



**EPSOM & EWELL**

**TOWN HALL**

**EPSOM**

4 May 2018

SIR OR MADAM

I hereby summon you to attend the Annual meeting of the Council of the Borough of Epsom and Ewell, which will be held at the Town Hall, The Parade, Epsom on **TUESDAY, 15 MAY, 2018 at 7.00 pm**. The business to be transacted at the Meeting is set out on the Agenda overleaf.

Prayers will be said by the Mayor's Chaplain prior to the start of the meeting.

A handwritten signature in dark ink, appearing to read 'K. Beldan', with a stylized flourish at the end.

Chief Executive

## **COUNCIL**

**Tuesday 15 May 2018**

**7.00 pm**

**Council Chamber - Epsom Town Hall**

For further information, please contact Fiona Cotter, tel: 01372 732124 or email: [fcotter@epsom-ewell.gov.uk](mailto:fcotter@epsom-ewell.gov.uk)

### **FIRE PRECAUTIONS**

No fire drill is planned to take place during the meeting. If an alarm sounds, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate. Do not use the lifts.

On leaving the building, please make your way to the Fire Assembly point on Dullshot Green.

## **AGENDA**

### **1. TO ELECT THE MAYOR**

- a) Election of Mayor
- b) Vote of Thanks to the Ex-Mayor
- c) Presentation of badge to the Ex-Mayor and gift to the Ex-Consort
- d) Ex-Mayor's retiring address

**The retiring Mayor will vacate the Chair and, with the consent of the Council, she will leave the Chamber with the Dias Party and the Deputy Mayor and Deputy Mayoress elect**

**On returning to the Chamber, the newly elected Mayor will take the Chair**

- e) Declaration of Acceptance of Office by the newly elected Mayor

### **2. TO ELECT THE DEPUTY MAYOR**

- a) Election of Deputy Mayor
- b) Declaration of Acceptance of Office by the newly elected Deputy Mayor

**3. APPOINTMENT OF MAYOR'S CHAPLAIN**

**4. THE CHIEF EXECUTIVE TO REPORT APOLOGIES FOR ABSENCE (IF ANY)**

**5. DECLARATIONS OF INTEREST**

To receive declarations of the existence and nature of any Disclosable Pecuniary Interests from Members in respect of any item to be considered at the meeting.

**6. MINUTES (Pages 5 - 8)**

To confirm the Minutes of the Meeting of the Council held on 24 April 2018.

**7. MAYORAL COMMUNICATIONS/BUSINESS**

To receive such communications or deal with such business as the Mayor may decide to lay before the Council.

**8. CONSTITUTION OF COMMITTEES AND ADVISORY PANELS;  
ALLOCATION OF SEATS ON COMMITTEES AND ADVISORY PANEL ;  
APPOINTMENTS TO COMMITTEES AND ADVISORY PANELS;  
APPOINTMENTS OF CHAIRMEN AND VICE CHAIRMEN (Pages 9 - 18)**

To approve the allocation of seats on Committees and Advisory Panels, the appointments to Committees and Advisory Panels and the appointments of Chairmen and Vice Chairmen to those Committees and Advisory Panels.

**9. REPRESENTATION ON EXTERNAL BODIES AND NOMINATIONS TO  
EXTERNAL BODIES AS A REPRESENTATIVE OF THE SURREY LEADERS'  
GROUP (Pages 19 - 32)**

To appointment representatives on external bodies and note the delegation of nominations (if any) to external bodies as a representative of the Surrey Leaders' Group to the Chief Executive and Chairman of Strategy and Resources Committee

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**EPSOM AND EWELL****Minutes of the Meeting of the COUNCIL of the BOROUGH of EPSOM AND EWELL  
held at the Town Hall, Epsom on 24 April 2018**

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**PRESENT -**

The Mayor (Councillor Liz Frost); The Deputy Mayor (Councillor Neil Dallen); Councillors Michael Arthur MBE, Tony Axelrod, Richard Baker, John Beckett, Kate Chinn, Alex Clarke, Alex Coley, George Crawford, Hannah Dalton, Robert Foote, Chris Frost, Rob Geleit, Eber Kington, Omer Kokou-Tchri, Jan Mason, Barry Nash, Peter O'Donovan, Martin Olney, Jane Race, David Reeve, Humphrey Reynolds, Vince Romagnuolo, Clive Smitheram, Jean Steer, Alan Sursham, Mike Teasdale, Clive Woodbridge and Tella Wormington

Absent: Councillors Rekha Bansil, Steve Bridger, Lucie Dallen, Graham Dudley, Tina Mountain, Guy Robbins, Peter Webb and David Wood

The Meeting was preceded by prayers led by the Mayor's Chaplain

**39      DECLARATIONS OF INTEREST**

No declarations of interest were made by councillors regarding items on the Agenda.

