



To the Members of the Borough Council

Dear Sir/Madam

You are hereby summoned to attend a Meeting of the Ashford Borough Council to be held in the Council Chamber, Civic Centre, Tannery Lane, Ashford, Kent TN23 1PL on Thursday the 20th October 2016 at 7.00 pm

Yours faithfully

T W Mortimer
Corporate Director (Law and Governance)

Agenda

Page
Nos.

1. Apologies
2. To consider whether any items should be dealt with in private because of the likely disclosure of Exempt or Confidential Information.
3. **Declarations of Interest:-** To declare any interests which fall under the following categories, as explained on the attached document: 1
 - a) Disclosable Pecuniary Interests (DPI)
 - b) Other Significant Interests (OSI)
 - c) Voluntary Announcements of Other Interests

See Agenda Item 3 for further details
4. To confirm the Minutes of the Council Meeting held on the 21st July and the Extraordinary Meeting held on the 8th September 2016
5. To receive any announcements from the Mayor, Leader or other Members of the Cabinet
6. To receive any petitions
7. To receive any questions from, and provide answers to, the public (being resident of the Borough), which in the opinion of the Mayor are relevant to the business of the Meeting
8. To receive, consider and adopt the Minutes of the Meetings of the Cabinet held on the 8th September and 13th October 2016 (to follow) 2-8

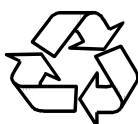
9. To receive, consider and adopt the Minutes of the meetings of the Audit Committee held on the 28th July and 29th September 2016 9-18
10. To receive, consider and adopt the Minutes of the meeting of the Selection and Constitutional Review Committee held on the 13th October 2016 (to follow)
11. To consider Motions of which Notice has been given pursuant to Procedure Rule 11
12. Questions by Members of which Notice has been given pursuant to Procedure Rule 10

NOTE:- If debate on any item included within this Agenda gives rise to the need to exclude the press and public due to the likelihood of Exempt or Confidential information being disclosed the following resolution may be proposed and seconded and if carried, the press and public will be requested to leave the meeting for the duration of the debate.

That pursuant to Section 100A(4) of the Local Government Act 1972, as amended, the public be excluded from the meeting during consideration of this item as it is likely that in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to the appropriate paragraphs of Schedule 12A to the Act, where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

KRF/AEH
12th October 2016

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Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- a. Membership of outside bodies that have made representations on agenda items, or
- b. Where a Member knows a person involved, but does not have a close association with that person, or
- c. Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, with revisions adopted on 17.10.13, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Corporate Director (Law and Governance) and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.

Ashford Borough Council

Minutes of a Meeting of the Ashford Borough Council held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **21st July 2016**.

Present:

His Worshipful the Mayor, Cllr. S J G Koowaree (Chairman);

Cllrs. Aaby, Apps, Barrett, Bartlett, Mrs Bell, Bell, Bennett, Bradford, Buchanan, Burgess, Clarkson, Clokie, Mrs Dyer, Farrell, Feacey, Galpin, Heyes, Hicks, A Howard, W Howard, Knowles, Krause, Link, Miss Martin, Mrs Martin, Michael, Powell, Shorter, Sims, Smith, Mrs Webb, Wedgbury, White.

Also Present:

Chief Executive, Deputy Chief Executive, Corporate Director (Law and Governance), Director of Development, Head of Finance, Head of Corporate Property and Projects, Economic Development Manager, Senior Member Services Officer.

Prior to the commencement of the meeting, The Reverend John Mackenzie said prayers.

Apologies:

Cllrs. Mrs Blanford, Chilton, Dehnel, Mrs Heyes, Ovenden, Pickering, Waters.

91 Exempt or Confidential Information

The Mayor asked whether any items should be dealt with in private because of the likely disclosure of exempt or confidential information. There were none.

92 Minutes

Resolved:

That the Minutes of the Meeting of the Council held on the 19th May 2016 be approved and confirmed as a correct record.

93 Announcements

(a) Leader of the Council

The Leader said he would like to take a few moments to update colleagues on a number of recent positive developments.

The headline on the front of last week's Kentish Express, 'Boom Town', was quite pleasing because, it did indicate that the Council was working hard to bring about significant change to Ashford. Despite the uncertainty nationally, which was almost inevitable in the short term following Brexit, Ashford was continuing to keep the momentum going. Whilst they remained very confident, they were of course monitoring the various market fluctuations. He was therefore particularly pleased to see an important report today by Ms Forbes, one of the Bank of England's most

senior officials. Her survey found no clear evidence of a sharp downturn, despite the severe warnings about the risk of leaving the European Union. Ms Forbes was one of the nine members of the Bank's monetary policy committee and she had indicated that the markets had "stabilised" after the initial "panic". Official Figures published yesterday showed a record number of people in work and this resulted in sterling being pushed up almost 1% against the Dollar and 0.7% up against the Euro. The FTSE 100 was up to its highest since last August. In the circumstances Ms Forbes was warning colleagues against voting to reduce interest rates at their next meeting.

The Leader said that colleagues would see that the new state-of-the-art Further and Higher Education college campus was coming to life before their very eyes. Hadlow College planned to complete both initial phases of the Ashford College and receive the new students in September 2017. A new Ashford College within the town centre had been an aspiration for all partners for nearly 15 years. This should begin to help address one of the key challenges to economic growth and greater prosperity within the Borough by improving the relatively low skills base that they had in Ashford. With over 1,000 students and over 100 staff within easy walking distance of shops, services and restaurants in the town centre, it should have a very positive impact on local businesses by increasing turnover.

The Leader advised that exciting plans to redevelop another part of the town centre had seen a key milestone last night with the unanimous grant of planning permission for the first phase of development of the Commercial Quarter at Dover Place, which would provide new office space with retail and restaurants on the ground floor together with car parking and landscaping. Last night had also seen another planning application being granted approval for the development of an unused brownfield site for three separate uses, namely, bulk provision of concrete, the Ashford Borough Council Depot for Ground Maintenance and for 12 business units. They often heard people talking about building on such unused brownfield sites and he was therefore pleased to see only last month that approval had been given for another one - a mixed-use development on the old Powergen site along Victoria Way. The plans by U+I in partnership with Quinn Estates and Neighbour, were for 660 quality apartments, together with an interesting and much improved public realm. This regeneration project would link the town centre with Victoria Park, which was a jewel in the town's crown that had been underused and neglected in the past. This would create a new residential community very close to the International Station and would certainly inject new life into what was currently an unused and derelict site and would in turn assist in continuing the revitalisation of Ashford as a whole.

He said that just over a year ago Ashford Borough Council announced it had purchased approximately 30 retail units which made up Park Mall, with a plan to reinvigorate a rather run-down shopping centre – directly in response to calls from residents. At that time about a third of the units were empty. He was pleased to say that the Council had breathed new life into Park Mall, filling most of the vacant units and driving up footfall by around seven per cent. A recent MORI poll indicated that in the first quarter of 2016 town centre footfall in the UK had been down about 0.9%, whereas Ashford had bucked the trend and had been highlighted as being at the top of the tree by being up 1.6%. Park Mall had now become home to a quality independent-led town centre offer, occupying either business incubator spaces or other units on longer leases and licenses, thus complementing existing retailers in the High Street. As he had said in the past, Park Mall was not immune to the comings and goings of businesses on the High Street. They were still getting charity shops but they were trying to limit the numbers somewhat. Over time, retailers would

come and go, but overall Park Mall's future was looking brighter than this time last year.

Finally, the Leader advised that he had been informed the buzz was building for one of the biggest Create Music Festivals in its 21 year history, this coming Saturday – 23rd July. Regarded as one of the best free music festivals in Kent, this year's centerpiece would be a special celebration of the life and work of David Bowie with a special hit-filled performance show. Joining tribute act 'David Live' on the packed festival line-up were over 40 acts over four stages. Families and festival-goers would also get to enjoy food and crafts in the *Love Ashford* Zone, Rio Olympic themed dancers and face painters, a new park sculpture trail, a Chapel Down Boutique Bar, and inventive street performances throughout the day. The night would close with a magical pyrotechnic display around the Grade II* Hubert Fountain. The Leader hoped that the weather was kind and urged as many colleague Members as possible to attend and enjoy this special festival.

His Worshipful the Mayor said he would like to echo the sentiments of the Leader. He considered Ashford had a great future and wherever he went this year he would be certainly talking Ashford up. As Mayor he had already been to Park Mall to open a couple of new shops and had been out and about opening other new businesses around the town and said there was so much fantastic work going on.

(b) Twinning Visit

His Worshipful the Mayor said he wanted to again draw attention to the Twinning Visit to Bad Münstereifel in September. He would like as many Councillors and Officers as possible to attend with him. There was still time to contact either himself or Gillian Lines if anyone would like to go. Bad Münstereifel was a really lovely town and he wanted everyone to see it.

94 Cabinet – 9th June and 14th July 2016

The report of the Corporate Director (Law & Governance), which had been tabled, clarified the procedure for consideration of the Cabinet minutes.

(a) Cabinet – 9th June 2016

Resolved:

That (i) the Minutes of the Meeting of the Cabinet held on the 9th June 2016 be received and noted with the exception of Minute Nos. 20, 21, 22 and 28.

(ii) Minute Nos. 20, 21, 22 and 28 be approved and adopted.

(b) Cabinet 14th July 2016

Resolved:

That subject to the expiry of the period by which decisions arising from the Meeting of the Cabinet held on the 14th July 2016 may be called in, i.e. 27th July 2016: -

- (i) the Minutes of the Meeting of the Cabinet held on the 14th July 2016 be received and noted with the exception of Minute Nos. 71, 74, 81, 82 and 83.
- (ii) Minute Nos. 71, 74, 81, 82 and 83 be approved and adopted.

95 Audit Committee – 16th and 30th June 2016

(a) Audit Committee – 16th June 2016

Resolved:

- That
- (i) the Minutes of the Meeting of the Audit Committee held on the 16th June 2016 be received and noted with the exception of Minute No. 45 (ii)
 - (ii) Minute No. 45 (ii) be approved and adopted.

(b) Audit Committee – 30th June 2016

Resolved

That the Minutes of the Meeting of the Audit Committee held on the 30th June 2016 be received and noted.

96 Overview and Scrutiny Annual Report 2015/16

Resolved:

That the Overview and Scrutiny Annual Report 2015/16 be received and noted.

97 Audit Committee Annual Report 2015/16

Resolved:

That the Audit Committee Annual Report 2015/16 be received and noted.

(DS)

MINS:

Ashford Borough Council

Minutes of an Extraordinary Meeting of the Ashford Borough Council held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **8th September 2016**.

Present:

His Worshipful the Mayor, Councillor S J G Koowaree (Chairman);

Cllrs. Bartlett, Mrs Bell, Bell, Bennett, Mrs Blanford, Bradford, Buchanan, Burgess, Chilton, Clarkson, Clokie, Mrs Dyer, Feacey, Galpin, Heyes, Mrs Heyes, A Howard, W Howard, Krause, Link, MacPherson, Miss Martin, Mrs Martin, Murphy, Ovenden, Pickering, Shorter, Smith, Wedgbury.

Also Present:

Chief Executive, Corporate Director (Law and Governance), Head of Finance, Programme Manager, Member Services Manager, Senior Member Services Officer.

Prior to the commencement of the meeting: -

- (i) His Worshipful the Mayor said he would like to draw Members attention to some material he had circulated to inform them about Organ Donation Week which was taking place this week. He asked colleagues to read the material and perhaps try to share it with constituents in an attempt to raise awareness of this important issue and hopefully secure more organ donors in the Borough.
- (ii) His Worshipful the Mayor also welcomed Councillor Ryan MacPherson to his first meeting as a newly elected Councillor and wished him well in his new role.

Apologies:

Cllrs. Aaby, Apps, Barrett, Farrell, Hicks, Knowles, Michael, Powell, Sims, Waters, Mrs Webb.

111 Exempt or Confidential Information

The Mayor asked whether any items should be dealt with in private because of the likely disclosure of exempt or confidential information. The Corporate Director (Law and Governance) advised that there were none.

112 Review of Ward Boundaries for Ashford Borough Council

The Mayor directed Members' attention to the tabled papers which set out proposed changes to the names of three Wards suggested by the relevant Ward Members. The Leader of the Council advised that there had been an additional proposed change, to the name of Ward Number 12, to Aylesford and East Stour, which better reflected the wishes of the community in that area.

113 Committee of the Whole Council

The Leader proposed that “General Procedure Rule 12 (r) be applied and the meeting become a Committee of the Council.” This was seconded, put to the vote and carried.

Resolved:

That the meeting become a Committee of the Council in accordance with General Procedure Rule 12 (r).

114 Review of Ward Boundaries for Ashford Borough Council

The Leader said that in moving the recommendations of the Electoral Review Task Group, along with the amendments on the tabled papers and the one suggested at the meeting this evening, he wanted to thank not only colleague Councillors but also the small Officer team which had supported the Task Group’s work so well on what was a very difficult and sensitive issue. He said that no set of proposals for ward boundary changes would ever be perfect, but he firmly believed that what they had before them was as good as it could possibly be. Any moves to adjust the boundaries had affected a whole range of wards, and that had been worked through diligently to arrive at the current position. Most importantly, the proposals met all of the Boundary Commission’s criteria, so they could be confident about how the proposals would be received by them.

The Leader advised that the Task Group had met three times in July and August to consider and refine the proposals and several interested Ward Councillors attended those meetings to put forward their views. In addition there was a two week consultation period in July and August when all Councillors were given a further chance to input views. He was pleased that several had done so and where possible the views put forward by colleagues had been added and accommodated in the proposals. Sets of drawings had been displayed in various locations throughout the Civic Centre, including his own office. A further consultation stage would be carried out by the Boundary Commission itself between November 2016 and January 2017.

Recommended:

That the recommendations set out in the report and as amended by the changes set out in the tabled paper and made at the meeting be approved.

115 Meeting of the Council

The Leader of the Council proposed that “General Procedure Rule 12(s) be applied and the meeting of the Council be resumed”. This was seconded, put to the vote and carried.

Resolved:

That the meeting of the Council be resumed in accordance with General Procedure Rule 12 (s).

116 Minutes of the Committee of the Whole Council

The Leader of the Council proposed that “the recommendation of the Committee of the Whole Council as contained in Minute No. 115 be approved”. This was seconded.

Resolved:

That the recommendations of the Committee of the Whole Council as contained in Minute No. 115 be approved and adopted.

(DS)
MINS:

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Telephone: 01233 330349 Email: danny.sheppard@ashford.gov.uk
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Appendix A
Review of ward boundaries
Summary of proposed wards

No	Ward name	No of Cllrs	Electorate	% variance	Commentary
1	Conningbrook and Little Burton Farm	1	1974	-7%	Follows the Community Governance Review boundary for North Willesborough joining the Conningbrook development with the Little Burton Farm development.
2	Saxon Shore	1	2162	+2%	Existing Saxon Shore Ward split into two single Member wards along the parish boundary line between Smeeth and Aldington.
3	Bircholt	1	2169	+2%	As above.
4	Downs West	1	2105	-1%	New ward consisting of Westwell, Challock, Eastwell and Boughton Aluph minus Goat Lees. The ward reflects the Community Governance Review boundary which follows Sandyhurst Lane.
5	Upper Weald	1	2072	-2%	Incorporate the Community Governance Review boundary between Little Chart and Charing along the M20. The Ward is made up of Pluckley, Little Chart and Hothfield parishes with the inclusion of Charing Heath.
6	Singleton West	1	2015	-5%	New ward covering Singleton North area.

