

REPORT TITLE: ANNUAL APPOINTMENTS TO EXTERNAL BODIES 2017/18

18 MAY 2017

REPORT OF PORTFOLIO HOLDER: Cllr Caroline Horrill, Leader

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WARD(S): ALL

PURPOSE

To make appointments that are required to be made to external bodies for 2017/18. Nominations will be reported verbally at the meeting.

This report follows on from changes to appointments agreed at May 2016 Cabinet (Report CAB2801 refers). As a reminder, the changes were intended to make the process more efficient, and to help build more effective relationships with the external organisations.

As this report has been prepared in advance of the Annual Council meeting on 17 May 2017, references to Portfolio Holders and Portfolios are based on arrangements agreed for 2016/17.

RECOMMENDATIONS:

1. That appointments be made to the vacancies detailed in Appendix A of the Report.
2. That representatives be reminded of their responsibilities whilst representing the Council on an external organisation, as summarised in Paragraphs 10.4 – 10.7 of the report and set out in Part 8 of the Council's Constitution ([Part 8b: Guidance Regarding Serving on Outside Bodies](#)).

1 SUPPORTING INFORMATION:

- 1.1 At Cabinet on 19 May 2016, it was agreed that some organisations be identified for an 'automatic' nomination process as they will be filled "ex officio" by the relevant Portfolio Holder or other leading Member. It was further agreed that these not be brought back to Cabinet for future consideration unless there are material changes to the list, the requirements of the external organisations or Cabinet's approach to representation in future. These organisations are included in Appendix A to the Report but identified as such.
- 1.2 The Head of Legal and Democratic Services has authority, in consultation with the Member, to appoint a deputy – where this is not included in the automatic nomination above, and where this is acceptable to the external organisation concerned.
- 1.3 A complete list of current Council appointments to external organisations is available on the Council's Website, via the following link:
<http://www.winchester.gov.uk/assets/files/26998/Outside-Bodies-2016-17.pdf>
- 1.4 New Organisations onto the Council's Nominations List

In May 2016, Cabinet also agreed criteria for accepting new organisations onto the Council's nominations list as follows:

Any new organisations accepted for nominations should be characterised in one of the following ways:

a) An organisation in which the Council is investing funds: the nomination will help to ensure that these funds are being deployed appropriately, and that the organisation is properly governed and run in order to achieve this;

Or

b) An organisation that is considered by Members to be of significant direct benefit to the Council or to the community of the District, in terms of opportunities for networking, funding, information gathering, partnership working, sharing of best practice, public reputation, lobbying or other corporate interests.

Or

c) An organisation that is considered by Members to provide services or have influence over a large part of the Winchester District and has the potential to affect the lives of large numbers of residents and businesses as a result.

In addition, the Head of Legal and Democratic Services has authority to review the applications for inclusion on the list, and putting forward to Group Managers any requests which are considered to meet this criterion.

Intergr8 Community at KAYAC

The Council has recently agreed three year funding for Intergr8 Community at KAYAC and it is therefore proposed that a Member be nominated to this organisation. It is suggested that it is a three year appointment (to tie in with the funding) as a representative on the Advisory Committee and that it be an automatic

appointment for the Portfolio Holder with responsibility for Economy. This new appointment is included in the list at Appendix A.

Responsibilities of Council Representatives

- 1.5 Members who take on the role of the Council's nominated representative on an external body should have regard to the likely time commitments that this may have. As a minimum, this should include regular attendance at board meetings (or the equivalent strategic meetings arranged by the organisation).
- 1.6 An effective representative will seek to build the relationship between the Council and the external organisation. This is likely to include:
- Providing regular feedback to the appropriate Portfolio Holder and officers, particularly where there may be an emerging concern for the Council or the wider District
 - Providing information about the Council and the way it operates (e.g. grants, contacts for officers, relevant consultation activities, new policies)
 - Encouraging partnership working with other organisations and with the Council
 - Attending Member training relating to appointments to external bodies to develop knowledge and understanding of the role
 - Attending Member training (or other events/meetings) on topics which are relevant to the appointment
 - Attending suitable sessions run by the organisation outside board meetings to gain a fuller understanding of the organisation's work (eg visiting a community facility during the day to see it 'in action', supporting special events or open days)
- 1.7 It is recognised that Members often have many other commitments, and these should be considered before accepting a new appointment. When a Council Representative does not fulfil the role effectively, there is potential for reputational damage at both a political and a corporate level.
- 1.8 It is important that Members understand the distinction between the different types of appointment, such as trustee or observer, as this will affect the way they fulfil their duties and the nature of the decisions that they may be asked to make. There is guidance in the Council's Constitution on these matters (Background Documents Section below refers).