**40      MINUTES**

The Minutes of the Meeting of the Council held on 20 February 2018 were agreed as a true record and signed by the Mayor.

**41      MAYORAL COMMUNICATIONS/BUSINESS**

The Mayor announced that members would shortly be asked to review their registration of interests – this was not to be confused with the recent declaration required in relation to related party transactions for accountancy purposes. She also informed members that volunteers were needed to marshal the hugely successful annual Round the Borough Bike Ride event and thanked those who

had sponsored the Mayor's and Consort's participation in the Charity Walk for Peace on Sunday 29 April 2018, adding that there was still time to do so.

**42 QUESTIONS FROM COUNCILLORS**

No questions from councillors had been submitted.

**43 ANNUAL REPORT OF THE AUDIT, CRIME & DISORDER AND SCRUTINY COMMITTEE**

In accordance with Article 6 of the Council's Constitution, the Annual Report of the Audit, Crime & Disorder and Scrutiny Committee was presented to the Council.

Councillor David Reeve **MOVED** its reception, highlighting in particular the outcome of the Routecall Review, which had secured improvements for residents as well as greater efficiencies for the Council. Upon being put, it was thereupon **CARRIED** (without a division) and

**RESOLVED** that

**the annual report of the Audit, Crime & Disorder and Scrutiny Committee be received and noted.**

**44 ADOPTION OF HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICIES**

Council received a report from the Head of Housing and Community regarding the adoption of Hackney Carriage and Private Hire Licensing Policies.

Councillor Eber Kington **MOVED**, and Councillor Clive Smitheram **SECONDED** the recommendation in the report.

Upon being put, the recommendation was **CARRIED** (without a division).

Accordingly, it was

**RESOLVED** that

**Council adopt the revised Hackney Carriage and Private Hire Policy attached at Annexe 1 to the report as amended in accordance with the decision of the Licensing and Planning Policy Committee on 25 January 2018.**

**45 MOTIONS TO COUNCIL**

Pursuant to FCR 79, Councillor Kate Chinn **MOVED** and Councillor Rob Geleit **SECONDED**, the following Motion:

*“In February we saw the 100<sup>th</sup> anniversary of the Representation of the People Act 1918 which enabled some women to have the vote. I am sure we all know Epsom saw one of the most significant events of women’s suffrage take place when on 4 June 1913 Emily Davidson was fatally injured at the Epsom Derby under the hooves of the King’s horse.*

*I propose it is appropriate that this Council agrees to support, as far as they are possibly able, the erection of a statue of Emily Wilding Davidson in the market place to include the installation of a bench for the statue to be seated on”*

Following consideration of advice given by the Chief Executive, Council consented to debate the motion.

Upon the motion being put, it was **MOVED** by Councillor Eber Kington and **SECONDED** by Councillor Tony Axelrod that:

*“the motion be amended as follows:*

*In February, we saw the 100<sup>th</sup> anniversary of the Representation of the People Act 1918 which enabled some women to vote. ~~I am sure we all know.~~ **During the preceding years** Epsom saw one of the most significant events of women’s suffrage take place when on the 4<sup>th</sup> June 1913 Emily Davison was fatally injured at the Epsom Derby under the hooves of the king’s horse.*

*~~I propose it is appropriate that this Council agrees to support, as far as they are possibly able, the erection of a statue to Emily Wilding Davison n in the market place to include the installation of a bench for the statue to be seated on.~~*

*This Council therefore notes the importance of commemorating that event as well the significance of the suffragette movement and, in particular, the role played by Emily Davison.*

*This Council therefore welcomes and supports the community initiative to fund and place a statue of Emily Davison in Epsom and notes and endorses the work already undertaken by the Chairman of Strategy and Resources and Borough officers to support and facilitate the project, which includes:*

- *Nominating the Chairman of Strategy and Resources and the Chief Legal Officer as the lead Member and Officer to liaise with the Emily Davison Memorial Project Group (EDMP), in order to ensure effective and efficient decision making in all areas where the Borough Council has a role and remit*
- *Agreeing to draft a Memorandum of Understanding which will see the Borough Council take ownership of the statue should all the necessary legal and planning arrangements be in place”*
- *Providing EDMP with Officer advice and support on the historical context of events being planned alongside the installation of the statue*

- *Liaising with SCC on any aspects of the work or location which require SCC permissions"*

Upon being put, the amendment was **ACCEPTED** by Councillor Kate Chinn and it was

**RESOLVED** (unanimously)

In February, we saw the 100<sup>th</sup> anniversary of the Representation of the People Act 1918 which enabled some women to vote. During the preceding years, Epsom saw one of the most significant events of women's suffrage take place when on the 4<sup>th</sup> June 1913 Emily Davison was fatally injured at the Epsom Derby under the hooves of the king's horse.

