

REPORT TITLE: WORK PROGRAMME AND ANNUAL APPOINTMENTS TO
INFORMAL GROUPS FOR 2025/26

REPORT OF THE CHAIRPERSON

12 JUNE 2025

Contact Officer: Claire Buchanan Tel No: 01962 848 438 Email
cbuchanan@winchester.gov.uk

WARD(S): GENERAL

PURPOSE

This report sets out an initial draft work programme for the new municipal year and asks the forum to agree matters it wishes to consider during 2025/26.

The forum is also asked to consider its appointments to the informal groups established during the previous municipal year(s). The previous groups and associated membership are set out within the report.

RECOMMENDATIONS:

1. That the forum considers the items listed in Appendices 1 and 2 of the report, agrees the matters it wishes to consider during the 2025/26 municipal year and delegates to the Strategic Director, in consultation with the Chairperson, authority to set the detailed work programme.
2. That the forum considers whether it wishes to (a) re-appoint the informal groups as shown in paragraph 11.2 and (b) establish any additional informal groups.
3. That the forum agrees the membership of the informal groups for 2025/26 established as part of item 2 above.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

1.1 This paper seeks to ensure that:

- a) the forum fulfils its terms of reference in a way that is well planned and executed, and
- b) the role of councillors elected to lead and serve their communities is properly supported and developed.

Both of these objectives help to support the governance of the council and its decision-making structures.

2 WINCHESTER VISION PRINCIPLE

2.1 At its meeting on 11 March 2024, the town forum considered the Winchester Vision Update report (WTF329 refers). The forum agreed that a revised town forum committee report template be introduced to include town vision outcomes as a section that required report authors to demonstrate how the principles adopted in the Winchester vision are being reflected going forward. Three principles would continue to be reflected in all future forum reports.

2.2 Spatial: Streets and spaces of Winchester / The city made by walking

2.3 The establishment of the informal group last year which centred on streets and spaces continues to ensure that this remains a key focus of forum activity.

2.4 People Power: Sharing responsibility at the local level / Establishing mechanisms that enable communities.

2.5 The forum's existing grant programme is a tool to enable and empower communities and this programme would continue to be overseen by the account and grants informal group.

2.6 Auditing and Sharing Resources: Creating and sharing data.

2.7 This report does not address this vision principle, but it is the third principle that will be reflected in all future reports.

3 FINANCIAL IMPLICATIONS

3.1 No immediate financial implications, other than usual costs associated with arranging and supporting meetings.

4 LEGAL AND PROCUREMENT IMPLICATIONS

- 4.1 The authority to take the decisions set out in this report are pursuant Part 3.2 of the council constitution and the Local Government Acts 1972 and 2000 and the Localism Act 2011.

5 WORKFORCE IMPLICATIONS

- 5.1 If officers are involved in work of the forum (other than general support) in the same way as they would be with Parishes; then their time will not be a specific charge to the Town Account. Work that solely relates to the Town may involve additional charges to the Town Account. The forum will need to assess its work priorities so that they can be supported from within available resources.

6 PROPERTY AND ASSET IMPLICATIONS

- 6.1 None.

7 CONSULTATION AND COMMUNICATION

- 7.1 All members of the town forum are invited to be nominated for each informal group.

8 ENVIRONMENTAL CONSIDERATIONS

- 8.1 None.

9 PUBLIC SECTOR EQUALITY DUTY

- 9.1 The Council considers the appointment of nominees that represent as far as possible the diverse nature of the local community.
- 9.2 The work programme for the Town Forum will take account of recommendations of the Equality, Diversity and Inclusion Members' Forum and be updated to include reports arising from the identification of equality issues that impact on the town area.

10 DATA PROTECTION IMPACT ASSESSMENT

- 10.1 None required.

