

---

## **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)

	<b>OUTSIDE BODY</b>	<b>APPOINTED COUNCILLOR(S)</b>
<b>1</b>	Action in Rural Sussex	Cllr Bryan Turner
<b>2</b>	Age UK - West Sussex (non voting Member)	Cllr Hazel Thorpe
<b>3</b>	Armed Forces Champion	Cllr Tom Wye
<b>4</b>	British Destinations Association	Cllr Paul Baker
<b>5</b>	Bognor Regis and Worthing Shopmobility	Cllr Paul Baker
<b>6</b>	Broadwater Community Association	Cllr Vicky Vaughan Cllr Nigel Morgan
<b>7</b>	Discretionary Housing Payments Board	Cllr Heather Mercer Cllr Mark Nolan Cllr Vicky Vaughan Cllr Kevin Jenkins Cllr Edward Crouch
<b>8</b>	Dr Chester's (Poor Ten Acres) Charity	Hon Alderman Piggott, Sutton and Mardell willing to continue current roles.
<b>9</b>	Durrington Community Centre Association	Cllr Sean McDonald Cllr Sue Jelliss

<b>10</b>	East Worthing Community Association	Cllr Alex Harman
		Cllr Keith Bickers
<b>11</b>	Heene Community Centre (Management Committee)	Cllr Joshua High
		Cllr Diane Guest
<b>12</b>	High Salvington Mill Trust Committee & Management	Cllr Heather Mercer Cllr Elizabeth Sparkes
<b>13</b>	Local Government Association - Coastal Issues - Special Interest Group	Leader
<b>14</b>	Quality Bus Partnership	Cllr Bob Smytherman
<b>15</b>	SCOPAC (Standing Conference on Problems Associated with the Coastline)	Councillor James Doyle
<b>16</b>	Shoreham Airport Consultative Committee	Cllr Paul Westover
		Sub: Cllr Hazel Thorpe
<b>17</b>	Sidney Walter Centre (Management Committee)	Cllr Paul Westover
		Cllr Clive Roberts
<b>18</b>	South Downs Leisure (to 2017)	Cllr Lionel Harman
		Cllr Clive Roberts
<b>19</b>	South Downs National Park Authority (to 2018)	Cllr Daniel Humphreys until 2018 then ADC appointment
<b>20</b>	South East Employers	Cllr Daniel Humphreys
		Sub: Cllr Nigel Morgan
<b>21</b>	Sussex County Playing Field Association - Executive Committee	Cllr Paul High
<b>22</b>	Sussex Police and Crime Panel (PCP)	Portfolio holder (Cllr Val Turner) Sub: Cllr Nigel Morgan
<b>23</b>	West Sussex Forum for Accessible Transport	Cllr Val Turner
<b>24</b>	Worthing Access and Mobility Group	Cllr Sean McDonald
		Cllr Tom Wye
		Cllr Paul Baker
<b>25</b>	Worthing Community Chest	Cllr Tom Wye
<b>26</b>	Worthing Homes Ltd - Board of Directors	Cllr Steve Wills (appointed 11/17)

		Cllr Louise Murphy both until 2018
27	Worthing Town Centre Initiative	Cllr Clive Roberts
		Cllr Tom Wye
28	Worthing Twinning Association	Cllr Noel Atkins
		Current Mayor
29	Worthing Unified Bowls Tournament	Cllr Paul High

<b>OUTSIDE BODY # 1</b>
ORGANISATION NAME: Action in Rural Sussex
ADDRESS: Mr Simon Matthews, Executive Director, Invest West Sussex, Economic Development, West Sussex County Council, Tower Street, Chichester, West Sussex, PO19 1RH
CONTACT DETAILS: Telephone: 01403 215179 Email: <a href="mailto:simon.matthews@ruralwestsussex.org.uk">simon.matthews@ruralwestsussex.org.uk</a>
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

<b>OUTSIDE BODY # 2</b>
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: <a href="mailto:charleigh.Akmenkalns@ageukwestsussex.org.uk">charleigh.Akmenkalns@ageukwestsussex.org.uk</a>
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 Hazel Thorpe
TERM: Annual appointment
APPOINTMENT PRIORITY: 3 or 4

