
Part 8

Outside Bodies

Explanation of Appointment Priority

The Governance and Audit Committee in December 2010 agreed an Appointment Priority for Outside bodies – the criteria is as set out below:-

- Priority 1 Strategic representation or Executive Decision making – Executive Member (special circumstances – Council Champion, Committee Chairman/Vice-Chairman)

- Priority 2 Representative has a specific management role

- Priority 3 Community engagement (the Ward Member(s) or a member with a special interest, the Ward Member having priority)

- Priority 4 Community interest (at the invitation of a particular organisation)

These are the current appointments (2014/15), those no longer elected representatives have been removed

	OUTSIDE BODY	APPOINTED COUNCILLOR(S)
1	Action in Rural Sussex	Cllr Bryan Turner
2	Adur & Worthing Business Partnership	Executive Member for Regeneration
3	Adur and Worthing Health and Wellbeing Partnership	Executive Member for Health and Wellbeing
4	Adur and Worthing Homelessness Forum	Executive Member for Customer Services
5	Adur and Worthing Safer Community Partnership	Executive Member for Health and Wellbeing
6	Age UK - West Sussex (non voting Member)	Cllr Joan Bradley
7	Armed Forces Champion	Cllr Tom Wye
8	British Destinations Association	Cllr Noel Atkins
9	Bognor Regis and Worthing Shopmobility	
10	Broadwater Community Association	Cllr Vicky Vaughan Cllr Nigel Morgan

11	Coastal West Sussex Partnership Board	Executive Member for Regeneration
12	Court of the University of Sussex	Executive Member for Regeneration
13	Discretionary Housing Payments Board	Cllr Heather Mercer
		Cllr Mark Nolan
		Cllr Vicky Vaughan
		Cllr Kevin Jenkins
		Cllr Edward Crouch
14	Dr Chester's (Poor Ten Acres) Charity	No vacancies in 2014/15
15	Durrington Community Centre Association	Cllr Sean McDonald
16	East Worthing Community Association	Cllr Alex Harman
		Cllr Keith Bickers
17	Federation of British Cremation Authorities - Executive Committee	Executive Member for the Environment
18	Heene Community Centre (Management Committee)	Cllr Joshua High
		Cllr Diane Guest
19	High Salvington Mill Trust Committee & Management	No action no current vacancies
20	Local Government Association General Assembly	Leader
21	Local Government Association - Coastal Issues - Special Interest Group	Councillor Bryan Turner
22	Local Democracy Network	Chair JGC Chair JOSOC
23	PATROL Adjudication Joint Committee	Executive Member for the Environment
24	Quality Bus Partnership	See note
25	SCOPAC (Standing Conference on Problems Associated with the Coastline)	Councillor Noel Atkins
26	Shoreham Airport Consultative Committee	Cllr Louise Murphy
		Sub:
27	Sidney Walter Centre (Management	Cllr

	Committee)	Cllr Clive Roberts
28	South Downs Leisure Trust Board	Cllr Luke Proudfoot
		Cllr Diane Guest
29	South Downs National Park Authority (to 2018)	Cllr Daniel Humphreys
30	South East Employers	Cllr Daniel Humphreys
		Sub:
31	Sussex County Playing Field Association - Executive Committee	Cllr Paul High
32	Sussex Police and Crime Panel	Executive Member for Health & Wellbeing
		Cllr Tom Wye
33	Tourism South East	Executive Member for Regeneration
34	Waves Ahead - Worthing Local Strategic	Executive Member for Health & Wellbeing
		Sub: Cllr Kevin Jenkins
35	West Sussex Forum for Accessible Transport	Cllr Val Turner
36	Western Sussex Hospitals NHS Foundation Trust	Executive Member for Health & Wellbeing
37	Worthing Access and Mobility Group	Cllr Sean McDonald
		Cllr Tom Wye
		Cllr Diane Guest
38	Worthing Arts Council	Cllr Heather Mercer
		Cllr Vicky Vaughan
39	Worthing Community Chest	Cllr Joan Bradley
40	Worthing Council for Voluntary Service (WCVS) Board of Directors (Observer)	Cllr Val Turner
41	Worthing Homes Ltd - Board of Directors	Cllr Edward Crouch
		Cllr Louise Murphy
42	Worthing Town Centre Initiative	Cllr Clive Roberts
		Cllr Keith Bickers
43	Worthing Twinning Association	Cllr Louise Murphy
		Current Mayor
44	Worthing Unified Bowls Tournament	Cllr Paul High

OUTSIDE BODY # 1
ORGANISATION NAME: Action in Rural Sussex
ADDRESS: Ms Claire Reynolds, Sussex House, 212 High Street, Lewes, East Sussex, BN7 2NH
CONTACT DETAILS: Telephone: 01273 407305 Email: claire.reynolds@ruralsussex.org.uk
DETAILS OF MEETINGS: Frequency: 4 per year. Venue: Billingshurst. Time/Duration: 2 hours max, in afternoon.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To follow
NUMBER OF REPRESENTATIVES: 1 councillor 1 officer
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Active participant
PRESENT REPRESENTATIVES: Councillor Bryan Turner
TERM: Annual appointment
APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 2
ORGANISATION NAME: Adur and Worthing Business Partnership
ADDRESS: Martin Randall, The Company Secretary, Adur and Worthing Business Partnership, Portland House, Worthing
CONTACT DETAILS: Telephone: 01273 263066 Email: martin.randall@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: Quarterly. Venue: Various venues – across Adur and Worthing. Time/Duration: Board meetings 2p.m to 3.15 p.m, Partnership meetings 3:30p.m. to 6 p.m.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To work in partnership with all economic development agencies to secure economic regeneration of the local economy, to open up new business opportunities and to promote competitiveness and employment growth. To liaise with business organisations and educational establishments in Worthing, Adur and surrounding areas to enable, facilitate and develop the delivery of skills, training and learning as broadly and widely to the community as practicable.
NUMBER OF REPRESENTATIVES: Councillors: Executive Member for Regeneration Officers: 2

ROLE OF REPRESENTATIVE (VOTING / OBSERVER)
PRESENT REPRESENTATIVES: Councillor Bryan Turner.
TERM: Annual appointment
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 3
ORGANISATION NAME: Adur & Worthing Health and Wellbeing Partnership
ADDRESS: Joanna Allatt, c/o Communities Team, Portland House, 44 Richmond Road WORTHING BN11 1LF
CONTACT DETAILS: Telephone: 01273 263180. Email: Joanna.allatt@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: 4 per year. Venue: Time/Duration: Daytime 2 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To act as the sub-group for health and wellbeing for Waves Ahead Strategic Partnership. Identifying key health and wellbeing issues and gaps across Adur and Worthing using the Joint Strategic Needs Assessment, area profiles and local data. The terms and reference are reviewed annually. Chairmanship reviewed annually. Includes partners from NHS West Sussex, and West Sussex County Council.
NUMBER OF REPRESENTATIVES: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Active participant and able to vote if necessary. Any involving health and social care or specific age ranges, i.e. mental health, older people, promoting healthy lifestyles, health inequalities and many more. To make sure the views of constituents are being represented in the meetings. Also to report back anything which comes out of the partnership which would be of interest or benefit to individuals or residents or organisations.
PRESENT REPRESENTATIVES: Executive Member for Health & Wellbeing
TERM: Annual appointment
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 4
ORGANISATION NAME: Adur and Worthing Homelessness Forum
ADDRESS: Arjan de Jong, Housing Strategy and Enabling Manager, Adur and Worthing Councils