This Council therefore notes the importance of commemorating that event as well the significance of the suffragette movement and, in particular, the role played by Emily Davison.

This Council therefore welcomes and supports the community initiative to fund and place a statue of Emily Davison in Epsom and notes and endorses the work already undertaken by the Chairman of Strategy and Resources and Borough officers to support and facilitate the project, which includes:

- **Nominating the Chairman of Strategy and Resources and the Chief Legal Officer as the lead Member and Officer to liaise with the Emily Davison Memorial Project Group (EDMP), in order to ensure effective and efficient decision making in all areas where the Borough Council has a role and remit**
- **Agreeing to draft a Memorandum of Understanding which will see the Borough Council take ownership of the statue should all the necessary legal and planning arrangements be in place.**
- **Providing EDMP with Officer advice and support on the historical context of events being planned alongside the installation of the statue**
- **Liaising with SCC on any aspects of the work or location which require SCC permissions**

#### 46 VOTE OF THANKS

The Council passed a vote of thanks to the Mayor for her stewardship of meetings during her Mayoral Year. The Mayor, in turn, thanked Officers for their support and councillors for their conduct at meetings.

The meeting began at 7.30 pm and ended at 8.14 pm

COUNCILLOR LIZ FROST  
MAYOR



**Constitution of Committees and Advisory Panels; Allocation of Seats on Committees and Advisory Panels; Appointments to Committees and Advisory Panels; Appointments of Chairmen and Vice Chairmen**

<b>Head of Service/Contact:</b>	Kathryn Beldon, Chief Executive
<b>Annexes/Appendices (attached):</b>	<b>Annexe 1:</b> Schedule of Nominations to Committees
<b>Other available papers (not attached):</b>	The Local Government and Housing Act 1989 Local Government (Committees and Political Groups Regulations 1990 (as amended)

**Report Summary**

This report, in accordance with the relevant legislation, seeks the approval of the allocation of seats on Committees and Advisory Panels, the appointments to Committees and Advisory Panels and the appointments of Chairmen and Vice Chairmen to those Committees and Advisory Panels.

**Recommendation (s)**

The Council is requested to:

- (1) Approve the recommended allocation of seats;
- (2) Allocate seats on the Committees and Advisory Panels in accordance with the wishes of the political groups set out in the Annexe to the report;
- (3) Appoint Chairmen and Vice Chairmen in light of the nominations received as set out in the Annexe to the report

**1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy**

- 1.1 There are no direct implications for the above matters arising from this report.

**2 Background**

- 2.1 Section 15 of the Local Government & Housing Act 1989 requires the allocation of seats on committees, advisory panels and certain other bodies

to reflect the political make-up of the authority.

- 2.2 In performing this duty the authority must make only such determinations as give effect, so far as is reasonably practicable, to the following principles:
- 2.2.1 That not all the seats on the body are allocated to the same political group
- 2.2.2 That the majority of seats on the body are allocated to the group which is a majority of the authority's membership;
- 2.2.3 Subject to paragraphs 2.2.1 and 2.2.2 that the number of seats on the ordinary committees of the authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority;
- 2.2.4 Subject to paragraphs 2.2.1 and 2.2.3 that the number of seats on the specific body which are allocated to each political group bears the same proportion to the number of members of that group to the membership of the authority.
- 2.3 At its Extraordinary Meeting in July 2017, Council endorsed the recommendation of the Strategy and Resources Committee to establish a Shareholder Sub-Committee comprising of 5 members: 4 RA Councillors and 1 Conservative Councillor.
- 2.4 There are 38 members of the Council and 67 seats in total on all of the Council's ordinary committees and sub-committee. Consequently, the number of seats each group should be allocated is as follows:

Residents' Association	31 of 38 = $0.816 \times 67$	54.672 (round to 54 or 55)
Conservative	4 of 38 = $0.105 \times 67$	7.035
Labour	3 of 38 = $0.079 \times 67$	4.898 (round to 4 or 5)

