

ANNUAL REPORT BY COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Executive Summary

Each year, Woking Borough Council appoints elected Councillors to outside bodies as representatives for the Council. The appointments were reviewed by a Member Task Group in 2014 which presented a series of recommendations to the Executive for determination by Council. In June 2014, the Council adopted the recommendations which had the effect of reducing the overall number of appointments made. This was in line with the Council's objective of rationalising all positions held by Councillors by 2016, to take into account the change in the size of the Council from 36 Councillors to 30 Councillors.

The Council also adopted a formal reporting process for those Councillors appointed to Outside Bodies, with an annual report to be presented to Council. This paper sets out the reports provided by the Council's representatives for the 2023/24 Municipal Year.

Recommendations

The Council is requested to:

RESOLVE That the report be noted.

The Council has the authority to determine the recommendation set out above.

Background Papers:	None.
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Date Published:	20 March 2024

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1.0 Introduction

- 1.1 In February 2022 the Members appointed to Outside Bodies were asked to complete a report on the activities of the Body to which they had been appointed. Details of the appointments for 2022/23 to Outside Bodies and to Ex Officio positions are set out in Appendix 1 to this report. (Note: Whilst representatives were appointed to the Woking Youth Council, the body is no longer active and no meetings have been held over the past year.)
- 1.2 A template was provided to assist the Councillors. The following reports have been completed and are attached in the order submitted:
- [Appendix 2 – The Maybury Centre](#)
 - [Appendix 3 – Fair Oaks Airport Consultative Committee \(FACC\)](#)
 - [Appendix 4 – Basingstoke Canal Joint Management Committee](#)
 - [Appendix 5 – Surrey Police and Crime Panel](#)
 - [Appendix 6 - Surrey County Playing Fields Association](#)
 - [Appendix 7 – Ashford and St Peters NHS Foundation Trust](#)
- 1.3 In considering the reports, it should be noted that the comments have been made by the Councillors appointed to the Outside Bodies and do not necessarily reflect the views of the Council.

2.0 Corporate Strategy

- 2.1 The Council's Corporate Plan identifies the ambition to achieve a healthy, inclusive and engaged community ("People"). The representation of Elected Members on a range of community organisations contributes towards this ambition, enabling direct engagement and representation.

3.0 Implications

Finance and Risk

- 3.1 There are no finance or risk implications arising from this report.

Equalities and Human Resources

- 3.2 There are no equalities or human resource implications arising from this report.

Legal

- 3.3 Legal Services have reviewed this report and have not raised any issues.

4.0 Engagement and Consultation

- 4.1 The reports that form Appendix 2 onwards were drawn up by the Elected Member representatives on the outside bodies. The reports may have been completed with the assistance of other Members or the body to which the Council has been appointed.

REPORT ENDS

Appointments to Outside Bodies 2023/24

ASHFORD & ST PETERS HOSPITAL NHS TRUST

(One representative appointed every 3 years)

Councillor Ellen Nicholson (Retires May 2025)

BASINGSTOKE CANAL JOINT MANAGEMENT COMMITTEE

(Two representatives appointed annually plus substitute)

Councillor Rob Leach
(Sub: Councillor Swati Mukherjee)

Councillor Kevin Davis
(Sub: Councillor Daryl Jordan)

CORPORATE TRUSTEE – FRIENDS OF WOKING PALACE

(One representative appointed for one year)

Councillor Ann-Marie Barker

COUNTRYSIDE PARTNERSHIP BOARD

(One representative appointed annually plus substitute)

Councillor Peter Graves
(Sub: Councillor Kevin Davis)

FAIROAKS AIRPORT CONSULTATIVE COMMITTEE

(One representative appointed annually plus substitute)

Councillor John Morley (Sub: Councillor Martin Sullivan)

FARNBOROUGH AERODROME CONSULTATIVE COMMITTEE

(One representative appointed annually plus substitute)

Councillor Ann-Marie Barker (Sub: Councillor Martin Sullivan)

MAYBURY CENTRE TRUST

(Two nominated trustees appointed for 4 years)

Councillor Tahir Aziz (Retires 2027) Councillor Peter Graves (Retires 2026)

NATIONAL PARKING ADJUDICATIONS SERVICE JOINT COMMITTEE

(One representative appointed every two years plus substitute)

Councillor Ann-Marie Barker (Retires 2025) (Sub: Councillor Dale Roberts)

POLICE & CRIME PANEL

(One representative appointed annually)

Councillor Ellen Nicholson

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SHOPMOBILITY

(One representative appointed annually plus substitute)

Councillor Ann-Marie Barker (Sub: Councillor Daryl Jordan)

SOUTH EAST EMPLOYERS

(One representative appointed annually plus substitute)