7	Mersham, Sevington South with Finberry	1	2203	+4%	New ward consisting of Mersham, Sevington South, the new Finberry development. The ward boundary reflects the Community Governance Review boundary change which follows the A2070.
8	Rolvenden and Tenterden West	1	2158	+2%	Existing Rolvenden and Tenterden West but with a boundary change along Smallhythe Road.
9	Goat Lees	1	1915	-10%	New ward covering the Goat Lees area. In response to the Member consultation Sherwood Close and the properties on the north side of Grosvenor Road were moved into Kennington Ward to better reflect community identity.
10	Bockhanger	1	2129	0%	New ward covering the Bockhanger area.
11	Highfield	1	1972	-7%	Highfield Estate including Kingfisher Close, Boys Hall Road and Ashford Business Park. The boundaries follow Hythe Road, Bad Munstereifel Road and the train line. In response to the Member consultation Church Road, Millstream Green and Twelve Acres have been included into this ward to better reflect the community identity.

12	Aylesford and East Stour	2	4590	+8%	New ward comprising Newtown, Adams Drive, Bentley Road, South Willesborough, the Boulevard and Monument Way.
13	Repton	2	4044	-5%	New ward comprising Repton Park, Orchard Heights and Campion Close.
14	Godinton	1	1934	-9%	New ward comprising Godinton Park Estate.
15	Kingsnorth Village and Bridgefield	1	2225	+5%	New ward consisting of Kingsnorth Village and Stubbs Cross. The new ward incorporates Bridgefield. The new Local Plan which is out for consultation puts forward proposals for a large part of rural Kingsnorth to become residential. The suggested boundary change would allow for Bridgefield to become a ward in its own right in the future.
16	Weald Central	2	4294	+1%	New ward consisting of High Halden, Bethersden, proposed Chilmington Green Parish Ward and Great Chart Village.
17	Roman	1	2225	+5%	New ward comprising West Hawk Farm, Britannia Lane and Coulter Road. Following the Member consultation The Limes has been moved into this Ward to improve electorate equality.

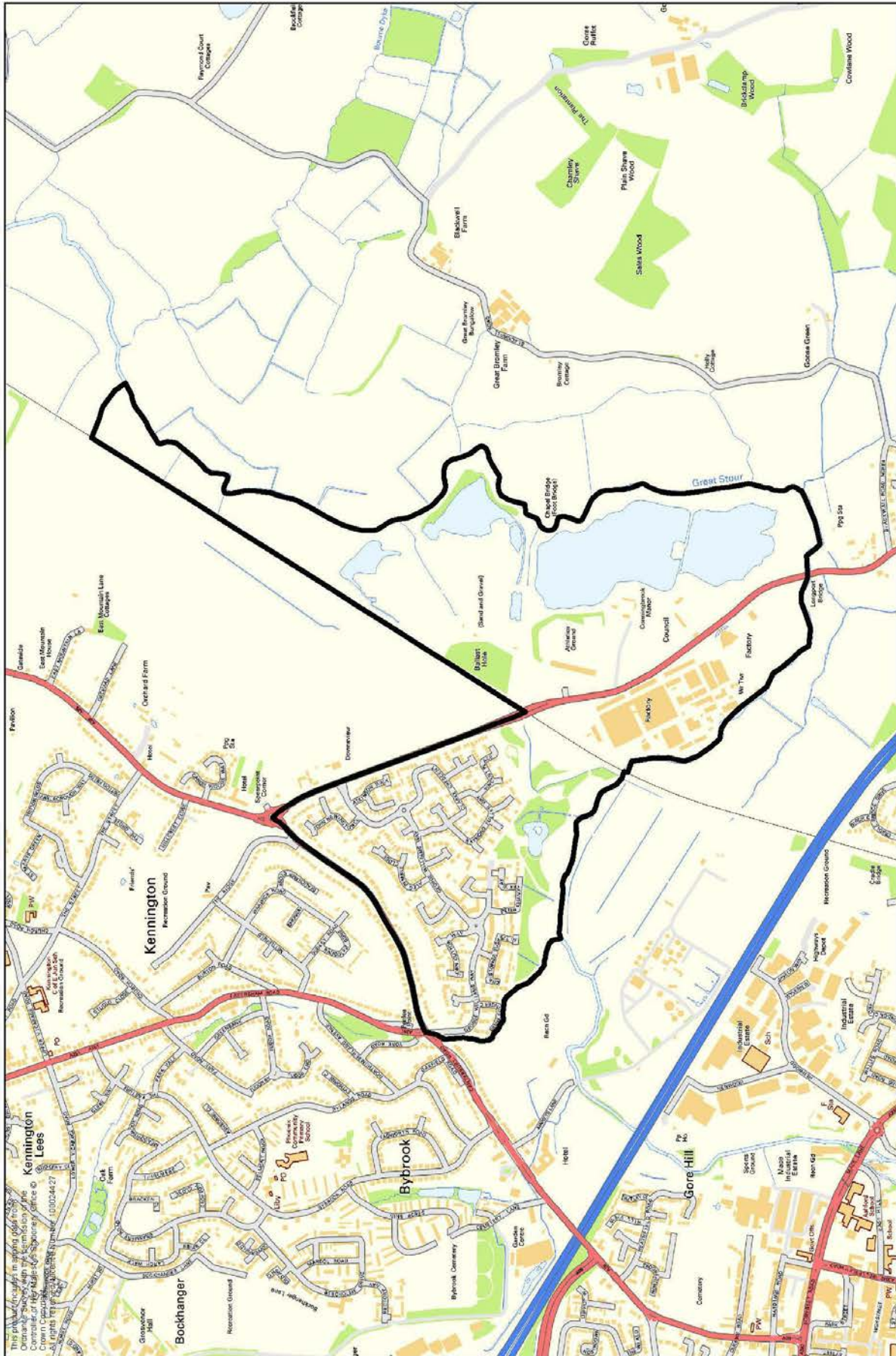
18	Singleton East	1	2107	-1%	Existing ward with the exclusion of Running Foxes Lane and Greenfields Lane.
19	Washford	1	2160	+2%	New ward comprising Washford Farm Road, Langney Drive and John Wesley Primary School, Running Foxes Lane and Greenfields Lane.
20	Weald North	1	1998	-6%	Existing Weald North Ward except for minor amendment to reflect the Community Governance Review. This change affects 3 properties.
21	Weald South	2	4288	+1%	Existing Weald South with polling district WS5 removed (Stubbs Cross).
22	Wye with Hinxhill	1	1976	-7%	Existing Wye with Hinxhill Ward unchanged.
23	Beaver	2	4669	+10%	Existing Beaver Ward except boundary change to reflect the Community Governance Review along Knoll Lane and the removal of Arlington and Boxley. Farrow Court is included in this Ward.
24	Biddenden	1	2204	+4%	Existing Biddenden Ward. The existing boundary has been moved to run along the High Halden Road so that the Woodlands Caravan Park falls within one ward.

25	Charing	1	2229	+5%	Existing Charing Ward but with boundary change along the M20 to reflect the Community Governance Review changes.
26	Downs North	1	2099	-1%	Existing Downs North Ward unchanged.
27	Isle of Oxney	1	2207	+4%	Existing Isle of Oxney boundary retained.
28	Kennington	1	2086	-2%	Existing ward with the inclusion of Oak Farm because access is off Lower Vicarage Road. This affects one property only. Following the Member consultation Sherwood Close and the properties on the north side of Grosvenor Road have been moved into this Ward to better reflect community identity.
29	Norman	1	2140	+1%	Existing Norman Ward reflecting the Community Governance Review change along Badmunsteriefel.
30	North Willesborough	2	4444	+5%	New ward including the Community Governance Review boundary along Willesborough Road. The ward includes Willesborough Lees, Hythe Road, Breadlands Road, Summer Leeze.
31	Park Farm South	1	1949	-8%	Existing Park Farm South with the exclusion of Acorn Close and part of Wood Lane and with the inclusion of Finn Farm and Finn Farm Court.

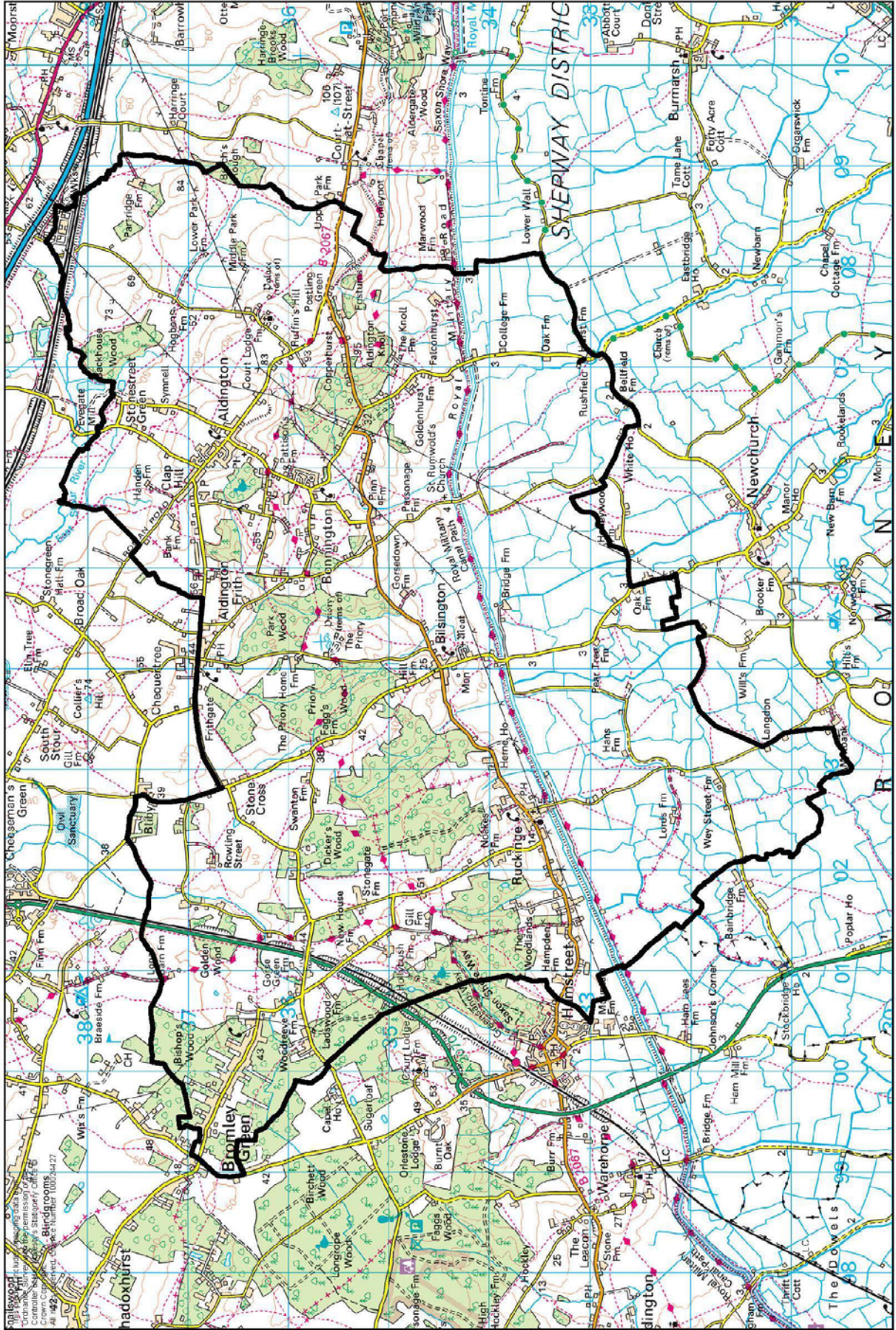
32	Park Farm North	1	1926	-9%	Existing Park Farm North Ward with the exclusion of Britannia Lane, and West Hawk Farm and the inclusion of Acorn Close and part of Wood Lane.
33	Tenterden St Michael's	1	2019	-5%	Formerly St Michael's Ward. Boundary retained except for the addition of Colonel Stephen's Way.
34	Stanhope	1	2324	+9%	Existing Stanhope Ward with the exclusion of The Limes.
35	Furley	2	4623	+9%	Existing Stour ward with amendment to boundary to include Sussex and Kent Avenue, Highworth School, Warren Lodge Nursing Home and Chamberlain Manor.
36	Tenterden North	1	1927	-9%	Existing Tenterden North ward with inclusion of Beacon Oak Road, Eastgate Road, Craythorne and part of Woodchurch Road. Colonel Stephen's Way has been removed from the existing ward as its only access is from a neighbouring ward.
37	Tenterden South	1	1964	-8%	Existing Tenterden South ward with boundary change along Smallhythe Road. Beacon Oak Road, Eastgate Road, Craythorne and part of Woodchurch Road have been removed from existing ward to reflect councillor comments.

38	Victoria	2	4276	+1%	Existing Victoria Ward with the inclusion of Godinton Road, Kings Avenue and Barrow Hill and the exclusion of Kent and Sussex Avenue and Arlington Boxley.
39	Bybrook	1	2064	-3%	New ward covering the Bybrook area.

