

REPORT Title: ANNUAL APPOINTMENTS TO EXTERNAL BODIES 22/23

24 MAY 2022

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

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WARD(S): GENERAL

PURPOSE

To make appointments that are required to be made to external bodies for 2022/23 by Cabinet. Nominations have been requested from Group Leaders in advance of the meeting.

Three bodies are appointed by the Scrutiny Committee and these are included in the list at Appendix B for information only.

As this report has been prepared in advance of the Annual Council meeting on 18 May 2022, references to Cabinet Members and their responsibilities are based on arrangements agreed for 2021/22.

RECOMMENDATIONS:

1. That appointments be made to the vacancies detailed in Appendix A of the Report.
2. That representatives be reminded of their responsibilities whilst representing the Council on an external organisation, as summarised in Paragraphs 11.6 – 11.9 of the report and in the [Guidance regarding serving on Outside Bodies](#).

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 Councillor representation on external bodies is a key part of the role of the elected member. This enables close partnership working, sharing knowledge and information with organisations with a view to tackling climate change, providing housing, promoting the local economy and working to improve the health and happiness of the community.

2 FINANCIAL IMPLICATIONS (to be reviewed by s151 officer)

- 2.1 Any travel expenses can be met within the existing Members' Allowances Scheme.

3 LEGAL AND PROCUREMENT IMPLICATIONS (to be reviewed by Monitoring officer)

- 3.1 Appointments to Outside Bodies is governed by specific legislation (such as the establishment of joint committees under Section 101 of the Local Government Act 1972 and appointments made under S102 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012, issued under sections 9EA, 9EB and 105 of the Local Government Act 2000).

- 3.2 In some cases the arrangements may be governed by quite a formal framework such as an Inter borough agreement, which specifies the office holder who will represent the Council. Where there are no specific provisions arrangements for representation may be made under Section 1 of the Localism Act 2011 which provides local authorities with the power of general competence.

4 WORKFORCE IMPLICATIONS

- 4.1 None directly.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None.

6 CONSULTATION AND COMMUNICATION

- 6.1 Vacancies advertised to all Members to allow cross-party nominations. Member appointments are published on the [council's website](#).

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 None.

8 PUBLIC SECTOR EQUALITY DUTY

8.1 The Council considers the appointment of 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

Risk	Mitigation	Opportunities
Financial Exposure		
Exposure to challenge	Risk of potential conflicts of interest mitigated by regard to guidance provided in the Constitution and/or seeking advice.	To ensure certainty and clear lawful decision making
Innovation		To share good practice from other organisations across the City Council
Reputation		To promote the City Council with partners
Achievement of outcome		
Property		
Community Support – potential for lack of community support	<i>Appropriate Councillor representation on outside bodies is undertaken as part of their wider community roles</i>	Transparency of the decision making enables greater certainty of a the decision and decision maker for the community
Timescales		
Project capacity		
Other		

11 SUPPORTING INFORMATION:

11.1 Appendix A sets out all the appointments to external organisations that are required to be made for 2022/23. For completeness, it also includes a note of other external organisations where an appointment is not required at this time.

11.2 The Monitoring Officer has authority, in consultation with the Member, to appoint a deputy – where this is not included in the automatic nomination above, and where this is acceptable to the external organisation concerned.

- 11.3 A complete list of current Council appointments to external organisations is available on the Council's Website [here](#).

New Organisations onto the Council's Nominations List

- 11.4 In May 2016, Cabinet also agreed criteria for accepting new organisations onto the Council's nominations list as follows:

Any new organisations accepted for nominations should be characterised in one of the following ways:

a) An organisation in which the Council is investing funds: the nomination will help to ensure that these funds are being deployed appropriately, and that the organisation is properly governed and run in order to achieve this;

Or

b) An organisation that is considered by Members to be of significant direct benefit to the Council or to the community of the District, in terms of opportunities for networking, funding, information gathering, partnership working, sharing of best practice, public reputation, lobbying or other corporate interests.

