

***AGENDA MANAGEMENT SHEET***

<b>Report Title:</b>	Appointments to Outside Bodies 2025/26 - by Virtue of Office and Miscellaneous Appointments
<b>Name of Committee:</b>	Annual Council
<b>Date of Meeting:</b>	15 May 2025
<b>Report Director:</b>	Acting Chief Executive
<b>Portfolio:</b>	Finance and Performance, Legal and Governance
<b>Ward Relevance:</b>	All Wards
<b>Prior Consultation:</b>	External organisations and Group Leaders have been consulted.
<b>Contact Officer:</b>	Linn Ashmore, Democratic Services Officer linn.ashmore@rugby.gov.uk
<b>Public or Private:</b>	Public
<b>Report Subject to Call-In:</b>	No
<b>Report En-Bloc:</b>	No
<b>Forward Plan:</b>	Yes
<b>Corporate Priorities:</b>	<p>This report relates to the following priority(ies):</p> <p><input type="checkbox"/> A Healthier Rugby – To support people to live healthier, longer, and more independent lives.</p> <p><input type="checkbox"/> A Thriving Rugby – To deliver a thriving economy which brings Borough-wide investment and regenerates Rugby Town Centre.</p> <p><input type="checkbox"/> A Greener Rugby – To protect the environment and ensure the Borough adapts to climate change.</p> <p><input type="checkbox"/> A Fairer Rugby – To reduce inequalities and improve housing across the Borough.</p> <p><a href="#">Corporate Strategy 2025-2035</a></p> <p><input checked="" type="checkbox"/> This report does not specifically relate to any Council priorities but strengthens relationships with external organisations.</p>
<b>Summary:</b>	To appoint representatives to the schedule of outside bodies for the 2025/26 municipal year.
<b>Financial Implications:</b>	There are no financial implications arising from the report.

<b>Risk Management/Health and Safety Implications:</b>	There are no risk management/health and safety implications arising from the report.
<b>Environmental Implications:</b>	There are no environmental implications arising from the report.
<b>Legal Implications:</b>	Appointments are made in different capacities. The nature of each outside body, its constitution, and the nature of the appointment may affect any personal liabilities of councillors. There may be requirements under an outside body's constitution to make appointments.
<b>Equality and Diversity:</b>	There are no equality and diversity implications arising from the report.
<b>Options:</b>	N/A
<b>Recommendation:</b>	<ul style="list-style-type: none"> <li>(1) The re-appointments listed in the tables attached at Appendices 1 and 2 be approved, making any amendments as appropriate;</li> <li>(2) delegated authority be given to the Monitoring Officer in consultation with Group Leaders to appoint to Bilton Poor's Land and Other Charities, Coventry Airport Consultative Committee and Percival Guildhouse (AGM), and</li> <li>(3) the appointments to RIPA/Politicians in Planning be removed from the schedule.</li> </ul>
<b>Reasons for Recommendation:</b>	Appointments enable councillors to fulfil their community leadership roles and strengthen partnerships with outside bodies.

**Annual Council - 15 May 2025**

**Appointments to Outside Bodies 2025/26 - by Virtue of  
Office and Miscellaneous Appointments**

**Public Report of the Acting Chief Executive**

**Recommendation**

- (1) the re-appointments listed in the tables attached at Appendices 1 and 2 be approved, making any amendments as appropriate;
- (2) delegated authority be given to the Monitoring Officer in consultation with Group Leaders to appoint to Bilton Poor's Land and Other Charities, Coventry Airport Consultative Committee and Percival Guildhouse (AGM), and
- (3) the appointments to RIPA/Politicians in Planning be removed from the schedule.

**1. EXECUTIVE SUMMARY**

- 1.1. In order that appointments can be made to key outside bodies such as charitable bodies, local partnerships and other organisations, a schedule of appointments is attached for consideration.
- 1.2. Appendix 1 details appointments by virtue of office, Appendix 2 miscellaneous appointments and Appendix 3 lists the organisations that no longer exist, or for which representation is no longer required. these schedules have been brought forward to this meeting so that the council is not disadvantaged by any delay in making the appointments.
- 1.3. An annual review has been carried out and external organisations have been consulted regarding future/ongoing representation on the bodies listed in the attached appendices.
- 1.4. Some appointments are renewed each municipal year and some run beyond this timescale.

**2. RE-APPOINTMENTS**

- 2.1. There are no appointments due to expire at the current time. Council is asked to approve the current appointments made by virtue of office and miscellaneous appointments.

### **3. VACANCIES**

3.1. Vacancies exist on the following bodies that require appointments to be made:

- Bilton Poor's Land and Other Charities
- Coventry Airport Consultative Committee
- Percival Guildhouse AGM

### **4. APPOINTMENTS NO LONGER REQUIRED**

4.1. The RTPI Politicians in Planning is not a body that requires formal appointments. It operates on a network basis and interested councillors may join direct via the website <https://www.rtpi.org.uk/find-your-rtpi/networks/politicians-in-planning-network-pipn/>. It is proposed that the appointments are removed from the schedule of appointments made by virtue of office.

