

CABINET

16 May 2013

Attendance:

Councillor Wood - *Leader (Chairman) (P)*
Councillor Humby - *Deputy Leader and Portfolio Holder for Economic Development (P)*
Councillor Godfrey - *Portfolio Holder for Finance & Organisational Development (P)*
Councillor Miller - *Portfolio Holder for Business Services (P)*
Councillor Tait - *Portfolio Holder for Housing & New Homes (P)*
Councillor Warwick - *Portfolio Holder for Neighbourhoods & Environment (P)*
Councillor Weston - *Portfolio Holder for Built Environment (P)*

Others in attendance who addressed the meeting:

Councillors Evans and Learney

Others in attendance who did not address the meeting:

Councillors Achwal, J Berry, Clear, Newman-McKie and Pines.

1. **MINUTES**

RESOLVED:

That the minutes of the previous meeting held on 10 April 2013 be approved and adopted.

2. **PUBLIC PARTICIPATION**

During the public participation period, Ms C Brandwood spoke on behalf of businesses in Parchment Street and raised a number of action points/suggestions requested in order to improve the appearance and encourage shoppers (as summarised below):

- Move the rubbish bins and/or improve facilities for storage;
- Improve street signage at the High Street end (if possible, sign to read "Boutique" shopping);
- Improve signage to St Peter's car park (directing pedestrians along Parchment Street);
- A request that the entrance to Parchment Street from St Georges Street be indicated by a different road surface or colour;

- In the longer term, raise the level of road to the same level as the pavements along Parchment Street (as in refurbishment of The Square);
- Offer free parking for shoppers;
- Improve the street furniture along Parchment Street.

The Chairman thanked Ms Brandwood for her comments and it was agreed that a meeting be arranged between herself and Councillor Humby to discuss the suggestions further.

3. **LEADER AND PORTFOLIO HOLDER ANNOUNCEMENTS**

The Chairman stated that, immediately prior to the Cabinet meeting, he had signed a Portfolio Holder Decision Notice (PHD495 refers) confirming the appointment of the Deputy Leader and members of Cabinet. It also confirmed the Scheme of Delegation to Cabinet and officers. It was noted that the Scheme of Delegation to Portfolio Holders would also be updated to reflect the new Portfolio Holder titles, with a wider review of the responsibilities to take place within the next few months.

The Chairman also expressed his thanks to the previous year's Cabinet Members for their work, in particular Councillors Coates, Huxstep and Stallard who were not members of Cabinet in 2013/14.

The Portfolio Holder for Neighbourhoods and Environment congratulated the Head of Parking and team for their achievements in the Alresbury Car Park, New Alresford in being awarded Safer Car Park status.

4. **LEADER TO APPOINT PORTFOLIOS FOR THE 2013/14 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 2013/14 (as attached as an appendix to the minutes) be noted.

5. **REVIEW OF THE OPEN SPACE CONTRIBUTION SCALES** (Report CAB2483 refers)

Some Members expressed concern about possible confusion surrounding the Council's advice to parish councils to allocate open space funds before the system was replaced by the Community Infrastructure Levy (CIL). The

Corporate Director confirmed that guidance had been sent to all parish councils asking them to allocate outstanding funds to projects as the Council did not want to be in the position of running two different schemes in parallel with the additional administrative burden that entailed. There was also a risk that if they were unable to spend funds in a reasonable timeframe, they would come under increasing pressure from developers who had contributed under s106 payments to return monies paid. Cabinet asked that further clarification be given to parishes on how to manage the transition between the two systems.

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

RESOLVED:

That the updated contribution scales set out in paragraph 2 of the Report be approved for use with the Open Space Funding System for residential planning applications determined between 1 April 2013 and 31 March 2014 (except in cases where the decision notices have already been issued).

6. **ANNUAL APPOINTMENTS TO CABINET COMMITTEES AND INFORMAL POLICY GROUPS (IPGs) 2013/14**
(Report CAB2480 refers)

The Chairman announced that it was proposed to combine the functions of the Cabinet (Housing) Committee and the Cabinet (Housing Delivery) Committee into one new Cabinet (Housing) Committee, with membership as outlined below. The terms of reference for the two Committees would be amalgamated and the details confirmed by Portfolio Holder Decision Notice.

The Chief Operating Officer advised that a meeting of the Cabinet (Housing Delivery) Committee was scheduled for 22 May 2013, and the agenda and reports had already been published. Therefore it was agreed that membership be appointed to this Committee for one meeting only, with the terms of reference of the Cabinet (Housing Delivery) Committee as set out in the Report.

