

WTF171
FOR DECISION
WARD(S): WINCHESTER TOWN

WINCHESTER TOWN FORUM

7 June 2012

2012/13 WORK PROGRAMME AND APPOINTMENTS

REPORT OF HEAD OF DEMOCRATIC SERVICES

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RECENT REFERENCES:

[WTF157](#) – 2011/12 Work Programme – 8 June 2011

EXECUTIVE SUMMARY:

This report considers 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.

Finally, the Report sets out the latest position regarding the Safer Neighbourhood Panels within the Winchester town area.

RECOMMENDATIONS:

1. That the Forum agrees the issues it wishes to consider during the 2012/13 Municipal Year and delegates to the Corporate Director (Operations), 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)

3. That, as the Safer Neighbourhood Panel had been discontinued and replaced by Partnerships and Communities Together meetings, no appointments be made to the Safer Neighbourhood Panel.

4. That, given the above, representatives of the Police be invited to attend a future meeting of the Forum to report on progress of the Partnerships and Communities Together meetings.

WINCHESTER TOWN FORUM

7 June 2012

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The 2012/13 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 (Appendix1)
 - ii) Winchester Town Forum's Terms of Reference (Appendix 2)
 - iii) Issues previously considered by the Forum (Appendices 3 and 4)
 - iv) Latest Forward Plan (Appendix 5)
 - 1.2 In the preparation of this report for publication, the Town Forum and senior officers of the Council were asked to suggest issues for possible future public meetings. These suggestions are summarised below:
 - Street Cleaning – how many referrals made on the new contract and the time frame for tackling them (Cllr Prowse)
 - Public meeting on the Council's work with the University of Winchester (Cllr Prowse)
 - 1.3 For information, the initial draft work programme for the Forum is set out below:

Thursday 13 September 2012

- Winchester Town Account – Financial Strategy
- Nuns Walk, North Walls Street Lighting Scheme
- Retail centre property maintenance

Thursday 22 November 2012

- Winchester Town Account – draft budget

Thursday 24 January 2013

- Proposed Core Grant Allocations for 2013/14
- To agree the Town Account Budget for 2012/13 to be recommended to Cabinet

Thursday 21 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 2011/12 the membership comprised of Councillors Collin, Love, Maynard and Mather.

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 Group

2.8 The group met with the Assistant Director (Economic Prosperity) and then Portfolio Holder for Community, Safety last winter to consider proposed Core Grant allocations for 2012/13. Their contributions were reflected in report [WTF164](#) which was presented to the Forum in January 2012.

2.9 One of the recommendations of that report was for the Group to meet again to consider the development of a clear process for determining

- a) contributions to the annual core grant allocations, and
- b) the scope for one-off grants for Town-based organisations.

- 2.10 A meeting of the Group therefore took place on 26 March 2012 to explore the above issues, and proposals are being drawn up by officers as a result of this discussion. A paper will be returned to the June meeting of the Forum (WTF174 refers) so that it can formally adopt the new process.
- 2.11 The Group will meet again in the Autumn to begin implementation of the new process, and formulate recommendations to the Panel to tie in with its wider budgeting and planning cycle.
- 2.12 Its membership in 2011/12 comprised of Councillors Berry, Collin, Love, Tait and Witt (Pines as observer).
- 2.13 In volunteering to serve on this informal group, Members should be mindful of the restrictions placed on them by the Code of Conduct and the revised Local Protocol (Appendix C, Report ST58 refers). 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.
- 2.14 It is recommended that this Group be continued.
- 2.15 Safer Neighbourhood Panels
- 2.16 The Panel was created in 2008, to assist the Police identify the local community's top three policing priorities of each of the beats relevant to the Forum. Since that time, the Forum has appointed representatives from each of the town wards to the Panel.
- 2.17 However, in recent months the Police have encouraged Panels to evolve into Partnership and Communities Together (PACT) meetings. It is anticipated that these will be held quarterly and organised by the Police in each of their Beats within the Winchester town area (Beats 1,2, 3 and 7). The Police have agreed to notify relevant Ward Members of forthcoming meetings of PACT.
- 2.18 At its last meeting, held 6 March 2012, the Panel had expressed its desire to continuing links between the Police and the Council and suggested that the Panel be re-appointed with a view of meeting twice a year.
- 2.19 However, the Forum may decide that this discussion could be of interest to all Members and therefore invite this conversation to take place at a future meeting of the Forum, rather than re-appointing the Panel. On this basis, it is recommended that the Panel not be re-appointed.
- 2.20 In addition, the Forum may decide that Policing in Winchester could make a worthwhile subject for a single-issue public meeting.

2.21 For information, the 2011/12 membership of the Panel was:

- St Barnabas: Councillor Witt (deputy Councillor Berry)
- St Bartholomew: Councillor Nelmes
- St John and All Saints: Highcliffe Community Action Group (Ms Austin)
Winnall Residents Association (Ms Cutler)
- St Lukes: Councillor Scott (deputy Councillor Prowse)
- St Michaels: Councillor Mather (deputy Councillor Sanders)
- St Pauls: Councillor Pearce (deputy Councillor Love)

2.22 In addition, representatives of Littleton and Harestock Parish Council (Mr Parker), Olivers Battery Parish Council (Ms Collins) along with the Hampshire County Councillors for Eastgate Division (Cllr Collin), Westgate Division (Cllr Dickens) and Downlands Division (Cllr Bailey) were invited to attend.

2.23 Vision for Winchester Informal Group

2.24 At last year's June meeting, the Forum established an Informal Group to draft the revised Vision for Winchester document. The Group met seven times and a draft of the Vision was published in April 2012. The consultation responses are considered elsewhere on the agenda for this meeting (Report WTF173 refers).

