

Appendix B

	Outside Body	The councillor is appointed in what capacity?	What objectives would you envisage the council's representative to achieve?	How many meetings will the councillor be called to attend?	Please give a brief synopsis of the areas covered by your organisation	What are the organisations objectives?	Does your organisation still require councillor representation?
1	Domestic Violence Focus Group	To represent and report back to the Leader on Domestic Abuse	To ensure that Cllrs are aware of what steps are being taken to tackle Domestic Abuse	Three per year	Safer Havant Partnership sub group	A Safer Havant	Yes
2	Havant Thicket Reservoir Stakeholder Group	The councillor is appointed as a key stakeholder	Be informed in relation to developments associated with the reservoir. Provide valuable feedback on aspects that affect the Council or the local community. Represent the voice of local people.	We are not currently holding regular meetings at the current time, as this is not necessary. However, the stakeholder group asked that they be kept updated about any progress and developments	We are the statutory water undertaker for the HBC area and are promoting the development of a reservoir within the HBC area. The reservoir is included in the HBC Core Strategy.	Portsmouth Waters objectives are to supply safe clean drinking water to the population we serve.	We would still like to have a nominated councillor representative that we can keep updated on developments and seek feedback on, as an when required. This requires very little time input and we hope

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				. Therefore at the current time contact is by way of an email update, as and when required. At the current time this is only once or twice a year.			that this will be possible.
3	Westbrook Hall Association	HBC Representative	To ensure that HBC is fully represented at all meetings, and by ensuring that HBC's corporate strategy on these matters are taken fully into consideration with the decision making. He is	6 per year	The WHA is a fully functional, economically viable community centre for residents at the heart of Cowplain and Hart Plain. The rooms are booked by residents with a plethora of interests, Little People, Muscle Tone, WI etc.	To serve the Community as necessary	Yes, most definitely.

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			also the conduit between WHA and the Council.				
4	Community First HEH	HBC Councillor is appointed in an 'advisory' and 'observer' capacity. Councillors are not Trustees. We also have Councillors representatives from EHDC and HCC appointed in same capacity. Annual Report also submitted	Councillors are invited to act as advisers and to provide support and representation to help ensure and maintain good communication between the organisation and our local authority partners. There is no specific job description for this role but in the main it allows us to have a good communication with members	Councillors are not obliged to attend any board meetings but can if they wish. Board meetings are held quarterly. They are invited to attend the AGM event held annually in the autumn and they attend one to one meetings with CEO to be briefed on our priorities	Our Vision is; A thriving and successful voluntary sector which makes life better for everyone Our Mission is; to be the difference that makes a difference in our communities Community First HEH provides advice, support and services to communities across East Hampshire, Havant and beyond. We enable voluntary and community organisations to thrive by providing support and delivering services which promote well being and prosperity. We aim to make life better for those we serve and work with. We achieve this by <ul style="list-style-type: none"> • Providing information and guidance to help local organisations and people make a difference in their neighbourhoods • Promoting the vital work that voluntary organisations do and act 	Our charitable objectives are; <ul style="list-style-type: none"> • To promote any charitable purposes for the benefit of the public, principally but not exclusively in the Borough of Havant and district of East Hampshire and their environs and in particular but not exclusively the advancement of education, the protection of health and relief of poverty, distress and sickness and provide them with the necessary support, information and 	From our point of view it is not essential to have councillor representation as we already have excellent working relationships and regular meetings with a range of officers and councillors. We consider that to be a decision for the local authority. We're happy to maintain current arrangements but we are in process of merger with our

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			around priorities of the local authority	and any substantive changes or to input views of local authority.	<p>as a bridge with local authorities and businesses to share valuable skills and resources.</p> <ul style="list-style-type: none"> • Helping groups raise money for local projects • Recruiting and training volunteers to play an active role supporting their local communities • Providing high quality training for individuals and organisations • Delivering services which help those less able to help themselves, working with communities and individuals who are socially disadvantaged, vulnerable and isolated. For older people we provide lunch clubs, community transport and shop mobility. For younger people we provide specialised youth work and training for those looking for work. For those experiencing mental illness we provide support through volunteering to help build their confidence and self esteem. 	<p>services to enable them to pursue or contribute toward any charitable purpose</p> <ul style="list-style-type: none"> • To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes and in the area of benefit 	<p>sister organisation covering Winchester. It would be helpful to align Cllr representation with EHDC, WCC and HBC to avoid complicated and bureaucratic governance and monitoring arrangements.</p>
5	Leigh Park	Under clause					