### 3 Allocation of Seats on Ordinary Committees and Sub-Committees

- 3.1 The seats available on ordinary Committees are as follows:

Ordinary Committees	Total Seats
Planning	13
Licensing and Planning Policy	10
Strategy and Resources	10
Community and Wellbeing	10
Environment	10

Ordinary Committees	Total Seats
Standards	9
Shareholder Sub-Committee	5
	<b>67</b>

- 3.2 Accordingly, taking into account the principles set out in paragraph 2.2 above, this has resulted in the following recommended allocation of seats:

	Total Seats	RA	Con	Lab
Planning	13	11	1	1
Planning and Licensing Policy	10	8	1	1
Strategy and Resources	10	8	1	1
Environment	10	8	1	1
Community and Wellbeing	10	8	1	1
Standards	9	7	1	1
Shareholder Sub-Committee	5	4	1	0
		<b>54</b>	<b>7</b>	<b>6</b>

- 3.3 The allocation above results in a seating allocation that does not give best effect to the principle set out at paragraph 2.2.3 as it gives the Labour Group one more seat than its overall entitlement. In 2016/17, the “reasonably practicable” adjustment made to result in an allocation that more closely gave effect to this principle, and which made sense in pure percentage terms, was that the Labour Group did not have a seat on Standards Committee.

#### 4 Allocation of seats on other committees and panels

- 4.1 The principles set out in paragraph 2 apply to allocation of seats on other committees and panels, and the suggested composition (based on the current allocation) is as follows:

Other Committees & Panels				
	Total Seats	RA	Con	Lab
Audit Crime & Disorder and Scrutiny Committee	10	8	1	1
Financial Policy Panel	8	6	1	1
Health Liaison Panel	7	6	1	0
Human Resources Panel	6	5	1	0

Other Committees & Panels				
	Total Seats	RA	Con	Lab
Licensing Hearings Panel	13	11	1	1
Nonsuch Park Joint Management Committee	3	2	1	0
Surrey Police and Crime Panel	1	1	0	0

## 5 Individual Membership of Committees and appointment of Chairmen and Vice Chairmen

- 5.1 Once the Council has approved the manner of constituting the main Committees, then, in accordance with the 1989 Act and Standing Orders, it is necessary to make appointments on each Committee so as to give effect to the wishes of the relevant Groups.
- 5.2 The wishes of the relevant Groups are as set out in the **Annexe** to this report.
- 5.3 After the composition of each committee has been agreed, the Council will need to appoint Chairmen and Vice Chairmen and the majority group nominations are also set out in the **Annexe** to this report.

## 6 Financial and Manpower implications

- 6.1 **Chief Finance Officer's comments:** *There are no financial or manpower implications for the purposes of this report.*

## 7 Legal Implications (including implications for matters relating to equality)

- 7.1 **Monitoring Officer's comments:** *There are no implications relating to matters of equality arising directly from this report and the relevant legal issues have been considered in the body of the report.*

## 8 Sustainability Policy and Community Safety Implications; Partnerships

- 8.1 There are no implications arising from this report.

## 9 Risk Assessment

- 9.1 Provided the Council allocates seats on committees, so far as reasonably practicable in accordance with the requirements of the 1989 Act, there are no significant risks arising from the report.

## 10 Conclusion and Recommendations

- 10.1 It is recommended that committees and panels be appointed as set out above and seats on committees be allocated, and appointed, in accordance with the relevant legislation.

**Ward(s) Affected: (All Wards);**

**RECOMMENDATIONS 2 AND 3**

Appointments to the Committees and Advisory Panels have been made in accordance with the wishes of the political groups and the Council is asked to appoint the Chairmen and Vice Chairmen in light of the nominations set out below:

**Planning Committee (13)**

**Humphrey Reynolds (Chairman)**

**David Reeve (Vice Chairman)**

**Michael Arthur**

**John Beckett**

**Lucie Dallen**

**Jan Mason**

**Tina Mountain (Con)**

**Peter O'Donovan**

**Martin Olney**

**Vince Romagnuolo (Lab)**

**Clive Smitheram**

**David Wood**

**Tella Wormington**

**Community and Wellbeing Committee (10)**

**Barry Nash (Chairman)**

**Tony Axelrod (Vice Chairman)**

**Kate Chinn (Lab)**

**Hannah Dalton**

**Lucie Dallen**

**Liz Frost**

**Jane Race (Con)**

**Jean Steer**

**Alan Sursham**

**Clive Woodbridge**

**Environment Committee (10)**

Peter **O'Donovan** (Chairman)  
Tella **Wormington** (Vice Chairman)  
Steve **Bridger**  
Alex **Coley**  
Lucie **Dallen**  
Chris **Frost**  
Rob **Geleit** (Lab)  
Jane **Race** (Con)  
Mike **Teasdale**  
Peter **Webb**