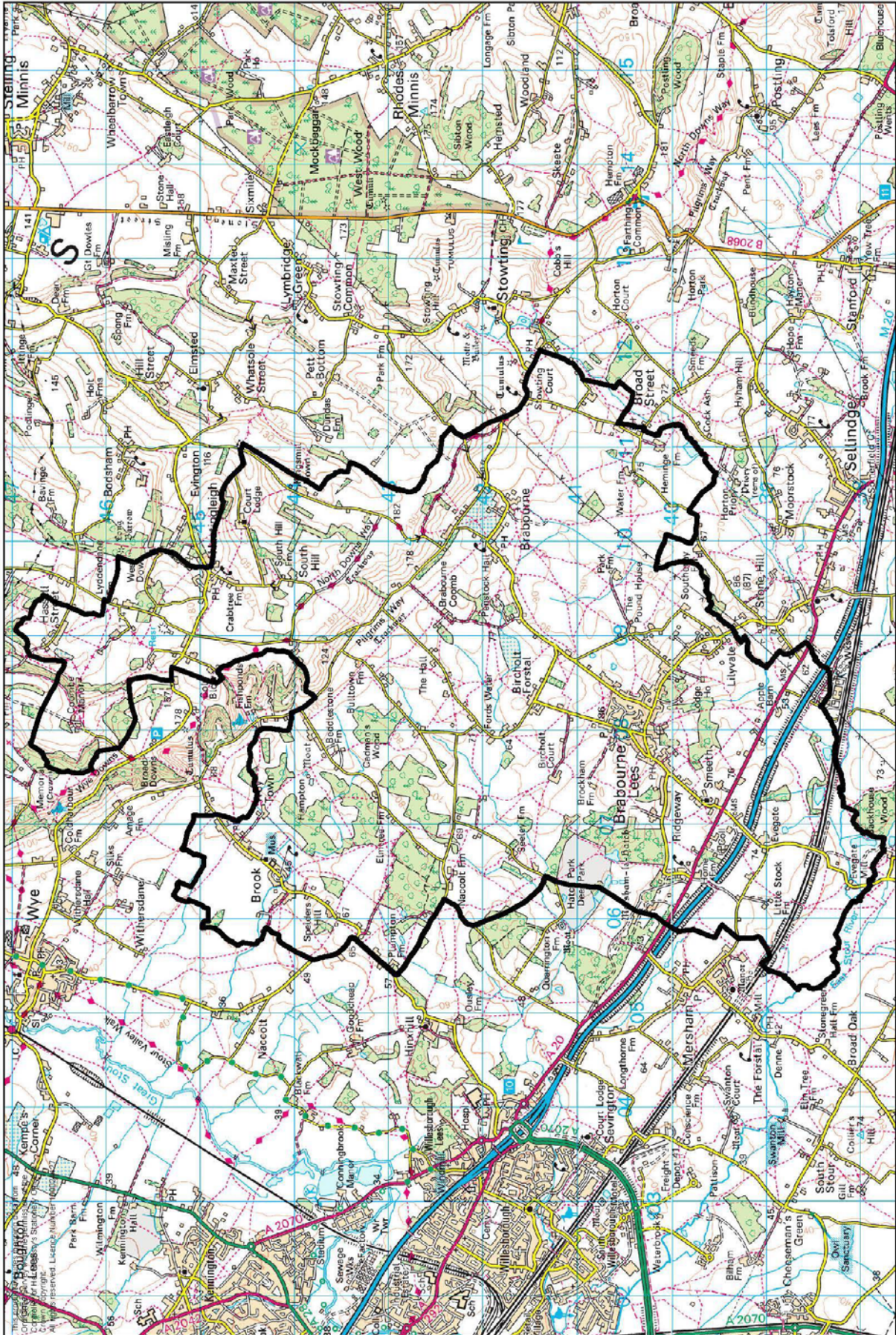
Appendix B



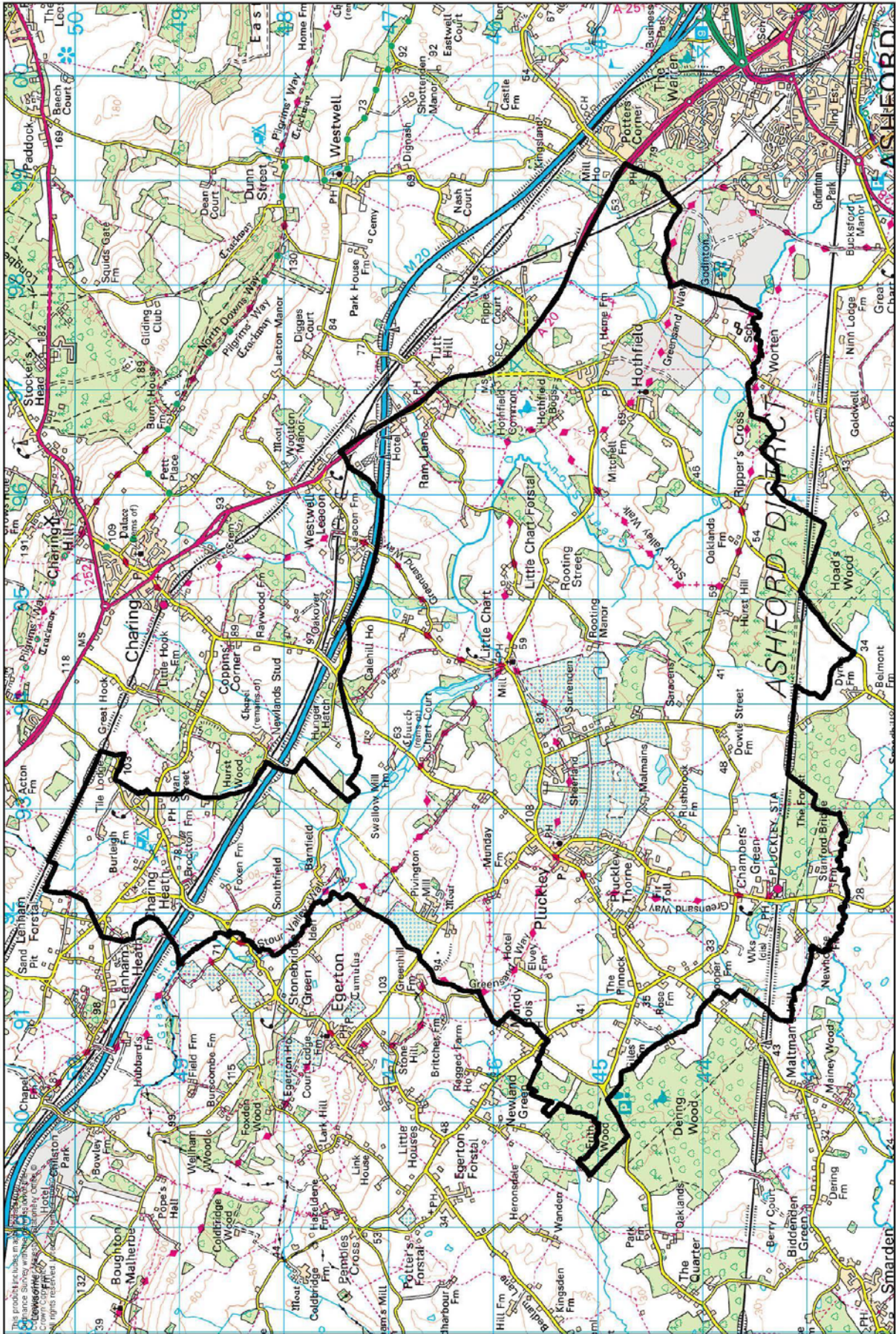
Ward Boundary Review - Ward 1



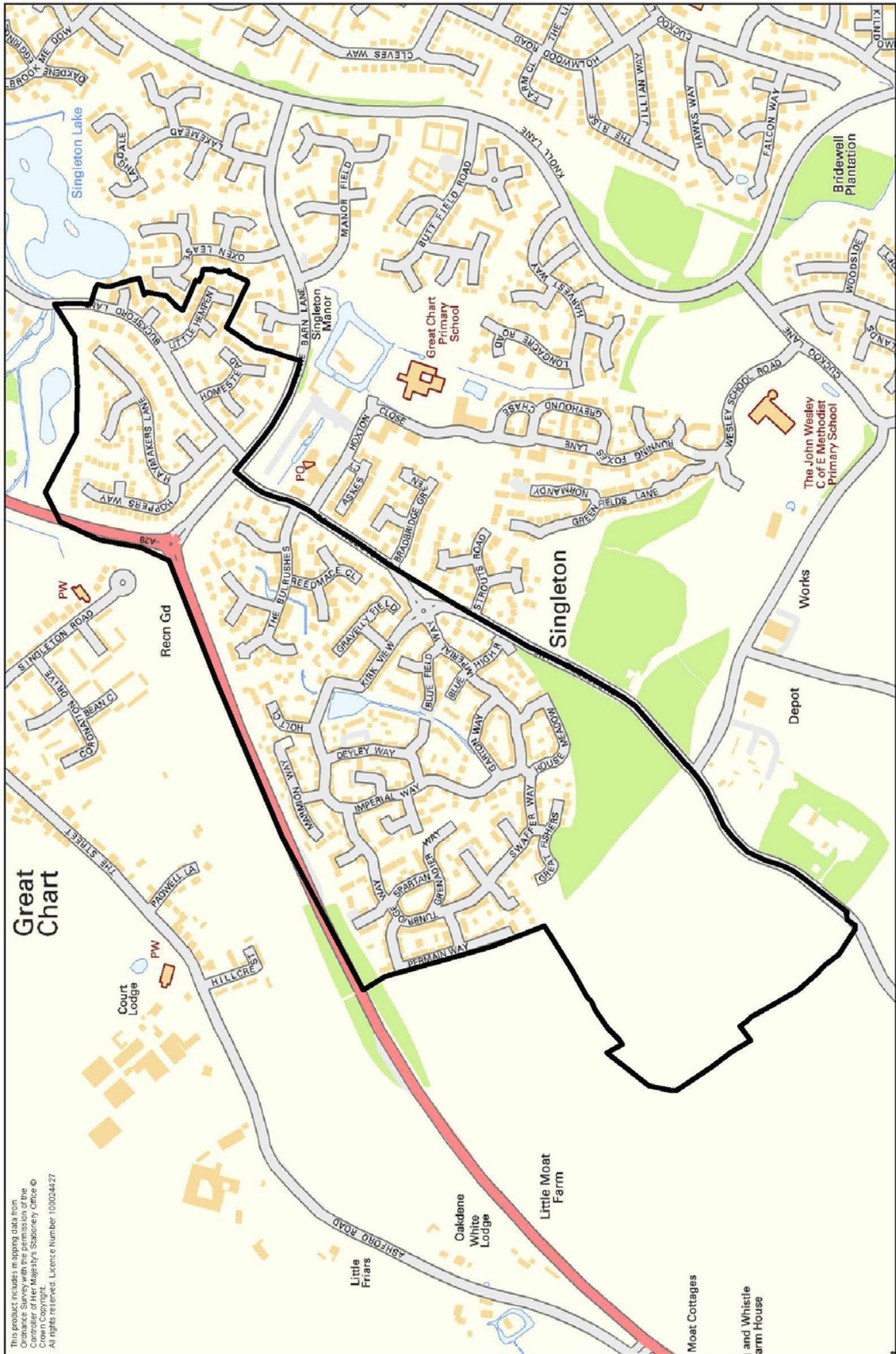
Ward Boundary Review - Ward 2



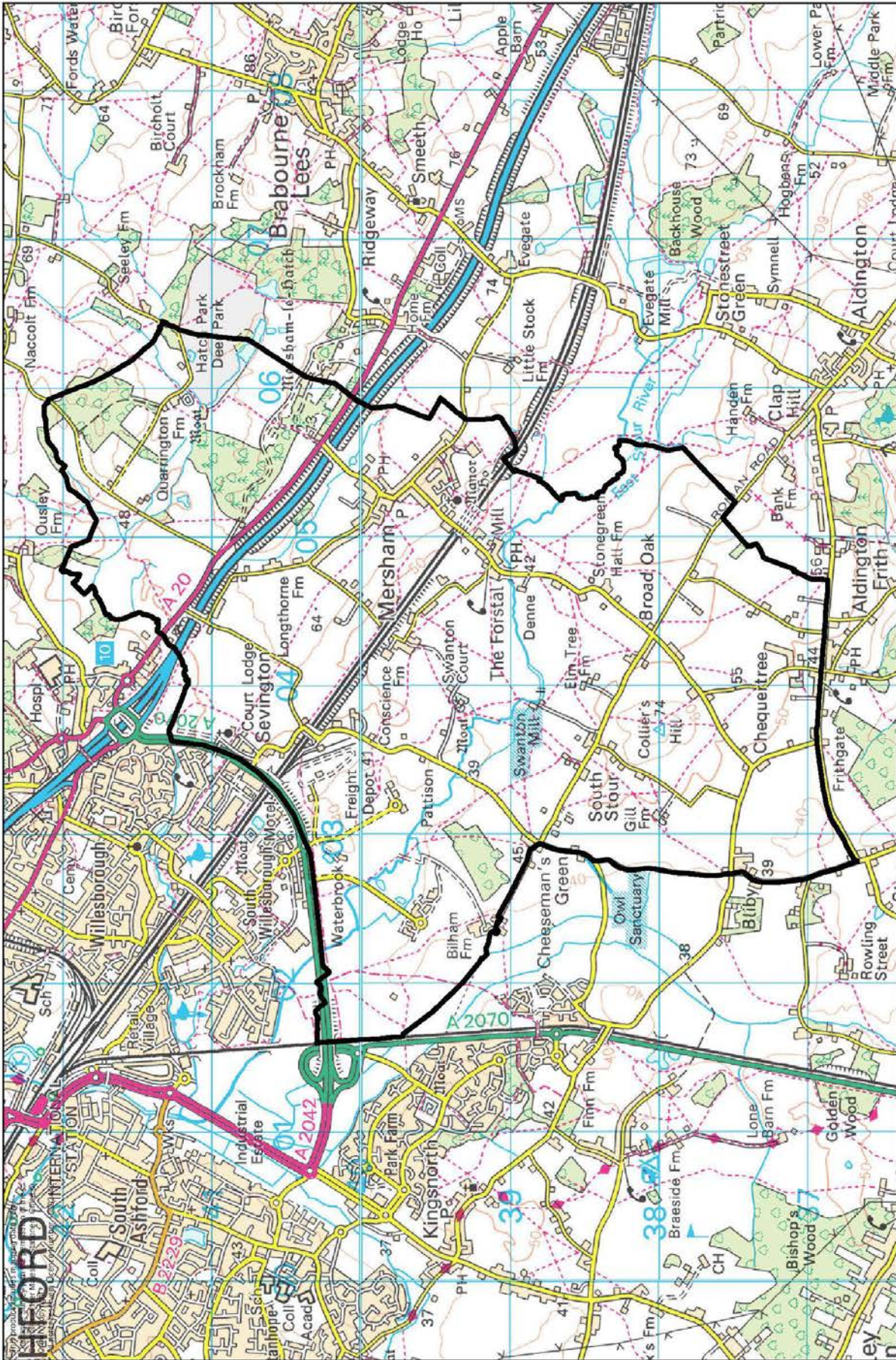
Ward Boundary Review - Ward 3



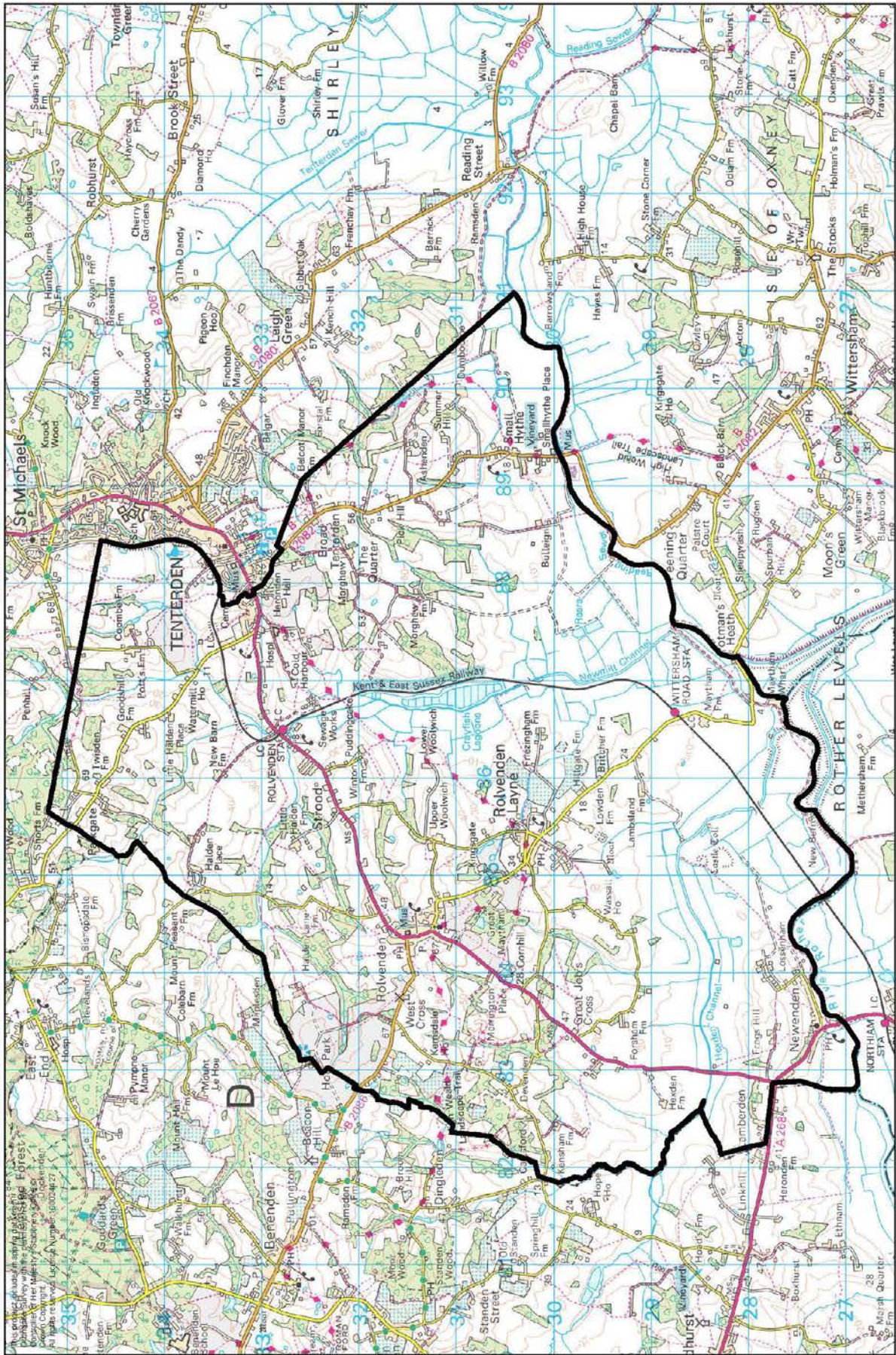
Ward Boundary Review - Ward 5



