

NEW FOREST NATIONAL PARK AUTHORITY

AUTHORITY MEETING – 28 JUNE 2007

APPOINTMENT OF AUTHORITY REPRESENTATIVES ON EXTERNAL ORGANISATIONS

Report by: Lindsay Cornish, Chief Executive, and David Stone, Head of Member Services

Summary:

1. This report asks members to consider appointments to external organisations for the period until the next Annual meeting of the Authority in 2008. A list of organisations and current representatives is set out in Part A of **Annex 1** of the report, together with a column showing the results of a survey of members' preferences for the appointments.
2. The reports also asks members to consider four new external appointments as set out in Part B of **Annex 1**, namely:
 - a representative to the New Forest Court of Verderers;
 - appointment of a member to:
 - (i) act as a representative to the Executive Management Group of the New Forest Ninth Centenary Trust; and
 - (ii) to serve as a Trustee of the New Forest Ninth Centenary Trust;
 - a representative to the North Solent Shoreline Management Plan – Elected Members Group.

Recommendation

1. **To approve the appointments to external organisations listed at paragraph 6 of this report for the period up to the next Annual meeting of the Authority.**
2. **To approve the appointments to external organisations listed at paragraph 7 of this report, as selected by ballot, for the period up to the next Annual meeting of the Authority.**
3. **To select the appointment to the Court of Verderers by ballot for a term to reflect the appointee's own term of appointment to the Authority and/or the time the post has already been held.**
4. **To select the appointment to the New Forest Ninth Centenary Trust by ballot for the period until the next Annual meeting of the Authority.**

Resources:

None

Corporate Plan: Objective A1

Paper:

NFNPA: 185/07 Cover paper
NFNPA: 185/07 Annex 1– Authority representation on external organisations
NFNPA: 185/07 Annex 2– Role profiles for selected Authority representation on external organisations
NFNPA: 158/07 New Forest Court of Verderers – National Park Authority Appointment

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Report by: Lindsay Cornish, Chief Executive, and David Stone, Head of Member Services

Background

1. This report asks members to consider appointments to external organisations for the period until the next Annual meeting of the Authority in 2008.
2. During the last two years the Authority has been invited to or has sought representation on a number of organisations. Some of these focus on national park activities and functions. Others are linked to local authority business, or regional fora. In some cases a nominated member simply acts as a first-point of contact with the organisation. Some of the organisations are decision-making bodies and others are consultative fora.
3. In order to facilitate the process of appointing external representatives at the Annual Authority meeting, the Chief Executive wrote to members on 12 June 2007 inviting them to state their preferred choices by completing and returning a preference form. A schedule listing all the current appointments and the new appointments is attached as **Annex 1**, together with a column setting out the results of the survey of members' preferences for the appointments.
4. All members representing the Authority's interests on external organisations are expected to report back to other members on issues of interest that arise, in an appropriate format. Any issues arising from these external contacts which require Authority consideration will form part of a report compiled by the relevant lead officer with input from the relevant member.
5. Members are reminded that, at the Authority meeting on 15 June 2006, the Authority agreed a form of indemnification for officers and members of the Authority against any personal liability that should arise in the course of undertaking authorised business. This covers liabilities which are incurred in the course of acting as a member of an outside body to which they have been appointed by the Authority. Certain exemptions apply, and full details can be found in the report and minutes of the meeting.

Appointments for which there is only one volunteer

6. As schedule 1 shows, the following appointments, which are not specific to the role of Chairman, are not 'contested':
- Bournemouth International Airport Consultative Panel – Roger Heape
 - Council for National Parks – Bob Morris
 - Dorest and South Wiltshire Planning and Transportation Liaison Committee – Kathy Heron
 - Hampshire and Isle of Wight Local Government Association – Ted Johnson
 - Hampshire and Isle of Wight Sub-Regional Improvement Partnership: Improvement Board – Susan Achmatowicz
 - Lymington Harbour Commissioners – Vicky Myers
 - National Park Authorities Electronic Government Group - Susan Achmatowicz
 - New Forest Notifiable Animal Disease Liaison Group – Clive Maton
 - Solent Forum – Vicky Myers
 - Sustainable Development Fund Panel – Barry Rickman and John Sanger
 - Ninth Centenary Trust Executive Management Group – Susan Achmatowicz
 - North Solent Shoreline Management Plan, Elected Members Group – Clive Chatters, Vicky Myers (reserve).

Recommendation 1

To approve the appointments to external organisations listed at paragraph 6 of this report for the period up to the next Annual meeting of the Authority.