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	Community Association	8.2 of the Associations Lease with Havant Borough Council it was agreed that up to two representatives from Havant Borough Council shall serve on the Management Committee of the Association. The Association values the contribution given by Havant Borough Council representatives.					
6	Hampshire Buildings Preservation Trust	The appointed Councillor is an Observer	Objectives would be for your Authority to be better informed and to	We would hope your Councillor would attend our AGM (this	Our remit is to help to protect/preserve Hampshire's fine architectural heritage	Our objectives focus on enhancing the county's heritage by caring for its buildings.	Yes please we would like a representative.

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			have input into our organisation	year on Friday 6 November) and would also invite him/her to any special events			
7	Portchester Crematorium Joint Committee	The Portchester Crematorium Joint Committee comprises not only your 2 representatives but also reps from Portsmouth, Fareham and Gosport. It discharges statutory powers which have been delegated to it by the 4 local authorities.					

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		Annual Report also submitted					
8	Portsmouth Health Overview and Scrutiny Pane Terms of Reference also submitted	The councillor is appointed as a co-opted member of the panel		The councillor will be required to attend all HOSP meetings (approximately 6 during the municipal year) as well as informal meetings with the Portsmouth CCG and Portsmouth Hospitals Trust (these are both held quarterly). There are also visits arranged, for example to			We still require a representative from Havant Borough Council for the Portsmouth HOSP. In total we have 6 co-opted members representing councils within the Hampshire area.

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				different departments in QA, which members are invited to attend and they find these valuable.			
9	Waterlooville Area Community Association	The councillor is appointed as an observer and as a representative of Havant Borough Council.	The councillor is able to act as a vital link between the Association and Council. He is able to inform us of council procedures and assist us with any issues we may have.	The Committee meets monthly and the councillor is invited to attend every meeting.	We are a Community Association offering rooms for private hire to a wide variety of social and leisure groups and party functions; we also sponsor some groups/activities and there is a café facility on the premises. If by area the letter means in terms of location, we cover Waterlooville and the surrounding area.	Our Charitable objectives are as a learning and leisure facility.	Absolutely; his input is invaluable.
10	Wecock Community Centre Association	The councillor is appointed as an observer. The councillor gives help and advise		Councillor attends monthly meetings.	Hartplain ward and neighbouring areas.	Our community centre is in an area of deprivation (top 10%) We are here to promote the benefit	Yes we do still require representation.

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		as needed.				of inhabitants of the Hartplain Electoral Ward and neighbouring areas. To advance education, improve social welfare for recreation and leisure time with the object of improving the conditions of life. To manage the community centre in cooperation with local authorities.	
11	The Spring Arts & Heritage Centre Trustee Overview Role Description submitted	Councillor Jackie Branson currently sits on the board as a representative of Havant Borough Council. She is a Trustee of the organisation with full voting	We hugely appreciate having councillors on the board. They not only hold us to account for proper and effective use of the grant provided by the	The trustees meet six times a year, including the AGM. The Council representatives are invited to all meetings. In total The		In terms of our organisational objectives, The Spring Arts & Heritage Centre is a small place where big things happen. We are the Borough's arts centre and museum, providing a rich and	These appointments are actually written into our Memorandum of Association (constitution) and so are currently a requirement for our governance

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		rights. Hampshire County Council also appoint a trustee in a similar capacity	Council, but they are able to keep us up to date with social, political and economic trends within the Borough. We also think the HBC Council representative is very important as our building is owned by HBC. Councillor Branson was part of the board last year when The Spring won the national Winifred Tumim Prize for good governance. We particularly	Spring has 12 board members.		varied mix of cultural activities. The Spring's main purpose is to use vibrant and engaging arts and heritage experiences to help make Havant, Hampshire and the surrounding region a better place to live. To do this we have three key business aims: 1. To reach, engage and attract a wide range of audiences 2. To present a well-regarded programme of high quality, fit-for-purpose events, workshops, exhibitions and heritage	structures. We would really appreciate the continuation of a council representative on our board if at all possible. We think they are extremely valuable to us and really appreciate Councillor Branson's support of the organisation.