The Chief Operating Officer reported that the East Hampshire and Winchester Joint Environmental Services Committee had recently made changes to the way in which its chairmanship operated. Any alterations to the Committee's terms of reference resulting from these changed arrangements would be made in due course.

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 2013/14 Municipal Year and their terms of reference be confirmed as set out in the Report:

- (i) Cabinet (Traffic and Parking) Committee – Portfolio Holder for Built Environment (Councillor Weston) – Chairman, plus Councillors Humby and Warwick (Reserve: Councillor Tait).
- (ii) Cabinet (Local Development Framework) Committee – Portfolio Holder for Built Environment (Councillor Weston) – Chairman, plus Councillors Humby, Tait and Warwick (Reserves: Godfrey and Wood).

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 Development Control Committee (Councillor Ruffell); and named members from the Liberal Democrat Group as follows: Councillors Evans and Hutchison (Deputy: Learney).
 - (b) Ward Councillors, where appropriate.
 - (c) Representative from the South Downs National Park Authority.
- (iii) Cabinet (Housing) Committee (new body) - Portfolio Holder for Housing & New Homes – Councillor Tait (Chairman), plus Councillors Godfrey and Weston (Reserve: 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 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, Coates, Izard, Scott & Rutter
- (b) Two TACT representatives plus one deputy (Names to be advised).

Terms of reference of the new Cabinet (Housing) Committee to be an amalgamation of both the previous Cabinet (Housing) Committee and the Cabinet (Housing Delivery) Committee.

- (iv) East Hampshire and Winchester Joint Environmental Services Committee – Leader (Councillor Wood) and Portfolio Holder for Neighbourhoods and Environment (Councillor Warwick) and

Portfolio Holder for Built Environment (Councillor Weston)
(Deputy: Councillor Miller)

3. That a Cabinet (Housing Delivery) Committee be appointed for one meeting only (22 May 2013) with terms of reference as outlined in the Report and membership as follows:

Portfolio Holder for Housing & New Homes – Councillor Tait
(Chairman), plus Councillors Godfrey and Weston (Reserve: Miller)

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, Coates, Izard, Scott & Rutter
- (b) Two TACT representatives plus one deputy (Names to be advised).

3. That a Silver Hill Informal Policy Group be appointed with key tasks as outlined in the Report and Membership as follows:
Councillors: Wood (Chairman), Godfrey, Gottlieb, Humby, Learney, Hiscock and Pines
Officers: Chief Executive, Corporate Director.

4. That the following Informal Policy Groups not be reappointed:

- (i) Supported Housing Informal Policy Group
- (ii) Housing Strategy Informal Policy Group

5. That the following appointments to other informal consultative groups be made for the 2013/14 Municipal Year:

- (i) Barton Farm Forum
Councillors: Wood (Chairman), Byrnes, E Berry, Scott, Learney, Nelmes, Weir and Pines
Deputies: Gottlieb and Hiscock
- (ii) West of Waterlooville Forum –
Councillors: Read (Chairman), Bodtger, Coates, Phillips, Clear and Cutler
Deputies: McLean and Evans
- (iii) North Whiteley Development Forum –
Councillors: Ruffell (Chairman), McLean, Weston, Achwal, Evans and Newman-McKie
Deputies: Gemmell and Clear

7. **ANNUAL APPOINTMENTS TO EXTERNAL BODIES 2013/14**
(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, Councillor Evans queried whether the appointment to the Winchester Theatre Royal Board should remain as a Portfolio Holder nomination. The Chief Executive agreed to clarify whether there were any such restrictions with the Theatre's Chief Executive.
(Note: Subsequent to the meeting, it was confirmed that this was not restricted to a Portfolio Holder appointment)

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 2013/14 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 Scott (Tait)
- (d) Friends of Hyde Abbey Gardens – Councillor Nelmes
- (e) Hampshire & Isle of Wight Association of Local Authorities (HIOWA) – Councillors Wood & Humby
- (f) Hampshire County Council Annual Meeting with Parish & District Councils regarding public transport issues – Councillor Weston
- (g) Hampshire Homechoice Board – Councillor Tait
- (h) Hampshire Alliance for Rural Affordable Housing (HARAH) – Councillors Tait & Weston
- (i) Joint Authorities Gypsies and Travellers Panel – Councillor Tait (McLean)
- (j) Live Theatre Winchester Trust Limited – Councillor Southgate (Observer)
- (k) Local Government Association – Councillors Wood & Humby
- (l) Local Government Association Rural Commission – Councillors Humby & Miller (only first named has voting rights)
- (m) Local Government Association Urban Commission – Councillor Mather (E Berry)
- (n) Meadowside Leisure Centre User Forum – Councillors McLean & Achwal
- (o) National Parking Adjudication Joint Committee – Councillor Warwick
- (p) Partnership for Urban South Hampshire (PUSH) Joint Committee – Councillors Wood & Humby
- (q) Police and Crime Panel – Councillor Warwick (Green)
- (r) Portsmouth Water Customer Forum – Councillor Phillips