Appointments with more than one volunteer

Existing appointments

7. As **Annex 1** shows, the following existing appointments have attracted more than one volunteer :
- Hampshire Minerals and Waste Development Framework Joint Members' Group (3 candidates)
 - New Forest Access Forum (2 candidates)
 - South East England Regional Assembly (reserve) (2 candidates).
8. A ballot will be held to select the preferred candidate for each of these posts. (Role descriptions are attached for information.)

Recommendation 2

To approve the appointments to external organisations listed at paragraph 7 of this report, as selected by ballot, for the period up to the next Annual meeting of the Authority.

New appointments

Court of Verderers

9. Under the New Forest Act 1949, as the planning authority for the area, the Authority has taken over responsibility from Hampshire County Council for one appointment to the New Forest Court of Verderers. The full background to this appointment is covered in Authority report NFNPA 158/07 for the meeting on 22 February 2007. However, members' attention is drawn to the proposed objective and duration of the appointment which are set out below.
 - 9.1 The Act does not specify the objective of the appointment other than by inference from the nature and role of the appointing body. A proposed objective for the appointment, taking account of the role of the Verderers set out in the New Forest Acts, is:
 - to provide information and advice on the purposes, objectives and policies of the National Park, and in particular its planning policies and procedures, to assist the Verderers in carrying out their duties.
 - 9.2 The duration of the post should, in principle, follow the member's term of appointment with the Authority. Thus for Secretary of State appointees, the term would currently be three years, and for local authority appointees it would be four. Reappointment would not be automatic and would be dependent on a decision of the Authority taking into account relevant factors at the time and an assessment of the appointee's performance in that role. It is also advisable for the Authority to set a maximum term for the appointment. For Secretary of State appointees three terms are currently proposed, amounting to nine years maximum, and for local authority appointees two terms are proposed, amounting to eight years maximum. Any member who has previously served as an appointed Verderer for the maximum period proposed for Authority members would not be entitled to apply for appointment.
10. The Authority's representative will sit as a Verderer in a decision-making capacity, taking into account the representations made, and any national park considerations.
11. There are two candidates for the post (the full role description is attached for information).

Recommendation 3

To select the appointment to the Court of Verderers by ballot for a term to reflect the appointee's own term of appointment to the Authority and/or the time the post has already been held.

Ninth Centenary Trust - Trustee

12. The Agreement between the Authority and the New Forest Ninth Centenary Trust seeks, among other things:
 - the appointment of a member to act as an Authority representative on the Board of Trustees.
13. The Authority's representative will be a full decision-making member of the Trust, but will be required to declare an interest in respect of any discussions relating to the Agreement. (The Authority's Scheme of Indemnities will cover the Authority member's liabilities arising from becoming a Trustee.)
14. There are four candidates for the post (the full role description is attached for information).

Recommendation 4

To select the appointment to the New Forest Ninth Centenary Trust by ballot for the period until the next Annual meeting of the Authority.

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AUTHORITY REPRESENTATION ON EXTERNAL ORGANISATIONS

PART A: Existing appointments				
Group	Status	Current Member Representative(s)	Lead Officer	Members' preferences, as indicated by survey
Bournemouth International Airport Consultative Committee	Representation	Roger Heape	John Ward	Roger Heape
Central Hants and New Forest Leaders Group	Representation	Clive Chatters (with Chief Executive)	John Ward	<i>Chairman with Chief Executive</i>
Council for National Parks	Representation	Bob Morris	Stephen Trotter	Bob Morris
Dorset and South Wiltshire Planning and Transportation Liaison Committee	Observer	Kathy Heron	David Illsley	Kathy Heron
English National Park Authorities Association	Decision making	Clive Chatters (with Chief Executive)	Lindsay Cornish	<i>Chairman with Chief Executive</i>
Europarc	Mainly representation	Clive Chatters	Stephen Trotter	<i>Chairman</i>
Hampshire and Isle of Wight Local Government Association	Representation	Ted Johnson	Lindsay Cornish	Ted Johnson
Hampshire and Isle of Wight Sub-Regional Improvement Partnership: Improvement Board	Representation	Susan Achmatowicz	Lindsay Cornish	Susan Achmatowicz
Hampshire Minerals and Waste Development Framework Joint Members' Group	Representation	Jeremy Heron	Sarah Applegate	Alan Rice Kathy Heron Stan Wade

