

REPORT TITLE: ANNUAL APPOINTMENTS TO EXTERNAL BODIES 2019/20

16 MAY 2019

REPORT OF THE LEADER OF THE COUNCIL

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WARD(S): ALL

#### PURPOSE

To make appointments that are required to be made to external bodies for 2019/20 by Cabinet. Nominations will be reported verbally at the meeting.

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

As this report has been prepared in advance of the Annual Council meeting on 15 May 2019, references to Portfolio Holders and Portfolios are based on arrangements agreed for 2018/19.

#### 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 11.8 – 11.11 of the report and in the [Guidance regarding serving on Outside Bodies](#).

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

1.1 Relevant to partnership working to improve health and happiness of the community.

2 FINANCIAL IMPLICATIONS

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

3 LEGAL AND PROCUREMENT IMPLICATIONS

3.1 None directly.

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..

7 ENVIRONMENTAL CONSIDERATIONS

7.1 None.

8 EQUALITY IMPACT ASSESSMENT

8.1 None.

9 DATA PROTECTION IMPACT

9.1 None required.

10 RISK MANAGEMENT

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
<i>Community</i>	<i>Appropriate Councillor representation on outside bodies is undertaken as part of their wider community roles</i>	
<i>Legal</i>	<i>Risk of potential conflicts of interest mitigated by regard to guidance provided in the Constitution and/or seeking advice.</i>	
<i>Innovation</i>		To share good practice from other organisations across the City Council
<i>Reputation</i>		To promote the City Council with partners

## 11 SUPPORTING INFORMATION:

- 11.1 Appendix A sets out all the appointments to external organisations that are required to be made for 2019/20. For completeness, it also includes a note of other external organisations where an appointment is not required at this time.
- 11.2 The Corporate Head of Resources 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, via the following link:  
<http://www.winchester.gov.uk/assets/attach/15819/Outside%20Bodies%20-%202017-18.pdf>

### 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 Corporate Head of Resources has authority to review the applications for inclusion on the list, and putting forward to Group Managers any requests which are considered to meet this criterion.

### Winchester Excavations Committee

- 11.6 The Council has been notified by the Winchester Excavations Committee that it is converting into charitable company limited by guarantee and would wish the Council to take on a role as corporate trustee.
- 11.7 It is considered that the Winchester Excavations Committee fulfils criteria B of the above list and it is therefore recommended that Cabinet nominate one Councillor to this role.

## Responsibilities of Council Representatives

- 11.8 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).
- 11.9 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 Portfolio Holder 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)
- 11.10 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.
- 11.11 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](#).

### BACKGROUND DOCUMENTS:-

#### Previous Committee Reports:-

CAB3040 – Annual Appointments to External Bodies 2018/19

#### Other Background Documents:-

[Guidance regarding serving on Outside Bodies](#).

APPENDICES Appendix A: List of Council Appointments to External Organisations

**Complete List of WCC Appointments to External Organisations\***\*Organisations in italics do not require re-appointment at this time

<b><u>Organisation</u></b>	<b><u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u></b>	<b><u>Length of appointment</u></b>
The Carroll Centre Board of Trustees	1 representative (Observer to the Board of Trustees) (& 1 deputy if required) Previously Councillor Scott (and former councillor Ian Tait)	3 years (until May 2022)
<i>Centre for Public Scrutiny (CfPS) – Scrutiny Champions Network</i>	<i>1 representative Currently Cllr Learney</i>	<i>1 year – to be appointed by Scrutiny Committee</i>
Citizens Advice Winchester District	1 representative (Observer) Previously Cllr Griffiths.	3 years (until May 2022)
Hampshire Alliance for Rural Affordable Housing (HARAH)	2 representatives – Portfolio Holders with responsibility for Housing and Planning	1 Year
Hampshire & IOW Association of Local Authorities (HIOWA)	2 representatives - Leader and Deputy Leader	1 Year
HCC Annual Meeting regarding public transport issues	1 representative – Portfolio Holder with responsibility for Transport	1 Year
Hampshire Cultural Trust	1 Observer – Portfolio Holder with responsibility for Culture  (NB. A Trustee to the Trust is also appointed by Council on an 8 year term – currently former councillor Mike Southgate until Sept. 22)	1 Year
Hampshire Homechoice Board	1 representative (Board Member) – Portfolio Holder with responsibility for Housing	1 year
Hampshire Rural Forum	1 representative (Forum Member) – Portfolio Holder with responsibility for the Economy	1 year
<i>Hospital of St Cross &amp; Almshouses of Noble Poverty</i>	<i>1 Nominative Trustee- Must be member of Church of England &amp; WCC Councillor Currently Cllr Mather</i>	<i>4 years (until May 2020)</i>