Or

c) An organisation that is considered by Members to provide services or have influence over a large part of the Winchester District and has the potential to affect the lives of large numbers of residents and businesses as a result.

- 11.5 In addition, the Monitoring Officer has authority to review the applications for inclusion on the list and to put forward to Group Managers any requests which are considered to meet this criterion.

11.6 PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee

The Council is entitled to nominate to this Joint Committee because the authority undertakes civil parking enforcement, and there is a statutory requirement for civil enforcement authorities to make provision for independent adjudication for appeals against civil traffic penalties.

Joint Committee meetings are held annually in July in Westminster, London with the next meeting scheduled for 12 July 2022. At the annual meeting, the Joint Committee establishes an Executive Sub Committee which meets in January and October. The Council's nominated representative will have the opportunity to serve on that sub-committee should they wish.

There are no specific requirements for nominees except for being a Councillor, however PATROL advise that they generally have an involvement in transport or environmental matters.

It is therefore proposed that the appointment be an automatic one to the Cabinet Member with responsibility for transport/parking.

Responsibilities of Council Representatives

- 11.7 Members who take on the role of the Council's nominated representative on an external body should have regard to the likely time commitments that this may have. As a minimum, this should include regular attendance at board meetings (or the equivalent strategic meetings arranged by the organisation).
- 11.8 An effective representative will seek to build the relationship between the Council and the external organisation. This is likely to include:
- Providing regular feedback to the appropriate Cabinet Member and officers, particularly where there may be an emerging concern for the Council or the wider District
 - Providing information about the Council and the way it operates (e.g. grants, contacts for officers, relevant consultation activities, new policies)
 - Encouraging partnership working with other organisations and with the Council
 - Attending Member training relating to appointments to external bodies to develop knowledge and understanding of the role
 - Attending Member training (or other events/meetings) on topics which are relevant to the appointment
 - Attending suitable sessions run by the organisation outside board meetings to gain a fuller understanding of the organisation's work (eg visiting a community facility during the day to see it 'in action', supporting special events or open days)
- 11.9 It is recognised that Members often have many other commitments, and these should be considered before accepting a new appointment. When a Council Representative does not fulfil the role effectively, there is potential for reputational damage at both a political and a corporate level.
- 11.10 It is important that Members understand the distinction between the different types of appointment, such as trustee or observer, as this will affect the way they fulfil their duties and the nature of the decisions that they may be asked to make. There is guidance in the [Guidance regarding serving on Outside Bodies](#).
- 11.11 The lead officer for each group is also shown on the table. This provides a ready point of contact for the member representative. The officer lead will be working closely with the organisation throughout the year particularly with those in receipt of significant Council funding.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 To not make appointments for 22/23. However, this option was rejected because representation on outside bodies is a key element of Members' roles.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3233 – Annual Appointments to External Bodies 2020/21

Other Background Documents:-

None.

APPENDICES

Appendix A: List of Council appointments to external organisations

Appendix B: List of Council appointments to external organisations to be made by Scrutiny Committee (for information)

