

REPORT TITLE: ANNUAL APPOINTMENTS TO CABINET INFORMAL GROUPS  
AND FORA 2021/22

25 MAY 2021

REPORT OF CABINET MEMBER: LEADER AND CABINET MEMBER FOR  
COMMUNICATIONS – CLLR LUCILLE THOMPSON

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WARD(S): GENERAL

PURPOSE

To make appointments that are required to be made to Cabinet Informal Groups and other informal forums to which Cabinet has previously made appointments for 2021/22. Nominations have been requested from Group Leaders in advance of the meeting.

As this report has been prepared in advance of the Annual Council meeting on 19 May 2021, references to Cabinet Members and their responsibilities are based on arrangements agreed for 2020/21.

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 PLAN OUTCOME

- 1.1 Annual consideration of appointments made to cabinet committees and Informal 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 arranging and supporting meetings.

### 3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The authority to take the decisions set out in this report are pursuant Part 3.2 of the council constitution and the Local Government Acts 1972 and 2000 and the Localism Act 2011.

### 4 WORKFORCE IMPLICATIONS

- 4.1 The Democratic Services team is resourced to enable proper support to the bodies referred to, although the level of support provided might need to be reviewed following staffing changes.

### 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 ASSESSEMENT

- 8.1 The Council must appoint nominees that represent as far as possible the diverse nature of the local community.

### 9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

10 RISK MANAGEMENT

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
<i>Property - n/a</i>		
<i>Community Support Potential for lack of community support.</i>	<i>Those bodies referred to in this report that meet in public normally have provision for public participation.</i>	Transparency of the decision making enables greater certainty of a decision and decision maker for the community.
<i>Timescales – n/a</i>		
<i>Project capacity – n/a</i>		
<i>Financial / VfM – n/a</i>		
<i>Legal</i> Potential for decisions to be made outside of delegated authority and the decision to be successfully challenged	<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>	To ensure certainty and clear lawful decision making.
<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 CAB3299 elsewhere on the agenda.
- 11.2 In March 2020, Cabinet agreed to establish a Local Plan Advisory Group with cross-party membership as set out in Appendix A. It met on 16 March 2020 and agreed terms of reference as set out [here](#).
- 11.3 Three Open Fora were also established in 2019/20 to provide input into the Council's regeneration projects:
- a) [Station Approach Open Forum](#);
  - b) [Winchester Sports and Leisure Centre Open Forum](#);
  - c) [Central Winchester Regeneration Open Forum](#).
- 11.4 The terms of reference of the three development fora (ie Kings Barton Forum, West of Waterlooville Forum and North Whiteley Development Forum) are

currently under review and a further report will be submitted to Cabinet and the Fora in due course.

- 11.5 Formal Cabinet committees can be appointed with membership drawn from the Cabinet only and can be given delegated powers to make decisions. It has been the practice in previous years to include a standing list of non-Cabinet Members as non-voting invited representatives. No Cabinet Committees have been appointed for the past two years.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 Not to consider making changes to any appointments. This was rejected as it is usual practice at the start of the new municipal year to consider whether any changes are required following the annual council meeting.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3232 – Annual appointments to Cabinet Informal Group & Fora 2019/20

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
<p><b>LOCAL PLAN ADVISORY GROUP</b></p>	<p>This Advisory Group was established in March 2020, Cabinet agreed to establish a Local Plan Advisory Group with cross-party membership and terms of reference as set out <a href="#">here</a>.</p> <p><b>Recommended seven Members appointed:</b></p> <ul style="list-style-type: none"> <li>• <b>Three Cabinet Members (one to be the Chairperson);</b></li> <li>• <b>Two other Liberal Democrat Group members;</b></li> <li>• <b>Two Conservative Group members.</b></li> </ul>
<p><b>STRATEGIC ASSET PURCHASE SCHEME BOARD</b></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"> <li>• Leader of the Council</li> <li>• Cabinet Member with responsibility for Finance</li> <li>• Cabinet Member with responsibility for Estates</li> <li>• Cabinet Member with responsibility for Business</li> <li>• Finance Manager (Capital &amp; Treasury)</li> <li>• Corporate Head of Housing</li> <li>• Corporate Head of Asset Management</li> <li>• Strategic Director: Place</li> <li>• Section 151 Officer – final approver of the purchase</li> </ul>