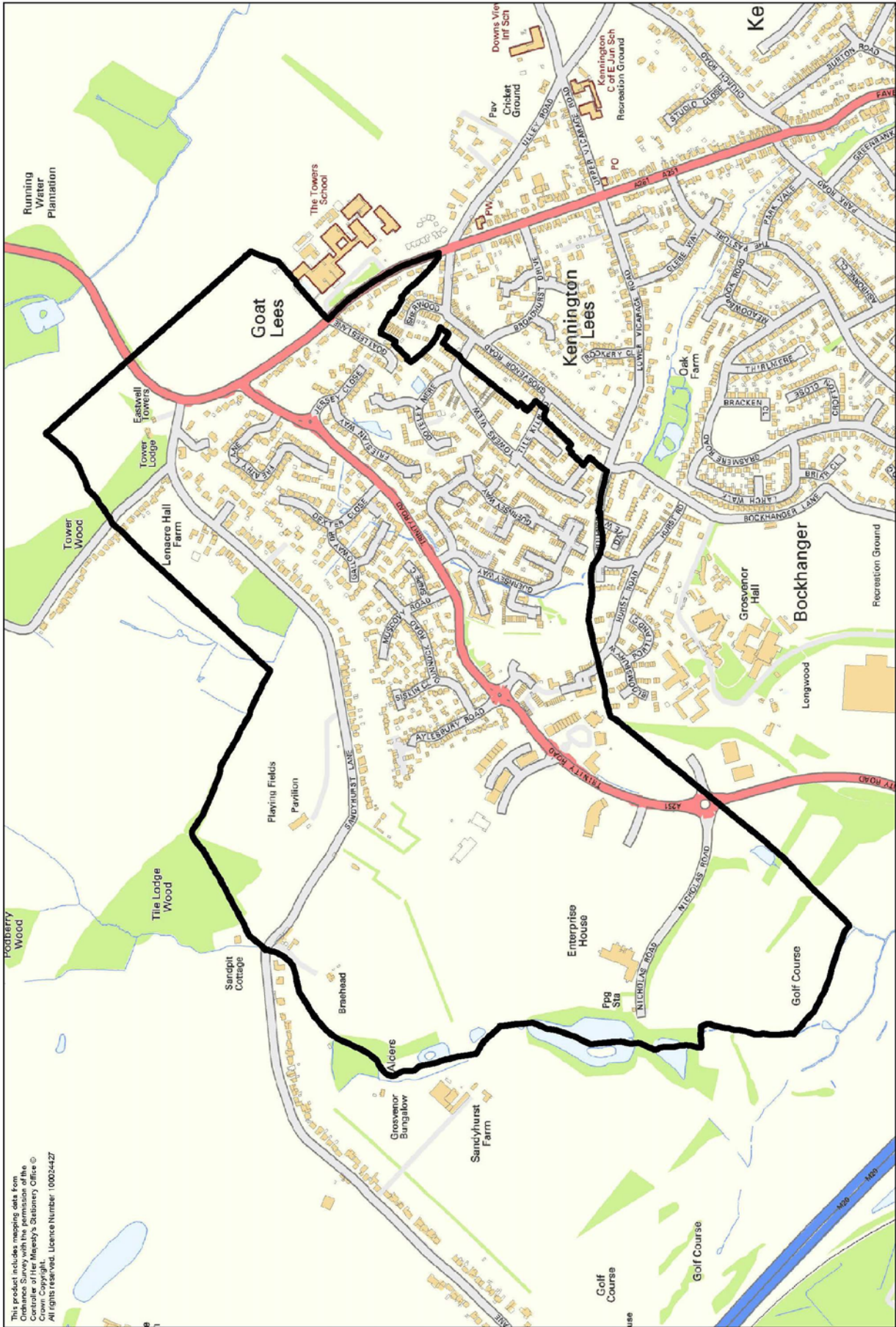
Ward Boundary Review - Ward 6



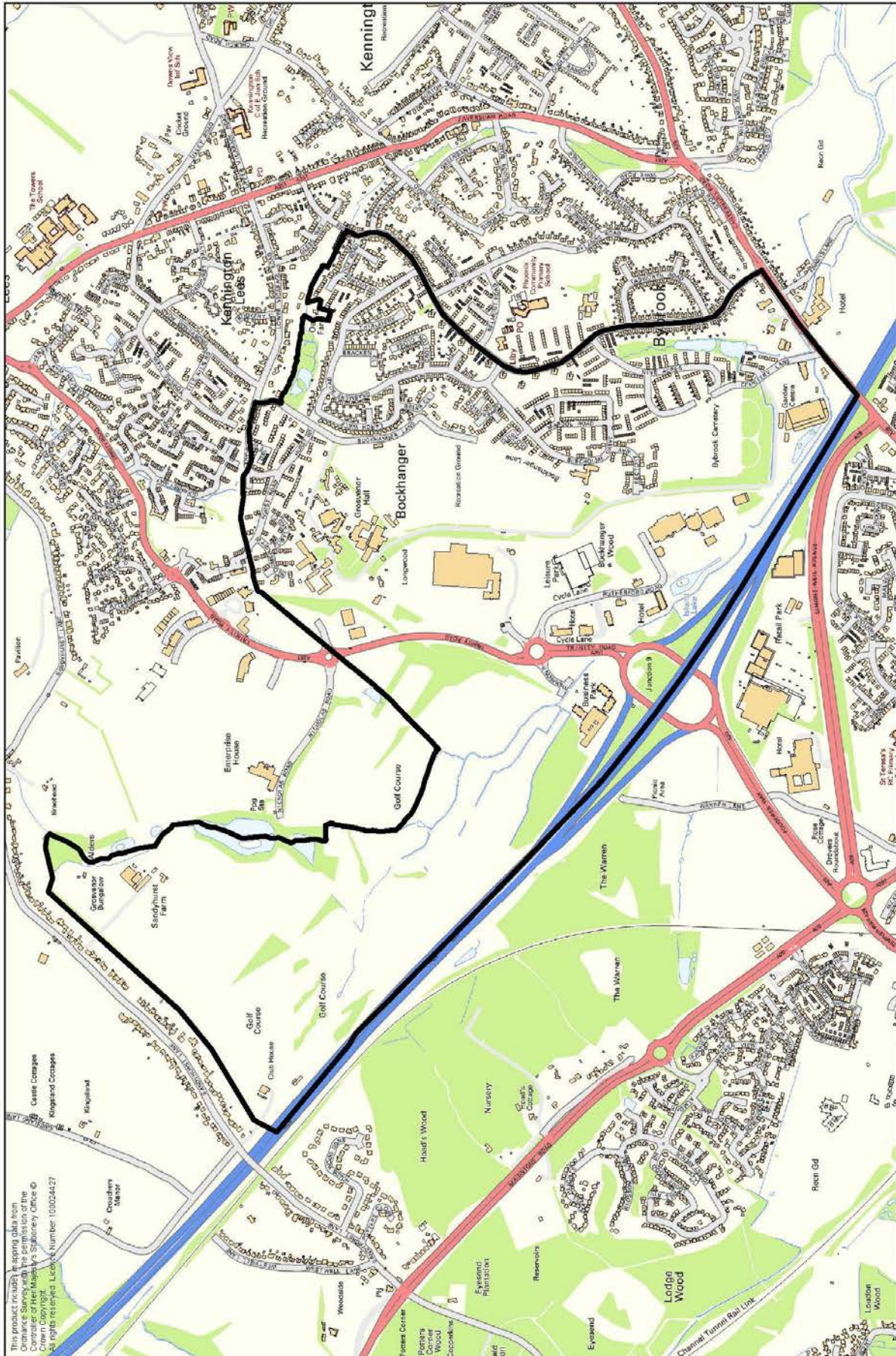
Ward Boundary Review - Ward 7



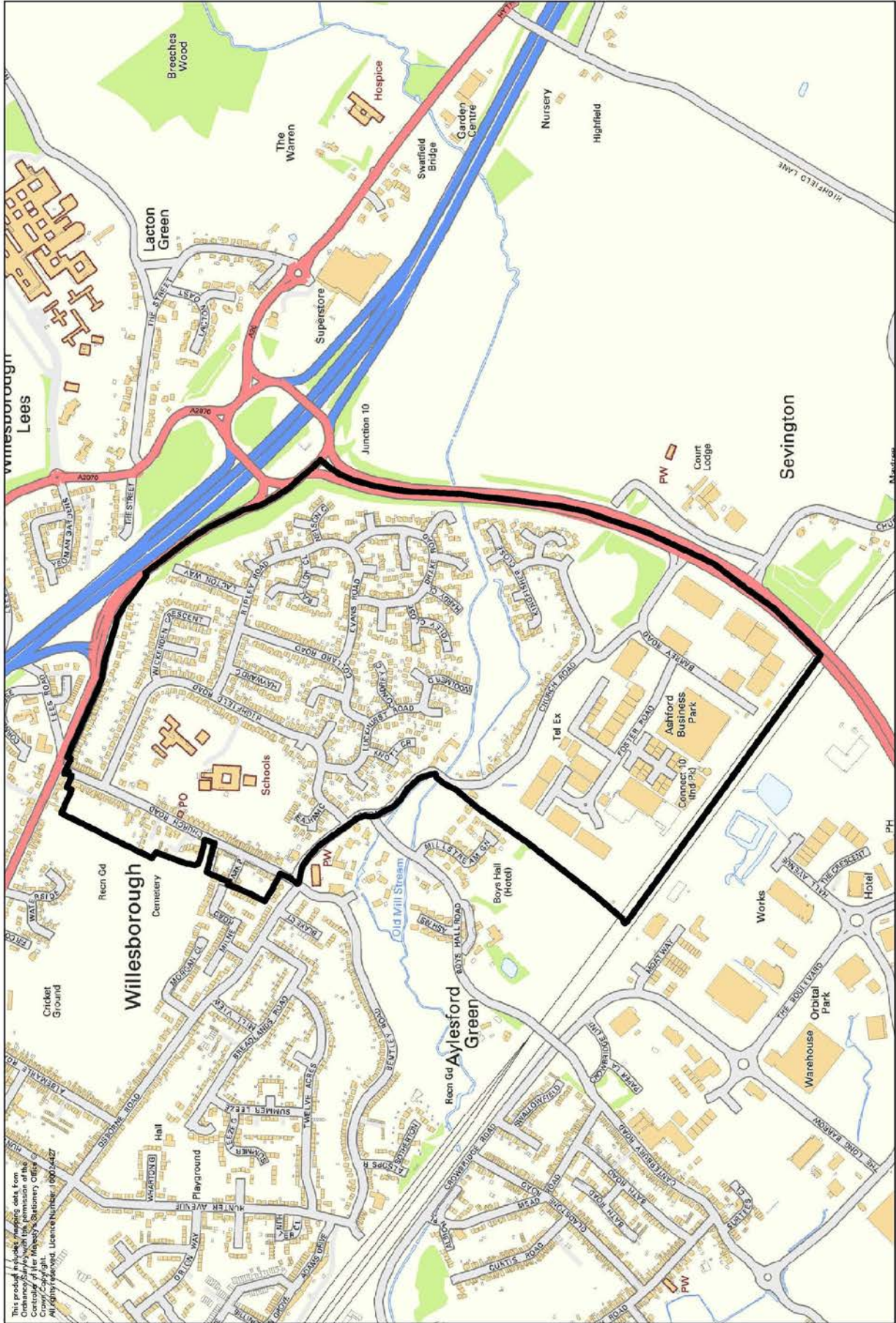
Ward Boundary Review - Ward 8



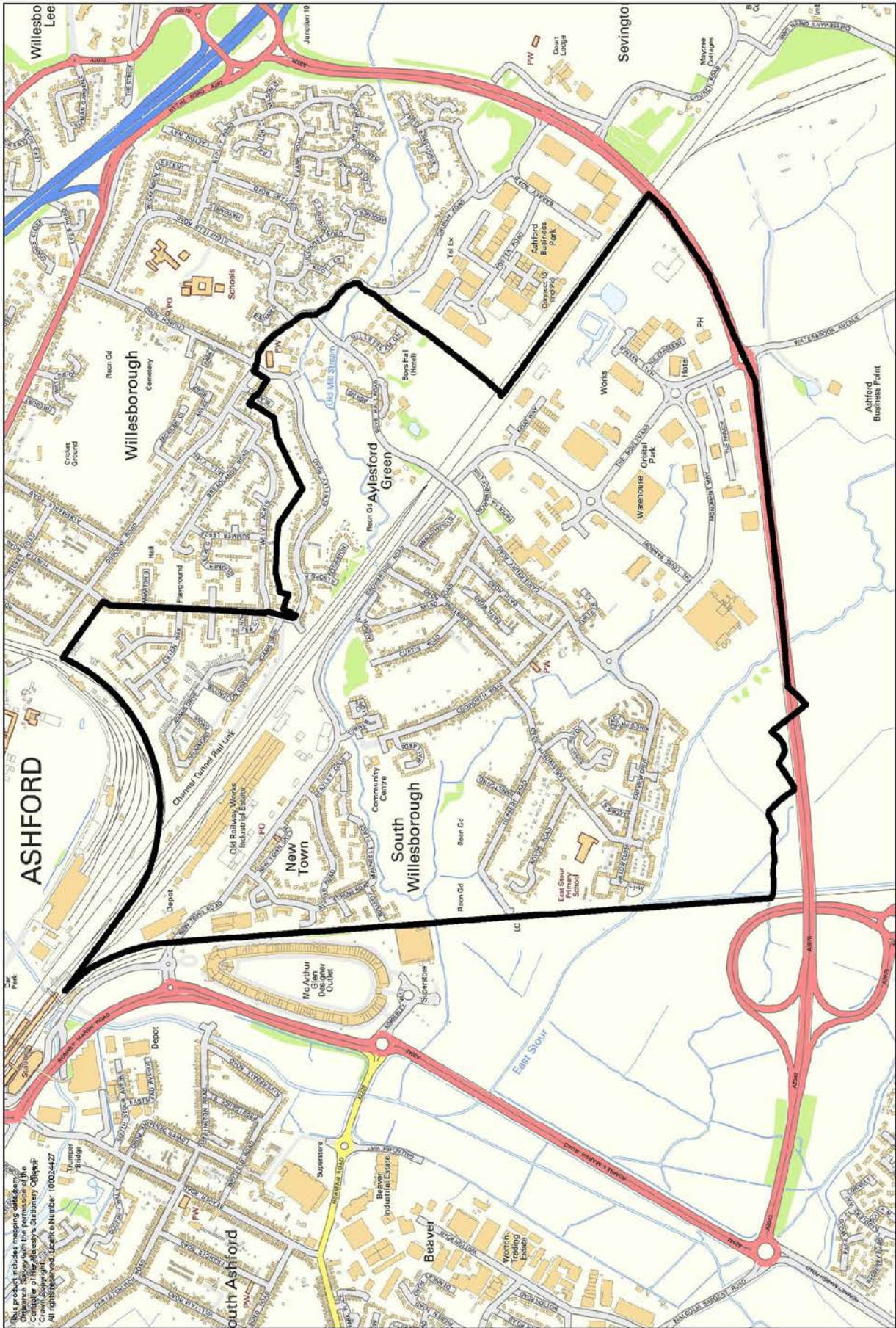
Ward Boundary Review - Ward 9



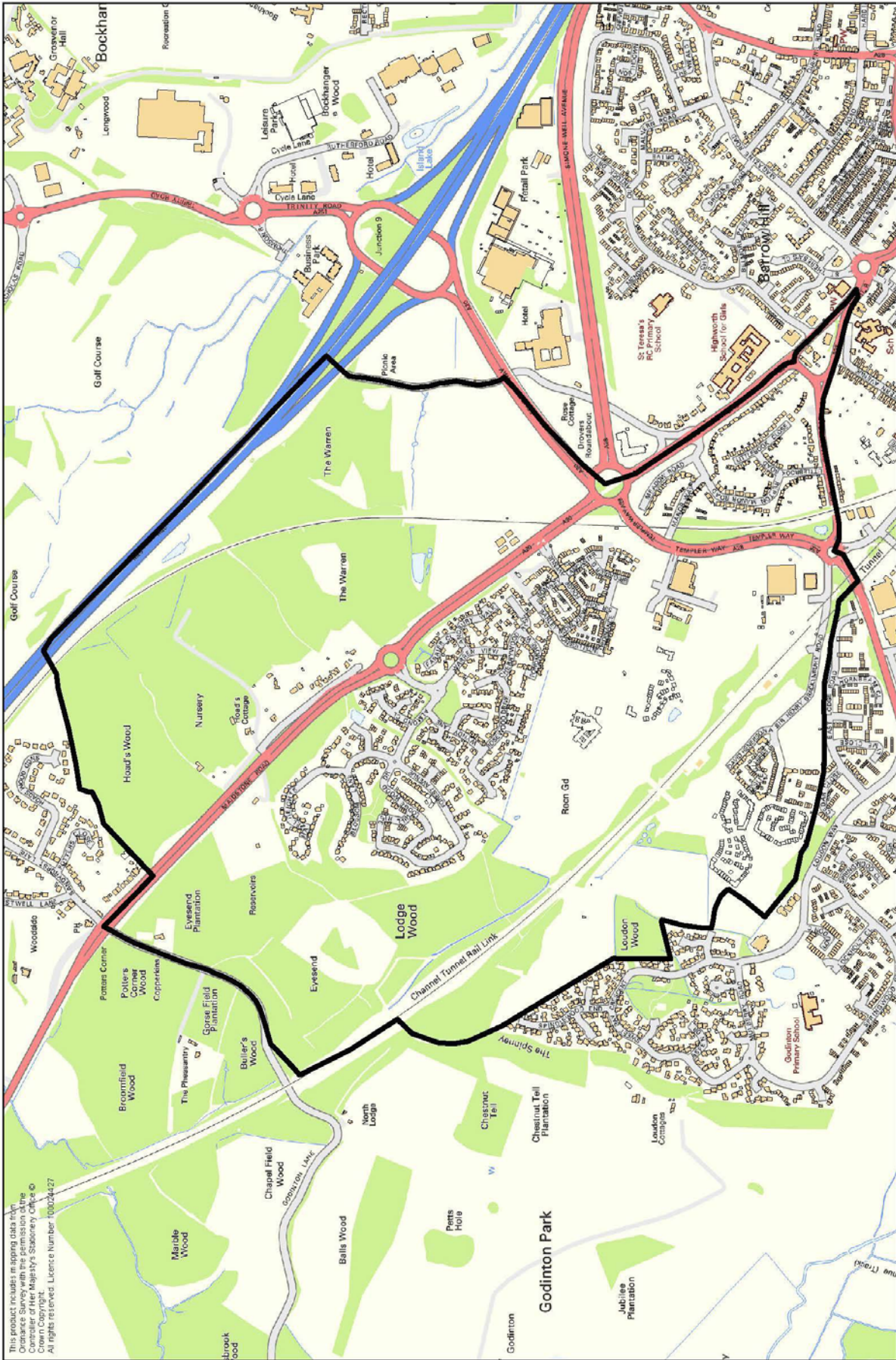
Ward Boundary Review - Ward 10