CONTACT DETAILS: Telephone: 01273 263017. Email: arjan.dejong@adur-worthing.gov.uk Contact Paul Cooper in the future for an update this organisation is basically currently on hold due to Housing area staff changes. Check back in about July for an update.
DETAILS OF MEETINGS: Frequency: Up to 6 times a year. Venue: Worthing Town Hall or Civic Centre. Time/Duration: 10:00am - 2 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The Homelessness Forum is made up of representatives from the statutory and voluntary sector: Adur DC and Worthing BC, Registered Providers, WSCC Adult Services, WSCC Youth Homelessness Service, MyKey, CABx, Shelter, Adur Churches Forum, Worthing Churches Homeless Project, Probation Service and other applicable voluntary groups or services. The purpose of the Forum is to monitor and drive the development of services for homeless people, and to prevent those at risk becoming homeless, through working in partnership. The main objectives are: To oversee the implementation of the homelessness strategy. To undertake activities towards its implementation. To monitor the success of the strategy; To influence areas of service development To identify funding streams
NUMBER OF REPRESENTATIVES: 1 Councillor
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) The appointed member should be the appropriate Executive Member. (The Executive Member for Customer Services). To attend the forum to give member input on Homelessness issues and help steer Homelessness policy across Adur & Worthing Councils.
PRESENT REPRESENTATIVES: Executive Member for Customer Services
TERM: Annual appointment
APPOINTMENT PRIORITY:

OUTSIDE BODY # 5
ORGANISATION NAME: Adur & Worthing Safer Communities Partnership
ADDRESS: Jacqui Cooke Safer Communities Manager Adur and Worthing Councils
CONTACT DETAILS: Telephone: 101 - Ext. 5 81747 Email: jacqui.cooke@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: 4 meetings per annum. Venue: Various venues around Adur and Worthing. Time/Duration: Daytime. Approx. 2-3hrs
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Executive Member responsible for Safer Communities & Senior Officer within the Council are both statutory members as defined in the Crime & Disorder Act. The Safer Communities Team co-ordinate the work of the partnership. The Safer Communities Partnership aims to make Adur and Worthing a safer place by securing sustainable reductions in criminal and anti-social behaviour. The Partnership is made up of representatives from Adur District Council, Worthing Borough Council, NHS West Sussex, West Sussex County Council, the Fire and

Rescue Service, Sussex Probation and Sussex Police.
NUMBER OF REPRESENTATIVES: Councillors: 1 Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Will have voting rights and be an active participant of the group. The appointed member should be the appropriate Executive Member for Health and Wellbeing.
PRESENT REPRESENTATIVES: Executive Member for Health and Wellbeing
TERM: Annual
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 6
ORGANISATION NAME: Age UK West Sussex (non-voting member)
ADDRESS: Diane Henderson, Suite 2, Anchor Springs, Littlehampton, West Sussex BN17 6BP
CONTACT DETAILS: PA: Charleigh Akmenkalns. Telephone: 01903 731800 Email: charleigh.Akmenkalns@ageukwestsussex.org.uk
DETAILS OF MEETINGS: Frequency: 5 per year. Venue: Guide Hall, Littlehampton, Crawley Town hall. Time/Duration :Wednesdays 1:30pm
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The governing body of the organisation responsible for strategic planning, financial structure etc. To provide services for older people and work with them to campaign on issues.
NUMBER OF REPRESENTATIVES: 1 councillor
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Non-voting member of Board Free to be an active member
PRESENT REPRESENTATIVES: Councillor Joan Bradley
TERM: Annual appointment
APPOINTMENT PRIORITY: 3 or 4

OUTSIDE BODY # 7
ORGANISATION NAME: Armed Forces Champion
ADDRESS: Tracy Evans, SO3, Civil Engagement & MCI, HQ2 (South East) Brigade Room 13, Somerset House, St John Moore Barracks, Shorncliffe, CT20 EHF
CONTACT DETAILS: Telephone: 01303 225034. Email: 11X-GE-SO3@mod.uk Task force commander: 01243388893 CO 12 Regt RA 12RA-RHQ-CO@mod.uk
DETAILS OF MEETINGS: Frequency: Venue: Time/Duration:

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To Champion the role of the Armed Forces in relation to the signed Community Covenant.
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers:
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Interpretation of regulations. Able to liaise with local interested groups former service personnel, individuals and families; the Royal British Legion and Combined Ex-Services Associations. Willing to represent these groups on Community Covenant issues. To be the council's spokesperson on Armed Forces and Community Covenant matters.
PRESENT REPRESENTATIVES: Cllr Tom Wye
TERM: Annual appointment
APPOINTMENT PRIORITY:

OUTSIDE BODY # 8
ORGANISATION NAME: British Destinations Association
ADDRESS: Mr Peter Hampson, Town Hall, Lord Street, Southport, Merseyside PR8 1DA
CONTACT DETAILS: Telephone: 0151 934 2285 (86 90) 07714341379 – call at 4pm Email: peter.hampson@btconnect.com
DETAILS OF MEETINGS: Frequency: 1 + 1 Annual Conference. Venue: Time/Duration: Daytime, 1 in London
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To function as a national organisation promoting the mutual interests of all member destinations. To represent the interests in all UK inland destinations by discussion, representation and coordination of views and initiatives, whether at local, national or international level and to provide advice and information both to members of the organisation and other bodies. The organisation influences public and private sector attitudes and policy and, thus, the value of Worthing influencing British destinations direction. www.britishdestinations.net
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers : -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Representing the interests of Worthing and directing the activities of the organisation in the best interests of the joint membership. Maximise the social and economic benefit of tourism locally and nationally.
PRESENT REPRESENTATIVES: Councillor Noel Atkins
TERM: Annual appointment
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 9