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			ask that Council representatives help inform us of relevant information that may affect or influence our ways of working. We also hope that because of their greater understanding of the organisation that they will be able to advocate for us both within the Council and with the other people they meet. All our trustees, including the Council representatives, are asked to deliver to the			<p>3. To deliver what we commit to deliver, within a viable business model</p> <p>To do this we present and manage five different strands of work:</p> <ol style="list-style-type: none"> 1. Live events and films screenings 2. Participatory events and opportunities 4. Visual arts and heritage exhibitions, heritage collections and care 5. Cultural advice and support services (for individuals and organisations) 	

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			Trustee role description			<p>6. Community services (such as room hire and the café)</p> <p>All strands are delivered across a range of artistic and cultural activities including theatre, music, visual arts, craft, comedy, heritage, dance and circus. The Spring works to ensure these activities and opportunities take place both within the Spring's building and 'beyond our walls' across the Borough.</p>	
12	South East England Councils	Each member local authority nominates a senior councillor	Havant's nominated councillor will ensure the	•There are two All-Member meetings per	• SEEC has a wide remit, which includes effective representation of local authority interests on issues affecting South	• SEEC promotes the views and interests of local authorities in our	Yes

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		to represent its interests on SEEC. Please see below for further details on the opportunity for councillors to become Executive members.	council's views are represented in SEEC work, discussions and submissions to Government. As set out below SEEC works to influence Government policy and funding decisions on matters of strategic interest to South East local authorities, including fair funding, economic development, planning, housing & transport. Nominated councillors are	year. The next All-Member Meeting, and AGM, is taking place on 25 June 2015. •Executive Meetings take place three times a year, but only for representatives who are on the Executive Committee (the current Havant BC representative is not, but is eligible for selection). • All members also receive invitations to approximately two free,	East councils • Our work priorities include: arguing for greater funding for SE local authorities, and for more investment in South East infrastructure; making the case for SE strategic transport projects and an effective planning system that supports councils in delivering local needs.	area, and works to: o Strive for a fair funding deal for the South East o Promote the South East's position as a leading global economy o Act as a single democratic voice for South East interests o Monitor the pulse of the South East.	

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			able to: <ul style="list-style-type: none"> • Attend SEEC All-Member meetings twice a year, including voting for SEEC office holders at the AGM. • Stand for election as a SEEC office holder, Executive member (which would lead to a further three half-day meetings per year). • Be nominated to occasional specialist SEEC working groups. 	high-level workshops / conferences each year on priority topics (an invitation has recently been sent for a housing & infrastructure summit on 19/03/15)			
13	Langstone Harbour	Councillors are required to be	The Board is the statutory	The Board meets 5 times	The area of the Board's jurisdiction is all of Langstone Harbour up to	The Board's objectives are as	The Board will continue to

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	Board	appointed to the Langstone Harbour Board in accordance with the Provision of Part II of the Pier and Harbour Order (Langstone Harbour) Confirmation Act 1962 (as amended).	harbour authority for Langstone Harbour. The council's representatives will ensure that the authority is properly resourced and governed to meet its statutory obligations and the legitimate needs of its stakeholders.	each year.	mean high water.	<p>follows:</p> <ul style="list-style-type: none"> • Ensure the harbour is properly funded to carry out its core functions for safety, conservancy, education and interpretation. • Provide an uninterrupted and cost effective Pilotage service • Maintain clear navigation channels • Manage environmental features in the harbour • Provide other cost effective services for the benefits of harbour users 	require councillor representation unless the relevant provisions of the 1962 Order are amended.