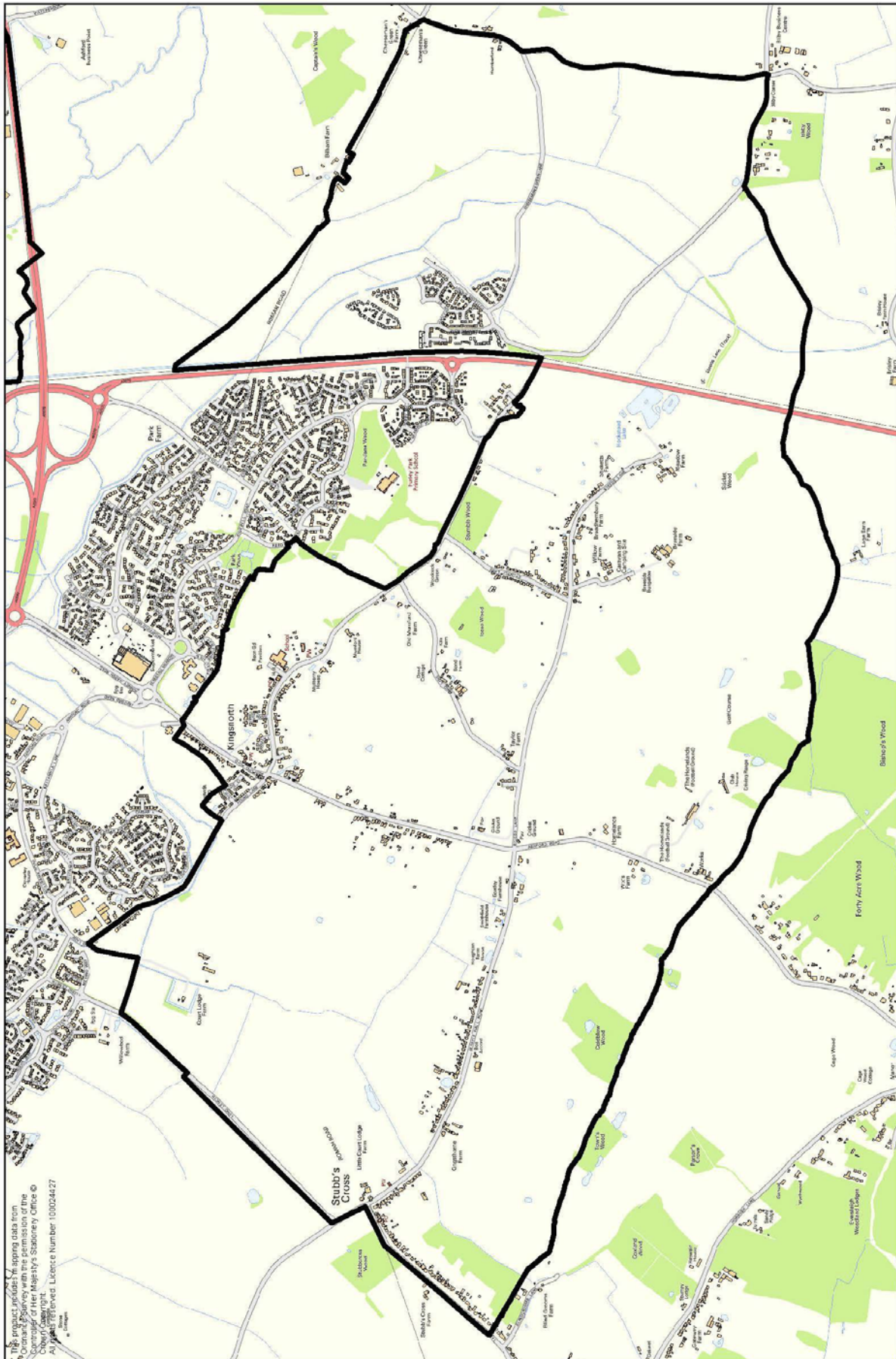
Ward Boundary Review - Ward 11



Ward Boundary Review - Ward 12

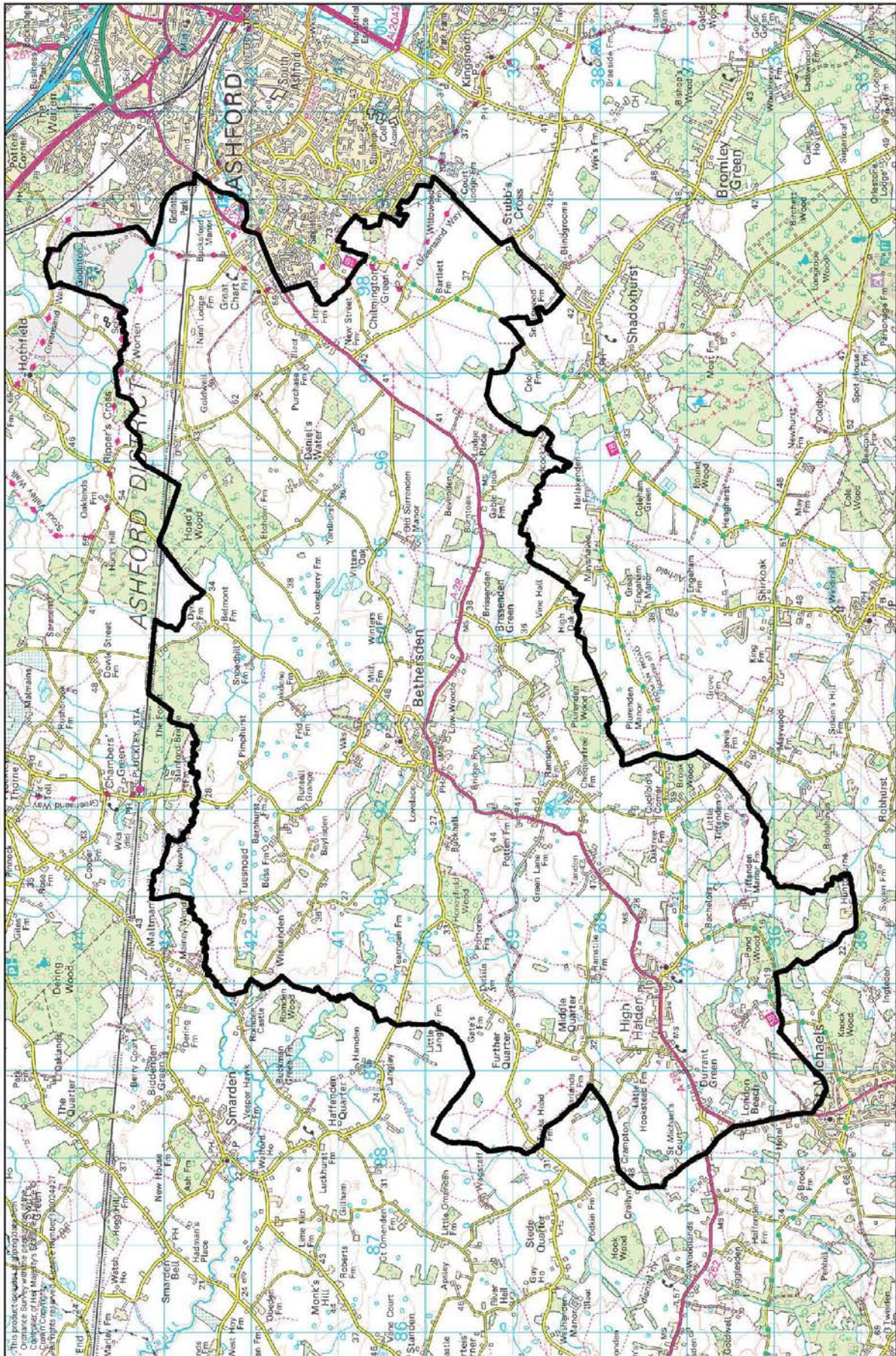


Ward Boundary Review - Ward 13

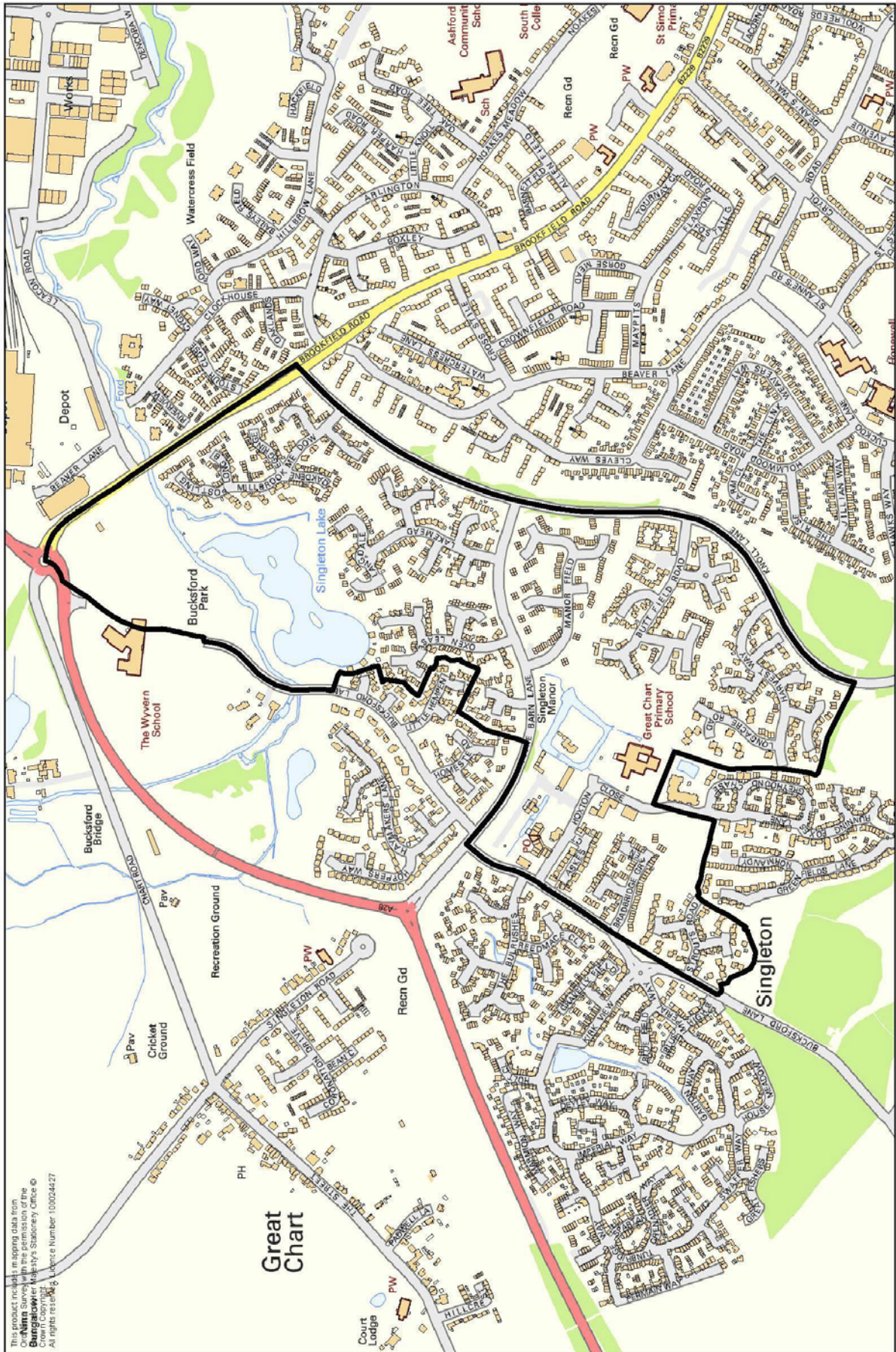


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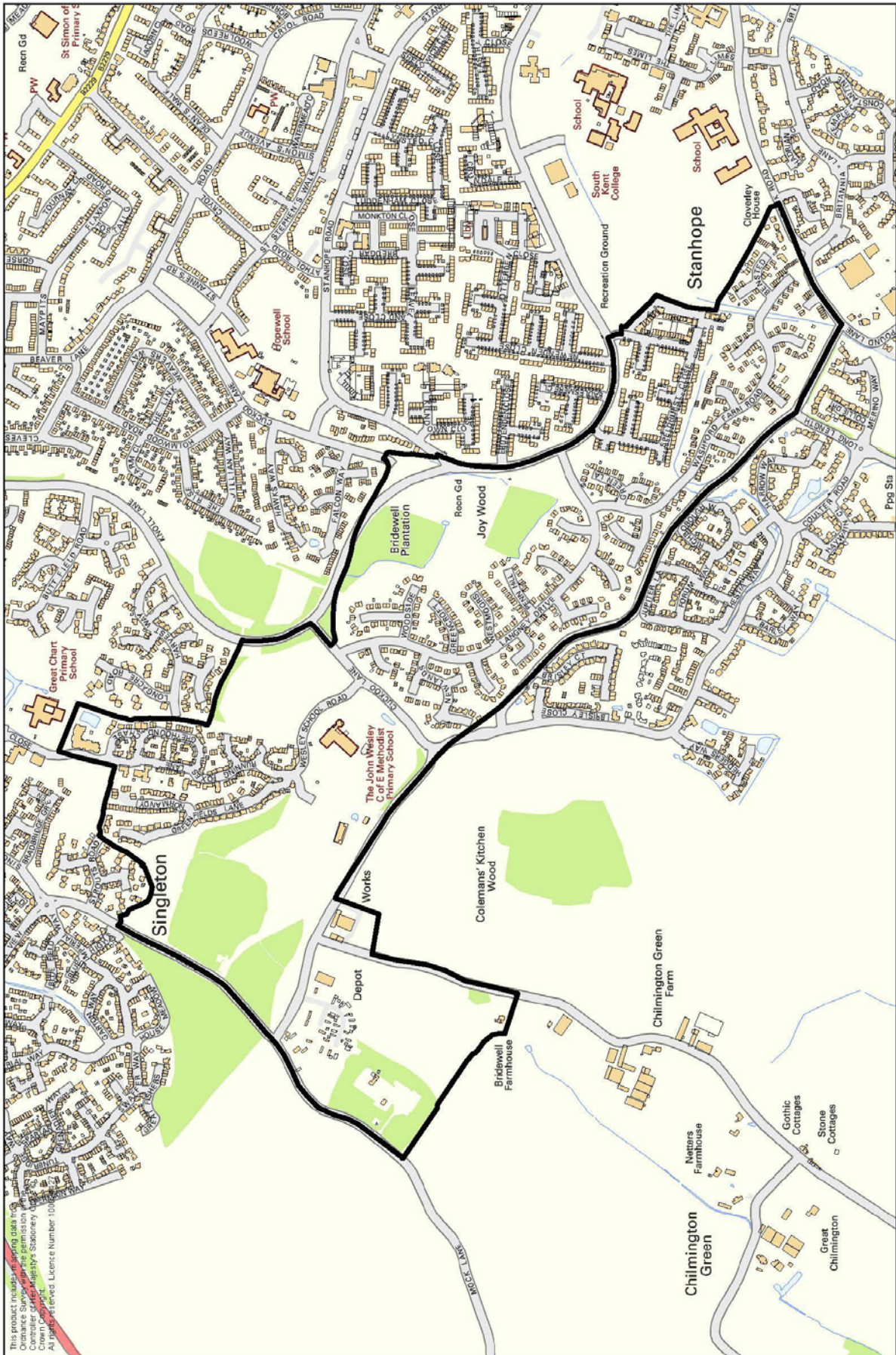
Ward Boundary Review - Ward 15