Group	Status	Current Member Representative(s)	Lead Officer	Members' preferences, as indicated by survey
Lymington Harbour Commissioners	Contact	Vicky Myers	Stephen Trotter	Vicky Myers
National Park Authorities Electronic Government Group	Representation and decision making	Susan Achmatowicz with Tony Gentle as reserve	Colin Banfield	Susan Achmatowicz
New Forest Access Forum	Representation	Kathy Heron	Sarah Manchester	Kathy Heron Vicky Myers
New Forest District Local Strategic Partnership	Representation and decision making	Clive Chatters	Nick Evans	<i>Chairman</i>
New Forest Notifiable Animal Disease Liaison Group – <i>previously Foot and Mouth Liaison Group</i>	Representation	Clive Maton	Emma Rigglesworth	Clive Maton
Solent Forum	Representation	Vicky Myers	Stephen Trotter	Vicky Myers
South East England Regional Assembly (SEERA)	Decision making	Clive Chatters with Jeremy Heron as reserve	Lindsay Cornish/ John Ward	<i>Chairman</i> Alan Rice (as reserve) Julian Johnson (as reserve)
Sustainable Development Fund Panel	Decision making	Barry Rickman	Emma Rigglesworth	Barry Rickman John Sanger
UK Association of National Park Authorities	Decision making	Clive Chatters (with Chief Executive)	Lindsay Cornish	<i>Chairman with Chief Executive</i>

PART B: New appointments			
Group	Status	Lead Officer	Members' preferences, as indicated by survey
Member appointment to the New Forest Court of Verderers	Decision making	Lindsay Cornish	Diana Halford Kathy Heron
One representative on the Executive Management Group of the New Forest Centre (New Forest Ninth Centenary Trust)	Decision making	Martin O'Neill/ Lindsay Cornish	Susan Achmatowicz
Member appointment to the New Forest Ninth Centenary Trust to serve as a Trustee	Decision making	Martin O'Neill/ Lindsay Cornish	Alan Rice Roger Heape Peter Frost Stan Wade
North Solent Shoreline Management Plan – Elected Members Group	Decision making	Steve Trotter	Clive Chatters Vicky Myers (as reserve)

NFNPA 185/07 Annex 2

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**ROLE PROFILES FOR AUTHORITY REPRESENTATION ON EXTERNAL
ORGANISATIONS**

Hampshire Minerals and Waste Development Framework Joint Members' Group

Frequency of meetings

Depends on what issues need to be discussed – approximately quarterly

Terms of reference/ brief description of aims and objective

- ensure that interests of the strategic partners are appropriately considered;
- ensure that the arrangements make efficient use of members and officers time;
- ensure that the arrangements deliver the right mechanism for proper political engagement with the process;
- ensure that the timetable for plan preparation ties in with the respective Hampshire County Council, Portsmouth City Council, Southampton City Council and National Park Authority decision making agendas; and
- ensure that administrative arrangements are in place to allow the challenging timetable, agreed by the Government Office for the South East, to be met.

Status of Authority – involvement and any specific requirements for member involvement

Representation

Lead National Park Authority officer contact details

Sarah Applegate, Senior Planner
sarah.applegate@newforestnpa.gov.uk
01590 646673

Contact details for outside body

Cllr Jill Baston, Chair
c/o Southampton City Council
Civic Centre
Southampton
Hampshire
SO14 7LY

Name of member nominated to represent Authority

To be appointed (previously was Jeremy Heron)

New Forest Access Forum

Frequency of meetings

Quarterly

Terms of reference/ brief description of aims and objective

The aim of the Forum is to “provide guidance on, and contribute towards, improving opportunities for all to enjoy the countryside and coast of the New Forest and South West Hampshire.”

The remit of the Forum is to:

- Fulfil the statutory duty to advise on the improvement of public access to land for the purposes of open-air recreation and the enjoyment of the area, as described in the Countryside and Rights of Way Act 2000 (CRoW Act).
- Contribute in an advisory capacity to the development of Hampshire and Wiltshire County Councils’ Rights of Way Improvement Plans as they apply to the New Forest and South West Hampshire.
- Provide a source of local expertise and advice on a wide range of recreational access issues, not just those related to the CRoW Act, whilst having regard for the needs of land management and the conservation and enhancement of the natural beauty of the area.
- Advise on the promotion and improvement of appropriate use and enjoyment of the countryside and rights of way by all, whilst having regard for the needs of land management and the conservation and enhancement of the natural beauty of the area.
- Form links with Highway Authorities in Hampshire, Wiltshire and Dorset.

Status of Authority – involvement and any specific requirements for member involvement

Representation. Authority officer attends each meeting to provide information on the technical aspects of the Forum’s work and liaise between the Forum and the appointing authorities and other bodies. Authority also provides secretarial duties for the administration of the Forum. Authority member attends each meeting to represent the interests of the Authority.