<b>OUTSIDE BODY # 3</b>
ORGANISATION NAME: Armed Forces Champion
ADDRESS: (12 Regiment Royal Artillery)12 Regt RA, Baker Barracks, Thorney Island, Emsworth, PO10 8DH
CONTACT DETAILS: Captain Marcus Goldsmith, UK Firm Base Operations Officer: 01243388918 / Task force commander: 01243388893 CO 12 Regt RA <a href="mailto:12RA-RHQ-CO@mod.uk">12RA-RHQ-CO@mod.uk</a>
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:

<b>OUTSIDE BODY # 4</b>
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: <a href="mailto:peter.hampson@btconnect.com">peter.hampson@btconnect.com</a>
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. <a href="http://www.britishdestinations.net">www.britishdestinations.net</a>
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 Paul Baker
TERM: Annual appointment
APPOINTMENT PRIORITY: 1

<b>OUTSIDE BODY # 5</b>
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: <a href="mailto:bognorshopmobility@jrmil.co.uk">bognorshopmobility@jrmil.co.uk</a>
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: Councillor Paul Baker
TERM: Annual appointment
APPOINTMENT PRIORITY: 3 or 4

<b>OUTSIDE BODY # 6</b>
ORGANISATION NAME: Broadwater Community Association
ADDRESS: Parish Rooms, 90 Broadwater Street West, Broadwater, BN14 9DE
CONTACT DETAILS: Brian Fullick. Telephone: 01903 522376. Email: <a href="mailto:chairmanbca@ntlworld.com">chairmanbca@ntlworld.com</a>
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.

<b>OUTSIDE BODY # 7</b>
ORGANISATION NAME: Discretionary Housing Payments Board
ADDRESS: Democratic Services, Adur & Worthing Councils, Town Hall, Worthing, BN11 1HA
CONTACT DETAILS: Telephone: 01903 221073. Email: <a href="mailto:democratic.services@adur-worthing.gov.uk">democratic.services@adur-worthing.gov.uk</a>
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 # 8**

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](mailto: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 2016 - appointment expires May 2020  
Hon. Ald. Harold Piggott - appointed October 2016 - appointment expires October 2018  
Hon. Ald. Val Sutton - appointed October 2004 - appointment expires October 2020  
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 # 9**

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](mailto: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. Councillor Sue Jelliss
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

<b>OUTSIDE BODY # 10</b>
ORGANISATION NAME: East Worthing Community Association
ADDRESS: Janet Goldsborough-Jones, 38 Cranworth Road, Worthing, West Sussex BN11 2JF
CONTACT DETAILS: Telephone: 01903 207485. Email: <a href="mailto:janetgjones@hotmail.com">janetgjones@hotmail.com</a>
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

<b>OUTSIDE BODY # 11</b>
ORGANISATION NAME: Heene Community Association (Management Committee)
ADDRESS: Jo Pond, 122 Heene Road, Worthing, West Sussex, BN11 4PL
CONTACT DETAILS: Telephone: 01903 209997. Email:

<a href="mailto:info@heenecommunitycentre.org">info@heenecommunitycentre.org</a>
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 (VOTING / OBSERVER): Used to be impartial, now more involved. Attend the trustees meetings, centre is owned by WBC so representatives have a duty of care to look after the Councils responsibilities to ensure the association doesn't step outside its boundaries. Some away days are also organised to assess the performance and long term planning for the Centre. 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. (Chair has commented that Joshua High has never attended and Diane Guest has not attended the last 3 meetings and does not respond to emails)
TERM: Annual
APPOINTMENT PRIORITY: 3

<b>OUTSIDE BODY # 12</b>
ORGANISATION NAME: High Salvington Mill Trust Committee & Management
ADDRESS: Tom Wye, 72 Ashacre Lane, Worthing, BN13 2DE
CONTACT DETAILS: Telephone: 01903 267227. Email: <a href="mailto:tom.wye72@gmail.com">tom.wye72@gmail.com</a>
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: Cllr Heather Mercer and Cllr Elizabeth Sparkes
TERM: 4 year appointments.
APPOINTMENT PRIORITY: 4
Two vacancies coming (Vino Vinojan and Val Sutton) but the board are adamant that

appointees should have a genuine interest in the mill and be committed to attending meetings and help out as required.

