

CABINET

15-May 2003

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

REPORT OF THE CITY SECRETARY AND SOLICITOR

Contact Officer: David Shaw Tel No: 01962 848221

RECENT REFERENCES:

CAB647 – Annual Appointments to Cabinet Committees and Informal Member/Officer Working Groups 9 May 2002.

EXECUTIVE SUMMARY:

This report lists the annual appointments that are required to be made to Informal Member/Officer Working Groups etc for 2003/2004. Members that are interested in serving on these bodies should contact their respective Group Leaders by 12 May 2003 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.

RECOMMENDATIONS:

- 1 That Cabinet considers which bodies should be re-appointed, and if so, determine the membership.

CABINET15-May 2003ANNUAL APPOINTMENTS TO COMMITTEES AND INFORMAL MEMBERS/OFFICER WORKING GROUPS ETCReport of the City Secretary and SolicitorDETAIL: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. As an Informal Member/Officer Working Group their memberships do not have to be politically balanced, nor do they have to consist of Cabinet members only. 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.

1.2 At its meeting on 16 April 2003 Council approved report PS76 on the Review of Decision-Making Structures. The following resolution was approved;

“That consideration be given to developing the work of the Performance Improvement Committees to take on more pre-scrutiny on behalf of Cabinet or Portfolio Holders, in lieu of creating ad hoc Sub-Committees, Working Groups or other bodies.”

Council also approved a proposal whereby informal liaison takes place between the Chairmen of Principal Scrutiny Committee and the Performance Improvement Committees with the Leader and Portfolio Holder for Performance Management to establish a co-ordinated programme of work of overview and scrutiny for at least each year ahead. This will be arranged shortly.

In considering whether to re-appoint any Informal Member/Officer Groups regard should be had to the principles set out above. Is the work of any Group so far advanced that it would be better to continue until the work is finished? Can any of the tasks be undertaken by the relevant Scrutiny body instead? Are any of the Groups still required as the work is being led by a Portfolio Holder? Can any groups be combined?

2 Appointments to Committees and Informal Member/Officer Working Groups2.1 Bar End Informal Member/Officer Working Group

This Working Group was re-established by Cabinet on the 9 May 2002 as a short term task and finish body to consider issues surrounding the development of the King George V playing fields at Bar End by youth options in association with King Alfred's College.

In 2002/2003 its membership was Councillors Evans, Maynard, Pines and Sutton and the Director of Development Services.

As Planning Development Control Committee on 24 April 2003 approved the use of the Former Computer Centre, Winnall Valley Road, Winchester by the King Alfred Activity Centre it is recommended that this Working Group is no longer required.

## 2.2 ICT Informal Member/Officer Working Group

This Working Group was 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 2002/2003 its membership was: Councillors Allgood, Campbell, Hoare, Hollingbery, Learney, Mackenzie and Porter together with Officers: Sheila Boden, Alex Moore, Sandra Buchanan, Jane Maughan.

## 2.3 Stock Condition Survey Informal Member/Officer Working Group

This Working Group was 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 2002/2003 its membership was: Councillors Maynard (Chairman), Craig, Knasel, Hiscock, Hoare and Oxley together with Officers: Ken Kershaw, Andrew Nairn.

## 2.4 Sussex Street Hostel Informal Member/Officer Working Group

This Working Group was 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 2002/2003 its membership was: Councillors Jones (Chairman), Craig, Hammerton, Hiscock, Love and Oxley together with Officers: B Merrett, K Kershaw, C Broomfield.

## 2.5 Service Charges Informal Member/Officer Working Group

This Working Group was 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 2002/2003 its membership was: Councillors Hiscock (Chairman), Davies, 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.

## 2.6 Social Inclusion Strategy Informal Member/Officer Working Group

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

In 2002/2003 its membership was: Councillors Allgood, Evans, Hammerton, Johnston, Love, Nunn and Pines and the Director of Community Services and/or his nominees.

## 2.7 Concessionary Travel Tokens Informal Member/Officer Working Group

This Working Group was established by Cabinet on 29 January 2003 to review the future use of tokens.

In 2002/2003 its membership was: Councillors Beveridge, Busher, Knasel, Quar, Pines, Jeffs, Bailey and Bidgood and officer representation: Parking Manager, Sustainable Transport Officer and Management Accountant/Assistant Director of Finance (Accountancy).

## 2.8 Comprehensive Performance Assessment Informal Member/Officer Working Group

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

In 2002/2003 its membership was the Leader of the Council, the Portfolio Holder for Performance Improvement, 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.

## 2.9 Enablement Informal Member/Officer Working Group

This Working Group was 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 2002/2003 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.

### 2.10 Bapsy Bequest Informal Member/Officer Working Group

At its meeting held on 9 May 2002, Cabinet agreed to defer making appointments to the Bapsy Bequest informal Member/Officer Working Group until the report of the Director of Community Services on this subject had been submitted to a future meeting of Cabinet. This report is due to come to Cabinet shortly, and will address whether the use of such a Group would be beneficial.

### 2.11 Work Travel Plan Working Group

At its meeting held on the 5 March 2003 Cabinet appointed Councillor Beveridge, as Portfolio Holder for Transport and Access to be included as a member of this Working Group which had been established in conjunction with Unison to monitor the introduction of the work plan and to ensure that its key tasks were implemented.

It is suggested that the Portfolio Holder for Transport and Access continues this membership.

### 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) Organisational infrastructure – Councillors Bailey, Porter and Nelmes  
The work of this Review is now complete and no appointments need to be made.
- (b) Community Development – Councillors Hatch, Higgins and Stallard
- (c) Internal Services – Councillors Clohosey, Knasel and Lipscomb
- (d) Heritage – Councillors Davies and Fothergill
- (e) Democracy – Councillors Fothergill and Pines  
The work of this Review is now complete and no appointments need to be made.
- (f) People and Work – Councillors Busher and Collin
- (g) High Quality Environment – Councillors Beveridge and Evans
- (h) Housing – Councillors Allgood, Bayley, Davies, Hammerton and Tait  
The work of this Review is now complete and no appointments need to be made.

### 2.13 West of Waterlooville Forum

Last year this forum was allocated nine members, 4 from the Liberal Democrats, 3 from the Conservatives, 1 Independent and 1 Labour representative. The members appointed were Councillors: Bidgood, Busher, Carter, Davies, Dinenage, Evans, Hatch, Reed and Stallard with deputies Councillors Allgood, Bennetts, Chamberlain and Craig.

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 Waterlooville, 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 Solicitors Department