Councillor Ann-Marie Barker (Sub: Councillor Kevin Davis)

SPORT WOKING (FORMALLY WOKING SPORTS COUNCIL)

(Two representatives appointed annually)

Councillor Tahir Aziz

Councillor Chris Martin

SURREY COUNTY PLAYING FIELD ASSOCIATION

(One representative appointed annually)

Councillor Ellen Nicholson

SUTTON GREEN VILLAGE HALL MANAGEMENT COMMITTEE

(Two representatives appointed annually. Both must be Borough Councillors, one representative to be a local Ward Councillor)

Councillor Kevin Davis (Member)

Councillor Leslie Rice (ex-Officio)

WOKING ACCESS GROUP

(Two representatives appointed annually)

Councillor Ann-Marie Barker

Councillor Anila Javaid

WOKING COMMUNITY TRANSPORT

(Two observers appointed annually)

Councillor Tahir Aziz

Councillor Leslie Rice

WOKING PEOPLE OF FAITH FORUM

(One representative trustee appointed every 5 years)

Councillor Louise Morales (Retires 2026)

WOKING YOUTH COUNCIL

(Two representatives and substitute appointed annually)

Councillor Josh Brown

Councillor Rob Leach

Councillor Hassan Akberali (Substitute)

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EX-OFFICIO APPOINTMENTS	
<p>Armed Forces Champion Appointed by Council in May annually.</p>	<p>Councillor Guy Cosnahan Sub: Councillor Amanda Boote</p>
<p>Surrey Climate Change Partnership Members Group Portfolio Holder for Climate Change</p>	<p>Councillor Peter Graves</p>
<p>Surrey Waste Partnership Portfolio Holder for Waste and Recycling</p>	<p>Councillor Peter Graves</p>
<p>Woking Chamber of Commerce Leader of the Council or their nominee</p>	<p>Councillor Dale Roberts</p>
<p>Woking Community Fund Panel Portfolio Holder for the Voluntary Sector</p>	<p>Councillor Will Forster</p>
<p>Woking Palace Consultative Panel Ward Members for Hoe Valley and Portfolio Holder for Planning</p>	<p>Councillor Andy Caulfield Councillor Will Forster Councillor Liam Lyons Councillor Louise Morales</p>

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Appendix 2

Outside Body:	Maybury Trust
Councillor(s):	P Graves
Date Completed:	27.2.24
Meetings Attended:	Monthly
Description of Outside Body:	Community facility, providing event, education, and meeting spaces.
Update on Recent Activities	The centre has completed a radical overhaul of procedures and has been able to move into a positive position with regards to its P and L. Lettings are up and we have managed to move almost entirely to a cash free organisation. There is an investigation taking place into Philip Goldenberg for actions allegedly not in keeping with a Trustee.
Future Activities:	Aim to complete the investigation without a negative impact on the centre. It is taking a lot of time which could be better directed in improving the centre for the community.
Matters of Note or Concern:	See above – discord amongst trustees and a time sapping investigation.

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Appendix 3

Outside Body:	Fairoaks Airport Consultative Committee (FACC)
Councillor(s):	Cllr John Morley
Date Completed:	27 th February 2024
Meetings Attended:	October 2023, February 2024
Description of Outside Body:	<p>All UK airports are required by law to have a consultative committee. The Civil Aviation Authority describes the purpose of the committee:</p> <p><i>The role of the Consultative Committee is to help provide a forum for discussing airport-related issues with all those who may be affected.</i></p> <p>The committee is made up of representatives from the airport management, local residents' groups and local councillors from Woking, Surrey Heath and Runnymede</p>
Update on Recent Activities	<p>The committee has discussed various complaints from residents. These are considered carefully, and action is taken by airport management in the few cases where noise rules have been contravened. The vast majority of complaints appear to come from one or two residents.</p> <p>Fairoaks Airport sits within the Surrey Heath constituency. Surrey Heath is undertaking its next Local Development Plan which will, amongst other things, determine appropriate sites for housing. The plan is yet to go through consultation, but as it stands the Fairoaks site is not one of those being allocated for residential development.</p> <p>A plan for a new helicopter hangar is ongoing.</p>
Future Activities:	The committee will continue to monitor any complaints from residents and act as a channel of communication between the airport and local residents.
Matters of Note or Concern:	No concerns with the FACC.

