

REPORT TITLE: ANNUAL APPOINTMENTS TO CABINET COMMITTEES,
INFORMAL GROUPS AND FORA 2024/25

22 MAY 2024

REPORT OF CABINET MEMBER: CLLR MARTIN TOD, LEADER AND CABINET
MEMBER FOR ASSET MANAGEMENT

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WARD(S): ALL

PURPOSE

To make appointments that are required to be made to Cabinet Committees in addition to the Cabinet Informal Groups and other fora for 2024/25. 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 15 May 2024, references to Cabinet Members and their responsibilities are based on arrangements agreed for 2023/24.

In addition, the report seeks the appointment to several Member Champion roles.

RECOMMENDATIONS:

1. That Cabinet considers the appointment to bodies listed in Appendix A to the Report and determines the membership thereof.
2. That Cabinet appoint to the roles of:
 - a) Equality, Diversity and Inclusion Member Champion; and
 - b) A Cabinet Member be appointed as Lead Member for Equality, Diversity and Inclusion (paragraph 4.3 refers).
3. That Cabinet appoint a current Councillor(s) to act as a "Sanctuary Champion(s)" from the nomination(s) received (paragraph 4.1 refers).

4. That Cabinet appoint a current Councillor to act as “Armed Forces Champion” from the nomination(s) received (paragraph 4.2 refers).
5. That the good work of the Whiteley Forum is noted and that the six month trigger for dissolution of the forum has been reached and terms of reference are to be agreed with the Whiteley Town Council for ongoing public engagement during the continued development in the area.

IMPLICATIONS:

1. Cabinet Committees

- 1.1 The terms of reference of the three Cabinet Committees were reviewed as part of the recent review of the Council's constitution. The delegated and referred matters were revised to ensure consistency of approach across all three committees. The revised terms of reference can be found in Part 3.2 of the [Council's constitution](#).
- 1.2 In respect of the Cabinet Committee: Regeneration, two projects have been identified as within its remit – Central Winchester Regeneration and Station Approach.
- 1.3 Appendix A to the Report sets out the requirements for these cabinet committees and any restrictions that these have. It is anticipated that these cabinet committees will continue and three meetings of each have been scheduled for the Cabinet Committee: Housing and Cabinet Committee: Regeneration. Meetings of the Cabinet Committee: Local Plan will continue to be scheduled as required.
- 1.4 Formal Cabinet committees can be appointed with membership drawn from the Cabinet only and can be given delegated powers to make decisions. The terms of reference also include provision for four non-voting members to attend and offer views.

2. Open fora

- 2.1 There is currently one open forum - the Carbon Neutrality Open Forum – and it proposed that this will continue.

3 Major Development Area Fora

- 3.1 The council hosts Major Development Area Fora – Kings Barton Forum, West of Waterlooville Forum and North Whiteley Development Forum. The purpose of these meetings are to enable residents to engage directly with the council, any local town or parish council and the developer. However, the developments are in various stages of build out, and new governance structures have been put in place with a Parish Council at Waterlooville and the recent governance review completed at Whiteley.
- 3.2 The recent Constitution Review considered the possible dissolution of the area committees and agreed that they continue until adequate governance was in place with a minimum of six months' notice for dissolution taking into account the view of local ward councillors. Article 10 of the revised constitution was amended to make specific reference to the Fora and the mechanism for their dissolution.

- 3.3 Kings Barton – It is proposed that the forum continues in 2024/5. There are 562 completions (March 2024) and advice to the forum on 14 March 2023 was that a governance review should not take place until approximately 40% of the emerging community is in occupation. Based on current trajectory this is not likely to be reached until 2026. Consideration would be given to a 2025 review (but not before) subject to housing completion numbers and resources.
- 3.4 North Whiteley – The governance review for North Whiteley was completed in January 2023 (CL167). Whiteley Town Council has been confirmed as the local parish body taking on parish council responsibilities for the MDA area from 1 April 2023. The 6 month notice period for dissolution of the forum has been triggered and it is anticipated that the North Whiteley Forum will operate for a part year whilst discussion is underway with the Town Council to discuss how they will take forward the governance of the MDA including appropriate terms of reference. The future of the forum was discussed at the Whiteley Forum on 11 December 2023 and 15 February 2024.
- 3.5 West of Waterlooville – This MDA crosses both Winchester City Council and Havant Borough Council area. The governance review has been completed and from 1 April 2019 Newlands Parish Council was established as the new local parish. Havant Borough Council do not have parish councils, and therefore the part of the MDA in Havant’s area is not represented by a parish council. This has resulted in discussion about how best to hand over local governance to Newlands Parish Council for the Winchester part of the MDA. In addition Havant Borough Council are commencing a regeneration programme of Waterlooville Town Centre which presents an opportunity for local governance as part of the regeneration of the Town Centre. It is therefore proposed to review the governance in Partnership with Havant Borough Council during this municipal year.

4 Member Champion roles

4.1 Sanctuary Champion(s)

This role was established following a notice of motion from Councillor Tippet-Cooper to Council on 12 January 2022.