List of WCC appointments to external organisations*

**Only organisations listed in red (italic) text require appointment at this time.*

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead Officer</u>
<i>The Carroll Centre Board of Trustees</i>	<i>1 representative (Observer to the Board of Trustees) (& 1 deputy if required) Previously Councillor Becker (deputy: Cllr Tod)</i>	<i>3 years (until May 2025)</i>	Steve Lincoln
Citizens Advice Winchester District	1 representative (Observer) Currently Councillor Clear	3 years (until May 2024)	Susan Robbins
<i>Hampshire & IOW Association of Local Authorities (HIOWA)</i>	<i>2 representatives - Leader and Deputy Leader</i>	<i>1 Year</i>	Laura Taylor
<i>HCC Annual Meeting regarding public transport issues</i>	<i>1 representative – Cabinet Member with responsibility for Transport</i>	<i>1 Year</i>	Andy Hickman
<i>Hampshire Cultural Trust</i>	<i>1 Trustee – Cabinet Member with responsibility for Culture 1 Observer – previously Cllr Laming</i>	<i>1 Year</i>	Susan Robbins
<i>Hampshire Homechoice Board</i>	<i>1 representative (Board Member) – Cabinet Member with responsibility for Housing</i>	<i>1 year</i>	Gillian Knight
<i>Hampshire Rural Forum</i>	<i>1 representative (Forum Member) – Cabinet Member with responsibility for the Economy</i>	<i>1 year</i>	Andrew Gostelow
Hospital of St Cross & Almshouses of Noble Poverty	1 Nominative Trustee- Currently former councillor Mather	4 years (until May 2024)	Susan Robbins/Steve Lincoln
<i>Intergr8 CIC at Unit 12</i>	<i>1 representative - Observer (Cabinet Member with</i>	<i>3 years (confirmed)</i>	Steve Lincoln

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead Officer</u>
	<i>responsibility for the Economy)</i>	<i>annually)</i>	
<i>Play to the Crowd (formerly Live Theatre Winchester Trust Ltd)</i>	<i>1 Observer Previously Cllr Achwal</i>	<i>3 years (until May 2025)</i>	Susan Robbins
<i>Local Government Association</i>	<i>2 representatives - Leader and Deputy Leader</i>	<i>1 year</i>	Laura Taylor
<i>PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee</i>	<i>1 representative (Cabinet Member with responsibility for transport/parking)</i>	<i>1 year</i>	Andy Hickman
<i>Partnership for South Hampshire (PfSH) Joint Committee</i>	<i>1 representative plus deputy – Leader and Deputy Leader</i>	<i>1 year</i>	Laura Taylor/Simon Finch
<i>Police and Crime Panel</i>	<i>1 representative plus deputy (if required) (Panel Member) Currently Cllr Power (deputy Cllr Clear)</i>	<i>4 years (until May 2025)*to be confirmed annually</i>	Sandra Tuddenham
<i>Portsmouth Water Customer Forum</i>	<i>1 representative (member of customer challenge group) Previously Cllr Brook</i>	<i>3 years (until May 2025)</i>	Andy Hickman
<i>Project Integra Management Board</i>	<i>1 representative plus deputy (if required) (Board Members) – Cabinet Member with responsibility for Waste Must be Cabinet Members Previously Cllr Tod (deputy Cllr Cutler)</i>	<i>1 year</i>	Campbell Williams
<i>River Hamble Harbour Management Committee</i>	<i>1 representative (voting committee member) plus deputy</i>	<i>4 year appointment to coincide</i>	Andy Hickman

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead Officer</u>
	<i>Currently Cllr Pearson (deputy Cllr Miller)</i>	<i>with HCC elections (until May 2025) *to be confirmed annually</i>	
South Downs National Park Authority	1 Member of SDNPA (voting as member of the SDNPA & not their appointing body) Must be a WCC Councillor Currently Cllr Evans.	4 years (until May 2023)	Julie Pinnock
<i>South East Employers</i>	<i>1 representative – previously automatic appointment for Chair of Audit & Governance Committee (as a representative or if elected as an Executive Committee member)</i>	<i>1 year</i>	Rob O'Reilly
<i>South East Employers – Councillors' Local Democracy and Accountability Network</i>	<i>Up to 2 representatives No specific requirements Previously Cllrs Power & Pearson</i>	<i>1 year</i>	Karen Vincent
<i>South East England Councils (SEEC)</i>	<i>1 representative plus deputy – Leader & Deputy Leader</i>	<i>1 year</i>	Laura Taylor
<i>Southampton International Airport Consultative Committee</i>	<i>2 representatives plus 2 deputies (Panel Members) Cabinet Member with responsibility for Transport plus 1 other rep. and 2 deputies Previously Cllrs Tod & Bronk (deputies Cllrs Cook & Edwards)</i>	<i>1 year</i>	David Ingram
St John's Winchester Charity	1 nominated trustee Currently Cllr Learney	3 years (until Feb 2023)	Gillian Knight
<i>Streetreach</i>	<i>1 representative (Observer)</i>	<i>3 years (until</i>	Gillian Knight