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Appendix 4

Outside Body:	Basingstoke Canal Joint Management Committee
Councillor(s):	Kevin Davis & Rob Leach
Date Completed:	17/03/2024
Meetings Attended:	07/06/2023 – 20/11/2023
Description of Outside Body:	<p>Body responsible for the management and maintenance of the Basingstoke Canal which is owned jointly by SCC and HCC.</p> <p>All boroughs provide funding on a pro-rata basis depending on the length of the canal running through the borough.</p>
Update on Recent Activities	<p>07/06/2023 – Final accounts presented and agreed. A higher than anticipated use of reserves was required.</p> <p>The canal manager employed since 2012 gave notice to leave.</p> <p>An update was received on the pollution incident in Woking.</p> <p>The Basingstoke Canal Society presented its report for the volunteer operations delivered for the canal.</p> <p>20/11/2023 – The Risk Register was scrutinised.</p> <p>Budget work for this year examined.</p> <p>The funding sources are drying up as borough councils are no longer able to meet their responsibilities. By no means is WBC the only borough no longer paying its way and others have been persistent offenders for years.</p> <p>The canal is having to look at new ways of working and the decision was taken to include Member involvement in the JMC by the land-owner representatives (HCC & SCC). As such WBC and other boroughs will no longer have a right to sit on the committee.</p>
Future Activities:	None for WBC.
Matters of Note or Concern:	Funding and how WBC now influences the management of the canal.

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Appendix 5

Outside Body:	Surrey Police and Crime Panel
Councillor(s):	Cllr Ellen Nicholson
Date Completed:	20/03/2024
Meetings Attended:	29 th June 2023 28 th September 2023 24 th November 2023 2 nd February 2024
Description of Outside Body:	<p>The Police Reform and Social Responsibility Act 2011 underpins new governance and accountability arrangements for policing in Surrey, which include the formation of a police and crime panel.</p> <p>The role of the Panel is to examine the actions and decisions of Surrey's Police and Crime Commissioner (PCC) and to make sure information is available for the public so that they can hold their Commissioner to account.</p> <p>The Panel is a committee of Surrey County Council, and consists of one elected councillor from each of Surrey's twelve local authorities and two co-opted independent members.</p>
Update on Recent Activities	<p>At its public meeting of 2 February 2024, the Panel reviewed the Commissioner's proposed precept for 2024 to 2025 and voted on whether or not to endorse the proposal to increase the precept for a Band D property by £13 to £323.57. The majority of the Surrey Police and Crime Panel (which included the Chairman's casting vote) did not approve the PCC's proposal. However, the requirement for a veto to be agreed by two-thirds of the Panel membership (which equates to 10 Panel members) was not met. Therefore,</p> <ol style="list-style-type: none"> 1. The Panel accepted that the PCC's proposal to increase the Band D Surrey Police and Crime Commissioner Precept by £13 to £323.57 would come into effect. 2. The Panel expressed disappointment at the government settlement and the unfair funding formula which places a disproportionate burden on Surrey residents to fund the Force. This lack of appropriate level of government funding should be resolved and is a more appropriate way to meet Surrey's needs in the long term. <p>Panel letter Letter - PCP Chairman to Commissioner reporting Panel Precept Decision (surreycc.gov.uk)</p> <p>At previous meetings residents questions and member concerns have been raised on issues such as shop lifting,</p>

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	<p>violence against women and girls, anti-social behaviour, speeding, community policing.</p> <p>29th June 2023</p> <p>Panel members considered the draft Annual Report 2022/23 on 29 June 2023 and sent a letter with its recommendations to the Police and Crime Commissioner for Surrey. The Commissioner accepted the majority of the Panel's recommendations.</p>
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Future Activities:	Next Meeting - 18 th June 2024
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Matters of Note or Concern:	<p>Over the course of the year the Panel has also debated with the OPCC the findings of the Surrey PEEL Assessment 2023–2025 - His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (justiceinspectors.gov.uk) and raised the HM Inspector of Constabulary concerns about the performance of Surrey Police in keeping people safe, reducing crime and providing victims with an effective service.</p> <p>Surrey has a lower-than-average number of 999 calls and a comparatively low number of 101 calls. But despite this, the force doesn't always answer emergency and non-emergency calls in a timely way. A high number of callers to its non-emergency 101 facility abandon their call. Some of these callers will contact the force by another means, such as through its online platform. Other callers will simply give up. So, crime will go unreported and vulnerable people will not be safeguarded. This was highlighted as an area for improvement during the last PEEL inspection in 2021/22, but performance has deteriorated.</p> <p>Both the panel and the HM Inspector of Constabulary recognise that Surrey had a change of Chief Constable at the in Spring 2023, who has set out his priorities for improvement.</p>
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Appendix 6