ORGANISATION NAME: Bognor Regis and Worthing Shopmobility
ADDRESS: Marian Court, 12-14 Liverpool Gardens, Worthing, West Sussex BN11 1RY
CONTACT DETAILS: Telephone: 01903 820980 / 01243 830077 Email: bognorshopmobility@jrmil.co.uk
DETAILS OF MEETINGS: Frequency: 6 per year. Venue: Time/Duration: Daytime, 2 hours max
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To assist those with mobility problems, the visually impaired, hard of hearing, those with learning difficulties etc. in all matters concerning accessibility, transport, dropped kerbs and all related matters in Worthing to benefit those who have associated problems. To provide low cost hire of mobility scooters, manual and powered wheelchairs to anyone with a mobility problem whether temporary or permanent.
NUMBER OF REPRESENTATIVES: Councillors: 2
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Observer – non voting Representatives can be Councillors/Officers – someone to take an interest in the service
PRESENT REPRESENTATIVES:
TERM: Annual appointment
APPOINTMENT PRIORITY: 3 or 4

OUTSIDE BODY # 10
ORGANISATION NAME: Broadwater Community Association
ADDRESS: Parish Rooms, 90 Broadwater Street West, Broadwater, BN14 9DE
CONTACT DETAILS: Brian Fullick. Telephone: 01903 522376. Email: chairmanbca@ntlworld.com
DETAILS OF MEETINGS: Frequency: 12 per year. Venue: Parish Rooms. Time/Duration: Thursday Evening 1-3 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Raising funds to build a Community Centre in Broadwater. To enhance the profile of Broadwater.
NUMBER OF REPRESENTATIVES: Councillors: 2 Officers: 0
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): To guide us on Council policy and to relay back any problems we have. No voting rights. Fight for us to get some heating in the Parish Rooms.
PRESENT REPRESENTATIVES: Councillor Vicky Vaughan. Councillor Nigel Morgan.
TERM:
APPOINTMENT PRIORITY: 3 or 4

Feedback - The current council representatives haven't attended any meetings this year.

OUTSIDE BODY # 11

ORGANISATION NAME: Coastal West Sussex Partnership Board

ADDRESS: Caroline Wood, 2nd Floor Portland House, Worthing

CONTACT DETAILS: Telephone: 01273 263455 / 07713 092103 Email:
caroline.wood@coastalwestsussex.org.uk

DETAILS OF MEETINGS: Frequency: Quarterly. Venue: Various venues on the West Sussex south coast. Time/Duration: 2pm – 4pm

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: A public/private sector partnership of West Sussex organisations who have joined together to tackle the big economic issues facing coastal towns including Selsey, Bognor Regis, Chichester, Littlehampton, Worthing and Shoreham. The priority areas for action include business enterprise, employment and skills and economic regeneration. A partnership that brings together the private and public sector around a common purpose to support business development and sustainable economic growth working collectively on economic issues that affect the coast. Focusing on the strategic issues, the Coastal West Sussex Partnership brings together leaders and senior officers from business, education institutions and the public sector to work collectively on economic issues that affect the coastal area. The Partnerships vision is for a strengthened coastal economy that delivers an exceptional experience for residents, business and visitors.

NUMBER OF REPRESENTATIVES: Councillors: 1 Officers:

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Bring ideas about what growth could mean for your area. What economic challenges are being faced in your area and on a wider scale.

PRESENT REPRESENTATIVES: Executive Member for Regeneration

TERM: Annual appointment

APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 12

ORGANISATION NAME: Court of the University of Sussex, known as the Sussex Annual Forum

ADDRESS: Governance Administrator, Room SH300, Sussex House, Falmer, Brighton, BN1 9RH

CONTACT DETAILS: Telephone: 01273 873855. Email: j.a.hale@sussex.ac.uk

DETAILS OF MEETINGS: Frequency: 1 per year. Venue: tbc University of Sussex, Falmer, Brighton. Time/Duration: tbc

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: University.
NUMBER OF REPRESENTATIVES: Councillors: 1 (can be councillor or officer) Officers:
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Non voting member.
PRESENT REPRESENTATIVES: Executive Member for Regeneration
TERM: Annual Appointment
APPOINTMENT PRIORITY: 4

OUTSIDE BODY # 13
ORGANISATION NAME: Discretionary Housing Payments Board
ADDRESS: Democratic Services, Adur & Worthing Councils, Town Hall, Worthing, BN11 1HA
CONTACT DETAILS: Telephone: 01903 221073. Email: democratic.services@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: as required. Venue: Time/Duration:
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To consider applications by members of the public in accordance with the Councils' Joint Housing Discretionary Payments Policy as agreed by the Joint Strategic Committee on 11th June 2013.
NUMBER OF REPRESENTATIVES: Councillors: Panel of members of 3 chosen from those appointed by the Council. Officers:
ROLE OF REPRESENTATIVE (VOTING / OBSERVER) Interpretation of regulations.
PRESENT REPRESENTATIVES: Edward Crouch, Cllr Heather Mercer, Cllr Mark Nolan Cllr Kevin Jenkins, Vicky Vaughan
TERM: Annual appointment
APPOINTMENT PRIORITY:

OUTSIDE BODY # 14
ORGANISATION NAME: Dr Chester's (Poor Ten Acres) Charity (founded in 1662 and set up by Dr Granado Chester, Rector of Broadwater)
ADDRESS: Worthing Borough Council, Town Hall, Chapel Road, Worthing, West Sussex BN11 1HA
CONTACT DETAILS: Telephone: 01903 221006. Email: heather.kingston@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: 1 trustees meeting per year in early December. Venue: Worthing Town Hall. Time/Duration: 45 minutes

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Distribution of charity money. The Charity helps needy people in Worthing by making a small award towards their fuel bills.
NUMBER OF REPRESENTATIVES: Councillors: 3 past councillors (Honorary Aldermen), 2 church reps. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): During late October application forms are sent out to previous recipients and any new applications put forward with a deadline to receive around the first week in November. A Trustees meeting is arranged by the Clerk for early December to go through the application forms and agree distribution. Once applicants and amounts agreed, the Clerk aims to send out cheques to recipients before Christmas.
PRESENT REPRESENTATIVES: Hon. Ald. Eric Mardell - appointed May 2012 - appointment expires May 2016 Hon. Ald. Harold Piggott - appointed October 2014 - appointment expires October 2018 Hon. Ald. Val Sutton - appointed October 2004 - appointment expires October 2016 Church representatives: Ms Helen Craft (appointed 2011) and Rod Ostler (appointed 2012)
TERM: Hon Aldermen: Each term for 4 years from appointment
APPOINTMENT PRIORITY: 4

OUTSIDE BODY # 15
ORGANISATION NAME: Durrington Community Centre Association
ADDRESS: Jackie Tattersell, 2 Romany Road, West Durrington, West Sussex, BN13 3FJ
CONTACT DETAILS: Telephone: 01903 268287. Email: jackie.blake@btconnect.com
DETAILS OF MEETINGS: Frequency: 3 per year. Venue: Durrington Community Centre Time/Duration: Wednesday evening
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To promote the benefit of the inhabitants of Durrington, Northbrook and High Salvington.
NUMBER OF REPRESENTATIVES: Councillors: 1 or 2 Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Committee Member. Voting Participant. Part of the management of the Centre for day to day running of operations.
PRESENT REPRESENTATIVES: Councillor Sean McDonald.
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 16

ORGANISATION NAME: East Worthing Community Association

ADDRESS: Janet Goldsborough-Jones, 38 Cranworth Road, Worthing, West Sussex BN11 2JF

CONTACT DETAILS: Telephone: 01903 207485. Email: janetgjones@hotmail.com

DETAILS OF MEETINGS: Frequency: 2 per year. Venue: East Worthing Community Centre. Time/Duration: 1-2 hours, evening

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: A Community Centre Association run by trustees including user members.