In 2023/24, Councillor Tippet-Cooper was appointed as “Sanctuary Champion”.

Cabinet are asked to confirm the name of the “Sanctuary Champion” for 2024/25 from the nominations received. It is proposed that this appointment be reviewed annually.

4.2 Armed Forces Champion

The Council has previously appointed an “Armed Forces Champion” with Councillor Laming appointed in 2023/24.

Cabinet are asked to confirm the name of the Armed Forces Champion from nomination(s) received. It is proposed that this appointment be reviewed annually.

4.3 Equality, Diversity and Inclusion Member Champion

Following consideration of the Public Sector Equality Duty at Cabinet on 25 January 2022 (report CAB3331 refers), Cabinet agreed to the appointment of Members to the following roles:

- i. Lead Cabinet Member
- ii. Member Champion.

In 2023/24, the following member was appointed:

- i. Lead Cabinet Member –Councillor Becker;
- ii. Equality, Diversity and Inclusion Member Champion – Councillor Reach

Cabinet are asked to confirm the names of the Member Champion and Lead Cabinet Member from nominations received.

5 OTHER OPTIONS CONSIDERED AND REJECTED

- 5.1 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:-

CAB3404 – Annual appointments to Cabinet informal groups etc 23/24

Other Background Documents:- None.

APPENDICES:

Appendix A – List of internal appointments to be made by Cabinet 24/25

| NAME OF BODY | NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS |
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| CABINET COMMITTEE: LOCAL PLAN | <p>The Committee's terms of reference and membership are set out in Part 3.2 of the Council's constitution.</p> <p>Meetings will arranged on an ad hoc basis and be held in the Walton Suite with a usual start time of 10.00am. Usual visiting councillor and public participation protocols will apply.</p> <p>The membership for 2023/24 was: Cabinet Members – Councillors Porter (Chairperson), Learney & Tod Non-voting members – Councillors Horrill, Laming, Lee, Read and Williams.</p> <p>Recommended 3 voting members – Cabinet Member with responsibility for the local plan (Chairperson) and 2 other Cabinet members. Plus five non-voting members.</p> |
| CABINET COMMITTEE: REGENERATION | <p>The Committee's terms of reference and membership are set out in Part 3.2 of the Council's constitution.</p> <p>Meetings will be held in the Walton Suite beginning at 10.00am and have been scheduled for <u>18 June</u> (moved from 5 June), 2 October 2024 and 29 January 2025. Usual visiting councillor and public participation protocols will apply.</p> <p>The membership for 2023/24 was: Cabinet members - Councillors Tod (Chairperson), Cutler, Learney and Thompson Non-voting members - Councillors Bolton, Cramoysan, Edwards & Godfrey</p> <p>Recommended 4 voting members – Cabinet Member with responsibility for CWR project (Chairperson) and 3 other Cabinet members. Plus four non-voting members.</p> |

| NAME OF BODY | NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS |
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| CABINET COMMITTEE: HOUSING | <p>The Committee's terms of reference and membership are set out in Part 3.2 of the Council's constitution.</p> <p>Meetings will be held in the Walton Suite beginning at 10.00am and have been scheduled for 8 July, 5 November 2024 and 3 February 2025. Usual visiting councillor and public participation protocols will apply.</p> <p>The membership for 2023/24 was: Cabinet Members – Councillors Westwood (Chairperson), Becker & Cutler Non-voting members – Councillors Batho, Horrill, Miller & Rutter TACT representatives – David Chafe & Monica Gill (deputy – Julian Perkins)</p> <p>Recommended 3 voting members – Cabinet Member with responsibility for housing (Chairperson) and 2 other Cabinet members. Plus four non-voting members and 2 TACT representatives (the latter to be nominated by the TACT board).</p> |

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| <p>TACT BOARD</p> | <p>The TACT board was established by Cabinet Committee: Housing on 5 February 2024 (report CAB3434(H) refers).</p> <p>The stated purpose of the board was to -</p> <ul style="list-style-type: none"> • Challenge performance and drive improvements • To hold service and council to account • Learns from experience and knowledge of residents and independent experts <p>It was agreed to consist of 8 members as follows:</p> <ul style="list-style-type: none"> • Cabinet Member with responsibility for housing • Principal opposition member for housing • Two independents (non-councillors) • Four residents <p>Cabinet is asked to confirm the names of the Cabinet Member and opposition party member.</p> |
| <p>CARBON NEUTRALITY OPEN FORUM</p> | <p>This Open Forum was established in 2020/21 and has met three times in 2023/24.</p> <p>It was chaired by the Cabinet Member for Climate Emergency. It was agreed that other councillors and representatives of external partner organisations will form a panel at each meeting to present and take part in the debate.</p> <p>The membership for 2023/24 was Councillor Learney.</p> <p>Recommended one Member – Cabinet Member with responsibility for Climate Change (Chairperson) and a panel of other members and external organisations to be invited depending on the subject matter of the meeting.</p> |