Outside Body:	Surrey County Playing Fields Association
Councillor(s):	Cllr Ellen Nicholson
Date Completed:	20/03/2024
Meetings Attended:	Meeting in 2023 and 15 th February 2024
Description of Outside Body:	<p>Surrey County Playing Fields Association is an independent charity operating within Surrey. They work with other organisations to ensure that there are high quality facilities for sport and play in the county. The charity reviews applications for grants and planning schemes to ensure there are appropriate comments on strategies and planning applications.</p>
Update on Recent Activities	<p>Attended a meeting to discuss grant applications. There were no applications from Woking.</p> <p>Following the meeting I highlighted to Woking councillors that the charity had grants for sporting activities.</p> <p>For Woking applications please use the contacts on the website contact page.</p> <p>Surrey Playing Fields Home Page - Surrey Playing Fields</p>
Future Activities:	Meetings are twice a year.
Matters of Note or Concern:	None

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Appendix 7

Outside Body:	Ashford and St Peters NHS Foundation Trust
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Councillor(s):	Cllr Ellen Nicholson
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Date Completed:	20/03/2024
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Meetings Attended:	<p>7th June 2023 – Council of Governors 27th June 2023 - Quality Account Assurance Group Meeting 11th July 2023 - Council of Governors 27th September 2023 – Staff Awards ceremony 5th October 2023 – Governors Meeting 11th /16th October 2023 – NED Meetings part 1 & 2 6th November 2023 – Annual Report and Accounts 22nd January 2024 - Council of Governors 21st February 2024 – Council of Governors 7th March 2024 - Council of Governors 14th March 2023 - Council of Governors</p>
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Description of Outside Body:	<p>Ashford and St Peters NHS Foundation Trust have a Board of Directors that is legally accountable for running the Trust. It has a Chairman, seven Non-Executive Directors (appointed by the Council of Governors for three year terms) and seven Executive Directors (who are employees).</p> <p>In addition to this Board of Directors, Foundation Trust members have elected a Council of Governors. The Council is important and influential in the way that it represents workforce colleagues and the community, giving their views to the Board of Directors on the organisation's future direction. It does not run the Trust or get involved with the day-to-day operational issues.</p> <p>There are currently 24 members of the Council of Governors - 14 public governors, five staff governors, and five appointed governors from the local councils and universities.</p> <p>Governors have two main duties:</p> <ul style="list-style-type: none"> • To hold the Non-Executive Directors, individually and collectively, to account for the performance of the Board and Directors; and • To represent the interests of the members of the Trust as a whole and the interests of the public.
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Update on Recent Activities	<ol style="list-style-type: none"> 1. A major project to increase surgical capacity at Ashford and St Peter's Hospitals (ASPH) is underway to create a new dedicated elective centre at Ashford Hospital, Surrey. The elective centre at Ashford will see the development of two new ophthalmology theatres and two new main Laminar flow theatres and will provide increased capacity for elective orthopaedic procedures, including hip and knee replacement surgery and ophthalmology eye surgery. 2. Woking Community Hospital Diagnostic Centre Plans developed and approved in conjunction with stakeholders, work commenced in March 2024 due for completion June/July 2024. 3. Ashford and St Peter's Hospitals NHS Foundation Trust and Royal Surrey NHS Foundation Trust jointly launched a new secure patient information portal called MyCare in February. This is linked to the joint electronic patient record system. MyCare is a secure online platform that enables users to view their hospital appointments and other information from their hospital record, in a similar way to the NHS App and many of the online services offered by GP surgeries. Difficulties with the internal patient record – Cerner are in the main resolved, but ongoing work happening. 4. New Chairman appointed in 2023 – Caroline Warner The Trust Chief Executive resigned in February 2024. Work underway to find an interim Chief Executive with Surrey Heartlands ICB and NHS England assistance.
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Future Activities:	Recruitment and appointment of the chief executive, interviews will involve governors
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Matters of Note or Concern:	<p>We have received notification from the Care Quality Commission (CQC) that the results for the 2023 Maternity Survey will be published on Friday 9 February. The survey will give insight into the experiences of women and birthing people who gave birth in February 2023. It covers care provided before giving birth (antenatal care), during labour and delivery, and in the six to eight week period following birth (postnatal care).</p> <p>The CQC will also be publishing a separate report which will look at the results at a Trust level. Ashford and St Peters were disappointed to see that Ashford and St Peter's Hospitals have been identified as performing 'Worse than expected', but understand that the survey was undertaken at a challenging time for maternity as this took place just one month after our unannounced CQC inspection for maternity.</p> <p>Background:</p> <p>In January 2023, Ashford and St Peter's Hospitals NHS Foundation Trust were visited by the CQC (Care Quality Commission), who carried out an unannounced focused inspection at St Peter's Hospital as part of the national</p>
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	<p>maternity inspection programme. The inspection was to look at how safe and well-led maternity services were.</p> <p>Following the inspection, the CQC published a report on 29 March 2023. Our maternity service has been rated Inadequate.</p> <p>Ashford and St Peter's Hospitals NHS Foundation Trust have made significant improvements to the service in response to the CQC's findings (report from CQC in link).</p>
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