<b><u>Organisation</u></b>	<b><u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u></b>	<b><u>Length of appointment</u></b>
Intergr8 CIC at Unit 12	1 representative - Observer (Portfolio Holder with responsibility for the Economy)	3 years (confirmed annually)
Live Theatre Winchester Trust Ltd	1 Observer Previously former councillor Berry	3 years (until May 2022)
Local Government Association	2 representatives - Leader and Deputy Leader	1 year
Partnership for Urban South Hampshire (PUSH) Joint Committee	1 representative plus deputy – Leader and Deputy Leader	1 year
Police and Crime Panel	1 representative plus deputy (if required) (Panel Member)  Currently Cllr Griffiths (and former councillor Stallard deputy)	4 year appointment to coincide with HCC elections (until May 2021)
<i>Portsmouth City Council – Health Overview &amp; Scrutiny Panel</i>	<i>Previously Cllr Read (deputy Cllr Brook)</i>	<i>1 year – to be appointed by Scrutiny Committee.</i>
Portsmouth Water Customer Forum	1 representative (member of customer challenge group) Previously Cllr Brook	3 years (until May 22)
Project Integra Management Board	1 representative plus deputy (if required) (Board Members) – Portfolio Holder with responsibility for Waste Must be Cabinet Members	1 year
<i>PUSH Overview &amp; Scrutiny Committee</i>	<i>1 representative plus deputy Previously Cllr Gemmell (deputy former councillor Stallard)</i>	<i>1 year – to be appointed by Scrutiny Committee.</i>

<b><u>Organisation</u></b>	<b><u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u></b>	<b><u>Length of appointment</u></b>
<i>River Hamble Harbour Management Committee</i>	<i>1 representative (voting committee member) plus deputy</i>  <i>Currently Cllr Pearson (deputy Cllr Miller).</i>	<i>4 year appointment to coincide with HCC elections (until May 2021)</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  Previously was former councillor Huxstep.	4 years (until May 2020)
South East Employers	1 representative – previously automatic appointment for Chair of Personnel Committee (as a representative or if elected as an Executive Committee member)	1 year
South East Employers – Councillors' Local Democracy and Accountability Network	2 representatives No specific requirements	1 year
South East England Councils (SEEC)	1 representative plus deputy – Leader & Deputy Leader	1 year
Southampton International Airport Consultative Committee	2 representatives plus 2 deputies (Panel Members)  Portfolio Holder with responsibility for Transport plus 1 other rep. and 2 deputies	1 year
St John's Winchester Charity	1 nominated trustee Currently former councillor Ian Tait until Jun 2019	3 years (from Jun 19 until Jun 2022)
Streetreach	1 representative (Observer) Previously Cllr Gottlieb	3 years (until May 2022)

<b><u>Organisation</u></b>	<b><u>Number of Representatives (Deputies shown in brackets) and any Specific Requirements for Representatives</u></b>	<b><u>Length of appointment</u></b>
Tourism South East	1 representative – Portfolio Holder with responsibility for Tourism	1 year
Trinity Winchester	3 representatives (Advisory Committee Members) Portfolio Holder with responsibility for Housing plus 2 additional Councillors (previously Cllr Mather and former councillor Burns)	3 years (until May 2022)
WinACC	1 Company Director & Charity Trustee – Portfolio Holder with responsibility for Environment	1 year
Winchester Business Improvement District (BID)	1 representative – Portfolio Holder with responsibility for Economy	1 year
<i>Winchester Charity School Education Foundation</i>	<i>1 trustee Currently Cllr Mather</i>	<i>3 years (until Oct 2021)</i>
Winchester Churches Night Shelter	1 representative (Board member) – Portfolio Holder with responsibility for Housing	3 years (confirmed annually)
Winchester District Board of the Council for the Protection of Rural England (CPRE)	1 representative (Coopted non-voting member of Planning & Policy Group) Previously Cllr Pearson	3 years (until May 2022)
Winchester Excavations Committee	1 corporate trustee	tbc
<i>Winchester Housing Trust</i>	<i>1 Director plus 1 Observer (currently former councillor Ian Tait and Cllr Rutter)</i>	<i>2 years (until May 2020)</i>
Winchester Road Safety Council	1 representative	1 year
Winchester Sports Stadium Management Committee	2 representatives (1 must be Portfolio Holder with responsibility for Sport)	1 year
Winchester Welfare Charities	2 trustees ( <i>nb only 1 vacancy</i> ) Currently Councillor McLean (until May 2022) and Allan Mitchell (until June 2020)	4 years