

WINCHESTER TOWN FORUM

12 June 2013

2013/14 WORK PROGRAMME AND APPOINTMENTS

REPORT OF HEAD OF DEMOCRATIC SERVICES

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RECENT REFERENCES:

WTF171 – 2012/13 WORK PROGRAMME AND APPOINTMENTS, 7 JUNE 2012

EXECUTIVE SUMMARY:

This report sets out the Forum's draft work programme for the new Municipal Year.

The Forum is also asked to consider its appointments to the Informal Groups established during the previous Municipal Year, which looked in detail at the town account budget and grants. The previous membership and terms of reference of these Groups are set out within the report.

RECOMMENDATIONS:

1. That the Forum agrees the issues it wishes to consider during the 2013/14 Municipal Year and delegates to the Corporate Director, in consultation with the Chairman, authority to set the detailed work programme.
2. That the Forum considers whether it wishes to re-appoint the following Informal Groups:
  - i) Winchester Town Forum (Account Informal Group) (4 Members)
  - ii) Winchester Town Forum (Town Account Grants Informal Group) (5 Members)
  - iii) Winchester Town Forum (Station Area) Informal Group (6 Members)

## WINCHESTER TOWN FORUM

12 June 2013

### 2013/14 WORK PROGRAMME AND APPOINTMENTS

#### REPORT OF HEAD OF DEMOCRATIC SERVICES

##### The 2013/14 Municipal Year

1. The Forum is now a well established part of the Council's democratic process and Cabinet has previously indicated its support for the Forum playing a greater role in providing a 'Winchester voice' on issues that affect the Town area.
  - 1.1 In considering which subjects the Forum should discuss in the coming year, Members should refer to:
    - i) Vision for Winchester Document:  
<http://www.winchester.gov.uk/assets/files/12229/VisionofWinchester2012-WEbV2.pdf>
    - ii) Winchester Town Forum's Terms of Reference (as set out on the reverse of the agenda sheet)
    - iii) Issues considered by the Forum in the previous year (Appendix 1)
    - iv) Latest Forward Plan (Appendix 2)
  - 1.2 In selecting items for discussion, Members should be mindful of the officer resources required and whether there is other relevant Council work is being undertaken in the same area, to avoid duplication of effort.
  - 1.3 For information, the initial draft work programme for the Forum is set out below:

##### Wednesday 11 September 2013

- Grants update
- Update on St. Maurice's Covert
- 20mph speed limits

##### Wednesday 27 November 2013

- Winchester Town Account – draft budget

Wednesday 22 January 2013

- Proposed Core Grant Allocations for 2013/14
- To agree the Town Account Budget for 2013/14 to be recommended to Cabinet

Wednesday 12 March 2013

- No items yet set

**2. Informal Groups**

2.1 During the previous Municipal Year, the Forum appointed the following Informal Groups and should consider whether it wishes to re-appoint these Groups and nominate Members as necessary:

2.2 Town Account Informal Group

2.3 In 2012/13 the membership comprised of Councillors J Berry, Collin, Mather and Maynard.

2.4 The Group had agreed its terms of reference as:

2.5 *“To make recommendations on the draft financial strategy to the Winchester Town Forum and that the Group examine the detailed heads of terms in the budget, with a view to making recommendations in assisting in the budget process.”*

2.6 It is recommended that this Group be re-appointed on the same terms.

2.7 Town Account Grants Informal Group

2.8 In 2012/13, its Membership comprised of Councillors Collin, Pines, Prowse, Tait and Witt. Its next meeting is scheduled for 12 June 2013 at 3pm.

2.9 In volunteering to serve on this informal group, Members should be mindful of the restrictions placed on them by the Code of Conduct. From this, Members who are officeholders or otherwise clearly active (for example, on the management board) in any of the organisations that have submitted an application will have a personal and prejudicial interest and should take no part in the consideration of that *particular* organisation’s applications. Members are reminded that the Code makes no distinction between whether or not the Member was appointed to the body concerned as a Council representative, because the potential for conflict can arise in either case.

2.10 It is recommended that this Group be continued.

2.11 Winchester Town Forum (Station Area) Informal Group

2.12 This Group was established at the Forum meeting on 21 March 2013 to consider the possible redevelopment of the area around Winchester Railway Station.

2.13 It was proposed it would consist of six Members (three Liberal Democrat, two Conservative and one Labour). Subsequent to the meeting, nominations were received from the following Councillors: Collin, Hiscock, Hutchison and Pines. To date, the Conservative Group had declined to make any nominations.

2.14 The first meeting of this Informal Group has not yet taken place. The Forum is asked to consider whether it should be re-established.

OTHER CONSIDERATIONS:

3. SUSTAINABLE COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO)

3.1 This paper seeks to ensure that

- a) the Town Forum fulfils its terms of reference in a way that is well planned and executed, and
- b) the role of Councillors elected to lead and serve their communities is properly supported and developed.

Both these objectives support the corporate outcome of being an Efficient and Effective Council.

4. RESOURCE IMPLICATIONS

4.1 Currently none, beyond the cost of room hire and officer support from within current budgets. If officers are involved in work of the Forum in the same way as they would be with Parishes; then their time will not be a specific charge to the Town Account. Work that solely relates to the Town may involve additional charges to the Town Account. The Forum will need to assess its work priorities so that they can be supported from within available resources.

