

REPORT TITLE: ANNUAL APPOINTMENTS TO OUTSIDE BODIES 2024/25

22 MAY 2024

REPORT OF CABINET MEMBER: COUNCILLOR 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 external bodies for 2024/25 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 15 May 2024, references to Cabinet Members and their responsibilities are based on arrangements agreed for 2023/24.

RECOMMENDATIONS:

1. That Cabinet make appointments 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 1.6 – 1.10 of the report and in the [Guidance regarding serving on Outside Bodies.](#)

1 SUPPORTING INFORMATION:

- 1.1 Appendix A sets out all the appointments to external organisations that are required to be made for 2024/25. For completeness, it also includes a note of other external organisations where an appointment is not required at this time.
- 1.2 The Monitoring Officer has authority, in consultation with the relevant 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.
- 1.3 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

- 1.4 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.

- 1.5 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.

Responsibilities of Council Representatives

- 1.6 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).
- 1.7 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 (e.g. visiting a community facility during the day to see it 'in action', supporting special events or open days).
- 1.8 The recent Constitution Review agreed an addition to Article 4 of the Council's Constitution to require that Council would receive reports at least annually, by way of update on the work of representatives to Outside Bodies where powers are conferred to them by the Council (report AG117 refers). This was agreed to include, but not be exhaustive to, Partnership for South Hampshire and South Downs National Park Authority.
- 1.9 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.
- 1.10 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](#).
- 1.11 The lead officer for each group is also shown on the table at Appendix A. 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.

2 OTHER OPTIONS CONSIDERED AND REJECTED

- 2.1 To not make appointments for 2024/25. However, this option was rejected because representation on outside bodies is a key element of Members' roles.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3405 – Appointments to outside bodies 23/24

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>	Current representative (Observer to the Board of Trustees) is Cllr Becker, with Cllr Wise as deputy, both until May 2025	3 years (appointed May 2022 until May 2025)	Steve Lincoln – Service Lead - Community
<i>Citizens Advice Winchester District</i>	1 representative – Cabinet Member with responsibility for grants (Observer) Previously Cllr Becker	3 years (until May 2027)	Susan Robbins – Corporate Head of Economy & Community
<i>Hampshire & IOW Local Government Association (HLOWLGA)</i>	2 representatives - Leader and Deputy Leader	1 Year	Laura Taylor – Chief Executive
<i>HCC Annual Meeting regarding public transport issues</i>	1 representative – Cabinet Member with responsibility for Transport	1 Year	Andy Hickman – Head of Programme: Place
<i>Hampshire Cultural Trust</i>	1 Trustee – Cabinet Member with responsibility for Culture 1 Observer – previously Cllr Laming	1 Year	Susan Robbins - Corporate Head of Economy & Community
<i>Hampshire Home Choice Board</i>	1 representative (Board Member) – Cabinet Member with responsibility for Housing	1 year	Gillian Knight – Corporate Head of Housing
<i>Hampshire Rural Forum</i>	1 representative (Forum Member) – Cabinet Member with responsibility for the Economy	1 year	Andrew Gostelow Service Lead – Economy & Tourism

