

# External Appointments Sub-Committee

Wednesday 28 May 2008 7.30pm

Committee Room  
Runnymede Civic Centre, Addlestone

## Members of the Sub-Committee

Councillors J.R. Furey, Mrs L M Gillham, C J Norman, P I Roberts, P J Waddell, and G B Woodger

## AGENDA

### Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr M L White, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425620). (Email: malcolm.white@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

#### **Matters in respect of which reports have been made available for public inspection**

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### **PART II**

#### **Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

- a) Exempt Information  
(No reports to be considered under this heading)
- b) Confidential Information  
(No reports to be considered under this heading)

1. ELECTION OF CHAIRMAN

To elect a Chairman for the Municipal Year 2008/2009.

**(TO RESOLVE)**

2. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

3. MINUTES

To confirm and sign the Minutes of the meeting held on 30 May 2007 as a correct record (Appendix 'A' herewith).

4. NOTIFICATION OF CHANGES TO SUB-COMMITTEE MEMBERSHIP

5. APOLOGIES FOR ABSENCE

6. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

7. APPOINTMENTS TO OUTSIDE BODIES (DAL)

1. This report lists all the appointments to outside bodies presently due for renewal. New appointments are the subject of separate reports. Members will recall that political groups have been concerned at the number of appointments which the Council currently makes, a number of which are to bodies where there is no obvious necessity for a Council nominee. The Sub-Committee may wish to discontinue some of these appointments.

2. For the assistance of Members, Officers have been able to categorise the nature of each body listed for appointment as follows:

**A:** These bodies are internal Council bodies or are formal joint Committees or joint working groups set up with other authorities. Members serve on them as Council Members and as far as liability is concerned are covered by the Council's insurances.

**B:** These bodies are independent of the Council but are advisory or consultative and appointees have a representative function rather than an executive one. The purpose of the appointment is to speak on behalf of Runnymede Borough Council. Appointees should not find themselves participating in any act which incurs legal liabilities.

**C:** These bodies are independent outside bodies and the appointees are placed there to act as Trustees, members of the Management Committee, or some similar role. They are not there to act as Council representatives but to use their judgement in the best interests of the Association. In many cases, while acting on the outside body, they will be under a positive legal duty to act in its best interests rather than those of the Council. Council insurance will not cover them and they cannot be indemnified by the Council.

**D:** Organisations where further investigation is necessary to establish status. Appointees would be best advised to regard these organisations as in category C.

Members will recall a recent wish, expressed amongst all parties, to limit outside appointments to instances where there is firm justification. It may be that some of these vacancies are therefore not filled.

NOTES:

- 1) \* Denotes person **MUST** be a Member of the Council
- 2) \*\* Denotes person appointed should preferably be a Member of the Council
- 3) \*\*\* Denotes person appointed need not be a Member of the Council