11 SUPPORTING INFORMATION:

11.1 Work Programme for the 2025/26 Municipal Year

The forum is a well-established part of the Council's democratic process playing a greater role in providing a 'Winchester voice' on issues that affect

the Town area. In considering which subjects the Forum should discuss in the coming year, members may want to refer to:

- The forum's terms of reference ([as set out on the Council's website, on this link](#))
- Issues considered by the forum in the previous year (Appendix 1 to this report)
- Latest forward plan ([as set out on the Council's website, on this link](#))

In selecting items for discussion, members should be mindful of the officer resources required and whether there is other relevant and /or similar Council work being undertaken in the same area, to avoid duplication.

There are a number of topics that regularly form part of the forums work programme and these have been incorporated into the 2025/26 draft programme in Appendix 2.

11.2 Informal Group Membership in 2024/25

During the previous municipal year 2024/25, the forum appointed the following informal groups. The current memberships of each group are shown below.

- (i) Winchester Town Forum (Streets and Spaces) Informal Group
Members: Cllrs: Wise (Ch), Batho, Learney, Tod, Thompson and Westwood
Lead Officer: C Williams
- (ii) Winchester Town Forum (Climate and Open Spaces) Informal Group
Members: Cllrs: Batho (Ch), Becker, Learney and Tippet-Cooper
Lead Officer: R Smith
- (iii) Winchester Town Forum (Account) Informal Group
Members: Cllrs: Learney (Ch), Reach, Tod and Wise
Lead Officer: D Kennedy
- (iv) Winchester Town Forum (Culture) Informal Group
Members: Cllrs: Tippet-Cooper (Ch), Eve, Morris, Thompson and Westwood
Lead Officer: A Gostelow
- (v) Winchester Town Forum (Grants and Community Empowerment) Informal Group
Members: Cllrs: Batho (Ch), Becker and Scott
Lead Officer: S Lincoln

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 Not to consider making changes to any appointments. This was rejected as it is usual practice at the first meeting of the new municipal year to consider whether any changes are required.

BACKGROUND DOCUMENTS

None

APPENDICES

Appendix 1: Topics previously considered by the Forum in 2024/25

Appendix 2: Draft Work Programme for 2025/26

2024/25 Agenda Items

The forum met three times in 2024/25. The table below lists the business items for each of those meetings.

<u>Meeting Date</u>	<u>Agenda Item</u>
13/06/24	MEETING CANCELLED DUE TO GENERAL ELECTION
12/09/24	<ul style="list-style-type: none"> • Winchester Town Account Financial Planning 2024/25 • Update from Stagecoach (Verbal Update)
11/11/24	<ul style="list-style-type: none"> • Winchester Town Account Medium Term Financial Position (Draft Budget Options) • Open Spaces and Grounds Maintenance - IDV Contract discussion (Verbal Update) • Town Forum Grant Programme Update
23/01/25	<ul style="list-style-type: none"> • Request for Governance Review • Winchester Town Account Budget for 2025/26 (to be recommended to Cabinet)
10/03/25	MEETING CANCELLED DUE TO LACK OF BUSINESS

WINCHESTER TOWN FORUM – SCHEDULED ITEMS OF BUSINESS ETC

12 JUNE 2025					
	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
			Original	Revised	
	Response to the request of Winchester Town Forum for a Community Governance Review	Gareth John	12 June 2025		WTF339 & Presentation
	Town Forum Informal Group Appointments and Work Programme for 2025/26	Simon Hendey/Claire Buchanan	12 June 2025		WTF338
11 SEPTEMBER 2025					
	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
			Original	Revised	
	Winchester Town Account Financial Planning 2025/26 (Initial draft Medium Term Financial Projections and assumptions for 2025/26 to 2029/30)	Darren Kennedy	11 September 2025		

10 NOVEMBER 2025

	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	Town Forum Grant Programme Update	Melissa Fletcher/Jane Chuhan	10 November 2025		TBC
	Winchester Town Account Medium Term Financial Position (Draft budget options)	Darren Kennedy	10 November 2025		

22 JANUARY 2026

	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	Winchester Town Account Budget for 2026/27 (to be recommended to Cabinet)	Darren Kennedy	22 January 2026		

9 MARCH 2026

	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	No items at present				