NUMBER OF REPRESENTATIVES: Councillors: 2 any Selden Ward councillors. Officers: No

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Non-voting, other than as users Active participation welcomed. Representatives to attend General Meeting only. This is a Community Centre for the people they represent. Welcome to attend any open meetings such as Neighbourhood / Policing meetings which are held every month.

PRESENT REPRESENTATIVES: Councillor Alex Harman. Councillor Keith Bickers

TERM: Annual appointment

APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 17

ORGANISATION NAME: Federation of Burial and Cremation Authorities – Executive Committee

ADDRESS: Richard Powell, Secretary, FBCA, 41 Salisbury Road, Carshalton, Surrey SM5 3HA

CONTACT DETAILS: Telephone: 01543 493959. 0208 669 4521. 07531586057. Email: fbcasec@btconnect.com bmmay@fbca.org.uk

DETAILS OF MEETINGS: Frequency: 3 per year. Venue: 2 meetings in Solihull, 3rd meeting and AGM at various locations. Time/Duration: 10:30AM 3 hours.

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To represent it's members at Government level and through consultation influence regulatory authorities on matters affecting the law and practices relating to the disposal of human remains.

NUMBER OF REPRESENTATIVES: Councillors: 1 Officers: 0

ROLE OF REPRESENTATIVE (VOTING): Active participant at meetings of the Executive Committee Voting on issues affecting the FBCA membership. The FBCA appreciates the

support of Worthing Borough Council and the time given whilst the current representative fulfilled the role of Deputy President and subsequently President of the organisation. The involvement of the Council's representative of the FBCA's executive committee is to the mutual benefit of both parties.

PRESENT REPRESENTATIVES: Executive Member for the Environment

TERM: Three yearly appointment. The FBCA would hope that Worthing Borough Council is willing to allow a Member or senior officer to stand for election at the conclusion of the current Member's term of office.

APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 18

ORGANISATION NAME: Heene Community Association (Management Committee)

ADDRESS: Jo Pond, 122 Heene Road, Worthing, West Sussex, BN11 4PL

CONTACT DETAILS: Telephone: 01903 209997. Email: info@heenecommunitycentre.org

DETAILS OF MEETINGS: Frequency: 12 per year only 4 required + AGM
Venue: Heene Community Centre. Time/Duration: Afternoon 2-4

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Charity Community Centre

NUMBER OF REPRESENTATIVES: Councillors: 2 Officers: 0

ROLE OF REPRESENTATIVE (OBSERVER): Non voting observer role but also contributory. 15 trustees are on the board plus 3 holding trustees (responsibility to hold the lease with the council).

PRESENT REPRESENTATIVES: Councillor Diane Guest. Councillor Joshua High.

TERM: Annual

APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 19

ORGANISATION NAME: High Salvington Mill Trust Committee & Management

ADDRESS: Tom Wye, 72 Ashacre Lane, Worthing, BN13 2DE

CONTACT DETAILS: Telephone: 01903 267227. Email: tom.wye72@gmail.com

DETAILS OF MEETINGS: Frequency: 4 + AGM. Venue: Time/Duration:

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Val Sutton & Tom Wye are directors. Maintains and operates one of the last working mills in the country. Raises funds to do that work and it educates people in the working of the mill, specifically young people and schoolchildren.

NUMBER OF REPRESENTATIVES: The Trust invite membership when there are vacancies.
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting directors of the Mill trust. Attending meetings. The site is owned by WBC the Trust operate and maintain it on their behalf.
PRESENT REPRESENTATIVES: on invite
TERM: 4 year appointments.
APPOINTMENT PRIORITY: 4

OUTSIDE BODY # 20
ORGANISATION NAME: Local Government Association General Assembly
ADDRESS: Local Government House, Smith Square, London, SW1P 3HZ. Contact Officer: Fatima De Abreu
CONTACT DETAILS: Telephone: 020 7664 3215. Email: fatima.deabreu@local.gov.uk
DETAILS OF MEETINGS: Frequency: 1 per year annual conference. Venue: Time/Duration: 1-2 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The LGA General Assembly acts as the “parliament” for local government and it comprises up to 4 representatives from member authorities of the Association. The Assembly meets annually, alongside the Local Government Association’s Annual Conference. The General Assembly’s responsibilities include: Determining the terms of reference, delegated powers, size and political composition of the Association’s governance structures. Electing the President, Vice-President and office holders of the Local Government Association; receiving the audited accounts of the Association; debating motions submitted by local authorities in membership of the Association; receiving an Annual Report from the Association Chairman; Approving changes to the Association’s Constitution and Standing Orders.
NUMBER OF REPRESENTATIVES: Councillors: 1 from the Executive, usually the Leader Officers: 0
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting member
PRESENT REPRESENTATIVES: Leader
TERM: Annual
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 21

ORGANISATION NAME: Local Government Association – Coastal Issues Special Interest Group
ADDRESS: Fatima De Abreu, Local Government Association, Local Government House Smith Square, London SW1P 3HZ, 0207 664 3040, Fatima.deabreu@local.gov.uk
CONTACT DETAILS: Telephone: 020 7664 3215. Email: fatima.deabreu@local.gov.uk
DETAILS OF MEETINGS: Frequency: 3-4 per year. Venue: London and / or a coastal location. Time/Duration: Daytime
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To increase awareness and debate at a national and European level of environmental, economic and social issues and concerns that directly affect or which may so affect coastal, estuarine and maritime communities. To act as a focus for liaison between local authorities and other bodies representing coastal, estuarine and maritime interests; To secure cross-departmental co-ordination within Central Govt on coastal, estuarine and maritime issues with a view to ensuring consistency in policy and provision of resources.
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Attend and participate in meetings of the SIG
PRESENT REPRESENTATIVES: Councillor Bryan Turner
TERM: Annual appointment
APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 22
ORGANISATION NAME: Local Democracy and Accountability Network
ADDRESS: Isabelle Fletcher , 2 Crown Walk, Jewry Street, Winchester, Hampshire, SO23 8BB
CONTACT DETAILS: Telephone: 01962 840664. Email: info@seemp.co.uk
DETAILS OF MEETINGS: Frequency: 2 meetings per annum (March and September). Attendance at these networks is free of charge to SEE member authorities. If the representatives cannot attend, we welcome substitute nominations. Venue: London Time/Duration: All meetings have a formal agenda followed by speakers on matters of current interest and last from 10.30am to 3.30pm.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The network will meet to consider key localism issues affecting local authorities in the south east region, for example, the Localism Act 2011, new governance arrangements, opportunities for shared services, and Local Enterprise Partnerships. We will give particular attention to those issues which may impact on engagement and transparency, and their impact on governance arrangements, with regard to both the relationship between the local council and the community it represents, and the relationship between the executive and

