

REPORT TITLE: ANNUAL APPOINTMENTS TO CABINET COMMITTEES AND
INFORMAL POLICY GROUPS 2018/19D

17 MAY 2018

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 Cabinet Committees, Informal Policy Groups (IPGs) and other informal forums to which Cabinet has previously made appointments for 2018/19. Nominations will be reported verbally to the meeting.

As this report has been prepared in advance of the Annual Council meeting on 16 May 2018, references to Portfolio Holders and Portfolios are based on arrangements agreed for 2017/18.

RECOMMENDATIONS:

1. That Cabinet considers which bodies should be appointed as listed in Appendix A to the Report and determines the membership thereof.

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

- 1.1 Annual consideration of appointments made to cabinet committees and Informal Policy Groups etc helps to support the proper governance of the Council and its decision making structures.

2 FINANCIAL IMPLICATIONS

- 2.1 No immediate financial implications, other than usual costs associated with supporting meetings.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 None.

4 WORKFORCE IMPLICATIONS

- 4.1 None. The Democratic Services team is resourced to enable proper support to the bodies referred to.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None

6 CONSULTATION AND COMMUNICATION

- 6.1 Vacancies advertised to all Members (via Group Managers) to allow cross-party nominations where appropriate.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 None.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 None.

9 DATA PROTECTION IMPACT

- 9.1 None required.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property - n/a</i>		
<i>Community Support</i>	<i>Those bodies referred to in this report that meet in public normally have</i>	

	<i>provision for public participation</i>	
<i>Timescales – n/a</i>		
<i>Project capacity – n/a</i>		
<i>Financial / VfM – n/a</i>		
<i>Legal</i>	<i>Those bodies referred to in this report have terms of reference and delegated decision making powers set out in the Council's constitution</i>	
<i>Innovation – n/a</i>		
<i>Reputation – n/a</i>		
<i>Other – n/a</i>		

11 SUPPORTING INFORMATION:

- 11.1 Appendix A to the Report lists the Cabinet appointments to be made to various internal Council bodies. Appointments by Cabinet to external organisations are listed in Report CAB3040 elsewhere on the agenda.
- 11.2 Cabinet Committees can be appointed with membership drawn from the Cabinet only (although it has been the practice in recent years to include a standing list of non-Cabinet Members as non-voting invited representatives) and can be given delegated powers to make decisions. Last year, six Cabinet Committees were appointed as set out in Appendix A of the Report: Local Plan; Traffic and Parking; Housing; Central Winchester Regeneration; Leisure Centre; Station Approach; in addition to the Joint Environment Services Committee with East Hants District Council.
- 11.3 Appendix A also includes the one Informal Policy Group (IPG) currently appointed by Cabinet (the Central Winchester Regeneration IPG). The memberships of IPGs are cross-party, and reflect the broad political balance of the Council.
- 11.4 The purpose of an IPG is to provide Portfolio Holders with a consultation mechanism as major policy is formulated. In some circumstances, The Overview and Scrutiny Committee may themselves decide to scrutinise that area of policy and establish an Informal Scrutiny Group (ISG). The two approaches differ in that an ISG would not include Cabinet Members – although they may be called as witnesses - so they are likely to have a different perspective on the topic under consideration.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 None.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB2913 – Amendments to the Cabinet Structures, 20 March 2017

CAB2928 – Annual appointments to Cabinet Committee & IPGs 17/18, 18 May 2017

Other Background Documents:-

None.

APPENDICES:

Appendix A – List of internal appointments to be made by Cabinet

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
CABINET (TRAFFIC & PARKING) COMMITTEE	<p>The Committee was established to deal with traffic management, park and ride and on-street parking matters (terms of reference as set out in Part 3 of the Council's Constitution).</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that a maximum of 4 non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>
CABINET (LOCAL PLAN) COMMITTEE	<p>The Committee was established to oversee the preparation and production of the Local Plan (terms of reference as set out in Part 3 of the Council's Constitution).</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that the Planning Committee Chair continue as a non-voting invited representatives plus a maximum of 4 additional non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>
CABINET (HOUSING) COMMITTEE	<p>The Committee was established to deal with matters relating to the Housing Revenue Account and Strategic Housing Services and to oversee the Council's new housing delivery programme. It also oversees the Council's Housing and Homelessness strategies (detailed terms of reference as set out in Part 3 of the Council's Constitution).</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that a maximum of 4 non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
CABINET (STATION APPROACH) COMMITTEE	<p>This Committee was established in 2017 to oversee the implementation of the Station Approach project.</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that 4 non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>
CABINET (LEISURE CENTRE) COMMITTEE	<p>This Committee was established in 2017 to oversee the implementation of the Leisure Centre project.</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that 4 non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>
CABINET (CENTRAL WINCHESTER REGENERATION) COMMITTEE	<p>This Committee was established in 2017 to oversee the implementation of the Central Winchester Regeneration project.</p> <p>Must be Cabinet Members. Minimum of 3 (Quorum of 3) plus deputy.</p> <p>In addition, it is suggested that 4 non-voting invited representatives be appointed (2 Conservative & 2 Liberal Democrat).</p>