### OUTSIDE BODY # 13

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](mailto:Fatima.deabreu@local.gov.uk)

CONTACT DETAILS: Telephone: 020 7664 3215. Email: [fatima.deabreu@local.gov.uk](mailto: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: Leader

TERM: Annual appointment

APPOINTMENT PRIORITY: 2

### OUTSIDE BODY # 14

ORGANISATION NAME: Quality Bus Partnership

ADDRESS: David Crockford, 1<sup>st</sup> Floor, Northleigh, County Hall, Chichester, West Sussex PO19 1RQ

CONTACT DETAILS: Telephone: 01243 777786. Email: [David.crockford@westsussex.gov.uk](mailto: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: Cllr Bob Smytherman

TERM: Annual appointment

APPOINTMENT PRIORITY: 3

### OUTSIDE BODY # 15

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

CONTACT DETAILS: Telephone: 02392 446233. Email: [nicholas.rogers@havant.gov.uk](mailto:nicholas.rogers@havant.gov.uk)

DETAILS OF MEETINGS: Frequency: 3 per year. Venue: Havant Borough Council. Time/Duration: 10:00am approx. 2.5 hours

#### TERMS OF REFERENCE / FUNCTION OF ORGANISATION:

1. Key policy aims

- 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: Bryan Curtis

**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 James Doyle

TERM: -

APPOINTMENT PRIORITY: 2

**OUTSIDE BODY # 16**

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](mailto: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: Cllr Paul Westover. Councillor Hazel Thorpe (substitute)
TERM: Annual appointment
APPOINTMENT PRIORITY: 2

<b>OUTSIDE BODY # 17</b>
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: <a href="mailto:Doreen.read1@gmail.com">Doreen.read1@gmail.com</a>
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: Councillor Paul Westover Cllr Clive Roberts
TERM: Annual Appointment
APPOINTMENT PRIORITY: 3 or 4

<b>OUTSIDE BODY # 18</b>
ORGANISATION NAME: South Downs Leisure
ADDRESS: Duncan Anderson, Splashpoint, Field Place, The Boulevard, Durrington, BN13 1NP
CONTACT DETAILS: Telephone: 07917 277534 Email: <a href="mailto:duncan.anderson@southdownsleisure.co.uk">duncan.anderson@southdownsleisure.co.uk</a>

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 Lionel Harman, Cllr Clive Roberts
TERM: Three years to 2017 (up to Council)
APPOINTMENT PRIORITY:

<b>OUTSIDE BODY # 19</b>
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: <a href="mailto:rebecca.haynes@southdowns.gov.uk">rebecca.haynes@southdowns.gov.uk</a> 01730 819207 - Robin (boss of member services)
<p>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.</p> <p>Planning Committee convene 12 times per year and have 12 Site Visits per year- Policy &amp; 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</p>
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 <b>APPOINTEES</b> : 1 Councillor appointed by Adur District Council and Worthing Borough Council - Members of the SDNPA <b>do not represent their appointing bodies on the Authority</b> , 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 (from May 2015 who replaced Cllr Paul Yallop from June 2014) Agreement for ADC to have appointee for 4 years then switch to WBC
<p>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.</p> <p>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</p> <p>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)</p>
APPOINTMENT PRIORITY: 1
PDF document of additional information available alongside this document.

<b>OUTSIDE BODY # 20</b>
ORGANISATION NAME: South East Employers
ADDRESS: 2 Crown Walk, Jewry Street, Winchester, Hampshire, SO23 8BB
CONTACT DETAILS: Telephone: 01962 840664. Email: <a href="mailto:info@seemp.co.uk">info@seemp.co.uk</a>
DETAILS OF MEETINGS: Frequency: 2 full meetings per year March & July. Venue: London. 2 Executive meetings: September/December London/Winchester Time/Duration: 10:30 am – 3:30pm approx
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 ( <a href="http://www.seemp.co.uk/seecllr">www.seemp.co.uk/seecllr</a> ). 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: Councillor Nigel Morgan)
TERM: Annual appointment (July – June)
APPOINTMENT PRIORITY: 2

<b>OUTSIDE BODY # 21</b>
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: <a href="mailto:clark.lewes@gmail.com">clark.lewes@gmail.com</a>
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. <b>Strong likelihood that this organisation will disband in 2017.</b>

