

Runnymede Borough Council

EXTERNAL APPOINTMENTS
SUB-COMMITTEE

Tuesday, 13 July 2004, at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Sub-Committee

Councillors J.R. Furey, Mrs L.M. Gillham, P.A. Greenwood, R.K. Habgood, C.J. Norman and G.B. Woodger

and all other Members for information

A G E N D A

Notes:

- i) 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 Review Board so resolves.
- ii) 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. R.I. Langmead, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 705499). (Email: ian.langmead@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 705451. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- iv) 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. MINUTES	3
3. NOTIFICATION OF CHANGES TO SUB-COMMITTEE MEMBERSHIP	3
4. APOLOGIES FOR ABSENCE	3
5. DECLARATIONS OF INTEREST	3
6. APPOINTMENTS TO OUTSIDE BODIES	3
7. APPOINTMENT OF SCHOOL GOVERNORS	7
8. EXCLUSION OF PRESS AND PUBLIC	7

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 2004/2005.

(TO RESOLVE)

2. MINUTES

To confirm and sign the Minutes of the meeting held on 3 June 2003

3. NOTIFICATION OF CHANGES TO SUB-COMMITTEE MEMBERSHIP

4. APOLOGIES FOR ABSENCE

5. 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.

6. 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 **Abbey Fit Joint Management Committee**. (The retiring Members are Councillors Mrs Gant, Ms. Simmons and Woodger).
- * C (2) One Member and one Deputy (Member) to serve on the **Addlestone Chamber of Commerce**. (The retiring Member is Councillor Furey, and the retiring Deputy is Councillor Parr).
- ** B (3) One person to serve on the **Age Concern Runnymede Management Committee**. (The retiring representative is Councillor Pate).
- ** B (4) One person to serve on **Age Concern Surrey**. (The retiring appointee is Councillor Pate).
- *** C (5) One person to serve on the **Air Training Corps (No. 398 Squadron) Management Committee**. (The retiring representative is Mr. M. Fuller who does not wish to be re-appointed).
- * A (6) One Member to serve on the **Basingstoke Canal Joint Management Committee**. (There is no representative at the moment).
- * B (7) One Member and a substitute (Member) to serve on the **Chertsey and District Chamber of Commerce**. (The retiring Member is Councillor Norman and the retiring substitute is Councillor Mrs Jacobs).
- *** C (8) One representative to be a Trustee of the **Chertsey Combined Charity** to replace Councillor J.M. Edwards (who resigned in February) for a four year term. The representative should either be an Addlestone/Ottershaw resident or a Ward Member for an Addlestone Ward. (The other Trustees are Councillor Mrs J. Norman - 2007, Councillor Mrs Jacobs - 2006 and Councillor C.J. Norman - 2005).
- *** C (9) One Trustee (Member or Non-Member) to serve as a **Fooffee of Chertsey Market** for a four year period. The retiring trustee is former Councillor Easton. (The two other trustees are Councillor Mrs Jacobs – until 2007 and Councillor Norman – until 2006).
- *** B (10) One Member to serve on the **Chobham Common Liaison Group** (the retiring Member is Councillor Mrs. Barden).
- *** B (11) One Member or Officer to serve on the Board of Surrey **Crimestoppers**. (The retiring representative is the Director of Technical Services or his nominee).
- *** B (12) Two representatives to serve on the **Duke of Edinburgh's Award Forum**. (The retiring representatives are Councillors Dean and Mrs Jones).
- * C (13) One Member and one Deputy (Member) to serve on the **Egham Chamber of Commerce**. (The retiring Member is Councillor Meares, and the retiring Deputy is Councillor Ashmore).
- * C 14) One Member to serve on the **Egham Museum Trust** for a four year term. (The retiring Member is Councillor Moore).

- *** C (15) One representative (Member or Non-Member) to serve as a Trustee on the **Egham United Charity** for a four year term to represent Egham. (The retiring Trustee is Mrs J. Reynolds who is willing to accept another term of office. The other Trustees are Mr Wheaton, Virginia Water - 2005, Mr Fuller, Egham Hythe - 2005, and Mrs Wheeler, Englefield Green - 2007).
- * B (16) One Member and one Deputy (Member) to serve on the **Fairoaks Airfield Joint Consultative Committee**. (The retiring Member is Councillor Mrs Barden and the retiring Deputy is former Councillor Easton).
- * B (17) Two Members to serve on the **Flood Risk Action Group (Chertsey Bourne)**. (The retiring Members are Councillors Mrs Jacobs and C. J. Norman).
- * B (18) Two Members to serve on the **Flood Risk Action Group (Thames)**. (The retiring Members are Councillors Relph and Woodger).
- * C (19) 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).
- * B (20) One Member and one Deputy (Member) to serve on the **Heathrow Airport Consultative Committee**. (The retiring Member is Councillor Knight, and the retiring Deputy is Councillor Ashmore).
- *** C (21) To appoint three representatives from the Chertsey/Addlestone/New Haw areas (the old Chertsey Parish) to serve as Trustees on the **Henry Smith's Charity** for a four year term. (The retiring representatives are Councillor Edwards, County Councillor Lowther, and Mrs I. Tuley. County Councillor Lowther and Mrs Tuley have been approached as external representatives and are prepared to serve another term. The remaining Trustees are Mrs Buckingham, Dr. Blowers and Mrs Edwards.)
- * B (22) Three Members to serve on the **Local Authorities M25 Consortium - S. E. Quadrant**. (The retiring Members are Councillors Davis, Pate and former Councillor Mrs. Price).
- * B (23) 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 C.J. Norman, Waddell and Woodger).
- * C (24) Three Members from either New Haw or Woodham Wards, to serve on the **New Haw Community Association Governing Body**. (The retiring Members are Councillors Mrs Angell, former Councillor Mrs Smallman and Councillor Tollett).
- * B (25) Four Members to serve on the **Chertsey and Addlestone Police and Community Partnership Group**. (The retiring Members are Councillors Mrs Broadhead, Edwards, Greenwood, and Waddell).
- * B (26) Three Members to serve on the **Egham Police and Community Partnership Group**. (The retiring Members are Councillors Ashmore, Whiteley and former Councillor Barrett).
- * B (27) One Member to serve on **Relate, (Woking, Spelthorne and District)**. (The retiring Member is Councillor Mrs. Gillham).
- * C (28) Three Members to serve on the **Runnymede Association of Arts**. (The retiring Members are Councillors Davis, Miss Heath and Mrs. J. Norman).
- * C (29) Two Members to serve on the **Runnymede Citizens' Advice Bureau Management Committee**. (The retiring Member is Councillor Tuley and there is one vacancy).
- * A (30) One Member to serve on the **Runnymede Council Sports and Social Club Management Committee**. (The retiring Member is Councillor Mrs. Broadhead).