5. BACKGROUND DOCUMENTS

5.1 None

6. APPENDICES

Appendix 1: Issues previously considered by the Forum in 2012/13

Appendix 2: Forward Plan for July 2013

## **Appendix 1 - Review of the 2012/13 Municipal Year**

In considering which subjects the Forum might want to discuss in the coming year, Members may find the following review of the previous year useful:

### 7 June 2012

- The Vision for Winchester Town – Public Consultation Responses (WTF173)
- Winchester BID2 Proposal Update (WTF172)
- Town Forum Grants (WTF174)
- Management Proposals for St Faiths Meadow (WTF 175)
- 2012/13 Work Programme and Appointments (WTF 171)

### 12 September 2012

- Winchester Street Pastors – Update (Oral Report)
- Winchester Town Evening Bus Service (WTF179)
- 20mph Speed Limits (WTF 180)
- Hockley Viaduct – Update (Oral Report)
- Street Scene in the Retail Centre (WTF 176)
- A Planning Framework for Stanmore (WTF177)
- Winchester Town Account Financial Strategy 2013/14 to 2015/16 (WTF 178)

### 21 November 2012

- Presentation from Winchester City Trust regarding the area near the station (Oral Report)
- Community Speed Watch (Oral Report)
- Hillier Way Street Lighting (WTF182)
- Winchester Town Account Budget 2013/14 (WTF181)
- Town Forum Small Grants Programme (WTF183)

### 23 January 2013

- Winchester station approach – Update (Oral Report)
- Great Minster Street Environmental Improvements (WTF185)
- Proposed Grant Allocations for 2013/14 (CAB 2432)
- Winchester Town Account Budget 2013/14 (WTF184)

### 21 March 2013

- Warm Up Winnall (Presentation from WinAcc) (Oral Report)
- Stanmore Planning Framework Update (Oral Report)
- Gritting Winchester's Pavements (Oral Report)
- A Water Vole Trail to Winnall Moors (WTF186)
- Winchester Town Open Space Fund (WTF187)
- Winchester Town and the Local Plan Part 2 (Oral Report)
- Safer Neighbourhood Panel – Update (Oral Report)

Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Comments to	Documents submitted to decision taker	Decision taker	Date/period decision to be taken	Open/private meeting or document? If private meeting, include relevant exempt paragraph number	
<b>Section A – Decisions made by Cabinet and Cabinet Committees</b>									
1	Minutes of previous meeting held 16 May 2013	to be confirmed	N/A	All	Nancy Graham	Minutes of previous meeting	Cabinet 26/6/2013	Jun-13	Open Meeting
2	Stanmore planning framework	Built Environment	TBC	St Lukes	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
3	Provision of Floating support services	Housing & New Homes	£400,000	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Closed meeting by virtue of exempt paragraphs 1,2&4 - to be confirmed
4	HRA Finance / Performance Outturn	Housing & New Homes	£25m	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013, Cabinet 26/6/2013 and Council 17 July 2013	Jun-13	Open Meeting
5	Loft Conversion Programme	Housing & New Homes	£200k	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Open Meeting
6	Repairs and Renewals Programme	Housing & New Homes	£12m	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Open Meeting
7	Woolford Close Improvements	Housing & New Homes	£100k	St Lukes	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Open Meeting

	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Comments to	Documents submitted to decision taker	Decision taker	Date/period decision to be taken	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
8	Cultural Strategy	Economic Development	N/A	All	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
9	Public Transport Informal Scrutiny Group - Recommendations	Built Environment	N/A	All	Simon Finch	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
10	Museums Integration	Economic Development	N/A	All	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
11	Update to the Open Space Fund Strategy	Built Environment	N/A	All	Stuart Dunbar-Dempsey	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
12	Hockley Viaduct / NCN23	Built Environment	N/A	All	Andy Hickman	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
13	St Clements GP Surgery	Business Services	TBC	St Bartholomew	Kevin Warren	Committee Report	Cabinet 26/6/2013	Jun-13	Closed meeting by virtue of exempt paragraph 3
14	Property Acquisitions	Business Services	TBC	TBC	Kevin Warren	Committee Report	Cabinet 26/6/2013	Jun-13	Closed meeting by virtue of exempt paragraph 3
15	Capital Expenditure Outturn 2012/13	Finance and & Organisational Development	c£20m	All	Alexis Garlick	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
16	General Fund Revenue Outturn 2012/13	Finance and & Organisational Development	c £15m	All	Alexis Garlick	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
17	Low Carbon Route Map	Built Environment	N/A	All	Eloise Appleby/Rob Heathcock	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
18	Winchester Local Development Scheme Update	Built Environment	N/A	All	Steve Opacic	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting

	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Comments to	Documents submitted to decision taker	Decision taker	Date/period decision to be taken	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
19	CIL Charging Schedule Submission	Built Environment	N/A	All	Steve Opacic	Committee Report	Cabinet 26 June and Council 17 July	June and July 2013	Open Meeting
20	Recommendations of the Public Transport ISG	Built Environment	TBC	All	Simon Finch/Andy Hickman	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
<b>Section B – Decisions made individual Portfolio Holders</b>									
1	Abbey Mill	Business Services	TBC	St Michael	Kevin Warren	Committee Report	PHD 28/5/2013 or Cabinet 26/6/2013	May/June 2013	Part Open Part Closed decision by virtue of exempt paragraph 3
<b>Section C – Decisions made by Officers</b>									
1	Treasury Management – decisions in accordance with the Council's approved strategy and policy	Finance and & Organisational Development	In accordance with the Prudential Indicators approved by the Council	All	Alexis Garlick, daily	Designated working papers	Designated Finance staff, daily	Jun-13	Open