

REPORT TITLE: ANNUAL APPOINTMENTS TO CABINET COMMITTEES,
INFORMAL GROUPS AND FORA 2025/26

21 MAY 2025

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

Contact Officer: Nancy Graham Tel No: 01962 848 235 Email
ngraham@winchester.gov.uk

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 2025/26. 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 14 May 2025, references to Cabinet Members and their responsibilities are based on arrangements agreed for 2024/25.

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).

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 have been scheduled for the Cabinet Committee: Housing with meetings of the Cabinet Committee: Regeneration and Cabinet Committee: Local Plan 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.
- 1.5 Deputies for Cabinet Committees can be appointed at the chairperson's discretion (Part 3.1, paragraph 7 of the [Council's constitution](#)). In practice, in the event of any member of Cabinet not being available for a meeting of the Cabinet Committee another member of Cabinet may deputise where no conflict arises. Deputies for the non-voting invited councillors can be appointed from any group at the Chairperson's discretion.

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 currently hosts Major Development Area Fora – Kings Barton Forum and West of Waterlooville Forum.
- 3.2 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.

- 3.3 The 2023 Constitution Review considered the possible dissolution of the area fora 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 constitution includes specific reference to the Fora and the mechanism for their dissolution.
- 3.4 **Kings Barton Forum** – It is proposed that the forum continues in 2025/26. There are 675 completions (March 2025) 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. As a result of Local Government Reorganisation, Winchester City Council is considering undertaking a Community Governance Review of the Winchester Town Forum area. Any review will include consultation with Kings Barton residents to ascertain views on future governance arrangements for this area.
- 3.5 **West of Waterlooville Forum** – This MDA crosses both Winchester City Council and Havant Borough Council areas, with the build out continuing on both the Winchester and Havant sides of the scheme. The governance review was completed in 2018 and Newlands Parish Council has now been in place for seven years. Havant Borough Council are making significant investment in regenerating Waterlooville Town Centre and refurbishing the leisure centre.

With the appropriate parish governance arrangements now well established, and exciting new plans coming forwards for the wider area, it is appropriate for this forum to evolve and for community engagement to be led by those councils delivering these next steps, with Winchester City Council taking more of a supporting role. This reflects the 'southern looking' nature of the parish council, which has expressed a view that Local Government Reorganisation (LGR) could see Newlands amalgamated with wider Waterlooville. .

- 3.6 **North Whiteley Development Forum** was dissolved in 2024/25 and its last meeting took place on 15 July 2024. The first of the "North Whiteley Development update" meeting run by Whiteley Town Council took place on 17 March 2025. District and county councillors were invited to attend, along with representatives from the consortium, Hampshire County Council Highways and Travel Planning as well as Winchester City Council Planning & Landscape officers. In total, around 40 people were in attendance and a report from the first meeting was added to the Town Council's website. Positive feedback was received and the Town Council has advised that a similar format will be repeated at the next meeting in the autumn. Further details (including responses to all questions asked) can be found on [Whiteley Town Council's website](#).

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 2024/25, Councillor Tippet-Cooper was appointed as “Sanctuary Champion”.

Cabinet are asked to confirm the name of the “Sanctuary Champion” for 2025/26 from the nominations received. It is proposed that this appointment continues to be reviewed annually.

4.2 Armed Forces Champion

The Council has previously appointed an “Armed Forces Champion” with Councillor Laming appointed in 2024/25.

Cabinet are asked to confirm the name of the Armed Forces Champion from nomination(s) received. It is proposed that this appointment continue to 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 2024/25, the following members were appointed:

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

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:-

CAB3454 – Annual appointments to Cabinet informal groups etc 24/25

Other Background Documents:- None.