<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>Hospital of St Cross & Almshouse of Noble Poverty</i>	<i>1 Nominative Trustee - Previously former Cllr Mather</i>	<i>4 years (until May 2028)</i>	<i>Susan Robbins/Steve Lincoln Corporate Head of Economy & Community/ Service Lead – Community</i>
<i>Unit 12 CIC (formerly Integr8 CIC)</i>	<i>1 representative - Observer (Cabinet Member with responsibility for the Economy)</i>	<i>3 years (confirmed annually)</i>	<i>Steve Lincoln Service Lead - Community</i>
<i>Local Government Association</i>	<i>2 representatives - Leader and Deputy Leader</i>	<i>1 year</i>	<i>Laura Taylor Chief Executive</i>
<i>Partnership for South Hampshire (PfSH) Joint Committee</i>	<i>1 representative plus deputy – Leader and Deputy Leader</i>	<i>1 year</i>	<i>Laura Taylor/Julie Pinnock - Chief Executive/Corporate Head of Planning & Regulatory</i>
<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>	<i>Andy Hickman Head of Programme: Place</i>
<i>Play to the Crowd</i>	<i>1 Observer Currently Cllr Thompson (as Cabinet Member with responsibility for culture)</i>	<i>3 years (until May 2025)</i>	<i>Susan Robbins – Corporate Head of Economy & Community</i>
<i>Police and Crime Panel</i>	<i>1 representative plus deputy (if required) (Panel Member) Currently Cllr V Achwal (deputy Cllr Williams)</i>	<i>4 years (until May 2025)*to be confirmed annually</i>	<i>Sandra Tuddenham Neighbourhood Services & Community Manager</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>
Portsmouth Water Customer Forum	1 representative (member of customer challenge group) Currently Cllr Brook	3 years (until May 2025)	Andy Hickman Head of Programme: Place
<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 Learney (deputy Cllr Tod)</i>	<i>1 year</i>	<i>Campbell Williams Service Lead – Environmental Services</i>
<i>River Hamble Harbour Management Committee</i>	<i>1 representative (voting committee member) plus deputy Currently Cllr V Achwal (deputy Cllr Williams)</i>	<i>4 year appointment to coincide with HCC elections (until May 2025) *to be confirmed annually</i>	<i>Andy Hickman Head of Programme: Place</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 Pett	4 years (from May 2023 until May 2027)	Julie Pinnock Corporate Head of Planning & Regulatory
<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>	<i>Rob O'Reilly Service Lead – Human Resources</i>
<i>South East England Councils (SEEC)</i>	<i>1 representative plus deputy – Leader & Deputy Leader</i>	<i>1 year</i>	<i>Laura Taylor Chief Executive</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>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 Learney & Pett (deputies Cllrs Greenberg & Cook)</i>	<i>1 year</i>	<i>David Ingram Service Lead – Public Protection</i>
St John's Winchester	1 nominated trustee Currently Cllr Learney	3 years (appointed Feb 2023 until Feb 2026)	Gillian Knight – Corporate Head of Housing
Streetreach	1 representative (Observer) Currently Cllr Batho	3 years (appointed May 2022 until May 2025)	Gillian Knight – Corporate Head of Housing
<i>Tourism South East</i>	<i>1 representative – Cabinet member with responsibility for Tourism</i>	<i>1 year</i>	<i>Rachel Gander Tourism Marketing & Development Manager</i>
Trinity Winchester	3 representatives (Advisory Committee Members) – Cabinet Member with responsibility for Housing plus Cllrs Horrill and Tippet-Cooper.	3 years (appointed May 2022 until May 2025)	Charlotte Quinn Housing Options Manager
<i>Venta Living Ltd (the Council's housing company)</i>	<i>Two company directors Currently Cllrs Batho & Pett</i>	<i>1 year</i>	<i>Simon Hendey Strategic Director</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>Welborne Community Forum</i>	<i>One representative. Established by Fareham Borough Council in 2022 with terms of reference as set out on their website. Previously Cllr Chamberlain (deputies Cllrs Cutler & former Cllr Pearson).</i>	<i>1 year</i>	<i>Julie Pinnock Corporate Head of Planning & Regulatory</i>
<i>WinACC</i>	<i>1 Observer – Cabinet Member with responsibility for Environment</i>	<i>1 year</i>	<i>Richard Smith Service Lead – Sustainability and Natural Environment</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 - Corporate Head of Economy & Community</i>
<i>Winchester Charity School Education Foundation</i>	<i>Up to 2 trustees Currently Cllr V Achwal</i>	<i>3 years (until May 2027)</i>	<i>David Blakemore Democratic Services Team Manager</i>
<i>The Winchester Beacon (formerly 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 Housing Options Manager</i>
<i>Council for the Protection of Rural England (CPRE) Hampshire Planning and Policy Committee</i>	<i>1 representative (Co-opted non-voting member of Planning & Policy Group) Currently former Cllr Pearson</i>	<i>3 years (until May 2027)</i>	<i>Julie Pinnock Corporate Head of Planning & Regulatory</i>
<i>Winchester Excavations Committee</i>	<i>1 corporate trustee Currently Cllr Clear</i>	<i>3 years (appointed May 2022 until May 2025)</i>	<i>Daniel Ayres – Historic Environment Team Leader</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>Winchester Housing Trust</i>	<i>1 Observer Previously Cllr Westwood</i>	<i>3 years (May 2027)</i>	<i>Gillian Knight – Corporate Head of Housing</i>
<i>Central Hampshire Road Safety Council</i>	<i>1 representative Previously Cllr V Achwal</i>	<i>1 year</i>	<i>Andy Hickman Head of Programme: Place</i>
<i>Winchester Sports Stadium Management Committee</i>	<i>2 representatives (1 must be Cabinet Member with responsibility for Sport) Previously Cllrs Becker & V Achwal</i>	<i>1 year</i>	<i>Calum Drummond Health Improvement Manager</i>
Winchester Welfare Charities	2 trustees - Currently Cllr Gordon-Smith (until May 2028) and Cllr V Achwal (until May 2026)	4 years	Sally Lawrence Finance Business Partner

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 Governance and Scrutiny, Southeast Regional Network.	1 representative Previously Cllr Brook.	1 year – to be appointed by Scrutiny Committee	David Blakemore Democratic Services Team Manager
Portsmouth City Council – Health Overview & Scrutiny Panel	Previously Cllr V Achwal (deputy Cllr Williams)	1 year – to be appointed by Scrutiny Committee.	David Blakemore Democratic Services Team Manager
PfSH Overview & Scrutiny Committee	1 representative plus deputy Previously Cllr S Achwal (deputy Cllr Batho)	1 year – to be appointed by Scrutiny Committee	Laura Taylor/ Julie Pinnock Chief Executive/Corporate Head of Planning & Regulatory