

External Appointments Sub-Committee

Wednesday 27 May 2009 7.30pm

**Members' Room
Runnymede Civic Centre, Addlestone**

Members of the Sub-Committee

Councillors **TO BE ANNOUNCED**

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 425623). (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.
- 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

	<u>Page</u>
1. ELECTION OF CHAIRMAN	3
2. FIRE PRECAUTIONS	3
3. MINUTES	3
4. NOTIFICATION OF CHANGES TO SUB-COMMITTEE MEMBERSHIP	3
5. APOLOGIES FOR ABSENCE	3
6. DECLARATIONS OF INTEREST	3
7. APPOINTMENTS TO OUTSIDE BODIES	3

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 2009/2010.

(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 28 May 2008 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 Councillor H A Butterfield). (Note: Councillor D Parr is a School Governor appointee already).
- * C (2) One Member and one Deputy Member to serve on the **Addlestone Chamber of Commerce**. (The retiring Member is Councillor J R Furey and the retiring Deputy is Councillor Mrs P Broadhead).
- ** 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 J J Wilson).
- * A (6) One Member to serve on the **Basingstoke Canal Joint Management Committee**. (The retiring representative is Councillor A J Davis).
- *** C (7) Two representatives to serve as Trustees on the **Chertsey Almshouses Charity** each for a four year term. (The retiring representatives are Councillor C J Norman and Councillor P Tuley).

Both Councillors are prepared to serve for a further 4 year term of office.
- * B (8) 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 (9) One representative to be a Trustee of the **Chertsey Combined Charity** for a four year term. The retiring representative is Councillor C J Norman. The representative should either be a Chertsey resident or a Member for a Chertsey Ward. (The other Trustees are Councillor D A Cotty – until 2011, former Councillor Mrs J Norman – until 2010 and Councillor Mrs C Gant – until 2012).

Councillor C J Norman is prepared to serve for a further 4 year term of office.
- *** 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 M T Kusneraitis and Councillor J J Wilson. (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 representative (Member or Non-Member) to serve as Trustee on the **Egham United Charity** for a four year term to represent Virginia Water. (The retiring Trustee is Mr M H Wheaton (Virginia Water). The other Trustees are Mrs E Wheeler (Englefield Green) - retires 2011, Councillor Mrs Y Lay (Egham Hythe) - retires 2011 and Mrs Reynolds (Egham) – retires 2012.

Mr M H Wheaton is prepared to serve for a further 4 year term of office.

- * B (14) 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 Councillor R N Jones).

- * B (15) Since the last meeting the **Chertsey Flood Forum** has amalgamated with the **Thames Flood Forum** and the Environment Agency has recently reviewed its future. The Environment Agency consulted with the CEO's of the constituent Local Authorities of the **Thames Flood Forum**. Response to this consultation was poor and the Environment Agency concluded that there was no point in continuing with the **Thames Flood Forum**.

In the aftermath of the July 2007 floods and the Pitt Review there are a number of initiatives either in place or being put in place for those stakeholders involved with flooding. One of these is the **Runnymede Flood Forum** which Runnymede Borough Council continues to promote and to support.

At present Councillor Derek Cotty is Chairman of this body. The retiring Members of the **Thames Flood Forum** were Councillors Woodger (Member) and Alderson (Deputy).

The former Members of the **Chertsey Flood Forum** were Councillors C J Norman and Councillor P B Tuley.

The Sub-Committee may wish to consider formally endorsing Councillor Cotty as the Council's representative.

- * A (16) 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 Mrs M T Harnden).

- * B (17) 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).

- * B (18) Three Members to serve on the **Local Authorities M25 Consortium - S.E. Quadrant**. (The retiring Members are Councillors R J Edis, P A Francis and Mrs L M Gillham).

- * B (19) 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 I Roberts).

- * C (20) 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 (21) One Member to serve on the **Joint East Berkshire Health Overview and Scrutiny Committee** for a one year period. This was formally known as the NHS Scrutiny Committee for East Berkshire and the appointment was for two years. The retiring Member is Councillor H W V Meares.