non-executive within the council. Network meetings will be held biannually.
NUMBER OF REPRESENTATIVES: Councillors: 2. To be the Joint Chairman of GAC And the Joint Chairman of O and S. Officers: 2
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Active participant. An interest in employment and management matters and in governance, scrutiny and partnership working.
PRESENT REPRESENTATIVES: Chair JGC. Chair JOSC
TERM: 2 years
APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 23
ORGANISATION NAME: PATROL Adjudication Joint Committee
ADDRESS: Andy Diamond, Springfield House, Water Lane, Wilmslow, SK9 5BG
CONTACT DETAILS: Andy Diamond, Telephone: 01625 445571. Email: adiamond@patrol-uk.info
DETAILS OF MEETINGS: Frequency: AGM in June. Venue: London. Time/Duration: 11am – 2pm
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The PATROL Adjudication Joint Committee has been established to enable Councils having Civil Enforcement Area Orders to exercise their functions under Section 81 of the Traffic Management Act 2004 and Regulations 17 and 18 of the Civil Enforcement of Parking Contraventions (England) General Regulations 2007. These functions are exercised jointly with the other councils in accordance with the requirements of Regulation 16 of the Civil Enforcement of Parking Contraventions (England) General Regulations 2007. The functions exercised by the PATROL Adjudication Joint Committee on behalf of its constituent councils are appointing independent adjudicators to the Traffic Penalty Tribunal (subject to the consent of the Lord Chancellor), providing these adjudicators with administrative staff and accommodation and providing hearing venues. Its remit in relation to the Tribunal is limited to these matters. The Joint Committee also undertakes such other associated functions as the Participating Authorities may lawfully arrange Joint Committee to perform as they from time to time consider appropriate.
NUMBER OF REPRESENTATIVES: 1 (may also provide substitute)
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Awareness of Traffic Management.would be beneficial but not required.
PRESENT REPRESENTATIVES: Executive Member for the Environment
TERM: Links to the Executive appointment. Annual Appointment.

APPOINTMENT PRIORITY:

OUTSIDE BODY # 24

ORGANISATION NAME: Quality Bus Partnership
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ADDRESS: David Crockford, 1 st Floor, Northleigh, County Hall, Chichester, West Sussex PO19 1RQ
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CONTACT DETAILS: Telephone: 01243 777786. Email: David.crockford@westsussex.gov.uk

DETAILS OF MEETINGS: Frequency: Meetings currently on hold. Venue: Time/Duration:

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The Quality Partnership hasn't met for a while following various reorganisations at this end, although there is a desire from bus operators to get it going again asap. Exactly what that means hasn't been bottomed out. Is it possible to keep it 'on the books' and then update the relevant people at WBC when there is some news?

NUMBER OF REPRESENTATIVES: Councillors: 3 Officers: -

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Represent local issues.

PRESENT REPRESENTATIVES: Hold in abeyance until further information received about future of this committee See report

TERM: Annual appointment

APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 25

ORGANISATION NAME: SCOPAC (Standing Conference on Problems Associated with the Coastline)

ADDRESS: Nicholas Rogers, SCOPAC, Havant Borough Council, Public Service Plaza, Civic Centre Road, PO9 2AX
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CONTACT DETAILS: Telephone: 02392 446232. Email: nicholas.rogers@havant.gov.uk

DETAILS OF MEETINGS: Frequency: 3 per year. Venue: Havant Borough Council. Time/Duration: 10:15 approx. 2.5 hours

TERMS OF REFERENCE / FUNCTION OF ORGANISATION:
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| <ol style="list-style-type: none">1. <u>Key policy aims</u><ul style="list-style-type: none">- To provide a strong political forum for coastal local authorities and other organisations with an interest in coastal risk management along the south coast of England. |
|--|

- To raise and sanction funding for the successful operation of SCOPAC and for the development and implementation of its research programme.

2. Principal objectives

1. To provide a strong political voice for the coast of southern England and to work in close, equal partnership with the Southern Coastal Group on issues relating to coastal risk management.
2. To raise the necessary funding to maintain and enhance SCOPAC's research programme.
3. To attend the Regional Flood Defence Committees with the chairman or representative of the Southern Coastal Group.

3. Secondary objectives

- To attend meetings of the Local Government Association Coastal Special Interests Group, Coastal Fora, key national conferences and other SCOPAC events.
- To consider expenditure proposals and funding bids and to receive reports and information from the Southern Coastal Group at SCOPAC meetings.
- To assist coastal stakeholders by disseminating advice and good practice through the publication of advice and guidance, the holding of conferences, field meetings and events.
- To make representations on behalf of SCOPAC and the Southern Coastal Group to the government to ensure a proper level of resources are made available for coastal risk management in the context of climate change.
- To encourage active political involvement in coastal risk management by its constituent members.
- To work in close liaison with the Southern Coastal Group, the Solent and Dorset Coastal For a to assist promotion of integrated coastal zone management.

To prepare an annual report and business plan and to receive a report and plan from the Southern Coastal Group.

NUMBER OF REPRESENTATIVES: Councillors: 1. Officers:

ROLE OF REPRESENTATIVE (VOTING / OBSERVER):

The responsibilities of the SCOPAC members are as follows: to represent the views of SCOPAC; to be accountable to both their member organisation and to SCOPAC; to act as information gatekeepers/bridging personnel between their member organisation and SCOPAC; to provide experience, comment and advice on individual areas of interest; To actively participate in the processes (for example consultation) of SCOPAC; To attend SCOPAC meetings where member organisations are requested to actively take part; To contribute towards the actions to deliver the key aims and supporting aims and objectives; To inform SCOPAC when alternative consultative processes are required. The main purpose of the meetings will be to: report to the wider membership progress of the implementation of SCOPAC's key aims and objectives as set out in Part I above; to inform members of national, regional or local issues relating to coastal risk management; to allow members to raise, discuss and, where possible, resolve issues relating to coastal risk management; to allow members to make recommendations for further actions to be implemented by the Chairman and the Chairman of the Southern Coastal Group.

PRESENT REPRESENTATIVES: Councillor Noel Atkins

TERM: -

APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 26

ORGANISATION NAME: Shoreham Airport Consultative Committee

ADDRESS: Christine Smith, Brighton City Airport, Shoreham by Sea, West Sussex BN43 5FF

CONTACT DETAILS: Telephone: 01273 467375. Email: reception@flybrighton.com

DETAILS OF MEETINGS: Frequency: Quarterly. Venue: Shoreham Airport
Time/Duration: 2:30pm (Normally Wednesdays)

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The Committee provides a forum for those operating and using the Airport and those environmentally affected by the Airport.