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						<ul style="list-style-type: none"> • Comply with appropriate standards of governance • To participate in appropriate local, regional and national consultation. 	
14	Havant Borough Sports Association	The councillor is looked upon as an Adviser.	To support and advise members on matters arising from Council matters	Six meetings are held each year (eg bi-monthly)	All sporting matters including financial eg Grants, Loans etc, the sharing of information and/or various experiences, or any new Council policies, plans etc.	Objectives are those stated above, plus supporting sports clubs 'across the board', in fact anything to do with Sport.	Yes please, councillor representation is highly valued by all clubs and is one of our 'selling points' when attracting new member clubs
15	Hampshire Police and Crime Panel	Appointed Panel member with voting rights on behalf of Havant Borough Council, in line	Havant BC is able to scrutinise and support the Police and Crime Commissioner	There are usually four formal all-day meetings per year which meet on a	I'm sure you know what HCC and the PCP does so I won't answer this – here is the PCP's website if helpful: http://www3.hants.gov.uk/hampshire-pcp	As per 4.	Yes. As per the Panel arrangements, it would be helpful if Havant's membership

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		with the Police Reform and Social Responsibility Act 2011 and Panel Arrangements	for Hampshire through its participation on the Panel	rotational basis in locations of Hampshire and the IOW, plus ad hoc briefings. Members may voluntarily decide to sit on sub-committees or working groups of the Panel. Havant BC is able to claim back travel costs for any such meetings through the PCP grant, which Hampshire holds.			could remain the same as per the agreement that all would be appointed for a four year term, to match that of the current PCC.
16	Age Concern	The councillor	We would hope	Meetings	Our organisation covers the whole	Our objectives are	With regard to

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		would be appointed as an observer only due to the fact that we now have a Corporate Trustee and no longer have councillors as trustees.	that the council's representative could achieve the objective of acting as a conduit for older peoples' views	would be ad hoc ones with our Chief Executive as necessary	of Hampshire providing services for people over the age of 55.	as the Vision, Mission and Values statement attached	representation, it would be very good for us to have a contact within the Council with whom views and concerns of older people can be discussed
17	Hampshire Road Safety Council Terms of reference Submitted						We would request that an elected Member from Havant Borough Council be included in accordance with the Terms of Reference. I have attached the current Terms of Reference
18	Sussex Downs and	It is probably worth noting					

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	Coastal Plain (SDCP) Local Action Group (LAG) Membership roles and responsibilities attached	that the LAG area includes only a very small part of Havant Borough, the rural area at the north of Hayling Island. It was felt that a Hayling Island Councillor would be best placed to represent the interests of rural businesses on the island.					
19	Standing Conference on Problems Associated with the Coastline SCOPAC	Cllr David Guest is appointed to SCOPAC as a representative and has voting rights. Other members of the Council,	The purpose of the member representation is to provide member led support to the protection of the coast. This includes	Following reconstitution of SCOPAC the meeting frequency per year now stands at 3 – 1 field visit and 2 committee	SCOPAC covers issues relating to the protection of the coastline. This extends to beach formation, sea bed erosion, storm damage, emergency repairs, flood defences, coastline contingency planning and research into the coastline.	The purpose of SCOPAC is to create a forum that members, council officers and representative from other organisations are able to meet to discuss and share	SCOPAC will always require member representation. Member engagement means that SCOPAC remains a transparent

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		specifically members of the Coastal Defence Panel, also attend as guests/observers. They are welcome to speak but do not have voting rights.	bringing forwards issues faced by Havant with regard to the coastline, sharing experiences and having a public service approach. Members are also charged with ensuring responsible spending of public funds to protect the coastline in the area.	meetings. There may be more as necessary.		knowledge and information regarding the coastline. This creates a collaborative and holistic approach to coastline defence. The primary objective of SCOPAC is to protect the coastline with a member led perspective.	and responsible, while contributing significantly to discussion and proposed research.
20	PUSH Joint Management Committee	Can I ask that you speak with Sandy and or your Councillor representative Cllr Michael Cheshire, both	Should wish to know more about the work of PUSH, then please also visit the PUSH website at: www.push.gov.uk				