**ALL APPOINTMENTS ARE FOR ONE YEAR UNLESS STATED OTHERWISE**

3. **To consider the following appointments:-**

- \* A (1) Three Members to serve on the **Addlestone Leisure Centre Joint Management Committee**. (The retiring Members are Councillors Mrs C Gant, C J Norman and former Councillor Ms C Simmons). (Note: Councillors D Parr and Mrs R Denby are School Governor appointees already).
- \* C (2) One Member and one Deputy Member to serve on the **Addlestone Chamber of Commerce**. (The retiring Member is Councillor J Broadhead and the retiring Deputy is Councillor J R Furey).
- \*\* B (3) One person to serve on the **Age Concern Runnymede Management Committee**. (The retiring representative is Councillor R J Edis).
- \*\* B (4) One person to serve on **Age Concern Surrey**. (The retiring representative is Councillor R J Edis).
- \*\*\* C (5) One person to serve on the **Air Training Corps (No 398 Squadron) Management Committee**. (The retiring representative is Councillor M T Kusneraitis).
- \* A (6) One Member to serve on the **Basingstoke Canal Joint Management Committee**. (The retiring representative is Councillor A J Davis).
- \* B (7) One Member and a substitute (Member) to serve on the **Chertsey Chamber of Commerce**. (The retiring Member is Councillor P B Tuley and the retiring Deputy is Councillor C J Norman).
- \*\*\* C (8) One representative to be a Trustee of the **Chertsey Combined Charity** for a four year term. The retiring representative is Councillor Mrs C Gant. The representative should either be a Chertsey resident or a Member for a Chertsey Ward. (The other Trustees are Councillor C J Norman - until 2009, D A Cotty – until 2011 and former Councillor Mrs J Norman – until 2010). *Councillor Mrs Gant has indicated her willingness to serve for another four year term of office.*
- \*\*\* C (9) One Trustee (Member or Non-Member) to serve as a **Feoffee of Chertsey Market** for a four year period. The retiring Trustee is former Councillor Ms RE. Haylor (Ottershaw). (The two other Trustees are Councillor C J Norman (Chertsey) until 2010 and Councillor D A Cotty (Addlestone) until 2011). *(Note: Ms R E Haylor has written to ask for her name to be submitted as she would like to continue to serve for another 4 year term of office if possible).*
- \*\*\* B (10) One Member/person to serve on the **Chobham Common Liaison Group**. (The retiring Member is Councillor Mrs M Roberts).
- \*\*\* B (11) Two representatives to serve on the **Duke of Edinburgh's Award Forum**. (The retiring representatives are Councillor Mrs C Gant and Councillor M T Kusneraitis. (The representatives need not be Members).
- \* C (12) One Member and one Deputy (Member) to serve on the **Egham Chamber of Commerce**. (The retiring Member is Councillor P I Roberts, and the retiring Deputy is Councillor J R Ashmore).
- \* C (13) One Member to serve on the **Egham Museum Trust** for a four-year term. (The retiring Member is Councillor A M Moore).

- \*\*\* C (14) One representative (Member or Non-Member) to serve as Trustee on the **Egham United Charity** for a four year term to represent Egham. (The retiring Trustee is Mrs J Reynolds. The other Trustees are Mr M H Wheaton (Virginia Water) retires 2009, Mrs E Wheeler (Englefield Green) - retires 2011 and Councillor Mrs Y Lay (Egham Hythe) - retires 2011. *Mrs J Reynolds is willing to serve for another four year term of office.*
- \* B (15) One Member and one Deputy (Member) to serve on the **Fairoaks Airfield Joint Consultative Committee**. (The retiring Member is Councillor Mrs F J Barden and the retiring Deputy is former Councillor Ms R E Haylor).
- \* B (16) Two Members to serve on the **Chertsey Flood Forum**. (The retiring two Members are Councillors C J Norman (Member) and Councillor P B Tuley (Deputy). (Note: The representation might reduce to 1 Member in due course and the Sub-Committee might consider nominating who will be the Lead Member and the Deputy, again, in this event).
- \* B (17) Two Members to serve on the **Thames Flood Forum**. (The retiring two Members are Councillors Woodger (Member) and Alderson (Deputy). (Note: The representation might reduce to 1 Member in due course and the Sub-Committee might consider nominating who will be the Lead Member and the Deputy, again, in this event).
- \* C (18) Three Members as Trustees of **The Frank Muir Memorial Field** for one year. (The Trust Deed provides that these shall be the elected Councillors representing the Thorpe Ward). (The retiring Trustees are Councillors Mrs E Gill, Mrs L M Gillham and former Councillor B J Relph).
- \* B (19) One Member and one Deputy (Member) to serve on the **Heathrow Airport Consultative Committee**. (The retiring Member is Councillor P I Roberts, and the retiring Deputy is Councillor A M Moore).
- \*\*\* C (20) To appoint three representatives from the Chertsey/Addlestone/New Haw areas (the Old Chertsey Parish) (Member or Non-Member) to serve as Trustees on the **Henry Smith's Charity** for a four year term. (The retiring Trustees are County Councillor R Lowther, Mrs I Tuley and Councillor J M Edwards). The continuing Trustees are Mrs A C Edwards, Dr A J Blowers and Mrs V Buckingham - all whom retire in 2010. *County Councillor R Lowther, Mrs I Tuley and Councillor J M Edwards respectively have indicated their willingness to serve for another 4 year term of office.*
- \* B (21) Three Members to serve on the **Local Authorities M25 Consortium - S.E. Quadrant**. (The retiring Members are Councillors R J Edis, A J Davis and Mrs L M Gillham).
- \* B (22) To appoint three Members (one of whom should be the Leader of the Council) to serve on the **Local Strategic Partnership**. (The retiring representatives are Councillors J R Furey, C J Norman and P J Waddell).
- \* C (23) Three Members from either New Haw or Woodham Wards, to serve on the **New Haw and Woodham Community Association Governing Body**. (The retiring Members are Councillors M Brown, R Jones and C Knight).
- \* B (24) One Member to serve on **Relate, (Woking, Spelthorne and District)**. (The retiring Member is Councillor Mrs L M Gillham).
- \* C (25) Three Members to serve on the **Runnymede Association of Arts**. (The retiring Members are Councillors A J Davis, Miss M N Heath and former Councillor Mrs J Norman).
- \* B (26) One Member to serve on the **Runnymede Care Assistant Scheme**. The retiring Member is Councillor Mrs E Gill.
- \* C (27) Two Members to serve on the **Runnymede Citizens' Advice Bureau Management Committee**. (The retiring Members are Councillor M Brown and former Councillor Ms D Clarke).

