEETING) WITH THE FOLLOWING TERMS OF REFERENCE:-**

**'TO CONSIDER ALL APPLICATIONS RECEIVED FOR MEMBERSHIP OF THE MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL AND TO DETERMINE THE APPOINTMENTS'.**

10. **ROUTE MAP FOR A LOW CARBON ECONOMY**  
(Report CAB2586 refers)

Councillor Humby welcomed the Report as a commitment to reduce carbon emissions in the District. He emphasised that the current target for the District required action by a number of other bodies, such as local businesses and transport providers, and not just the City Council. He also welcomed the support expressed by Mrs Holloway on behalf of WinACC during the public participation period of the meeting.



Councillor Warwick highlighted that the route map involved all Portfolio Holders' areas of work. A report on progress would be submitted to The Overview and Scrutiny Committee in 12 months' time.

At the invitation of the Chairman, Councillors Pines and Learney addressed the meeting and their comments are summarised below.

Councillor Pines welcomed the Report and particularly its emphasis on joint working. He suggested that due to the importance of the topic, a meeting of The Overview and Scrutiny Committee be arranged to consider the review as the main agenda item in a year's time. He requested that one or two member briefings also be arranged to raise awareness.

Councillor Learney also welcomed the Report and the amendments made in response to various comments made by Members in relation to the original Portfolio Holder Decision Notice (Appendix 2 refers). However, she raised some concerns that the Council should not just concentrate on the economic development elements of the Plan and a senior Council Officer should be designated with overall responsibility for carbon reduction. In addition, there should be more consideration given to community engagement and identification of required resources.

Cabinet Members acknowledged comments made and confirmed that the Council would work with WinACC to engage the wider community, and wider issues than economic development would be considered through other plans and programmes, including public transport.

The Assistant Director (Economy & Communities) confirmed that Member briefings would be arranged, including one already scheduled for 14 July 2014 on Renewables. Consideration was also being given to reconfiguring the Carbon Reduction Board to make it more representative of the wider community.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RESOLVED:**

1. That the three objectives of the Route Map set out in Paragraph 4.3 of the Report be approved, and that the summary Route Map attached at Appendix 1 be endorsed, recognising that greater detail exists in the consultants' comprehensive report which can be found in the Background Reading section of this Report.
2. That the objective of investing Council resources in the creation of a low carbon economy be taken into account by Cabinet in allocating budgets as part of the corporate planning cycle.
3. That the action plan be referred to by Portfolio Holders in developing their own annual Plans with Heads of Team each year to ensure that - where they can be resourced - the relevant actions are

implemented in support of the wider delivery of Community Strategy outcomes.

4. That accountability for delivery of the Route Map be delegated to the Portfolio Holder for Economic Development, working with Cabinet colleagues.

5. That a review of progress against the Route Map action plan be returned to The Overview and Scrutiny Committee in 12 months' time.

11. **MINUTES OF THE CABINET (TRAFFIC AND PARKING) COMMITTEE HELD 29 APRIL 2014**

(Report CAB2587 refers)

Cabinet agreed to the following for the reasons outlined in the Report.

RESOLVED:

That the minutes of the Cabinet (Traffic and Parking) Committee held 29 April 2014 be received (as attached as Appendix A).

12. **FUTURE ITEMS FOR CONSIDERATION**

RESOLVED:

That the list of future items, as set out in the Forward Plan for July 2014, be noted.

13. **EXEMPT BUSINESS**

RESOLVED:

1. That in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2. That the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
##	Exempt Minutes, 30 April 2014	) Information relating to any individual. (Para 1 Schedule 12A refers) ) ) Information which is likely to

- ) reveal the identity of an
- ) individual. (Para 2 Schedule
- ) 12A refers)
- )
- ) Information relating to any
- ) consultations or negotiations,
- ) or contemplated
- ) consultations or negotiations,
- ) in connection with any labour
- ) relations matter arising
- ) between the authority or a
- ) Minister of the Crown and
- ) employees of, or office
- ) holders under, the authority.
- ) (Para 4 Schedule 12A refers)

14. **EXEMPT MINUTES**

RESOLVED:

That the exempt minutes of the previous meeting held 30 April 2014 be approved and adopted.

The meeting commenced at 10.00am and concluded at 10.55am

Chairman

<b>Leader</b>	<b>Built Environment &amp; Deputy Leader</b>	<b>Finance and Organisational Development</b>	<b>Housing Services</b>	<b>Environment, Health and Wellbeing</b>	<b>Business Services</b>	<b>Communities &amp; Transport</b>
<b>Rob Humby</b>	<b>Victoria Weston</b>	<b>Stephen Godfrey</b>	<b>Ian Tait</b>	<b>Jan Warwick</b>	<b>Steven Miller</b>	<b>Mike Southgate</b>
Corporate Policy Economy & Arts Tourism Corporate Communications Special Projects	Development Management  Strategic Planning  Building Control  Historic Environment	Financial Services  Revenues & Benefits  IMT  Organisational Development	Housing Services	Environmental Health & Licensing  Environment Contract  Landscape & Open Spaces  Street Care  Health & Wellbeing  Sport & Physical Activity	Legal & Democratic Services  Estates  Business Management  Major Projects  New Homes Delivery	Community Grants  Community Safety & Neighbourhood Services  Traffic, Transport & Engineering  Parking  Museums