APPENDICES:

Appendix A – List of internal appointments to be made by Cabinet 25/26

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
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 7 July, 4 November 2025 and 2 February 2026. Usual visiting councillor and public participation protocols will apply.</p> <p>The membership for 2024/25 was: Cabinet Members – Councillors Westwood (Chairperson), Becker & Cutler Non-voting members – Councillors Clear, Horrill, Power and White (deputies: Batho, Lee and Miller)</p> <p>Recommended 3 voting members – Cabinet Member with responsibility for housing (Chairperson) and 2 other Cabinet members. Plus 4 non-voting members.</p>
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 2024/25 was: Cabinet Members – Councillors Porter (Chairperson), Learney & Tod Non-voting members – Councillors Brophy, Horrill, Lee, Rutter & Williams, (deputies: Godfrey, Laming and Wallace)</p> <p>Recommended 3 voting members – Cabinet Member with responsibility for the local plan (Chairperson) and 2 other Cabinet members. Plus 5 non-voting members.</p>

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
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 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 2024/25 was: Cabinet members - Councillors Tod (Chairperson), Cutler, Learney and Thompson Non-voting members - Councillors Aron, Bolton, Godfrey & Reach (deputies: Horrill & Laming)</p> <p>Recommended 4 voting members – Cabinet Member with responsibility for CWR project (Chairperson) and 3 other Cabinet members. Plus 4 non-voting members.</p>
TACT BOARD	<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>The two appointed members agreed for 2024/25 were Councillors Westwood and Horrill.</p> <p>Cabinet is asked to confirm the names of the Cabinet Member and opposition party member.</p>

NAME OF BODY	NUMBER OF MEMBERS REQUIRED & ANY RESTRICTIONS
CARBON NEUTRALITY OPEN FORUM	<p>This Open Forum was established in 2020/21 and has met twice in 2024/25.</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 2024/25 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>
EQUALITY, DIVERSITY AND INCLUSION FORUM	<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 2024/25 was Councillors Becker (Chairperson), S Achwal, Bennett, Brook and White (<i>deputies permitted from any group with the agreement of the chair</i>)</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>

WINCHESTER SPORT & LEISURE PARK ADVISORY BOARD	<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 2024/25 was Councillors Becker(Chair), Aron, Horrill and Reach</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>
CENTRAL WINCHESTER REGENERATION (CWR) PROJECT BOARD	<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>In 2024/25, the two Cabinet Members appointed were Councillors Tod and Cutler.</p>

STRATEGIC ASSET PURCHASE SCHEME BOARD	<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
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>

KINGS BARTON FORUM	<p>This Forum was established in 2012/13 and its terms of reference are available on the Council's website here. Meetings are held virtually via MS Teams with meetings scheduled for 26 June, 9 October 2025 and 2 March 2026.</p> <p>In 2024/25 membership was as follows:</p> <ul style="list-style-type: none"> • Winchester City Council - Councillors Cramoysan (Chairperson) Batho, Cunningham, Eve, Godfrey, Morris and Porter (deputies Horrill, Learney and Rutter) • Hampshire County Council – 2 plus deputies (last year Councillors Tod and Warwick with Councillor Hiscock as deputy) • 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>
WEST OF WATERLOOVILLE FORUM	<p>The Forum's terms of reference are available on the Council's website here: Meetings are held virtually via MS Teams with meetings scheduled for 19 June, 24 November 2025 and 3 March 2026.</p> <p>In 2024/25, membership was as follows:</p> <ul style="list-style-type: none"> • Winchester City Council - Councillors Cutler (Chairperson), Bennett, Chamberlain and Langford-Smith (deputies: Brook, Clear and Porter) • Havant Borough Council – 4 (including vice-chair) (last year Councillors Faiz, Harrison (V.Ch) and Robinson (plus one vacancy) • Hampshire County Council – 2 (last year Councillors Brent and Briggs Deputy: Branson • Parish Council of Newlands – 2 (last year Councillors Crichton and Read) <p>Can be cross-party membership. Recommended four WCC Members (including chairperson) with two deputies.</p>