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead Officer</u>
	<i>Previously Cllr Learney</i>	<i>May 2025)</i>	
<i>Tourism South East</i>	<i>1 representative – Cabinet member with responsibility for Tourism</i>	<i>1 year</i>	<i>Rachel Gander</i>
<i>Trinity Winchester</i>	<i>3 representatives (Advisory Committee Members) Cabinet Member with responsibility for Housing plus 2 additional Councillors (previously Cllrs Scott and former councillor Weir)</i>	<i>3 years (until May 2025)</i>	<i>Charlotte Quinn</i>
<i>WinACC</i>	<i>1 Company Director & Charity Trustee – Cabinet Member with responsibility for Environment</i>	<i>1 year</i>	<i>Steve Lincoln</i>
<i>Winchester Business Improvement District (BID)</i>	<i>1 representative – Cabinet Member with responsibility for Economy</i>	<i>1 year</i>	<i>Susan Robbins</i>
<i>Winchester Charity School Education Foundation</i>	<i>2 trustees Previously Cllrs Ferguson and Achwal</i>	<i>3 years (until May 2025)</i>	<i>David Blakemore</i>
<i>Winchester Churches Night Shelter</i>	<i>1 representative (Board member) – Cabinet Member with responsibility for Housing</i>	<i>3 years (confirmed annually)</i>	<i>Charlotte Quinn</i>
<i>Winchester District Board of the Council for the Protection of Rural England (CPRE)</i>	<i>1 representative (Co-opted non-voting member of Planning & Policy Group) Previously Cllr Pearson</i>	<i>3 years (until May 2025)</i>	<i>Simon Finch</i>
<i>Winchester Excavations Committee</i>	<i>1 corporate trustee Previously Cllr Clear</i>	<i>3 years (until May 2025)</i>	<i>Susan Robbins</i>
<i>Winchester Housing Trust</i>	<i>1 Director plus 1 Observer Previously Cllr Learney (Observer Cllr Rutter)</i>	<i>2 years (until May 2025)</i>	<i>Gillian Knight</i>
<i>Winchester Road Safety</i>	<i>1 representative</i>	<i>1 year</i>	<i>Andy Hickman</i>

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead Officer</u>
<i>Council</i>	<i>Previously Cllr Westwood</i>		
<i>Winchester Sports Stadium Management Committee</i>	<i>2 representatives (1 must be Cabinet Member with responsibility for Sport) Previously Cllrs Clear & Laming</i>	<i>1 year</i>	<i>Calum Drummond</i>
<i>Winchester Welfare Charities</i>	<i>2 trustees – vacancy for one trustee Previously Cllr McLean (until May 2022) Cllr Power is the other trustee (until May 2024)</i>	<i>4 years (until May 2026)</i>	<i>Sally Lawrence</i>

List of WCC appointments to external organisations to be made by Scrutiny Committee (for information only)

<u>Organisation</u>	<u>Number of representatives (deputies shown in brackets) and any specific requirements for representatives</u>	<u>Length of appointment</u>	<u>Lead officer</u>
Centre for Public Scrutiny (CfPS) – Scrutiny Champions Network	1 representative Previously Cllr Brook.	1 year – to be appointed by Scrutiny Committee	David Blakemore
Portsmouth City Council – Health Overview & Scrutiny Panel	Previously former councillor Bentote (deputy Cllr Read)	1 year – to be appointed by Scrutiny Committee.	David Blakemore
PfSH Overview & Scrutiny Committee	1 representative plus deputy Previously former councillor Bentote (deputy Cllr Horrill)	1 year – to be appointed by Scrutiny Committee	Laura Taylor/Simon Finch