**Licensing and Planning Policy Committee (10)**

Graham **Dudley** (Chairman)  
David **Wood** (Vice Chairman)  
Michael **Arthur**  
Steve **Bridger**  
Chris **Frost**  
Rob **Geleit** (Lab)  
Tina **Mountain** (Con)  
Martin **Olney**  
David **Reeve**  
Humphrey **Reynolds**

**Strategy and Resources Committee (10)**

Eber **Kington** (Chairman)  
Clive **Smitheram** (Chairman)  
Tony **Axlerod**  
Richard **Baker**  
Kate **Chinn** (Lab)  
Hannah **Dalton**  
Liz **Frost**  
Omer **KoKou-Tchri** (Con)  
Barry **Nash**  
Clive **Woodbridge**

**Shareholder Sub Committee**

**Membership to be advised**

**Audit, Crime & Disorder and Scrutiny Committee (10)**

David **Reeve** (Chairman)  
Steve **Bridger** (Vice Chairman)  
Michael **Arthur**  
Alex **Clarke** (Con)  
Alex **Coley**  
George **Crawford**  
Rob **Geleit** (Lab)  
Humphrey **Reynolds**  
Jean **Steer**  
Mike **Teasdale**

**Standards Committee (9)**

Mike **Teasdale** (Chairman)  
Michael **Arthur**  
John **Beckett**  
Alex **Clarke** (Con)  
Robert **Foote**  
Liz **Frost**  
Eber **Kington**  
David **Reeve**  
Guy **Robbins**

**Financial Policy Panel (8)**

Eber **Kington** (Chairman)  
Richard **Baker**  
John **Beckett**  
Hannah **Dalton**  
Barry **Nash**  
Omer **KoKou-Tchri** (Con)  
Vince **Romagnuolo** (Lab)  
Clive **Smitheram**

**Health Liaison Panel (7)**

Richard **Baker** (Chairman)  
Liz **Frost**  
Jane **Race** (Con)  
Guy **Robbins**  
Humphrey **Reynolds**  
Jean **Steer**  
Peter **Webb**

**Human Resources Panel (6)**

Peter **Webb** (Chairman)  
Rekha **Bansil**  
Alex **Clarke** (Con)  
Robert **Foote**  
Guy **Robbins**  
Humphrey **Reynolds**

**Licensing Hearings Panel (13)**

Tony **Axelrod**  
John **Beckett**  
Steve **Bridger**  
Alex **Clarke** (Con)  
Lucie **Dallen**  
Rob **Geleit** (Lab)  
David **Reeve**  
Humphrey **Reynolds**  
Clive **Smitheram**  
Jean **Steer**  
Peter **O'Donovan**  
Clive **Woodbridge**  
Tella **Wormington**

**Note: Pool of Chairmen to Chair Panel meetings will be confirmed by the Licensing & Planning Policy Committee at its meeting in July. Until that time, existing Chairmen may be called upon if necessary**



**Nonsuch Park Joint Management Committee (3)**

Alex **Clarke (Con)**

Chris **Frost**

Mike **Teasdale**

**Surrey Police and Crime Panel (1)**

David **Reeve**

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## **Representation on External Bodies and Nomination to External Bodies as a Representative of the Surrey Leaders' Group**

<b>Head of Service/Contact:</b>	Kathryn Beldon, Chief Executive
<b>Annexes/Appendices (attached):</b>	<b>Annexe 1:</b> Schedule of existing and recommended appointments to External Bodies
<b>Other available papers (not attached):</b>	None stated

### **Report Summary**

This report seeks appointments to representation on external bodies and nominations to external bodies as a representative of the Surrey Leaders' Group

### **Recommendation (s)**

The Council is requested to:

- (1) Appoint representatives to the external bodies listed in the Annexe to this report (to follow);
- (2) Note that the appointment of Borough members who are nominated as substitutes on Surrey County Council's Local Committee will be subject to a decision by the Local Committee in June as to whether it wishes to have substitute members;
- (3) Delegate to the Chief Executive, in consultation with the Chairman of the Strategy and Resources Committee, the nomination of a councillor to the vacancy advised by the Surrey Leaders' Group should more than one candidate be put forward in relation to the particular vacancy;
- (4) Note the various Officer/Member Working Groups appointed by Committees or inter-authority partnerships upon which the Council has representation

## **1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy**

- 1.1 There are no direct implications for the above matters arising from this report.