- * A (31) One Member to serve on the **Runnymede District Youth Committee**. (The retiring Member is Councillor Mrs Jones).
- * B (32) One Member to serve on the **Runnymede Locality Planning Group (Social Services)**. (The retiring Member is Councillor Greenwood).
- * C (33) One Member to serve on the **Runnymede Mental Health Association**. (The retiring Member is Councillor Ashmore).
- * B (34) Three Members to serve on the **Runnymede Sports Council**. (The retiring Members are Councillors C.J. Norman, Tuley and Tollett).
- * B (35) One Member (and one substitute Member) to serve on the **South East England Regional Assembly (SEERA)** for a two year period. (The retiring member is Councillor Woodger and the retiring substitute is Councillor Habgood).
- *** B (36) One representative to serve on the **Sir William Perkins Foundation** for a three year period. (The retiring representative is Mr Fergus Balfour who is willing to accept another term of office).
- * B (37) One Member to serve on the **Spelthorne and Runnymede Community Mediation Service Management Committee**. (The retiring Member is Councillor Mrs. Gillham).
- * C (38) One Member and one substitute (Member) to serve on the **Surrey Access Forum**. (The retiring Member is former Councillor Mrs Price, and the substitute position is vacant).
- * A (39) Two Members to serve on the **Surrey County Districts' Film Licensing Joint Committee**. (The retiring Members are Councillors Alderson and Edwards).
- * B (40) One Member to serve on the **Surrey Economic Development Forum**. (The retiring Member is Councillor Furey).
- * A (41) One Member to serve on the **Surrey Heathland Management Project**. (The retiring Member is Councillor Mrs Barden).
- * C (42) One Member and one substitute (Member) to serve on the **Surrey Museums Consultative Committee**. (The retiring Member is Councillor Ray and the retiring substitute is Councillor Moore).
- * C (43) One Member to serve on **Surrey Sport**. (The retiring Member is Councillor C.J. Norman).
- * B (44) One Member and an Officer to serve on **Surrey Supporting People**, preferably the Chairman of the Housing and Community Services Committee. (The retiring representative is former Councillor Easton and the Officer representative is the Director of Housing and Community Services).
- * C (45) Three Members to serve on the **Town Twinning Association**. (The retiring representatives are Councillors Ashmore, Ray and former Councillor Poole. The Association requests that one of the three representatives be the Mayor).

(TO RESOLVE)

Background Papers

BLSO File 66/24 and uncatalogued working files

7. APPOINTMENT OF SCHOOL GOVERNORS (DAL)

- 7.1 The situation in regard to School Governor appointments is somewhat complicated. The Education Act 2002 introduced new Constitution Regulations on 20 March 2003. Under these Regulations schools which normally accepted District Council appointments as "Minor Authority" Governors are required to reconstitute themselves. But they need not do this until 1 September 2006, and many have not yet done so. Recent appointments by Runnymede (e.g. Holy Family RC School) were therefore done on the basis of "until such time as the school reconstitutes its Governing Body in accordance with the Education Act 2002". However, schools may choose to seek suggestions from District Councils (who are not Local Education Authorities) for the appointment of "Community Governors".
- 7.2 The following appointments fall due on 31 August 2004. The Director of Administration and Leisure has written to the schools asking them whether they have reconstituted, and (if so) whether they wish to receive a "Community Governor" nomination from this Council. The existing Governors have also been asked whether they are prepared to accept re-appointment.
- 7.3 Darley Dene is the only school to have replied. They wish Councillor Edwards to be appointed as a Community Governor for a four year term. This can be done. In the case of the other schools this Council is still entitled to approve Minor Authority Governors until such time as they reconstitute.

i)	Darley Dene Infant School	-	Councillor J.M. Edwards +
ii)	Grange Community Infant School	-	Mrs Maureen Baker *
iii)	Hythe County Primary School	-	Mrs J.R. Barrett
iv)	Manorcroft County Primary School	-	Mr S. Cooper *
v)	New Haw County Junior School	-	Dr J.A. Morris +

(* Does not wish to be re-appointed) (+ Seeks re-appointment)

OFFICERS' RECOMMENDATION that -

- i) Councillor J.M. Edwards be nominated as a Community Governor to the Darley Dene Infant School for a four year term, commencing on 1 September 2004;**
- ii) a nomination of Minor Authority Governor be made in respect of each of the other vacancies shown above;**
- iii) the term of office to be until such time as the school reconstitutes itself in accordance with the Education Act 2002.**

(TO RESOLVE)

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)