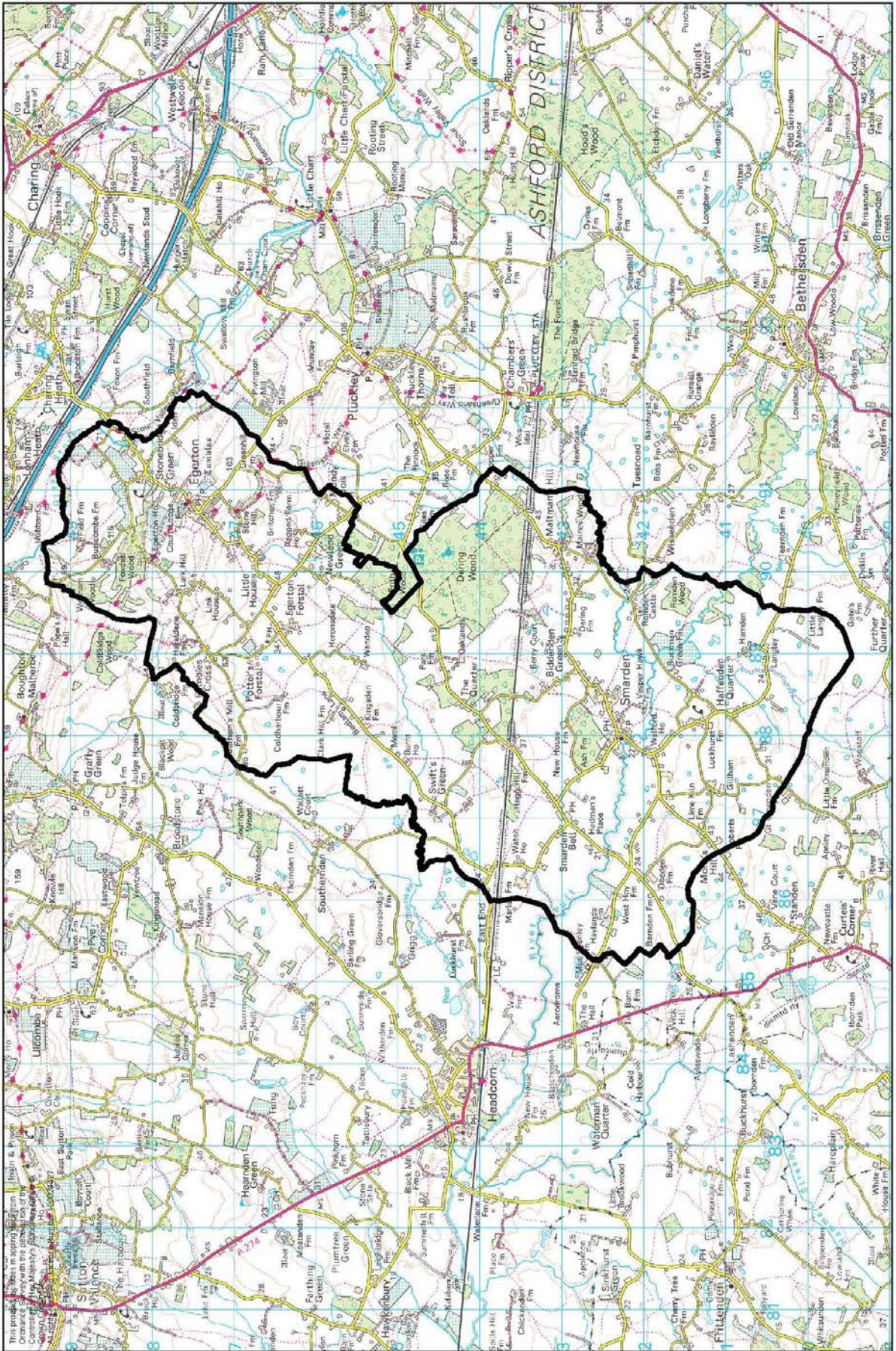
Ward Boundary Review - Ward 16



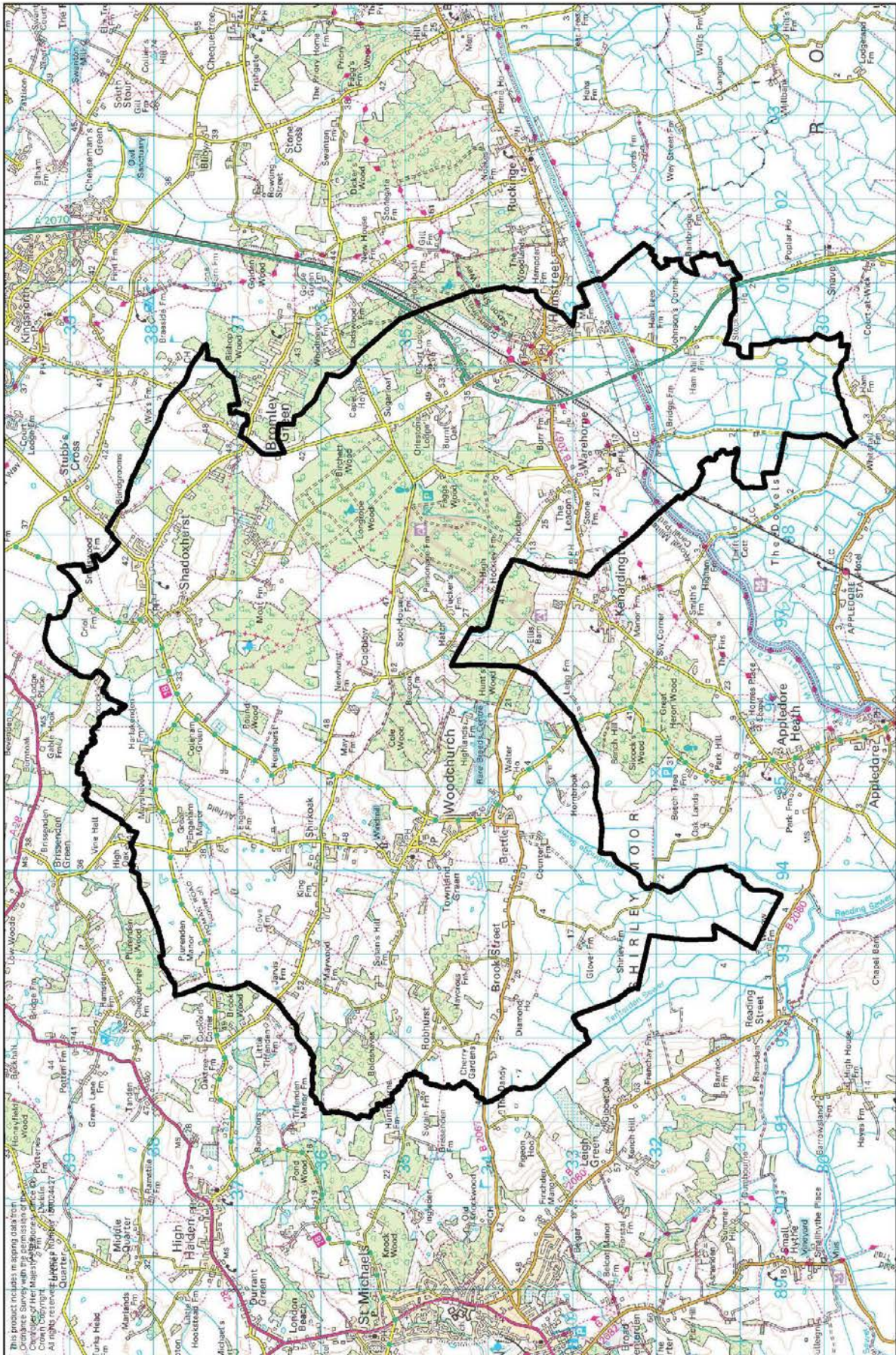
Ward Boundary Review - Ward 18



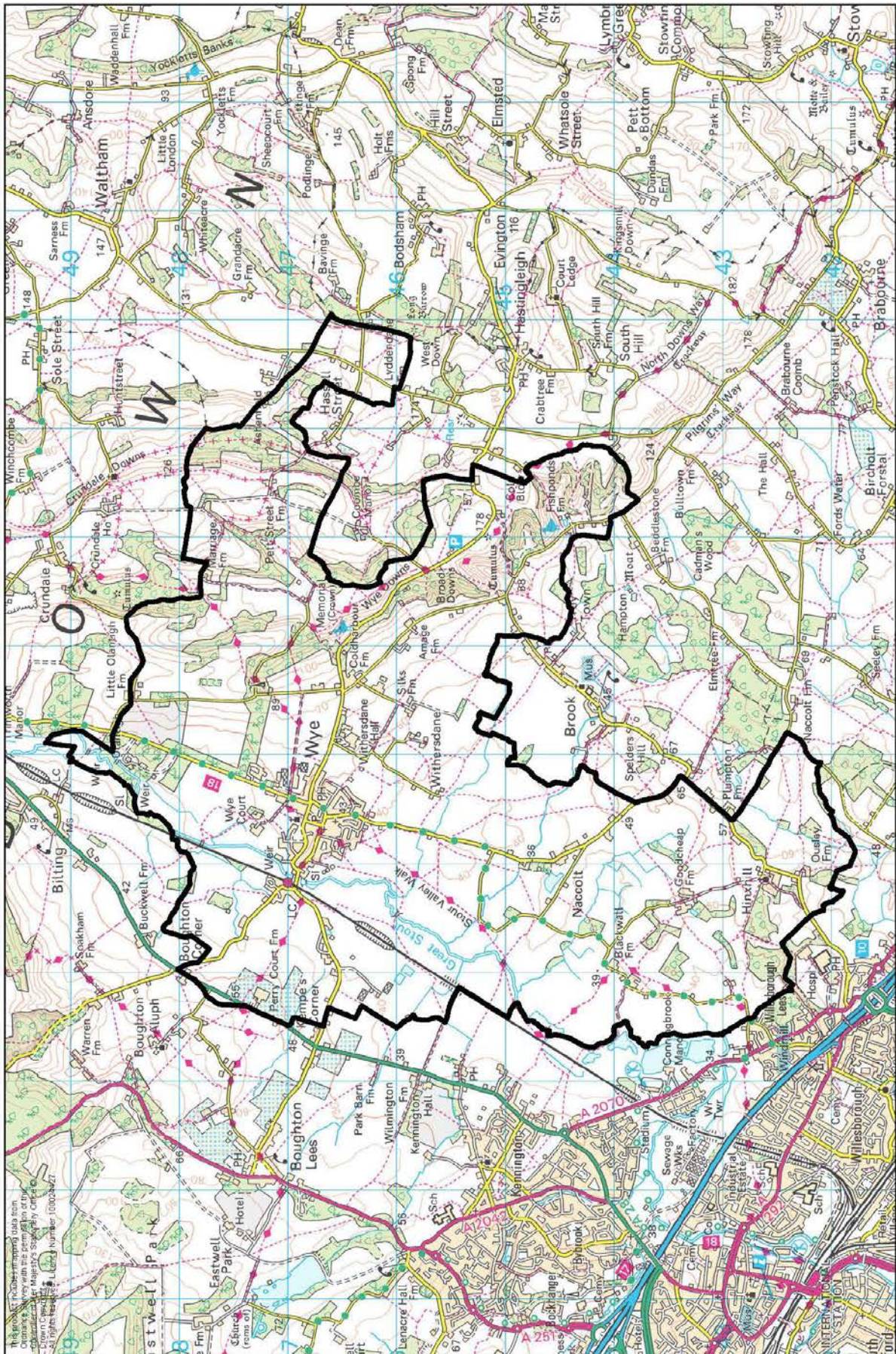
Ward Boundary Review - Ward 19



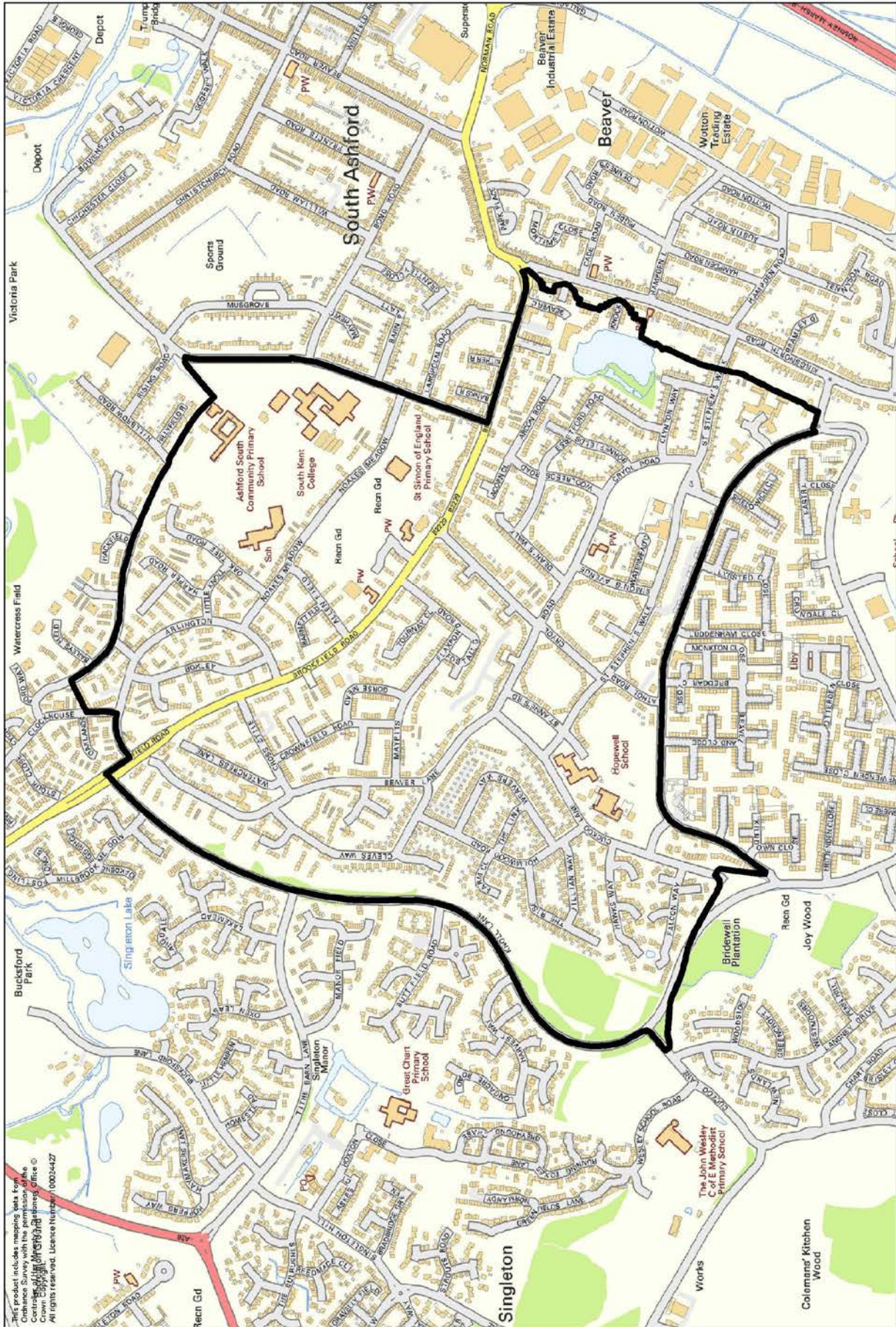
Ward Boundary Review - Ward 20



Ward Boundary Review - Ward 21