## **2 Representation on External Bodies**

- 2.1 The Council is asked to approve the appointments and nominations to external bodies as set out in the Annexe to this report.

## **3 Substitute Members on Surrey County Council's Local Committee**

- 3.1 No substitutes are permitted for District/Borough Council co-opted members of Local Committees unless a Local Committee agrees otherwise at its first meeting following the Annual Council meeting of the relevant authority and in relation to all meetings in the following year that substitutes may be appointed.

## **4 Nominations to External Bodies as representatives of the Surrey Leaders Group**

- 4.1 Currently, the Borough Council is requested annually to make nominations to a variety of external bodies as Surrey Leaders' Group (SLG) representatives. Nominations, which are made by all constituent authorities, are subsequently determined by the SLG at its annual meeting. It does not necessarily follow, therefore, that a nominee of this Council will be appointed to the Body concerned.
- 4.2 Appointments are usually for three years. There are five positions to be filled this year which are
- 4.2.1 **High Sheriff's Award** - one position for three years
  - 4.2.2 **SCC Pension Fund Board** – two appointments for three years
  - 4.2.3 **South East Reserve Forces' & Cadets' Association** – one position for three years
  - 4.2.4 **Active Surrey Sports Partner Forum** – one position for three years
  - 4.2.5 **Surrey Civilian Military Partnership Board** – two appointments for three years
- 4.3 The High Sheriff's Award seeks to encourage projects that involve young people in preventing youth crime. The Panel determines the awards made to various projects. It meets 4 times per year as well as holding 1 evening awards ceremony in Leatherhead. The meetings are described as "working lunches" and are held at various venues around the County.
- 4.4 The Surrey County Council Pension Fund Board oversees the management of the Surrey County Council Pension Fund. It is a committee of Surrey County Council. It meets 4 times per year. These are daytime meetings held at County Hall, Kingston-upon-Thames

- 4.5 The South East Reserve Forces' & Cadets' Association deals with the operational requirements of all reserve forces in Surrey. The role of the representative on the County Committee is to provide a point of communication between the Borough and District Councils and their communities and to advise on local matters. The Association meets twice a year in June and October/November. These are evening meetings held at the Territorial Army Centre, Redhill
- 4.6 Active Surrey is the brand name of Surrey's County Sports Partnership (SCSP), a network of groups and organisations from the local government, education, business, sport, health and voluntary sectors. These partners and stakeholders are committed to working together to deliver the aims of the Surrey Physical Activity Strategy with the vision of promoting Surrey to be the most active county in England by 2020. The Active Surrey Partner Forum is an important stakeholder representative group, set up to advise on operational activities. Members have been nominated by groups of key, sector-lead organisations to represent stakeholders' views, support the Thematic Working Groups and feedback information and actions through their networks and upwards to the Active Surrey Board. The Forum meets a minimum twice a year plus attendance at events. **(NOTE: Forum Constitution does not allow term of more than 2 x 3 year).**
- 4.7 Two appointments are available on the Surrey Civilian Military Partnership Board. Its work relates to the Community Covenant for Surrey, a voluntary statement of mutual support between the local civilian community and its local armed forces community. It reviews the work of the signatories of the Surrey Community Covenant and oversees and takes responsibility for the administering of Ministry of Defence Community Grants. One representative will be asked to sit on the main Surrey Civilian Military Partnership Board and the other will be asked to sit on the Community Integration Task Group which has the remit to support and advocate on behalf of the armed forces community in establishing strong links with the county's agencies and partners. Meetings take place a minimum of twice a year, time and venue yet to be confirmed.
- 4.8 The **deadline for receipt of nominations** by the SLG is **Friday 25 May 2018** and it is therefore proposed that, should more than one candidate, if any, be put forward, authority be delegated to the Chief Executive, in consultation with the Chairman of the Strategy and Resources Committee, to nominate a councillor to the vacancies advised by the Surrey Leaders' Group.
- 4.9 Should any nominations be forthcoming, the successful nominee would also need to complete the appropriate **nomination form** and return it to the Democratic Services Manager by **Thursday 24 May 2017 at the very latest**.