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		of whom will be in a position to answer your queries.	<u>k</u> .				
21	PUSH Overview and Scrutiny Committee	Can I ask that you speak with Sandy and or your Councillor representative Cllr Michael Cheshire, both of whom will be in a position to answer your queries.	Should wish to know more about the work of PUSH, then please also visit the PUSH website at: www.push.gov.uk .				
22	West of Waterlooville Forum	Councillors are directly appointed to the Forum by Winchester City Council and Havant Borough	Although the Forum has no formal decision making powers it can make recommendations to the parent	The Forum shall meet in public (at least 3 times per year) and shall, so far as possible, seek	The West of Waterlooville Forum will oversee the transition of the major development area at West of Waterlooville from a new community to established community.	The objectives for the Forum are as set out in its Terms of Reference, which are attached as set out in Cabinet Report CAB2667,	Yes

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		<p>Council and also by Hampshire County Council. Winchester's appointments are made by Cabinet at the first meeting of the Municipal Year. Although the Forum has no formal decision making powers, it can make recommendations to the parent authorities of Havant and Winchester on the most suitable arrangements</p>	<p>authorities of Havant and Winchester on the most suitable arrangements for democratic and community representation within the MDA with a target that such arrangements become fully functioning from April 2016 at which point the Forum will be wound up.</p> <p>In order to do this, the Forum shall:-</p>	<p>to engage fully with the public.</p>		<p>which was approved as set out at the meeting of Cabinet held on 18 March 2015.</p> <p>The three primary objectives of the West of Waterlooville Forum are now as follows:</p> <ol style="list-style-type: none"> 1. To comment and advise on the next stages of the implementation of the West of Waterlooville master plan, in particular major elements of community infrastructure. 2. To ensure the success of the 	

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		for democratic and community representation within the MDA.	<ul style="list-style-type: none"> • Discuss the issues which arise out of these opportunities and challenges; • Advise the relevant decision-making authorities on these issues; • Consider the infrastructure and facility requirements. 			community development activities undertaken within the development area and advise on how these should progress. 3. To secure the establishment of appropriate local democratic structures for the emerging community that will take responsibility for representing the area from April 2016.	
23	Off the Record	Observer	To report back to the appropriate	4	Counselling, support and information for young people aged 11-25	Mission Statement – Off the Record aims to relieve and	Yes - We have valued the councillor

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			committee at HBC			<p>prevent suffering of young people aged 11 to 25, in South East Hampshire, by offering them access to a range of free and confidential services which encompass: information, counselling, crisis support, educational and preventative services, befriending and opportunities for self-development.</p> <p>Objectives and Powers – For the relief of sickness and hardship amongst young people</p>	<p>representation from HBC and found this support to be a great asset, supportive and informative to the service. It has been an extremely useful communication and relationship link between community and local authority. We hope this arrangement can continue.</p>

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						focused within the Borough of Havant and the City of Portsmouth and their respective environs in and bordering South East Hampshire	
24	Southern and South East England Tourist Board	Member of Tourism Council.	Provide a local and regional view on tourism issues.	Typically only one meeting each year.	Our activities include a range of domestic and international marketing campaigns, PR and web promotions, training courses, research and visitor information services, networking opportunities and advocacy.	Our mission is to provide services and expertise that support the performance and growth of tourism businesses, working with local authorities, attraction operators, accommodation providers and associated industries.	We do still require councillor representation.

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25	Emsworth Maritime and Historical Trust	The councillor is appointed as an observer.	The council's representative attends to give advice on matters concerning council regulations and also on Havant Borough Council's plans and policies affecting Emsworth Maritime and Historical Trust (Emsworth Museum)'s continuing use of the premises as tenant.	The representative can attend 2 – 3 meetings annually (up to a maximum of 6). He/she receives the minutes of every meeting and can attend all if he/she so wishes.	Emsworth Maritime and Historical Trust (a registered Charity) administers Emsworth Museum – a small independent museum run by volunteers and funded by Membership subscriptions, grants, donations and fund raising events.	Objectives – to collect and care for photographs, documents, artefacts etc. relating to the history of Emsworth, its people, buildings, trades, industries and businesses and to display them for the public to view and carry out research. Emsworth Museum is fully accredited by Arts Council England.	A clause in the lease of the property says the landlord may require one representative to serve on the governing body. The landlord is Havant Borough Council.