NUMBER OF REPRESENTATIVES: Councillors: 1 + a substitute. Officers: -

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Active participant.
Representative to have knowledge of Shoreham Airport.

PRESENT REPRESENTATIVES: Councillor Louise Murphy.

TERM: Annual appointment

APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 27

ORGANISATION NAME: The Sidney Walter Centre (Management Committee)

ADDRESS: Doreen Read, Sidney Walter Centre, Sussex Road, Worthing, West Sussex BN11 1DS

CONTACT DETAILS: Telephone: 01903 209960 / Mob: 07775942324. Email: Doreen.read1@gmail.com

DETAILS OF MEETINGS: Frequency: 3. Venue: The Sidney Walter Centre.
Time/Duration: Daytime 1-2 hours

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The centre is a community site. We try to support those in the community who need help in regaining fitness, or confidence to socialise. Ours is an open door policy for all ages, abilities and without discrimination.

NUMBER OF REPRESENTATIVES: Councillors: 2, Officers: -

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting and active participant at

meetings. The centre has bare minimum staffing levels and relies on volunteers and members of the committee to assist where possible. Role is to ensure that the centre maintains its community supporting community groups that may not get much support elsewhere.
PRESENT REPRESENTATIVES: Cllr Clive Roberts
TERM: Annual Appointment
APPOINTMENT PRIORITY: 3 or 4

OUTSIDE BODY # 28
ORGANISATION NAME: South Downs Leisure Trust Board
ADDRESS: Duncan Anderson, Splashpoint, Field Place
CONTACT DETAILS: Telephone: 07917 277534 Email: Duncan.anderson@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: 5 per year Venue: Time/Duration:
TERMS OF REFERENCE / FUNCTION OF ORGANISATION:
NUMBER OF REPRESENTATIVES: 2
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): 2 active Board member for the Trust
PRESENT REPRESENTATIVES: Cllr Luke Proudfoot. Cllr Diane Guest
TERM: Three years to 2017
APPOINTMENT PRIORITY:

OUTSIDE BODY # 29
ORGANISATION NAME: South Downs National Park Authority
ADDRESS: Rebecca Haynes, South Downs National Park Authority, South Downs Centre, North Street, Midhurst, West Sussex, GU29 9DH
CONTACT DETAILS: Telephone: 01730 819215. Email: rebecca.haynes@southdowns.gov.uk 01730 819207 - Robin (Head of member services)
DETAILS OF MEETINGS: Frequency: The Authority meets 6 times per year; plus working groups, training sessions and workshops as required. Each SDNPA Member is appointed to one Committee. Appointments to Committees and Outside bodies are made at the AGM meeting in June. Planning Committee convene 12 times per year and have 12 Site Visits per year- Policy & Programme Committee convene 6 times per year -Governance Committee convene 5

times per year -Area Tours and development opportunities at least 6 times per year. Local Plan monthly workshops on this Venue: Generally the South Downs Centre at Midhurst.
Time/Duration: Authority 2:00pm Committees 10-10:30am

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The two main purposes of the SDNPA are to: conserve and enhance the natural beauty, wildlife and cultural heritage; and promote opportunities for the understanding and enjoyment of the special qualities of the South Downs National Park by the public. The overall purpose of the Member role on the NPA is to ensure that the NPA fulfils its objectives and does so in a way that best suits the special characteristics of the National Park.

NUMBER OF APPOINTEES: 1 Councillor appointed by Adur District Council and Worthing Borough Council - Members of the SDNPA **do not represent their appointing bodies on the Authority**, but will, as a SDNPA Member, be responsible for ensuring that the SDNPA achieves the National Park Purposes and Duty, and does so in a way that best suits the National Park as a whole.

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Skills and Knowledge Framework table set by South Downs National Park Authority available on request. – South Downs National Park Authority Members are able to claim an allowance, together with travel and other expenses incurred in the course of their appointment - Commitment to involvement of typically 3 to 4 days per month.

PRESENT REPRESENTATIVES: Councillor Daniel Humphreys (to May 2018) Agreement for ADC to have appointee for 4 years then switch to WBC

TERM: An election serves as a trigger for the re appointment process or if the appointee resigns/ceases to be a member of the SDNPA or appointing Authority – Appointments must be confirmed if the member appointed has stood for re-election. Under the local choice functions this no longer has to be delegated to Joint Strategic Committee for determination. The provisions in the Environment Act 1995 place certain restrictions on termination of membership.

The effect of Para 2(5) of Schedule 7 to the Act is that a local authority-appointed member holds office with a National Park Authority until they cease to be a member of the appointing local authority, unless the appointing local authority terminates the appointment earlier in accordance with the provisions, in the Local Government and Housing Act 1989, requiring that appointments to committees and external bodies reflect the political balance of the appointing authority

However, even if there has been a recent change in political balance within a local authority, the effect of Para 1(c) of Schedule 1 to the 1989 Act is that the rules on maintaining political balance in appointments only apply to appointments to a national park authority of three seats or more (local authorities within the SDNPA only appoint one member to SDNPA)

APPOINTMENT PRIORITY: 1

PDF document of additional information available alongside this document.

OUTSIDE BODY # 30

ORGANISATION NAME: South East Employers

ADDRESS: Fran Bell, 2 Crown Walk, Jewry Street, Winchester, Hampshire, SO23 8BB
CONTACT DETAILS: Telephone: 01962 840664. Email: info@seemp.co.uk
DETAILS OF MEETINGS: Frequency: 2 meetings per year March & July. Venue: London Time/Duration: 10:30 am – 3:30pm
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To be an active and influential Employers' Organisation for Local Government in the South/South East
NUMBER OF REPRESENTATIVES: Councillors: 1 + sub. Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): To be the representative for the council acting as the link between SEE and the member council. Provide strategic direction for the development, implementation and evaluation of the SEE Business Plan. Cllrs who are SEE representatives may be appointed to our executive committee and therefore governing SEE (www.seemp.co.uk/seecllr). To act as the representative and ambassador for SEE within the council, across the SE region and nationally with local government and central bodies.
PRESENT REPRESENTATIVES: Councillor Daniel Humphreys. (Sub:)
TERM: Annual appointment (July – June)
APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 31
ORGANISATION NAME: Sussex County Playing Fields Association – Executive Committee
ADDRESS: Philip Clark - Hon. Secretary, c/o 24 Cranedown, Lewes, East Sussex BN7 3NA
CONTACT DETAILS: Telephone: 01273 476672. Email: clark.lewes@gmail.com
DETAILS OF MEETINGS: Frequency: 5 Executive Committee Meetings plus 1 AGM in November. Venue: Stanley Turner Clubhouse, Lewes. Time/Duration: 10:30 a.m.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Set out in Annual Report – copy enclosed for information
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Local Authority input, consideration of applications for grant aid (by grant aid/or loan) to member organisations. An interest in sport generally.
PRESENT REPRESENTATIVES: Councillor Paul High
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

The Association continues but reducing funds and the loss of committee members - our age profile is high - means that we operate on a limited scale. We still give advice for example on planning matters, support the protection of playing fields from development and make modest grants to member sporting bodies. We calculate that our funds will run out within 2 years at which point we will have to disband. Though Councillors continue to be nominated to our committee we have not asked for their attendance for many years.