Lead National Park Authority officer contact details

Sarah Manchester, Countryside Access Officer
sarah.manchester@newforestnpa.gov.uk
01590 646669

Contact details for outside body

c/o Debbie Williams, New Forest National Park Authority
South Efford House
Milford Road
Everton, SO41 0JD

Name of member nominated to represent Authority

Kathy Heron

South East England Regional Assembly (SEERA)

Frequency of meetings

The Assembly meets in full three times a year at locations around the South East. Its Executive Committee meets seven times a year, and its Regional Planning Committee meets at least six times a year.

Terms of reference/ brief description of aims and objective

- To provide the representative body for the region, to act to promote the economic, social and environmental well-being of all who live and work in the South East.
- To define and represent the region's interests, particularly within the UK and the European Union as a whole.
- To constitute the representative body recognised under the Regional Development Agencies Act 1998 to work with, and be consulted by, the South East England Development Agency (SEEDA) and in doing so to provide the means through which SEEDA can be responsive to regional views and can account to the region for its activities.
- To be the Regional Planning Body for South East England.
- To provide a forum within which to address issues of common concern or interest to all partners.
- To work with others to promote the sustainable economic development of the South East region.

Status of Authority – involvement and any specific requirements for member involvement

Decision making. Normally the representative will be the Chairman of the Authority.

Lead National Park Authority officer contact details

- Lindsay Cornish, Chief Executive
lindsay.cornish@newforesnpa.gov.uk
01590 646633
- John Ward, Director of Strategy and Planning
john.ward@newforestnpa.gov.uk
01590 646659

Contact details for outside body

SEERA, Berkeley House
Cross Lanes
Guildford, Surrey
GU1 1UN

Name of member nominated to represent Authority

Clive Chatters (vacancy as reserve)

New Forest Court of Verderers

Frequency of meetings

Monthly

Terms of reference/ brief description of aims and objective

- Protect and administer the New Forest's unique agricultural commoning practices;
- Conserve its traditional landscape, wildlife and aesthetic character, including its flora and fauna, peacefulness, natural beauty and cultural heritage;
- Safeguard a viable future for commoning upon which the foregoing depends.

Status of Authority – involvement and any specific requirements for member involvement

Decision making – full participation in decisions of the Court of Verderers. Member represents the Authority and advises on all aspects of the Authority's policies and objectives and their implementation. The appointee to the Court of Verderers should have a good knowledge of the Forest and Forest farming and ideally be a member of the Planning Development Control Committee.

Lead National Park Authority officer contact details

Lindsay Cornish, Chief Executive
lindsay.cornish@newforesnpa.gov.uk
01590 646633

Contact details for outside body

The Queen's House
High Street
Lyndhurst
Hampshire
SO43 7NH

Name of member nominated to represent Authority

Kathy Heron

Trustee on the New Forest Ninth Centenary Trust

Frequency of meetings

Twice a year (March and September). Next meeting scheduled for 18 September 2007.

Terms of reference/ brief description of aims and objective

Hampshire County Council and New Forest District Council each select one of their members as a Trustee of the Ninth Centenary Trust. Following the establishment of the New Forest National Park Authority, the Trustees decided to invite a member of the Authority to become a Trustee. Such representatives are full Trustees, save that they are expected to declare an interest when matters relating to their nominating body are under consideration. In relation to the Authority, this arrangement is also noted in the Agreement relating to the association between the Authority and the Trust in connection with The New Forest Centre.

The Trust's principal Aim is "To further the Conservation and Protection of the New Forest and in particular:

- to further health and welfare interests of the New Forest in all aspects
- to promote and support financially or otherwise any measure calculated to support and protect the New Forest
- to find, collect and conserve natural and manmade evidences of the structure and life of the New Forest
- to establish, equip and maintain a museum
- to promote interest, research and knowledge relating to the New Forest, all for the education and benefit of the inhabitants of the New Forest and of the public at large."

Status of Authority – involvement and any specific requirements for member involvement

To assist the Trust in its strategic discussions on The New Forest Centre's role in furthering conservation and protection of the New Forest National Park. This includes ensuring that the National Park context is fully reflected in the Trust's work.

Among the existing Trustees there is a wide range of different skills, experience and expertise. The Authority's Trustee would be expected to be fully committed to the Aims of the Trust in terms of conservation and protection of the New Forest National Park and dedicated to encouraging visitors and local people to acquire a real understanding of the Forest and its history, both human and natural.

Lead National Park Authority officer contact details

Lindsay Cornish, Chief Executive
lindsay.cornish@newforesnpa.gov.uk
01590 646633

Martin O'Neill, Director of Information and Visitor Services
martin.o'neill@newforestnpa.gov.uk
01590 646647

Contact details for outside body

Ednyfed Hudson-Davies, Chairman, New Forest Ninth Centenary Trust
office@newforestmuseum.org.uk

Name of member nominated to represent Authority

To be appointed