**Name of Meeting:** Annual Council  
**Date of Meeting:** 15 May 2025  
**Subject Matter:** Appointments to Outside Bodies  
**Originating Department:** Legal and Governance

**DO ANY BACKGROUND PAPERS APPLY** ☐ YES ☒ NO

**LIST OF BACKGROUND PAPERS**

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

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☐ Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

## Appointments to Outside Bodies 2025/26 – Appointments by Virtue of Office

## Appendix 1

	Body	Contact Name	Designation	Address	Current Rep(s)	No of Reps	Expires at end of:	Length of Appt	Time & Day of Mtgs	No of Mtgs Scheduled
1	District Councils' Network	Charlotte Maguire	Policy and Partnerships Officer	Local Government House Smith Square London SW1P 3HZ 0207 6643048 <a href="mailto:DCN@local.gov.uk">DCN@local.gov.uk</a>	• <b>Leader of the Council</b>	1	Municipal year	Municipal year	Executive meets monthly. DCN Assembly is held three times per year plus an annual conference	4
2	Local Government Association General Assembly	Fatima de Abreu	Member Services Assistant	Local Government House Smith Square London SW1P 3HZ 020 7664 3136 <a href="mailto:Fatima.deabreu@local.gov.uk">Fatima.deabreu@local.gov.uk</a>	• <b>Leader of the Council</b>	1	Municipal year	AGM July	AGM Tuesday	1
3	Rugby First Ltd	Linda Lowne	Business Director	Rugby First Ltd Bloxam Court Corporation Street Rugby CV21 2DU 01788 572150	<b>APPOINTMENTS CURRENTLY ON HOLD</b>	2	Municipal Year	Municipal Year	4 <sup>th</sup> Thursday every 2 months	6
4	Warwickshire County Council Adult Social Care and Health Overview and Scrutiny Committee	John Cole	Senior Democratic Services Officer	Warwickshire County Council PO Box 9 Shire Hall Warwick CV34 4SA 01926 418615 <a href="mailto:johncole@warwickshire.gov.uk">johncole@warwickshire.gov.uk</a>	• <b>Chair of Scrutiny Committee</b>	1	Municipal Year	Municipal Year	Wednesdays 10am	5 per year plus visits and panel meetings
5	Warwickshire County Council Health and Wellbeing Board	Amy Bridgewater-Carnall	Senior Democratic Services Officer	Warwickshire County Council P O Box 9, Shire Hall Warwick CV34 4SA 01926 418615 <a href="mailto:Amybridgewater-carnall@warwickshire.gov.uk">Amybridgewater-carnall@warwickshire.gov.uk</a>	• <b>Leisure and Wellbeing Portfolio Holder</b>	1	Municipal Year	Municipal Year	1.30pm	3
6	Warwickshire Waste Partnership	Nicole Conway	Democratic Services Officer	Warwickshire County Council Shire Hall Warwick CV34 4RL 01926 418079 <a href="mailto:nicoleconway@warwickshire.gov.uk">nicoleconway@warwickshire.gov.uk</a>	<ul style="list-style-type: none"> <li>• <b>Operations and Traded Services Portfolio Holder</b></li> <li>• <b>Substitute: Growth and Investment Portfolio Holder</b></li> </ul>	1	Municipal Year	Municipal Year	Wednesdays, 2pm.	4

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	Body	Contact Name	Designation	Address	Current Rep(s)	No of Reps	Expires at end of:	Length of Appt	Time & Day of Mtgs	No of Mtgs Scheduled
7	Warwickshire County Council Warwickshire Police and Crime Panel	Amy Bridgewater-Carnall	Senior Democratic Services Officer	Warwickshire County Council Shire Hall Warwick CV34 4SA 01926 736118 <a href="mailto:Amybridgewater-carnall@warwickshire.gov.uk">Amybridgewater-carnall@warwickshire.gov.uk</a>	• Regulation and Safety Portfolio Holder	1	Municipal Year	Municipal Year	Varies	6 and two working groups that meet 4/5 times per year.
8	PATROL (Parking and Traffic Regulations Outside London) Joint Committee	Sarah Baxter	Democratic Services and Policy Manager	PO Box 471 Merlin House 8 Grove Avenue Wilmslow Cheshire SK9 0HJ <a href="mailto:sbaxter@patrol-uk.info">sbaxter@patrol-uk.info</a>	• Regulation and Safety Portfolio Holder	1	Municipal Year	Municipal Year	Annual meeting held at 11am on 15 July 2025 in London.	1
9	West Midlands Employers (WME) Shareholders Board	Chrisie Snape	Executive Support to Chief Executive and Governance Support Officer	WME JQ Modern 120 Vyse Street Birmingham B18 6NF <a href="mailto:c.snape@wmemployers.org.uk">c.snape@wmemployers.org.uk</a>	• Partnerships and Wellbeing Portfolio Holder	1	Municipal Year	2024-2028	Board meetings held in November, February and July (AGM)	3