OUTSIDE BODY # 32

ORGANISATION NAME: Sussex Police and Crime Panel (PCP)

ADDRESS: C/o Ninesh Edwards, County Hall, Chichester, West Sussex, PO19 1RQ

CONTACT DETAILS: Telephone: 0330 22 22542. Email: ninesh.edwards@westsussex.gov.uk

DETAILS OF MEETINGS: Frequency: Quarterly. Venue: Council Chamber, County Hall, Lewes. Time/Duration: 10:30am start

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To hold the elected Police and Crime Commissioner (PCC) to account. Main functions in brief: to consider and make recommendations on the draft Police and Crime Plan; to consider and make recommendations (including power of veto) on the PCC's proposed precept; and conduct public confirmation hearings for the PCC's proposed appointments to senior positions including Deputy PCC, CEO, CFO and Chief Constable (PCP have power of veto over proposed Chief Constable appointment).

NUMBER OF REPRESENTATIVES: Councillors: 1 + a substitute. Officers:

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): An interest in local crime and policing and the new Police governance structures.

PRESENT REPRESENTATIVES: Executive Member for Health & Wellbeing. Cllr Tom Wye - substitute

TERM: The term of office will be decided by a member's own local authority.

APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 33

ORGANISATION NAME: Tourism South East

ADDRESS: Paul Oliver, 40 Chamberlayne Road, Eastleigh, Hampshire, SO50 5JH

CONTACT DETAILS: Telephone: 02380 625441. Email: poliver@tourismse.com

DETAILS OF MEETINGS: Frequency: 1 per year. Venue: Time/Duration: Daytime ½ day

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To sustain and improve tourism industry performance by working in partnership to maximise economic and social benefits from tourism in the region, whilst safeguarding assets.

NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): The representative has full voting rights and is eligible to be elected as a proactive member of the Board. Attendance at meetings ensures that the representative's views are represented.
PRESENT REPRESENTATIVES: Executive Member for Regeneration
TERM: Annual Appointment
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 34
ORGANISATION NAME: Waves Ahead Local Strategic Partnership (The LSP for Adur and Worthing)
ADDRESS: Joanna Allatt, c/o Communities Team, Portland House, 44 Richmond Road WORTHING BN11 1LF
CONTACT DETAILS: Telephone: 01273 263180. Email: Joanna.allatt@adur-worthing.gov.uk
DETAILS OF MEETINGS: Frequency: Approx every 3 months. Venue: Various locations in Adur and Worthing. Time/duration: Daytime. Approx. 2 hours. (Normally Thursdays). Also an AGM/annual conference held in October/November.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: The LSP Executive Board is a cross district strategic group. Its purpose is strategically coordinating of the work of the LSP to implement the joint Sustainable Community Strategy – <i>Waves Ahead</i> – ensuring the partnership is adding value.
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Systems Leadership, collaborative partnership working, cross sector problem solving.
PRESENT REPRESENTATIVES: Executive Member for Health and Wellbeing Substitute: Councillor Kevin Jenkins
TERM: Annual
APPOINTMENT PRIORITY: 1

OUTSIDE BODY # 35
ORGANISATION NAME: West Sussex Forum for Accessible Transport
ADDRESS: Jo Kenworthy, Transport Co-ordination, West Sussex County Council, County Hall, West Street, Chichester PO19 1RQ
CONTACT DETAILS: Telephone: 0330 222 5442. Email:

jo.kenworthy@westsussex.gov.uk
DETAILS OF MEETINGS: Frequency: up to 2-3 per year. Venue: Time/Duration: Afternoon
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To monitor current provision of and access the needs of further transport services for people with restricted mobility in West Sussex; to promote the co-ordination of the work of the County Council, district and borough councils, health authorities and voluntary organisations who are involved in transport issues, to seek the view of relevant interested groups concerned with transport needs and provision, to advise on appropriate design guidelines for specialist vehicles, to advise and make recommendations to the County Council on priorities for development opportunities in line with the County Council's Community care and Total Transport Plans.
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Active participant to provide views of the Council.
PRESENT REPRESENTATIVES: Councillor Val Turner
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 36
ORGANISATION NAME: Western Sussex Hospitals NHS Foundation Trust
ADDRESS: Anna Bultitude, Worthing Hospital, Lyndhurst Road, Worthing, BN11 2DH
CONTACT DETAILS: Telephone: 01903 285266. Email: anna.bultitude@wsht.nhs.uk
DETAILS OF MEETINGS: Frequency: 12 Venue: Worthing Hospital Time/Duration: Any
TERMS OF REFERENCE / FUNCTION OF ORGANISATION:
NUMBER OF REPRESENTATIVES: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER):
PRESENT REPRESENTATIVES: Executive Member for Health & Wellbeing
TERM: As defined by the Trust
APPOINTMENT PRIORITY:

OUTSIDE BODY # 37
ORGANISATION NAME: Worthing Access and Mobility Group

ADDRESS: Norah Fisher
CONTACT DETAILS: Telephone: 01903 217934. Email: Norah.Fisher@btinternet.com
DETAILS OF MEETINGS: Frequency: Every 8 weeks. Venue: The Gordon Room, Worthing Town Hall. Time/Duration: Normally Thursdays in the afternoon 2 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Disability issues in Worthing.
NUMBER OF REPRESENTATIVES: Councillors: 3. Officers: 5
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting participant at meeting
PRESENT REPRESENTATIVES: Councillor Sean McDonald. Councillor Tom Wye Cllr Diane Guest
TERM: Annual
APPOINTMENT PRIORITY: 1 or 2

OUTSIDE BODY # 38
ORGANISATION NAME: Worthing Arts Council
ADDRESS: Karen Simporis, Chair, Henry House, 189 Heene Road, Worthing, West Sussex, BN11 4NN
CONTACT DETAILS: Telephone: 01903 232875. Email: k.simporis1@ntlworld.com
DETAILS OF MEETINGS: Frequency: 6 per year – on hold at current, Venue: Time/Duration: Evening 3 hours
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To promote art and represent artists in Worthing.
NUMBER OF REPRESENTATIVES: Councillors: 2 Officers: -
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): To provide communication between the artist, creative/cultural Community and WBC. WAC operate a grant fund and deliver various events on behalf of WBC.
PRESENT REPRESENTATIVES: Councillor Heather Mercer. Councillor Vicky Vaughan
TERM: Annual appointment
APPOINTMENT PRIORITY: 1 or 2