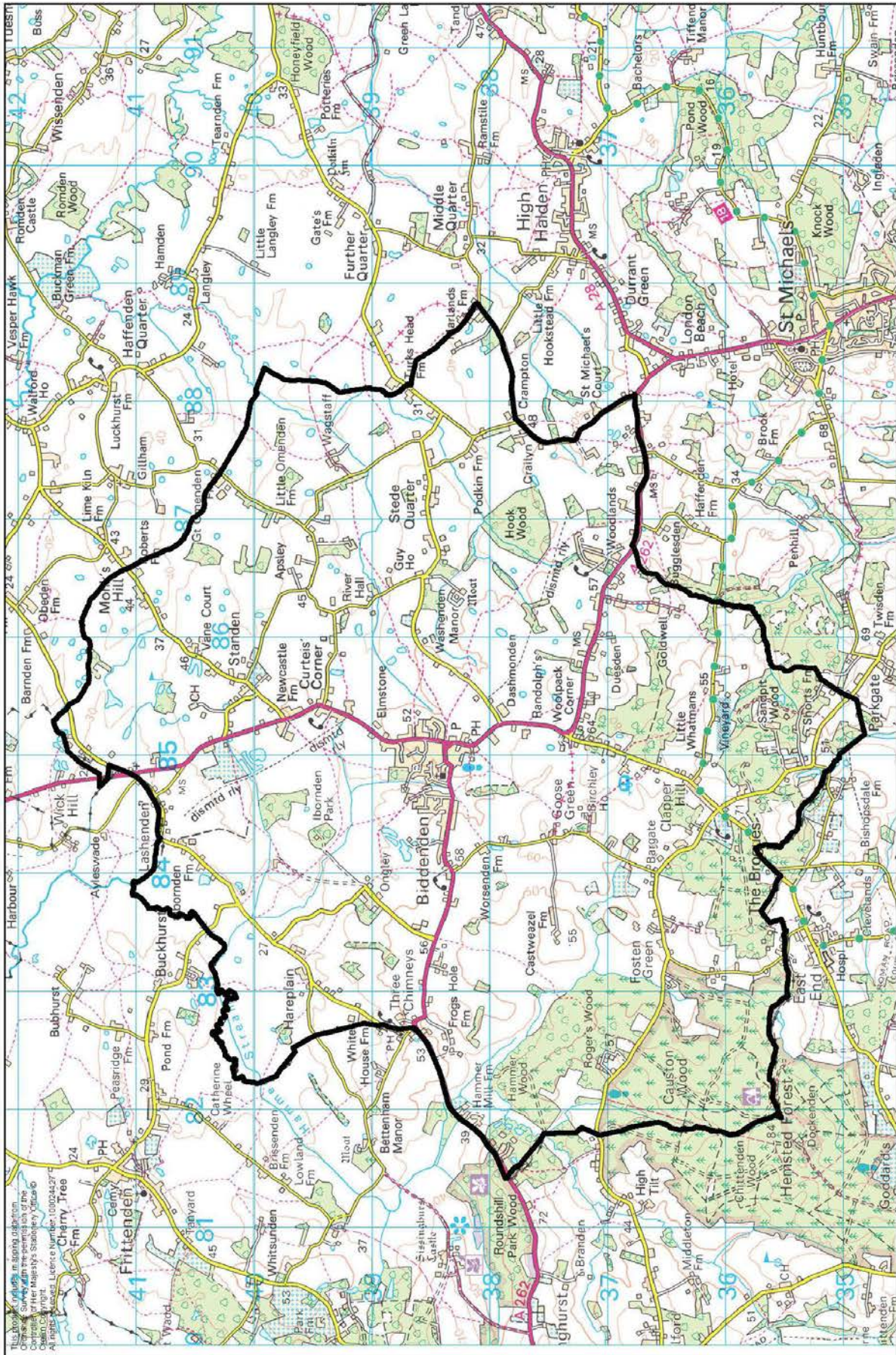


Ward Boundary Review - Ward 22

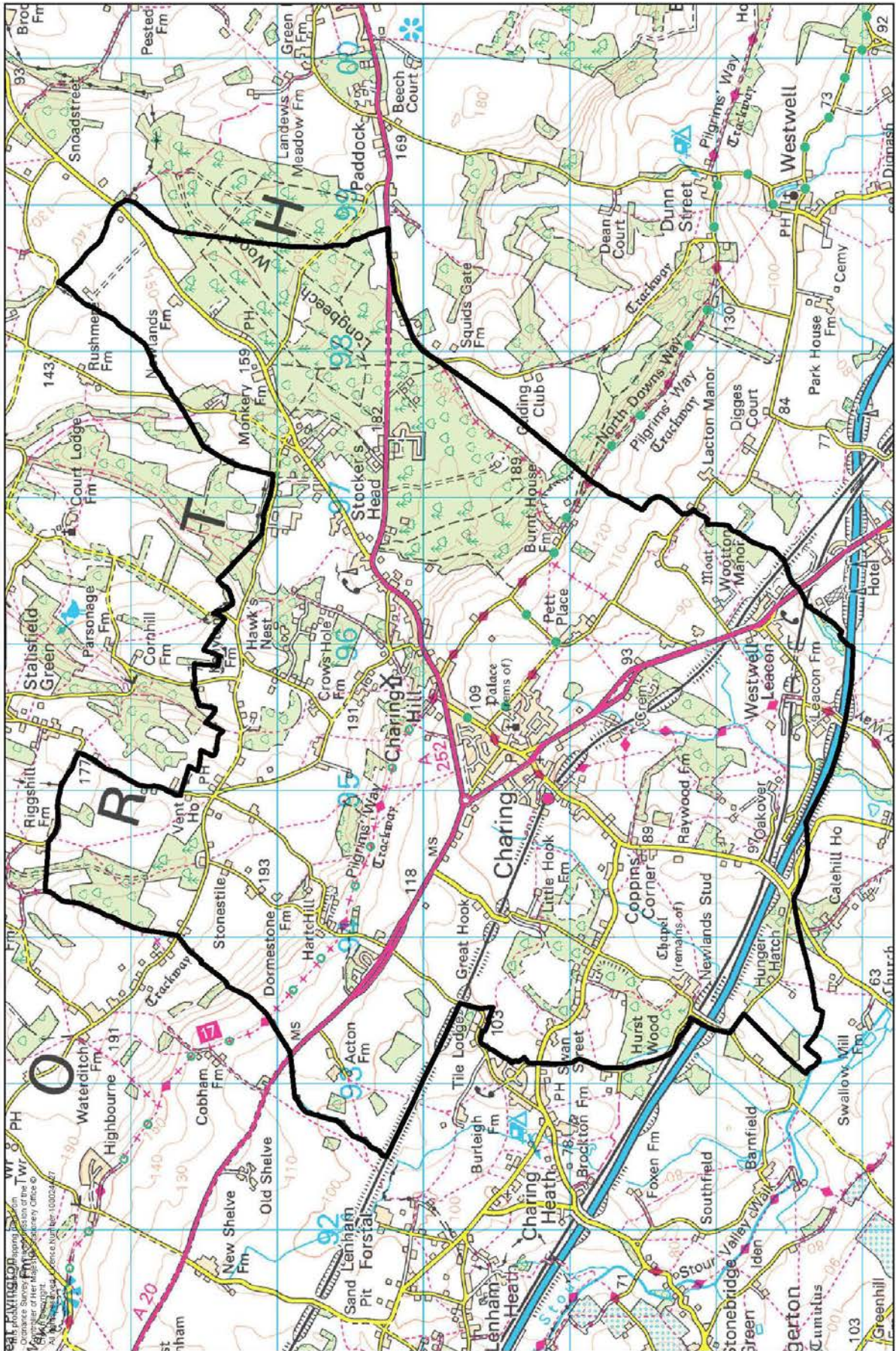


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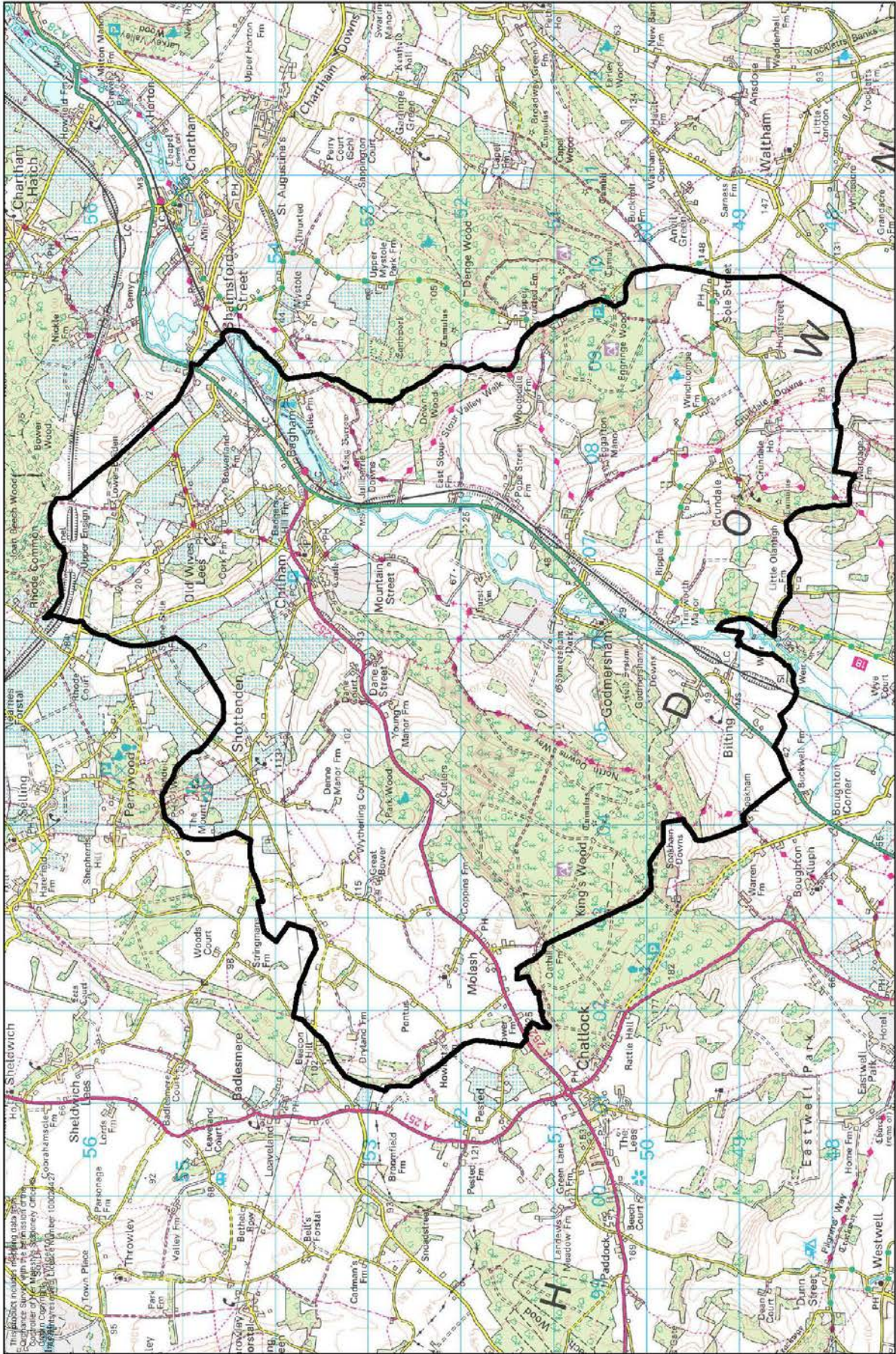
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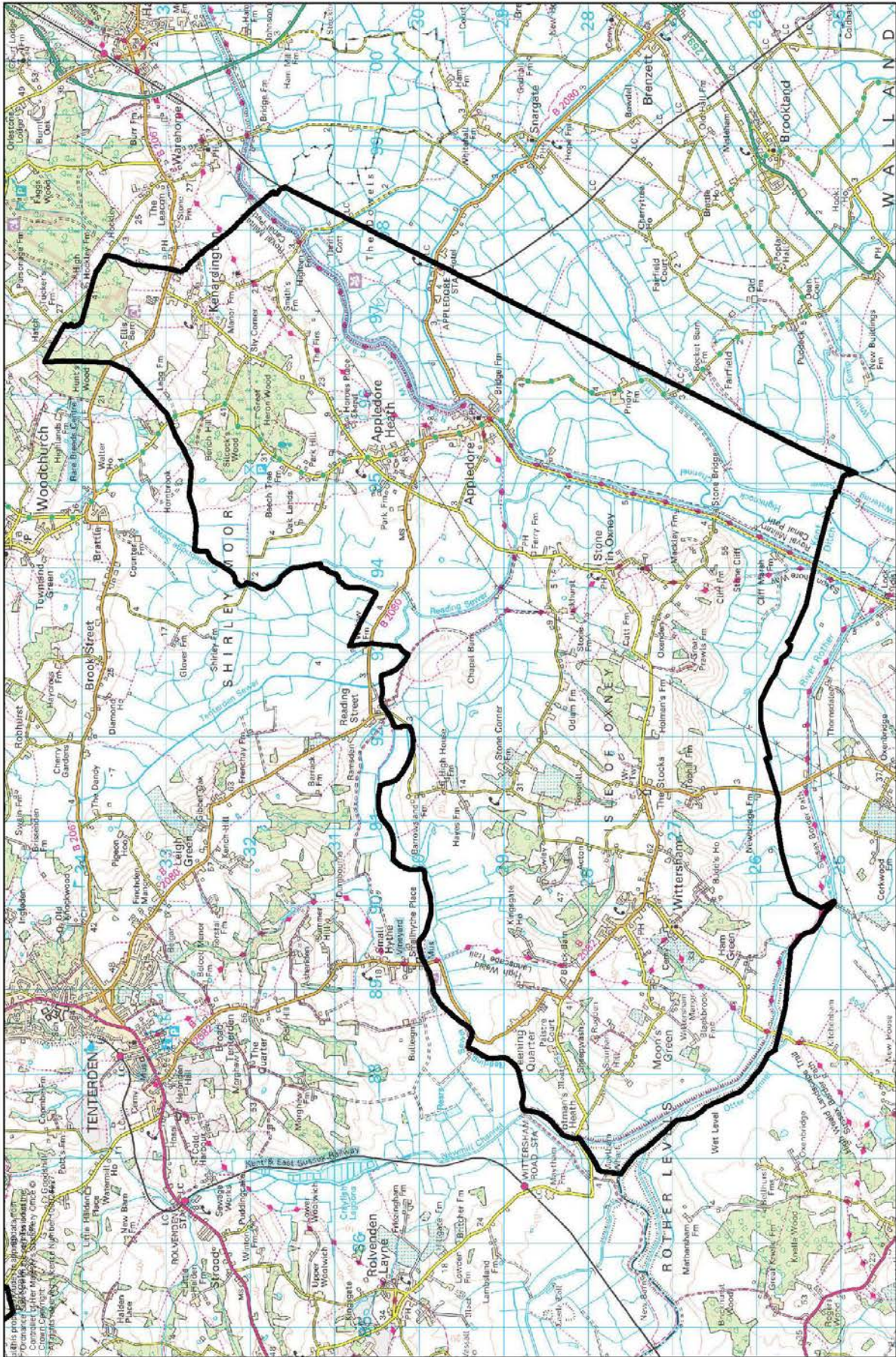