Note: *The Royal Borough of Windsor and Maidenhead, Slough and Bracknell Councils set up a Joint Health Committee to discuss issues of concern in relation to the East Berkshire PCT. Since Englefield Green falls within the East Berkshire PCT and thus from time to time there may be issues of*

relevance to residents in these Wards of the Borough, Runnymede nominated an Englefield Green Ward Councillor as its representative.

However, Councillor Meares has not been invited to attend any meetings over the last two years because their Secretariat failed to update their records, despite being informed, and still had former Councillor Haas as the Runnymede representative. Furthermore, there has been a restructuring of the Panels and there is now a dedicated Health Scrutiny Panel which also looks after Adult Services and Community Services in addition.

It has now been suggested that rather than the Runnymede representative sitting on the individual Health Panels in Slough, Windsor and Maidenhead and Bracknell, it is probably more appropriate for the representative to sit on the Joint Committee. The co-option of a Councillor from Runnymede onto the Joint Committee is possible. The Joint Committee currently meets quarterly on an informal basis and is the body that will deal with any statutory consultations from the Health Trusts.

The dates of the meetings for 2009/2010 are as follows:

Monday 29 June 2009 at 7.30pm (Bracknell Forest Council Offices)
Monday 14 September 2009 at 7.30pm (Slough Borough Council Offices)
Thursday 10 December 2009 at 7.30pm (Royal Borough of Windsor and Maidenhead Offices)
Tuesday 30 March 2010 at 7.30pm (Bracknell Forest Council Offices)

The Joint Committee already has a couple of co-optees from other bodies and they are appointed annually at the June meeting.

- * B (22) One Member to serve on **Relate, (Woking, Spelthorne and District)**. (The retiring Member is Councillor Mrs M T Harnden).
- * B (23) Two Members to serve on the **Runnymede Access Liaison Group (RALG)**. The Group has recently been re-constituted as an independent body. The Council has entered into a minimum of a five-year Service Level Agreement with RALG and is also providing grant-aid.

In previous years the appointment of two Councillors has been the responsibility of the Housing and Community Services and the Leisure and Environment Committees, with each Committee appointing one of its Members to represent specific interests.

Last year, Councillor Mrs E Gill (Leisure and Environment Committee) and Councillor Mrs M Roberts (Housing and Community Services Committee) were appointed respectively.

- * C (24) Three Members to serve on the **Runnymede Association of Arts**. (The retiring Members are Councillors A J Davis, P A Francis and Miss M N Heath).
- * B (25) One Member to serve on the **Runnymede Care Assistant Scheme Management Committee**. The retiring Member is Councillor Mrs E Gill.

Note: *The Scheme Management Committee have expressed their appreciation with the representation from Councillor Mrs Gill and asked for her to be reappointed for a further period of office.*

Furthermore, the Scheme Management Committee has also asked for the Council to also consider making this a 3 year term of appointment.

- * B (26) Two Members to serve on the **Runnymede Association of Voluntary Services** for a three year term. (The retiring representatives are Councillor Tuley and Councillor Mrs Broadhead). (Mrs Broadhead served for the remainder of former Councillor Relph's 3 year term of office i.e. from September 2008 to date).

- * C (27) Two Members to serve on the **Runnymede Citizens' Advice Bureau Management Committee**. (The retiring Members are Councillors M Brown and P A Francis).
- * 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).
- * B (32) One Member to serve on the **Services For Young People Group**. (The retiring Member is Councillor M T Kusneraitis).
- * B (33) One Member and one Deputy to serve on **South East Employers** for 2009/2010. The retiring Member and Deputy are former Councillor P Tuley (Member) and Councillor P I Roberts (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).
- * A (35) One Member to serve on the **Surrey Heathland Management Project**. (The retiring Member is Councillor Mrs M Roberts).
- * C (36) 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 Councillor Mrs M Roberts).
- * C (37) One Member to serve 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. The retiring Deputy (made at Corporate Management Committee 2.11.08) is Councillor D W Parr.
- * B (38) One Member to represent Runnymede Borough Council on the **Joint Committee of the Traffic Penalty Tribunal (PATROL)** (formerly known as the National Parking Adjudication Service). This is a nominal appointment and Councillor D A Cotty was appointed in 2008.
- * C (39) Three Members to serve on the **Town Twinning Association**. (The retiring representatives are Councillors J Broadhead, Mrs F J Barden, and J R Ashmore. 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)