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB2801 – Annual Appointments to External Bodies 2016/17

Other Background Documents:-

[Council Constitution](#), Part 8b: Guidance Regarding Serving on Outside Bodies

APPENDICES Appendix A: List of Council Appointments to External Organisations

Complete List of WCC Appointments to External Organisations*

**Organisations in italics do not require re-appointment at this time*

<u>Organisation</u>	<u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u>	<u>Length of appointment</u>
<i>The Carroll Centre Board of Trustees</i>	1 Observer (& 1 deputy if required) Currently Councillors Green (Tait)	3 years (until May 2019)
Citizens Advice Winchester District	1 Observer Current term ends May 2019 but Cllr McLean wishes to step down whilst Mayor in 2017/18.	3 years (until May 2019)
Hampshire Alliance for Rural Affordable Housing (HARAH)	2 – Portfolio Holders with responsibility for Housing and Planning	1 Year
Hampshire & IOW Association of Local Authorities (HIOWA)	2 - Leader and Deputy Leader	1 Year
HCC Annual Meeting ... regarding public transport issues	1 – Portfolio Holder with responsibility for Transport	1 Year
Hampshire Cultural Trust	1 Observer – Portfolio Holder with responsibility for Culture (NB. A Trustee to the Trust is also appointed by Council on a 3 year term – currently former Councillor Mike Southgate until Sept. 17)	1 Year
Hampshire Homechoice Board	1 – Portfolio Holder with responsibility for Housing	1 year
Hampshire Rural Forum	1 – Portfolio Holder with responsibility for the Economy	1 year
<i>Hospital of St Cross & Almshouses of Noble Poverty</i>	1- Must be member of Church of England & WCC Councillor Currently Cllr Tait	4 years (until May 2020)
Intergr8 Community at KAYAC	1 (suggested Portfolio Holder for responsibility for the Economy) New appointment	3 years
<i>Live Theatre Winchester Trust Ltd</i>	1 Observer Currently Cllr Berry	3 years (until May 2019)

<u>Organisation</u>	<u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u>	<u>Length of appointment</u>
Local Government Association	2 – Leader and Deputy Leader	1 year
Partnership for Urban South Hampshire (PUSH) Joint Committee	1 plus deputy – Leader and Deputy Leader	1 year
Police and Crime Panel	1 plus deputy (if required) Advice from the Panel is that the objective the local authority members of the PCP (when taken together) must: <ul style="list-style-type: none"> • Represent all parts of the Hampshire Policing Area; • Represent the political make-up of the authorities (when taken together), and; • Have the skills, knowledge and experience necessary to enable the PCP to discharge its functions effectively. 	4 year appointment to coincide with HCC elections (until May 2021)
<i>Portsmouth Water Customer Forum</i>	1 <i>Currently Cllr Brook</i>	<i>3 years (until May 19)</i>
Project Integra Management Board	1 plus deputy (if required) – Portfolio Holder with responsibility for Waste Must be Cabinet Members	1 year
River Hamble Harbour Management Committee	1 (1) Desirable to have an understanding of the River, its users and environment.	4 year appointment to coincide with HCC elections (until May 2021)
<i>South Downs National Park Authority</i>	1 <i>Currently Cllr Thacker</i>	<i>4 years (until May 2020)</i>
South East Employers	1 – Chair of Personnel Committee	1 year
South East Employers – Councillors' Local Democracy and Accountability Network	2	1 year

<u>Organisation</u>	<u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u>	<u>Length of appointment</u>
South East England Councils (SEEC)	1 (1) – Leader & Deputy Leader	1 year
Southampton International Airport Consultative Committee	2 (2) Portfolio Holder with responsibility for Transport plus 1 other rep. and 2 deputies	1 year
<i>St John's Winchester Charity</i>	2 <i>Currently Cllr Tait until Jun 2019 and Judith Rich until Feb 2019.</i> <i>For information, the Charity is currently reviewing its scheme with the view of reducing Council's representatives to one. This will be reported to a future Cabinet in 2017.</i>	3 years
<i>Streetreach</i>	1 Observer <i>Currently Cllr Gottlieb</i>	3 years
Tourism South East	1 – Portfolio Holder with responsibility for Tourism	1 year
<i>Trinity Winchester</i>	3 years – Portfolio Holder with responsibility for Housing plus 2 additional Councillors (currently Cllrs Burns & Mather)	3 years (until May 2019)
WinACC	1 – Portfolio Holder with responsibility for Environment	1 year
Winchester Business Improvement District (BID)	1 – Portfolio Holder with responsibility for Economy	1 year
<i>Winchester Charity School Education Foundation</i>	1 <i>Currently Cllr Mather</i>	3 years (until Oct 2018)
Winchester Churches Night Shelter	1 – Portfolio Holder with responsibility for Housing	3 years (confirmed annually)
<i>Winchester District Board of the Council for the Protection of Rural England (CPRE)</i>	1 <i>Currently Cllr Pearson</i>	3 years (until May 2019)

<u>Organisation</u>	<u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u>	<u>Length of appointment</u>
Winchester Housing Trust	1 Director plus 1 Observer (currently Cllrs Thacker and Tait)	2 years (until May 2018)
Winchester Road Safety Council Committee	1	1 year
Winchester Sports Stadium Management Committee	2 (1 must be Portfolio Holder with responsibility for Sport)	1 year
<i>Winchester Welfare Charities</i>	2 <i>Currently Cllr Tait (until May 2018) and Allan Mitchell (until June 2020)</i>	4 years