- \* A (28) One Member to serve on the **Runnymede Council Sports and Social Club Management Committee**. (The retiring Member is Councillor Mrs P I Broadhead).
- \* C (29) One Member to serve on the **Runnymede Mental Health Association**. (The retiring Member is Councillor J R Ashmore).
- \* B (30) Three Members to serve on the **Runnymede Sports Council**. (The retiring Members are Councillors H A Butterfield, C J Norman and P B Tuley).
- \* B (31) One Member (and one substitute Member) to serve on the **South East England Regional Assembly (SEERA)**. (The retiring member is Councillor J R Furey and the Deputy is Councillor P J Waddell).
- \* A (32) One Member to serve on the **Services For Young People Group** (was formerly the **Runnymede District Youth Committee**). (The retiring Member is Councillor M T Kusneraitis).
- \* B (33) One Member and one Deputy to serve on **South East Employers** for 2008/2009. The retiring Member and Deputy are former Councillor Ms C Simmons (Member) and Councillor P Tuley (Deputy).
- \* B (34) One Member to serve on the **Spelthorne and Runnymede Community Mediation Service Management Committee**. (The retiring Member is Councillor Mrs L M Gillham).

(35) **Strode's College**

Former Councillor B J Relph was appointed last year for a further 4 year term of office. At that time the person appointed was required to be a Member of Council. However, following Mr Relph's recent resignation as a Member of Council, it has been discovered that the College's Constitution was revised some time ago and the representative now need not be a Councillor. The College would like his representation to continue. Mr Relph is most willing to continue. Accordingly, the Sub-Committee is asked to consider:

- (i) re-classifying the appointment as \*\*\* C; and
- (ii) endorsing Mr Relph's remaining term of office (3 years).

- \* A (36) Two Members to serve on the **Surrey County Districts' Film Licensing Joint Committee**. (The retiring representatives are Councillors A Alderson and J M Edwards).
- \* A (37) One Member to serve on the **Surrey Heathland Management Project**. (The retiring Member is Councillor Mrs M Roberts).
- \* C (38) One Member and one substitute (Member) to serve on the **Surrey Museums Consultative Committee**. (The retiring Member is Councillor Mrs F J Barden and the retiring Deputy is former Councillor Ms R E Haylor).
- \* C (39) One Member to serve on **Surrey Sport**. (The retiring Member is Councillor C J Norman).
- \* B (40) One Member to service on the **Thames Basin Heath Special Protection Area Strategic Partnership Board**. This is an important body and the Member appointed should have appropriate planning experience. (The Director of Technical Services also appoints an appropriate Officer from his Department to serve as the Officer representative on the JSP Board).  
  
The retiring Member is Councillor G B Woodger.
- \* B (41) One Member to represent Runnymede Borough Council on the **Joint Committee of the Traffic Penalty Tribunal** (formerly known as the National Parking Adjudication Service). This is a nominal appointment and Councillor J R Furey has been the representative since 2005.

- \* C (42) Three Members to serve on the **Town Twinning Association**. (The retiring representatives are Councillors H W V Meares, Mrs F J Barden, and A M Moore. The Association requests that one of the three representatives be the Mayor).

**(TO RESOLVE)**

Background Papers

DAL File 66/24 and uncatalogued working files

8. EXCLUSION OF PRESS AND PUBLIC

If the Sub-Committee is minded to consider any of the foregoing reports in private session, it is the

**OFFICERS' RECOMMENDATION that -**

**where appropriate, the press and public be excluded from the meeting during discussion of the reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraphs of Part I of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)