<b>OUTSIDE BODY # 22</b>
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: <a href="mailto:ninesh.edwards@westsussex.gov.uk">ninesh.edwards@westsussex.gov.uk</a> ; <a href="mailto:laura.johnston@westsussex.gov.uk">laura.johnston@westsussex.gov.uk</a>
DETAILS OF MEETINGS: Frequency: Quarterly. Venue: Council Chamber, County Hall, Lewes. Time/Duration: 10:30am start
TYPE OF BUSINESS: 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).
SKILLS/INTERESTS REQUESTED: An interest in local crime and policing and the new Police governance structures.
NUMBER OF REPRESENTATIVES: One + a substitute
PRESENT REPRESENTATIVES: Portfolio holder: Cllr Val Turner, Cllr Nigel Morgan (sub)
TERM: The term of office to be decided by a member's own local authority. Only appointed while a councillor. ADC determination: Appointment to the Annual Meeting of the Council after the PCC elections; or the term of office of the appointed Councillor; or any resignation from office by the appointed Councillor.
APPOINTMENT PRIORITY:

<b>OUTSIDE BODY # 23</b>
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: <a href="mailto:jo.kenworthy@westsussex.gov.uk">jo.kenworthy@westsussex.gov.uk</a>
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

<b>OUTSIDE BODY # 24</b>
ORGANISATION NAME: Worthing Access and Mobility Group
ADDRESS: Norah Fisher
CONTACT DETAILS: Telephone: 01903 217934. Email: <a href="mailto:Norah.Fisher@btinternet.com">Norah.Fisher@btinternet.com</a>
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 Paul Baker. Councillor Tom Wye Cllr Sean McDonald
TERM: Annual
APPOINTMENT PRIORITY: 1 or 2

<b>OUTSIDE BODY # 25</b>
ORGANISATION NAME: Worthing Community Chest
ADDRESS: Catherine Attwood, Town Hall, Chapel Road
CONTACT DETAILS: Telephone: 01903 221080 Email: <a href="mailto:Catherine@worthingcommunitychest.org">Catherine@worthingcommunitychest.org</a>
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. <a href="http://www.worthingcommunitychest.org/wp-content/uploads/2016/03/Trustee-role-description-21.03.16.pdf">http://www.worthingcommunitychest.org/wp-content/uploads/2016/03/Trustee-role-description-21.03.16.pdf</a>
PRESENT REPRESENTATIVES: Councillor Tom Wye
TERM: Annual appointment
APPOINTMENT PRIORITY: 3

<b>OUTSIDE BODY # 26</b>
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: <a href="mailto:jbligh@worthing-homes.org.uk">jbligh@worthing-homes.org.uk</a>
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. <a href="http://www.worthing-homes.org.uk">www.worthing-homes.org.uk</a> 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: Maximum of 6 years via two terms of 3 years
APPOINTMENT PRIORITY: 2

<b>OUTSIDE BODY # 27</b>
ORGANISATION NAME: Worthing Town Centre Initiative
ADDRESS: Sharon Clarke, Number 12, The Steyne, Worthing, BN11 3DS
CONTACT DETAILS: Telephone: 01903 203252. Email: <a href="mailto:sharon@worthingtowncentre.co.uk">sharon@worthingtowncentre.co.uk</a>

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. Ensure the relevant Council Officers and Members at the Council are aware of the Worthing Town Centre Initiative and Worthing BID activities.
PRESENT REPRESENTATIVES: Cllr Tom Wye, Councillor Clive Roberts.
TERM: Annual appointment
APPOINTMENT PRIORITY: 1 or 2

<b>OUTSIDE BODY # 28</b>
ORGANISATION NAME: Worthing Twinning Association
ADDRESS: Pam Bennett (Secretary), 8 King Edward Avenue, Worthing, West Sussex BN14 8DD
CONTACT DETAILS: Telephone: 01903 232196. Email: <a href="mailto:pambennett8@btinternet.com">pambennett8@btinternet.com</a>
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: Cllr Noel Atkins, Current Mayor
TERM: Annual appointment
APPOINTMENT PRIORITY: 4

<b>OUTSIDE BODY # 29</b>
--------------------------

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: <a href="mailto:worthingunifiedbowls@gmail.com">worthingunifiedbowls@gmail.com</a>
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
New appointee is requested to contact the organisation upon being appointed to see what assistance they can provide. (tournament runs 26 Aug – 6 <sup>th</sup> September in 2014).