## 5 Officer/Member Working Groups and Inter-Authority Partnerships

- 5.1 There are a number of Officer/Member Working Groups that have been established by Committees of this Council or inter-authority partnerships upon which the Council has representation to assist in the formulation of policy or effective decision-making. For information, current member representation on these is set out in **Annexe 1**.
- 5.1.1 **Capital Member Group:** Appointed by Strategy and Resources Committee, member representatives currently being the Chairman of the Strategy and Resources Committee, three other members usually but not necessarily policy committee Chairman and a minority group representative.
- 5.1.2 **Investment Property Group:** Appointed by Strategy and Resources Committee, member representatives being the Chairman of the Strategy and Resources Committee and the Vice Chairman of the Strategy and Resources Committee.
- 5.1.3 **Joint Infrastructure Group:** Appointed by Strategy and Resources Committee, comprising three Borough Councillors, being the Chairman of Strategy and Resources Committee, one other policy committee Chairman or Vice Chairman and one other councillor. Two elected County Councillor member representatives are also invited to attend.
- 5.1.4 **CIL Panel:** Appointed by Strategy and Resources Committee, member representatives being the Chairman of Strategy and Resources Committee, the Chairman of Community and Wellbeing Committee, one other member drawn from the Strategy and Resources Committee and a substitute.
- 5.1.5 **Car Parking Working Group:** Appointed by the Environment Committee, comprising five member representatives.
- 5.1.6 **Surrey Energy and Sustainability Partnership:** A collaborative group comprising Surrey County Council, all 11 Borough and District Councils, Surrey Police and Action Surrey.
- 5.1.7 **Surrey Waste Partnership:** A collaborative group comprising Surrey County Council and all 11 Borough and District Councils.
- 5.1.8 **Surrey Countryside Partnership Board:** The governing body of the established county-wide countryside management service, comprising of three partnerships working under the Surrey Countryside Partnerships team umbrella. The relevant partnership for this Council is the Lower Mole Partnership, which covers North Surrey, spanning Cobham, Kingston, Epsom, Leatherhead and Dorking.

**6 Financial and Manpower implications**

- 6.1 **Chief Finance Officer's comments:** *There are no financial implications arising from this report.*

**7 Legal Implications (including implications for matters relating to equality)**

- 7.1 **Monitoring Officer's comments:** *There are no legal implications arising from this report.*

**8 Sustainability Policy and Community Safety Implications**

- 8.1 There are no direct sustainability or community safety implications arising from this report.

**9 Partnerships**

- 9.1 The Council works in a number of different ways with a number of outside bodies, who undertake a wide range of activities for the benefit of the Borough and its residents and businesses. Active and engaged representatives appointed by the Council can help to build and sustain good relationships, and further that good work.

**10 Risk Assessment**

- 10.1 There are risks for individuals depending on the nature of the appointment being sought. For example, where members are asked to become trustees of a charity, they need to ensure that they understand the personal duties that trustees owe to the charity concerned.
- 10.2 Any members unsure of their status and obligations should ask the outside body for information and advice and/or seek advice from the Council's Chief Legal Officer.

**11 Conclusion and Recommendations**

- 11.1 In conclusion it is recommended that Council agree the recommendations so that the relevant appointments can be made.

**Ward(s) Affected: (All Wards);**

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**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

(-) indicates Responsible Policy Committee to which the External Body is linked, e.g. E-Environment, CW-Community & Wellbeing, SR -Strategy and Resources

No.	Body on which Represented	(-)	No of Reps	Existing Representative (s)	Proposed Representative (s)
1.	Age Concern (Epsom and Ewell) – General Committee	CW	2	Councillor Humphrey Reynolds Councillor Jean Steer	Councillor Guy Robbins Councillor Jean Steer
2.	Committee of Management of Local Citizens Advice Bureau	CW	2	Councillor Rob Geleit Councillor Liz Frost	Councillor Tony Axlerod Councillor Liz Frost
3.	Epsom & Ewell Local Committee  <b>NOTE: Appointment of Borough members who are nominated as substitutes on Surrey County Council's Local Committee will be subject to a decision by the Local Committee in June as to whether it wishes to have substitute members</b>	S & R	5	Councillor Michael Arthur Councillor Rekha Bansil Councillor Kate Chinn Councillor Neil Dallen Councillor Mike Teasdale	Councillor Michael Arthur Councillor Richard Baker Councillor Kate Chinn Councillor Hannah Dalton Councillor Mike Teasdale