OUTSIDE BODY # 39
ORGANISATION NAME: Worthing Community Chest
ADDRESS: Catherine Attwood, Town Hall, Chapel Road

CONTACT DETAILS: Telephone: 01903 221080 (Tues, Wed & Thurs afternoons) Email: Catherine@worthingcommunitychest.org
DETAILS OF MEETINGS: Frequency: 6 per year. Venue: Committee Room 2, WTH Time/Duration: Evening
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To support the community via the community chest and partnership working with all other voluntary and community groups. Community development.
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: 0
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting participating in community matters. http://www.worthingcommunitychest.org/wp-content/uploads/2016/03/Trustee-role-description-21.03.16.pdf
PRESENT REPRESENTATIVES: Councillor Joan Bradley
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

OUTSIDE BODY # 40
ORGANISATION NAME: Voluntary Action Worthing (WCVS) Board of Directors (Observer)
ADDRESS: Julia Carrette, Worthing Town Hall, Chapel Road, Worthing, BN11 1HA
CONTACT DETAILS: Telephone: 01903 528620. Email: info@vaworthing.org.uk julia@vaworthing.org.uk
DETAILS OF MEETINGS: Frequency: 4 & AGM. Venue: Most often at Worthing Town Hall. Time/Duration: Mostly starting at 10.30am and usually lasting no longer than 2 hours.
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Services and support for voluntary and community groups (e.g. start-up help, organisational health checks, funding advice, constitutional advice, good practice guidance, training courses for trustees and staff etc). Creating and acting as a channel of information and communication point within and between the voluntary public and private sectors including the quarterly Voluntary Sector Forum and training events as well as 1:1 work with new and existing voluntary, social enterprise and charitable groups. Worthing Volunteer Centre recruits volunteers for many charities providing a volunteering 'gateway' for the public and works in partnership with many other agencies around volunteering.
NUMBER OF REPRESENTATIVES: Councillors: Discretion of the Board (no fixed number) Executive Member for Health and Wellbeing to be the Council's representative on the Board of Directors. Officers: One from District one from County Council representing main parties.

ROLE OF REPRESENTATIVE (OBSERVER): Observer – Non-voting. The councillor will be expected to act as a channel of communication and support between the council and the charity particularly around developments which impact on voluntary, community and charity services. The councillor should be in a position to keep VAW briefed as to plans and projects which touch upon this area of work.

PRESENT REPRESENTATIVES: Cllr Val Turner

TERM: Annual appointment **See note on report**

APPOINTMENT PRIORITY: 3 or 4

OUTSIDE BODY # 41

ORGANISATION NAME: Worthing Homes Ltd – Members of the Board of the Company

ADDRESS: Jackie Bligh, Davison House, North Street, Worthing BN11 1ER

CONTACT DETAILS: Telephone: 01903 703169, Email: jbligh@worthing-homes.org.uk

DETAILS OF MEETINGS: The board meets once a month in a formal meeting; training or board lunch. Meetings take place on a Thursday at 5.30 p.m.

TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Housing Association owning and managing 3500 homes in Sussex

NUMBER OF REPRESENTATIVES: Councillors: 2. Officers: -

ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Board Member and Company Director. Not for profit company limited by share. Registered charity and registered with the Homes and Communities Agency. The representative does not have to be an elected representative. To assist the association in its operations. www.worthing-homes.org.uk for further information.

PRESENT REPRESENTATIVES: *Councillor Louise Murphy (appointed October 2015)
** Councillor Edward Crouch (appointed June 2015)
* 3 year appointment. New appointments required in 2018.

TERM: 3 years

APPOINTMENT PRIORITY: 2

OUTSIDE BODY # 42

ORGANISATION NAME: Worthing Town Centre Initiative

ADDRESS: Sharon Clarke, Number 12, The Steyne, Worthing, BN11 3DS

CONTACT DETAILS: Telephone: 01903 203252.
Email: sharon@worthingtowncentre.co.uk

DETAILS OF MEETINGS: Frequency: Monthly. Venue: Chatsworth Hotel. Time/Duration:

2 hours daytime
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: Town Centre management and business improvement district. To deliver a vibrant and thriving town centre. To attract shoppers and visitors to Worthing.
NUMBER OF REPRESENTATIVES: Councillors: 2. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): To ensure projects meet with Council Policy. To advise on the best way to gain Council support and/or adhere to Council Policy.
PRESENT REPRESENTATIVES: Councillor Keith Bickers. Councillor Clive Roberts.
TERM: Annual appointment
APPOINTMENT PRIORITY: 1 or 2

OUTSIDE BODY # 43
ORGANISATION NAME: Worthing Twinning Association
ADDRESS: Pam Bennett (Secretary), 8 King Edward Avenue, Worthing, West Sussex BN14 8DD
CONTACT DETAILS: Telephone: 01903 232196. Email: pambennett8@btinternet.com
DETAILS OF MEETINGS: Frequency: 6 per year. Venue: Worthing Town Hall Time/Duration: 2.5 hours evening
TERMS OF REFERENCE / FUNCTION OF ORGANISATION: To promote and foster friendship and understanding between people of Worthing and twinned areas. Encourage visits, personal contacts especially between children and young people, to broaden mutual understanding of culture, education and commercial activities.
NUMBER OF REPRESENTATIVES: Councillors: 2 + current Mayor. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Voting, observer or active participant. 3 representatives in total, can be officers. 1 must be current Mayor. To have enthusiasm for the Association's aims and possibly provide advice on occasions. Minutes and monthly newsletter will be sent.
PRESENT REPRESENTATIVES: Councillors Louise Murphy. Current Mayor
TERM: Annual appointment
APPOINTMENT PRIORITY: 4

OUTSIDE BODY # 44
ORGANISATION NAME: Worthing Unified Bowls Tournament

ADDRESS: Mr Chris Young, 75 Goring Road, Worthing, West Sussex, BN12 4AY
CONTACT DETAILS: Telephone: Chris Young 01903 505149 Email: worthingunifiedbowls@gmail.com
DETAILS OF MEETINGS: Frequency: 1 AGM and 1-2 others, AGM in Jan/Feb. Venue: Town Hall or Beach House Park. Time/Duration:
TERMS OF REFERENCE / FUNCTION OF ORGANISATION:
NUMBER OF REPRESENTATIVES: Councillors: 1. Officers: 1
ROLE OF REPRESENTATIVE (VOTING / OBSERVER): Support & ambassadorial role and keeping other members informed of developments with regards to Worthing.
PRESENT REPRESENTATIVES: Cllr Paul High
TERM: Annual
APPOINTMENT PRIORITY: 1