2.25 For information, the membership of this Informal Group was Councillors Collin (Chairman), Hutchison, Thompson, Maynard, Pines and Berry.

2.26 Having completed its work, it is recommended that this Informal Group not be continued and that the wider Forum take on the task of reviewing the Vision and ensuring that the Council and its partners continue to work towards the aspirations set out in the Vision.

OTHER CONSIDERATIONS:

COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO)

2.27 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.

2.28 RESOURCE IMPLICATIONS

2.29 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.

2.30 BACKGROUND DOCUMENTS

2.31 None

2.32 APPENDICES

Appendix 1: Vision for Winchester Document

Appendix 2: Winchester Town Forum's Terms of Reference

Appendix 3: Review of the Forum's work in 2010/11

Appendix 4: Issues previously considered by the Forum

Appendix 5: [Latest Forward Plan](#)

Appendix 1

[Vision For Winchester:](#)

Appendix 2

Winchester Town Forum – Terms of Reference:

- a) To act as a consultative and advisory body regarding issues affecting the six Winchester Town District Wards which, on occasions, may also include 'cross-boundary' matters involving adjoining areas (eg Badger Farm, Olivers Battery and Harestock).
- b) To forward any recommendations for action principally to Cabinet, but also to one of the regulatory Committees and/or Council when appropriate. However, no discussions shall take place about specific applications which fall within the remit of any of the Council's regulatory committees.
- c) To promote community engagement within the Town Wards, by undertaking consultation exercises or encouraging the formation of community groups.
- d) To consider the draft capital and revenue budget for the S35 Town Account each year and to make recommendations to Cabinet and Council.
- e) Within the Council's policy framework and the framework of the S35 Town Account Revenue Budget:
 - (i) to incur expenditure;

- (ii) to set fees and charges;
 - (iii) to make decisions in connection with the operation or management of property or facilities;
 - (iv) to make arrangements for special events;
 - (v) to scrutinise budget and other performance monitoring reports;
 - (vi) to authorise incurring expenditure up to a limit of £50,000 on Town Account capital schemes within the approved capital programme under Financial Procedure Rule 6.4.
 - (vii) to authorise virement of a sum of £25,000 or less in total in any one year between budget heads subject to:
 - (a) The virement being in respect of a budget within the S35 Town Account and that the base budget is not increased; and
 - (b) Where in the opinion of the Director of Finance the provisions of the Council's Financial Procedure Rules (Rules 7.4 (b) to (d) and 7.5) on virement are met.
- f) To consider the programme of schemes within the Town Wards to be funded from the Open Spaces Fund each year and to make recommendations to Cabinet and the portfolio holder.

Appendix 3 - Review of the 2011/12 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:

8 June 2011

- Winchester Street Pastors (Public Participation)
- Residents' Parking Scheme Review (WTF158)
- A Town Forum Website (WTF159)
- Work Programme and Appointments (WTF157)
- 2010/11 Work Programme and Appointments (WTF146 refers)

25 July 2011

- Winchester Allotments (WTF159)
- Plans for Places After Blueprint (Oral Report)

5 October 2011

- Bridges (Oral Report)
- Vision for Winchester (Oral Report)
- Winchester Town Account Financial Strategy 2012/13 – 2014/15 (WTF161)

23 November 2011

- Vision for Winchester Update and Academy of Urbanism (WTF163)
- Winchester Town Buses – Update (Oral Report)
- 20mph Speed Limit update (Oral Report)
- Winchester Town Account Budget 2012/13 (WTF162)

25 January 2012

- Hillier Way Car Park and North Walls Park Access Road – Options for Parking Control (WTF166)
- Winchester Market Update (CAB2274 & WTF168)
- Core Grant Allocations for 2012/13 (WTF164)
- Winchester Town Account Budget 2012/13 (WTF165)
- Vision for Winchester Town (WTF167)
- Safer Neighbourhood Panel Update (Oral Report)

21 March 2012

- Theatre Royal Presentation (Oral Report)
- North Walls Skate Park (WTF169)
- Tree Survey Officer (WTF170)
- Hockley Viaduct Update (Oral Report)
- Queen Elizabeth II Commemorative Fields (CAB2303)
- Vision for Winchester (Oral Report)
- Safer Neighbourhood Panel – Update (Oral Report)

Appendix 4

Issues Previously Considered by the Forum at its Public Meetings

To date, the Forum has considered:

- Planning and Housing: 7 November 2002
- Traffic and Parking (including public transport): 23 January 2003
- Youth Issues: 13 March 2003
- Broadway/Friarsgate: 7 April 2003
- Housing Issues: 17 July 2003
- Older Persons Issues: 1 September 2003
- Parking Issues: 17 November 2003
- Community Safety: 12 February 2004
- Modern Architecture and Historic Towns: 11 March 2004
- Vision for Winchester: 22 July 2004
- Street Cleaning and Repairs: 2 September 2004
- Vision for Winchester: 4 November 2004
- Air Quality; 1 February 2005
- Broadway/Friarsgate; 28 February 2005
- Heritage Issues; 11 April 2005
- Evening Economy; 11 May 2005
- Is Winchester Good for Business? 3 November 2005
- Managing the Environment in Winchester; 9 March 2006
- Putting Winchester on the Map – Creating a Higher Global Profile (Tourism); 21 June 2006
- Life for Young People in Winchester; 22 January 2007
- Creative Winchester; 7 March 2007
- Vision for Winchester; 13 March 2007
- Sports Provision in Winchester, 4 February 2008
- Relocation of Winchester Crown Post Office; 6 March 2008
- Winchester University Masterplan; 24 February 2009
- Homelessness in Winchester: 28 October 2009 (Trinity)

Notes of all these meetings can found at:

<http://www.winchester.gov.uk/General.asp?id=468>