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Existing Representative (s)	Proposed Representative (s)
	<b><u>NOTE:</u> Returning co-opted Members will have 28 days to confirm that their register of pecuniary interests previously submitted to County Council remains current. Newly appointed members will have 28 days to complete a registration form (to be provided later in May)</b>		+ 5 subs	Subs: Councillor Steve Bridger Councillor Hannah Dalton Councillor Humphrey Reynolds Councillor Vince Romagnuolo Councillor Tella Wormington	Subs: Councillor Rekha Bansil Councillor Steve Bridger Councillor Chris Frost Councillor Vince Romagnuolo Councillor Clive Woodbridge
4.	Epsom and Ewell Town Twinning Association – Management Committee	S & R	2	Vacancy Councillor Clive Woodbridge	Councillor Liz Frost Councillor Clive Woodbridge
5.	Epsom Common Association	CW	1	Councillor Steve Bridger	Councillor Steve Bridger

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Existing Representative (s)	Proposed Representative (s)
6.	Epsom and Walton Downs Conservators  <b>(4 year appointment to 2019)</b>	CW	6	Councillor Rekha Bansil Councillor Lucie Dallen Councillor Liz Frost Councillor Robert Foote Councillor Jan Mason Councillor Clive Woodbridge	<b>Not applicable – not an annual appointment</b>
7.	Epsom and Walton Downs Consultative Committee	CW	2	Chairman of Epsom and Walton Downs Conservators  Councillor Jean Steer	Chairman of Epsom and Walton Downs Conservators  Councillor Jean Steer

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Existing Representative (s)	Proposed Representative (s)
8.	Epsom and Walton Downs Training Grounds Management Board	CW	3	Chairman of Epsom and Walton Downs Conservators  and Councillor Robert Foote Councillor Jean Steer	Chairman of Epsom and Walton Downs Conservators  and Councillor Lucie Dallen Councillor Jean Steer
9.	Ewell Parochial Trusts	CW	3	Councillor Michael Arthur Councillor Humphrey Reynolds Councillor Clive Woodbridge	Councillor Michael Arthur Councillor Humphrey Reynolds Councillor Clive Woodbridge
10.	Friends of Epsom and Ewell Parks	CW	1	Chairman of Community & Wellbeing Committee	Chairman of Community & Wellbeing Committee
11.	Local Government Association	S & R	1	Councillor Clive Smitheram	Councillor Clive Woodbridge

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Existing Representative (s)	Proposed Representative (s)
12.	Relate Mid- Surrey	CW	1	Councillor Rekha Bansil	Councillor Rekha Bansil
13.	South East England Councils (SEEC)	S & R	1	Councillor Clive Woodbridge	Councillor Clive Woodbridge
14.	Voluntary Action Mid-Surrey	CW	1	Councillor Peter Webb	Councillor Peter Webb

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

**Officer/Member Working Groups and Inter-Authority Partnerships**

No.	Body on which Represented	(-)	No of Reps	Representative (s)
1.	Capital Member Group	S & R	5	Chairman of Strategy and Resources Committee Councillor John Beckett Councillor Omer KoKou Tchri Councillor Barry Nash Councillor Clive Smitheram
2.	Investment Property Group	S & R	2	Chairman of Strategy and Resources Committee Vice Chairman of Strategy and Resources Committee
3.	Joint Infrastructure Group  <b>(Note: membership fixed for two years until June 2019)</b>	S & R	3	Chairman of Strategy and Resources Committee Councillor Barry Nash Councillor Rekha Bansil

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Representative (s)
4.	CIL Panel	S & R	3  + sub	Chairman of Strategy and Resources Committee Chairman of Community & Wellbeing Committee Councillor Hannah Dalton Councillor Tony Axelrod (Sub)
5.	Car Park Working Group	E	5	Councillor Michael Arthur Councillor John Beckett Councillor Neil Dallen Councillor Rob Geleit Councillor Jane Race
6.	Surrey Energy & Sustainability Partnership	E	1	Chairman of Environment Committee
7.	Surrey Waste Partnership	E	1	Chairman of Environment Committee

**REPRESENTATION ON EXTERNAL BODIES, OFFICER/MEMBER WORKING GROUPS  
OR INTER-AUTHORITY PARTNERSHIPS FOR 2018/19**

No.	Body on which Represented	(-)	No of Reps	Representative (s)
8.	Surrey Countryside Partnerships Board	C & W	2	Chairman of Community and Wellbeing Committee  Councillor Jan Mason