<b>NAME OF BODY</b>	<b>NUMBER OF MEMBERS REQUIRED &amp; ANY RESTRICTIONS</b>
<b>TREASURY INVESTMENT GROUP</b>	<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"> <li>• Finance Manager (Capital And Treasury)</li> <li>• Cabinet Member (with responsibility for Finance)</li> <li>• One Other Cabinet Member</li> <li>• Chair Of The Audit &amp; Governance Committee</li> <li>• One other Member from the Administration of the Council from the Audit &amp; Governance Committee</li> <li>• Shadow Cabinet Member</li> </ul> <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 Cabinet Member (with responsibility for Finance), the Chair of the Audit &amp; Governance Committee, the Finance Manager and one further member from the TIG, be consulted with when making an investment decision.</p>
<b>KINGS BARTON FORUM</b>	This Forum was established in 2012/13 and its terms of reference are

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
	<p>available on the Council's website <a href="#">here</a></p> <p>The Forum met three times in 2020/21 with Winchester City Council membership as follows: Councillors Rutter (Chairperson), Godfrey, Horrill, Learney, former councillor Porter, Prince, Scott and Weir (Deputies: former councillors Hutchison and Mather).</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> <li>• Hampshire County Council – 2 plus deputies</li> <li>• Headbourne Worth Parish Council – 1 plus deputy</li> <li>• Littleton &amp; Harestock Parish Council – 1 plus deputy</li> </ul> <p>Can be cross-party membership. <b>Recommend eight WCC Councillors (including the Chairperson), plus one deputy for each political group.</b></p>
<p><b>WEST OF WATERLOOVILLE FORUM</b></p>	<p>The Forum's terms of reference are available on the Council's website <a href="#">here</a>:</p> <p>The Forum met twice in 2020/21 with Winchester City Council membership as follows: Councillors Clear (Chairperson), Brook, Cutler and Read (Deputies: Evans and Weston).</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> <li>• Havant Borough Council – 4</li> <li>• Hampshire County Council – 2</li> <li>• Parish Council of Newlands – 2</li> </ul> <p>Can be cross-party membership. <b>Recommended four WCC Members with two deputies.</b></p>
<p><b>NORTH WHITELEY DEVELOPMENT FORUM</b></p>	<p>This Forum was established at Cabinet on 9 December 2009 and its terms of</p>

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
	<p>reference are available on the Council’s website <a href="#">here</a>:</p> <p>The Forum met twice in 2020/21 with Winchester City Council membership as follows: Councillors Vivian Achwal (Chairperson), Bentote, Evans, Gemmell, Lumby and Miller.</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> <li>• Fareham Borough Council – 1 plus deputy</li> <li>• Eastleigh Borough Council – 1</li> <li>• Hampshire County Council – 2</li> <li>• Curdridge Parish Council – 1</li> <li>• Whiteley Town Council – 1 plus deputy</li> <li>• Botley Parish Council – 1 plus deputy</li> </ul> <p>Can be cross-party membership. <b>Recommended 6 WCC Members with 2 deputies.</b></p>
<p><b>CENTRAL WINCHESTER REGENERATION OPEN FORUM</b></p>	<p>This Open Forum was established in 2019/20 and met once in 2020/21.</p> <p>The membership for 2020/21 was Councillors Learney (Chairperson), Gordon-Smith, Horrill, former councillors Hutchison and Mather (deputy: McLean).</p> <p><b>Recommended 5 Members – Cabinet Member with responsibility for CWR project (Chairperson) and 4 other members (2 from each political group) and one deputy from each group if required.</b></p>
<p><b>STATION APPROACH OPEN FORUM</b></p>	<p>This Open Forum was established in 2019/20 and has met on one occasion, with no meetings held in 2020/21.</p>



NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
	<p>The membership for 2020/21 was Councillors Weir (Chairperson), Bronk, Godfrey, Miller and Tod.</p> <p><b>Recommended 5 Members – Cabinet Member with responsibility for Station Approach project (Chairperson) and 4 other members (2 from each political group).</b></p>
<p><b>WINCHESTER SPORTS AND LEISURE PARK OPEN FORUM</b></p>	<p>This Open Forum was established in 2019/20 and met on three occasions in 20/21.</p> <p>The membership for 2020/21 was Councillors Prince (Chairperson), Bentote, Griffiths, Laming and McLean</p> <p><b>Recommended 5 Members – Cabinet Member with responsibility for Leisure Park project (Chairperson) and 4 other members (2 from each political group) and one deputy from each group if required.</b></p>