## Appointments to Outside Bodies 2025/26 – Miscellaneous

## Appendix 2

	Body	Contact Name	Designation	Address	Current Rep(s)	No. of Reps	Expires at end of:	Length of appt	Time & day of mtgs	No. of Mtgs Scheduled
1	Age UK Coventry and Warwickshire	Michael Garrett	Chief Executive	8 Clemens Street Leamington Spa CV31 2DL 02476 231999 <a href="mailto:info@ageukcovwarks.org.uk">info@ageukcovwarks.org.uk</a>	Cllr Roodhouse	1	Municipal Year	Municipal Year	Daytime AGM	1
2	Bilton Poor's Land and other Charities	Holly Byatt Clerk	Bilton Poor's Land and other Charities	<a href="mailto:biltoncharitiesclerk@gmail.com">biltoncharitiesclerk@gmail.com</a> 07762 325406	Cllr Parker  Cllr Lawrence  Cllr Freeman  Vacancy [to meet the requirements of the Charity appointments are required have a connection to the parish of Bilton]	4	16/10/2028  16/10/2028  18/05/2027  18/05/2027	4 years	2pm Weds	3 per year
3	Coventry Airport Consultative Committee	Richard Pace	Oversight Director	Coventry Airport Ltd Control Tower Rowley Road Coventry CV3 4FR <a href="mailto:Richard.pace@norwichairport.co.uk">Richard.pace@norwichairport.co.uk</a>	Vacancy	1	Municipal Year	Municipal Year	Meetings held in June and January at 4pm	2
4	Rugby Borough Neighbourhood Watch	Edward Palusinski	Chair	105 Bridget Street Rugby CV21 2BX 07831 256995 <a href="mailto:rugbynhw@gmail.com">rugbynhw@gmail.com</a>	Cllr Freeman	1	Municipal Year	Municipal Year	Every 3 months by request in January, April, July & October	10
5	Rugby Welfare Charities	Ron Smith	Chair	74 Benn Street Rugby CV21 5LR <a href="mailto:retiredron@talktalk.net">retiredron@talktalk.net</a>	Cllr Roodhouse  Mrs Sarah Malone	2	18/05/2026  18/05/2027	3 years	Four times a year usually May, Aug, Nov and Feb.	4
6	The Percival Guildhouse (AGM only)	Mrs Sarah Gall	Centre Manager	The Percival Guildhouse St Matthews Street Rugby CV21 3BY 01788 542467 <a href="mailto:s.gall@percival-guildhouse.co.uk">s.gall@percival-guildhouse.co.uk</a>	Vacancy	1	Municipal Year	Municipal Year	Daytime AGM.	AGM only



## Appointments to Outside Bodies 2025/26 – Miscellaneous

## Appendix 2

	Body	Contact Name	Designation	Address	Current Rep(s)	No. of Reps	Expires at end of:	Length of appt	Time & day of mtgs	No. of Mtgs Scheduled
7	Trustees of Hillmorton Charities		Clerk to the Trustees	<a href="mailto:clerkhillmortoncharities@gmail.com">clerkhillmortoncharities@gmail.com</a>	Miss Lawrence Mr Goodman Miss Royle Mrs Cameron Mr Steele-Bodger	5	14/03/2026 16/10/2028 15/12/2025 14/03/2026 16/10/2028	4 years	7 pm As arranged at each meeting	3
8	Trustees of Lawrence Sheriff Almshouses	Mrs Sue Roodhouse	Chairman to the Trustees	41 Bracken Drive Rugby CV22 6SB 01788 560882	Cllr Willis Cllr Gillias Cllr Roodhouse	3	13/12/2026 16/10/2027 13/12/2026	3 years	Thursdays 4pm	12
9	Warwickshire Local Councils Climate Emergency Partnership	Amy Bridgewater-Carnall	Senior Democratic Services Officer	Warwickshire County Council P O Box 9, Shire Hall Warwick CV34 4SA 01926 418615 <a href="mailto:Amybridgewater-carnall@warwickshire.gov.uk">Amybridgewater-carnall@warwickshire.gov.uk</a>	Cllr Livesey Cllr Willis	2	Municipal Year	Municipal Year	Various	3

## Appointments to Outside Bodies No Longer Required

	Body	Contact Name	Designation	Address	Current Rep(s)	No of Reps	Expires at end of:	Length of Appt	Time & Day of Mtgs	No of Mtgs	Notes
1	RTPI Politicians in Planning Network (PIPn)	Harry Burchill	PIPA Network Manager	PIPA 41 Botolph Lane, London EC3R 8DL 01789 763006 <a href="mailto:pipe@rtpi.org.uk">pipe@rtpi.org.uk</a> <a href="mailto:contact@rtpi.org.uk">contact@rtpi.org.uk</a>	<ul style="list-style-type: none"> <li>Chairman of Planning Committee</li> <li>Growth and Investment Portfolio Holder</li> </ul>	Unlimited	Unlimited	Municipal Year	-	-	No formal appointments are required.