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| <p>EQUALITY, DIVERSITY AND INCLUSION FORUM</p> | <p>The Forum was established by Cabinet in June 2022 (report CAB3343 refers). It was agreed the chair of the Forum would in the first instance be nominated by Cabinet and the group would consist of the shadow Cabinet Member and one representative from each of the other political groups, the Cabinet Member for ED&I the Member Champion for ED&I and lead officers for this area at the council.</p> <p>The membership for 2023/24 was Councillors Becker (Chairperson), S Achwal, Reach, Isaacs, Brook and Wallace</p> <p>Recommended 6 Members – Cabinet Member for ED&I, Member Champion for EDI, principal opposition group member and one representative from each political group.</p> |
| <p>WINCHESTER SPORT & LEISURE PARK ADVISORY BOARD</p> | <p>This advisory board was established in 2020/21 the board meets three/four times a year. This is not a public meeting; it is for partners to come together and review performance.</p> <p>The membership for 2023/24 was Councillors Becker (Chairperson), Prest, Reach and Kurn.</p> <p>Recommended appoint:</p> <ul style="list-style-type: none"> i. Nominated Cabinet Members (including Cabinet Member with responsibility for WSLP as chairperson) ii. Relevant Ward Councillor(s) iii. Principal opposition group member for sport (non-voting) iv. Representative of the University (non-voting) v. Representative of the Pinder Trust (non-voting) vi. Two officers from Winchester City Council (non-voting) – Strategic Director and contract management role vii. A representative from the management contractor (Non-Voting) <p>Recommended 4 Members – Cabinet Member with responsibility for WSLP (chairperson), Principal Opposition group member for sport and 2 relevant ward members.</p> |

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| <p>CENTRAL WINCHESTER REGENERATION (CWR) PROJECT BOARD</p> | <p>Board was established by Cabinet on 7 February 2023 (report CAB3395(R) refers). This is not a public meeting.</p> <p>Proposed membership:</p> <ul style="list-style-type: none"> a) 2 Cabinet Members and 2 members from the Executive Leadership Board, for the council b) 4 relevant project directors from the development partner c) Ex officio members may be included as appropriate (for example, legal or finance colleagues) |
| <p>STRATEGIC ASSET PURCHASE SCHEME BOARD</p> | <p>Board was established by Cabinet on 7 December 2016 (Report CAB2872 refers). This is not a public meeting.</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"> • Leader of the Council • Cabinet Member with responsibility for Finance • Cabinet Member with responsibility for Estates • Cabinet Member with responsibility for Business • Service Lead - Finance • Corporate Head of Housing • Corporate Head of Asset Management • Strategic Director • Section 151 Officer – final approver of the purchase |

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| TREASURY INVESTMENT GROUP | <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">• Service Lead - Finance• Cabinet Member (with responsibility for Finance)• One Other Cabinet Member• Chair Of The Audit & Governance Committee• One other Member from the Administration of the Council from the Audit & Governance Committee• Principal opposition group member for finance <p>This is not a public meeting. (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 & Governance Committee, the Service Lead - Finance and one further member from the TIG, be consulted with when making an investment decision.</p> |
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| <p>KINGS BARTON FORUM</p> | <p>This Forum was established in 2012/13 and its terms of reference are available on the Council's website here</p> <p>The Forum met three times in 2023/24 with Winchester City Council membership as follows: Councillors Cramoysan (Chairperson), Batho, Cunningham, Eve, Morris, Porter and Rutter (Deputies: Godfrey & Learney).</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> • Hampshire County Council – 2 plus deputies (last year Councillors Tod and Warwick) • Headbourne Worth Parish Council – 1 plus deputy (last year Councillor Watters) • Littleton & Harestock Parish Council – 1 plus deputy (last year Councillor Tozer) <p>Can be cross-party membership. Recommended six WCC Councillors (including the Chairperson), plus two deputies.</p> |
| <p>WEST OF WATERLOOVILLE FORUM</p> | <p>The Forum's terms of reference are available on the Council's website here:</p> <p>The Forum met twice in 2023/24 with Winchester City Council membership as follows: Councillors Cutler (Chairperson), Brook, Chamberlain and Read (Deputies: V Achwal and Langford-Smith).</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none"> • Havant Borough Council – 4 (including vice-chair) • Hampshire County Council – 2 • Parish Council of Newlands – 2 <p>Can be cross-party membership. Recommended four WCC Members (including chairperson) with two deputies.</p> |

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| NORTH WHITELEY DEVELOPMENT FORUM | <p>This Forum was established at Cabinet on 9 December 2009 and its terms of reference are available on the Council's website here:</p> <p>The Forum met three times in 2023/24 with Winchester City Council membership as follows: Councillors V Achwal (Chairperson), S Achwal, Chamberlain, Pearson, Small and Wallace.</p> <p>In addition to Winchester City Council, membership includes:</p> <ul style="list-style-type: none">• Fareham Borough Council – 1 plus deputy• Eastleigh Borough Council – 1• Hampshire County Council – 2• Curdrige Parish Council – 1• Whiteley Town Council – 1 plus deputy• Botley Parish Council – 1 plus deputy <p>Can be cross-party membership. Recommended 6 WCC Members (including chairperson) with 2 deputies.</p> |
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