- (s) Project Integra Management Board – Councillor Warwick (Weston)
- (t) Relate – Councillor Tait (Sanders)
- (u) River Park Leisure Centre User Forum – Councillors Green & Humby
- (v) South Downs National Park Authority – Councillor Lipscomb (until May 2016)
- (w) South East Employers – Councillors Pearson (Sanders)
- (x) South East Employers – Councillors' Local Democracy & Accountability Network – Councillors Pearson & Sanders
- (y) South East England Councils (SEEC) – Councillors Wood & Humby
- (z) Southampton International Airport Consultative Committee – Councillors Warwick (Byrnes) and one representative & one deputy from Winchester Air Group
- (aa) Southampton University Court – Councillors Pearson and Wright
- (bb) Stanmore Combined – Councillor Scott
- (cc) Streetreach – Councillor Southgate
- (dd) Swanmore Community Facilities Management Committee – Councillor Pearson (Weston)
- (ee) Tourism South East – Councillor Pearson
- (ff) Trinity Centre Advisory Committee – Councillors Byrnes, Mather & Tait
- (gg) Twyford Waterworks – Councillor Mason (Southgate – Observer)
- (hh) Whiteley Community Association – Councillor Stallard (Achwal)
- (ii) WinACC – Councillor Warwick
- (jj) Winchester Area Community Action (WACA) – Councillor Tait (Green)
- (kk) Winchester New Allotment Holders' Society – Councillor E Berry
- (ll) Winchester City Centre Management Ltd – Councillor Humby
- (mm) Winchester and District Savers (WADS) – Councillor Johnston (Tait)
- (nn) Winchester District Board of Campaign to Protect Rural England (CPRE) – Councillor Pearson
- (oo) Winchester Housing Trust – Councillor Johnston (Observer – Tait)
- (pp) Winchester Inclusive Housing Forum – Councillors Tait and E Berry
- (qq) Winchester Indoor Sports Association (Lido Sports Club) – Councillor Green
- (rr) Winchester Road Safety Council Committee – Councillor Pearson
- (ss) Winchester Sports Stadium Management Committee – Councillors Humby and Gottlieb

2. That the following ad-hoc appointments to external bodies be made for the 2013/14 Municipal Year (deputies in brackets):

- (a) River Hamble Harbour Management Committee
(until May 2017)
Councillor Weston
(Councillor Sanders – Deputy)

- (b) St John's Winchester Charity
(until June 2016)
Councillor Tait and Mr P Davies

3. That the following appointments are no longer required:

- (a) Havant and District Citizens Advice Bureau
- (b) North Solent Shoreline Management Panel

8. **FUTURE ITEMS FOR CONSIDERATION**

RESOLVED:

That the list of future items, as set out in the Forward Plan for June 2013, be noted.

The meeting commenced at 10.00am and concluded at 11.00am

Chairman

Portfolio Holder	Keith Wood	Rob Humby	Stephen Godfrey	Vicki Weston	Ian Tait	Jan Warwick	Stephen Miller
Title	Leader	Deputy Leader: Economic Development	Finance & Organisational Development	Built Environment	Housing & New Homes	Neighbourhoods & Environment	Business Services
Lead Officer(s)	Simon Eden	Eloise Appleby	Alexis Garlick, Alison Gavin	Simon Finch	Richard Botham	Rob Heathcock	Stephen Whetnall
Responsibilities	<ul style="list-style-type: none"> - Major Projects - Policy - Comms 	<ul style="list-style-type: none"> - Economy & Arts - Tourism - Museums - Community Grants - Sport & Physical Activity 	<ul style="list-style-type: none"> - Financial Services - Revenues & Benefits - IMT - Organisational Development 	<ul style="list-style-type: none"> - Development Management - Strategic Planning - Building Control - Historic Environment - Traffic, Transport & Engineering 	<ul style="list-style-type: none"> - Housing Services - New Homes Delivery - Health & Wellbeing 	<ul style="list-style-type: none"> - Env. Health - Env. Contract - Landscape & Open Spaces - Streetcare & Drainage - Comm. Safety & Neigh'd Wardens - Parking - Licensing 	<ul style="list-style-type: none"> - Legal Services - Estates - Guildhall - Business Management - Democratic Services