<p>EAST HANTS/WCC JOINT ENVIRONMENTAL SERVICES COMMITTEE</p>	<p>This Joint Committee was established to oversee the management of the joint contract with East Hants for refuse collection, recycling, street cleaning and grounds maintenance (terms of reference as set out in Part 3 of the Council's Constitution).</p> <p>Its Membership is six Members – three from each authority (Leader and relevant Portfolio Holders). Each authority can appoint also appoint a Deputy.</p> <p>Must be Cabinet Members - Three Members plus deputy The Committee's terms of reference state that, unless there are overriding reasons to the contrary, it should be the Leader and Portfolio Holder with responsibility for Waste plus one other (and deputy).</p>
<p>CENTRAL WINCHESTER REGENERATION IPG</p>	<p>This Informal Policy Group was established in 2016 and has met on four occasions during 2017/18. Its terms of reference are available via the following link: http://www.winchester.gov.uk/meetings/committees/36</p> <p>The IPG is due to meet on 14 May 2018 and it is anticipated that this will be its final meeting. Work on the Central Winchester Regeneration project will be continued by the Committee.</p> <p>It is therefore suggested that the IPG not be reappointed.</p>

<p>STRATEGIC ASSET PURCHASE SCHEME BOARD</p>	<p>Board was established by Cabinet on 7 December 2016 (Report CAB2872 refers).</p> <p>Proposed membership of Strategic Asset Purchase Board (quorum to be four individuals with at least one Member):</p> <ul style="list-style-type: none"> • Leader of the Council • Portfolio Holder with responsibility for Finance • Portfolio Holder with responsibility for Estates • Portfolio Holder with responsibility for Business • Finance Manager (Capital & Treasury) • Corporate Head of Housing • Corporate Head of Asset Management • Strategic Director: Resources (s151 officer) – final approver of the purchase
<p>TREASURY INVESTMENT GROUP (TIG)</p>	<p>This Group was appointed at Council on 11 October 2017 (following recommendation from Audit Committee) with membership as follows:</p> <ul style="list-style-type: none"> • Finance Manager (Capital And Treasury) • Portfolio Holder (Finance) • One Other Cabinet Member • Chair Of The Audit Committee • One other Member from the Administration of the Council from the Audit Committee • Shadow Portfolio Holder <p>(The Section 151 Officer, as final decision maker, would not be a member of the TIG).</p> <p>It was further agreed that at a minimum three Members, including the Portfolio</p>

	<p>Holder for Finance, the Chair of the Audit Committee, the Finance Manager and one further member from the TIG, be consulted with when making an investment decision.</p>
<p>KINGS BARTON FORUM (formally Barton Farm Forum)</p>	<p>This Forum was established in 2012/13 and its terms of reference are available on the Council's website via the following link: http://www.winchester.gov.uk/meetings/ou/30/</p> <p>The Forum met three times in 2017/18.</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> • Hampshire County Council – 2 plus deputies • Headbourne Worth Parish Council – 1 plus deputy • Littleton & Harestock Parish Council – 1 plus deputy <p>Can be cross-party membership. Recommend eight WCC Councillors (including the Chairman), plus one deputy for each political group.</p>
<p>WEST OF WATERLOOVILLE FORUM</p>	<p>The Forum's terms of reference are available on the Council's website via the following link: http://www.winchester.gov.uk/meetings/committees/19</p> <p>The Forum met three times during 2017/18.</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> • Havant Borough Council – 4 plus 1 deputy • Hampshire County Council – 2 plus 1 deputy • Parish Council of Denmead – 1 • Southwick & Widley Parish Council - 1 <p>Can be cross-party membership. Recommended four WCC Members with two deputies.</p>

NORTH WHITELEY DEVELOPMENT FORUM

This Forum was established at Cabinet on 9 December 2009 and its terms of reference are available on the Council's website via the following link:
<http://www.winchester.gov.uk/meetings/committees/7>

The Forum met once during 2017/18.

In addition to Winchester City Council, membership includes:

- Fareham Borough Council – 1 plus deputy
- Eastleigh Borough Council – 1
- Hampshire County Council – 2
- Curdridge Parish Council – 1
- Whiteley Town Council – 1 plus deputy
- Botley Parish Council – 1 plus deputy

Can be cross-party membership. **Recommended 6 WCC Members with 2 deputies.**