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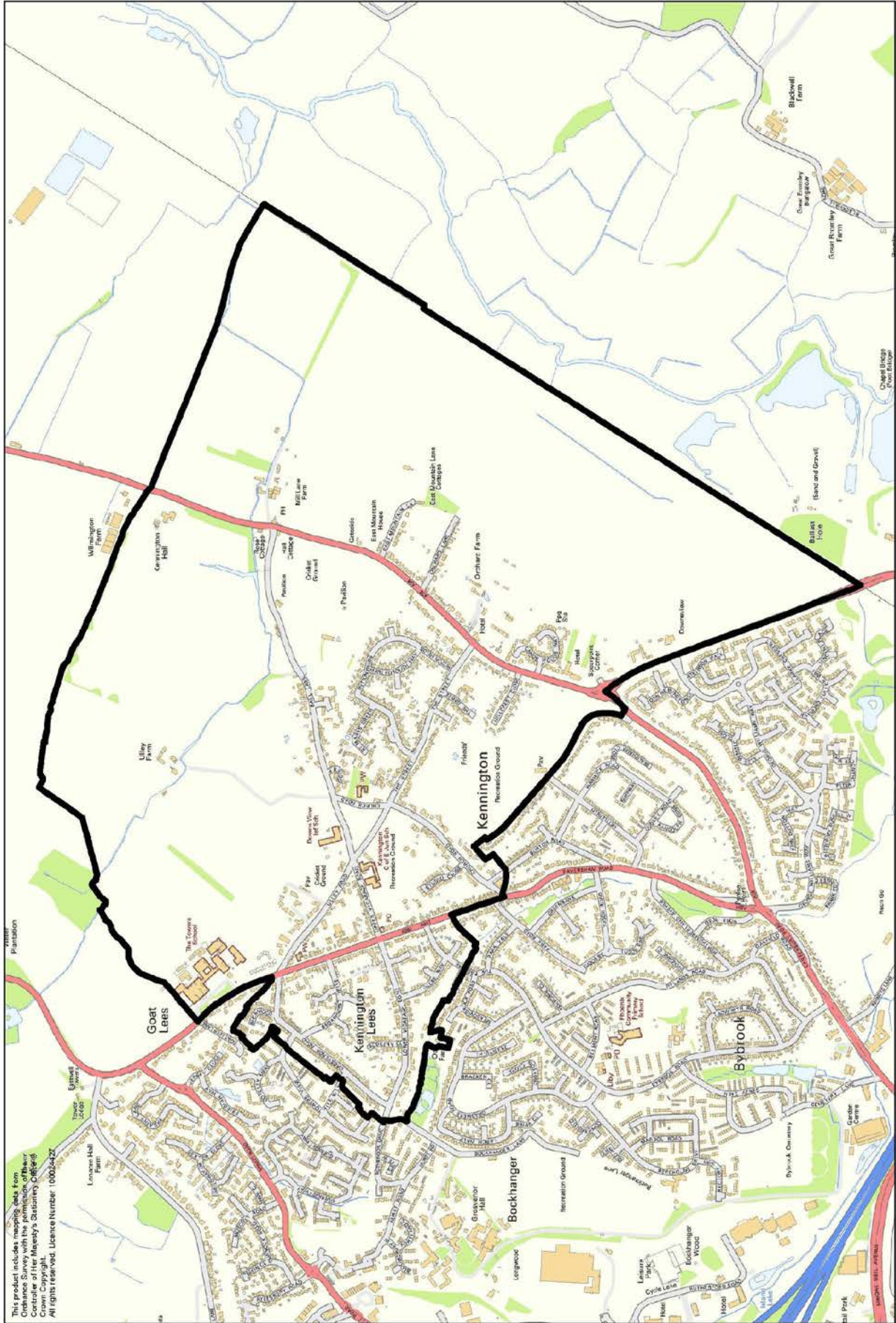
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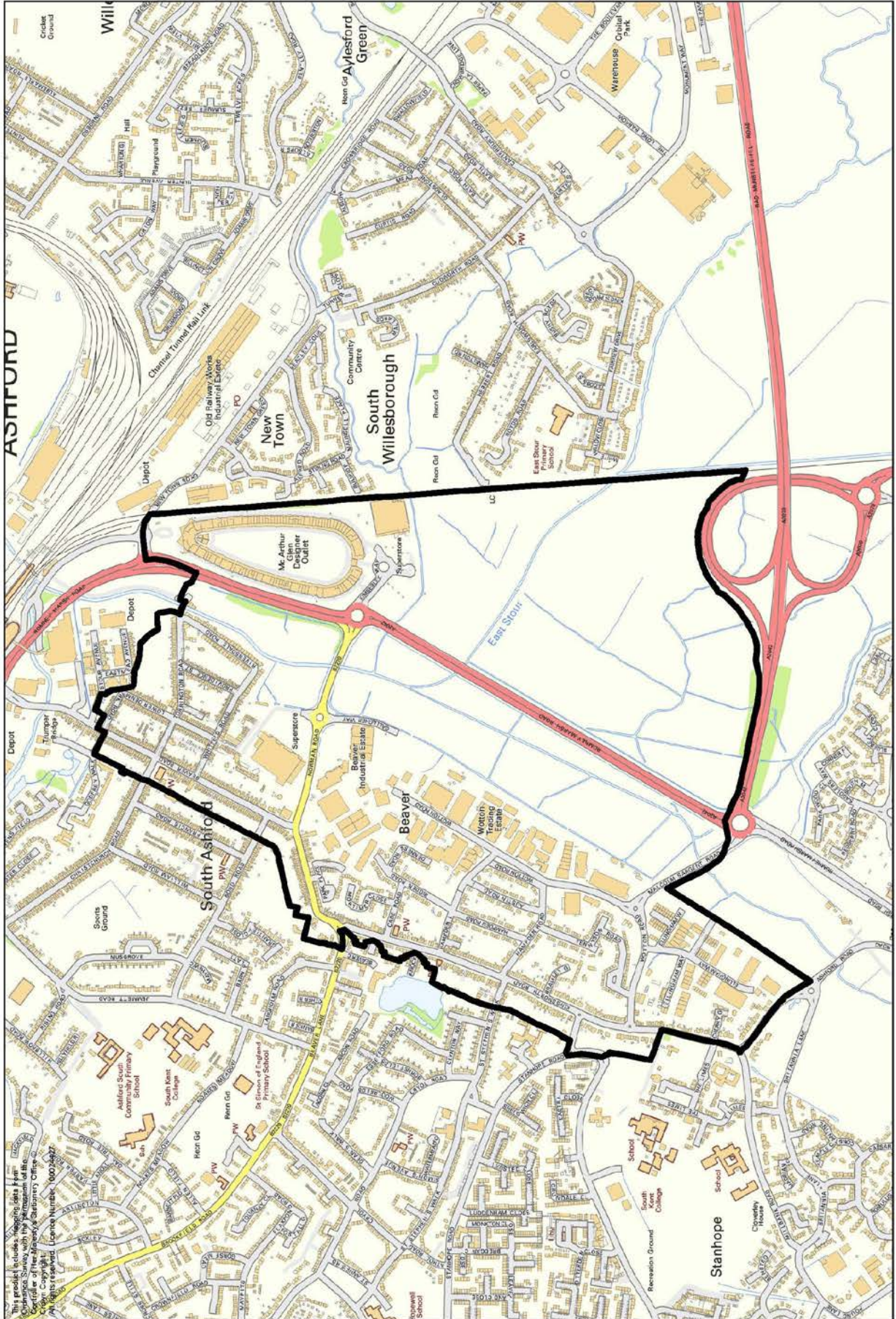
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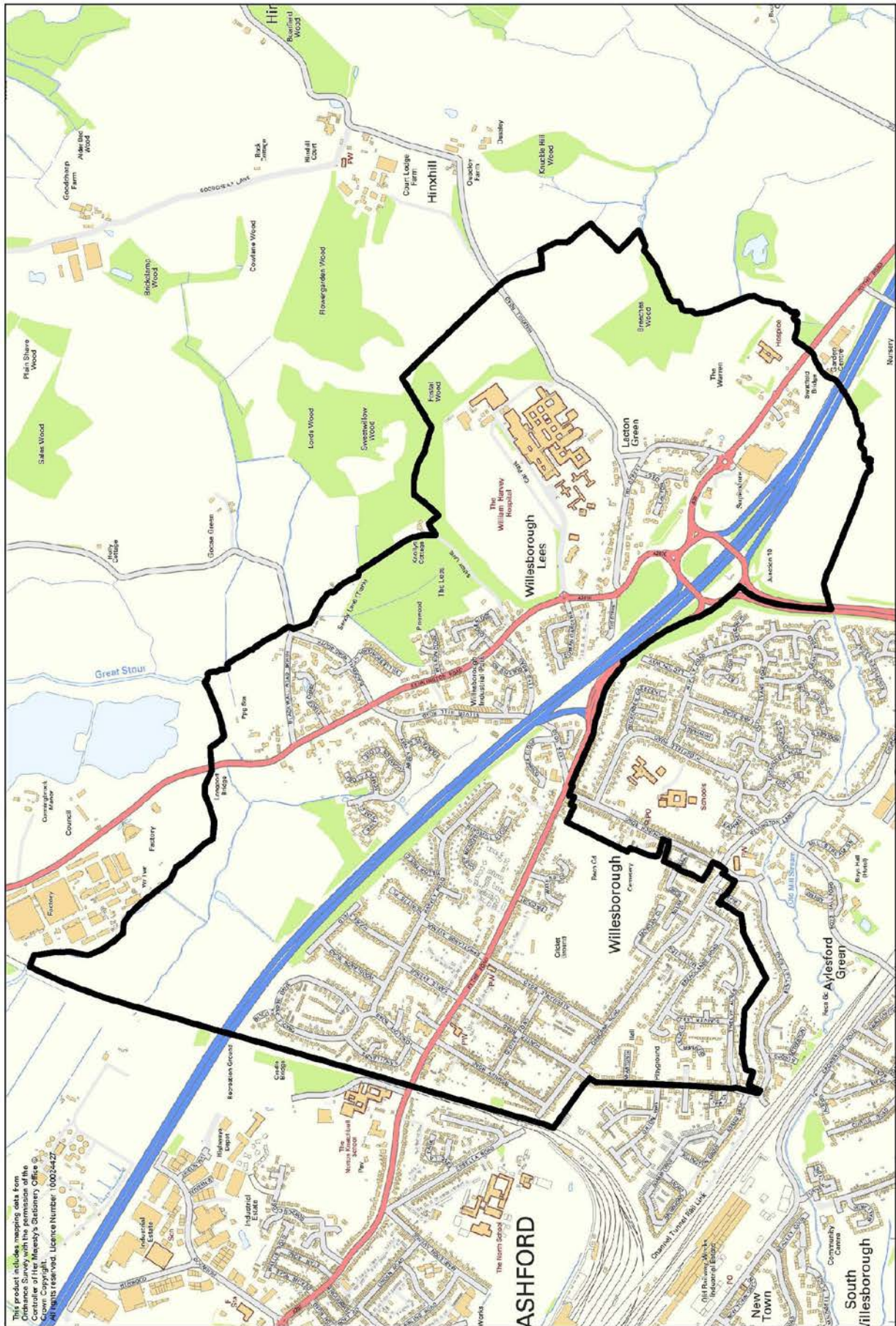
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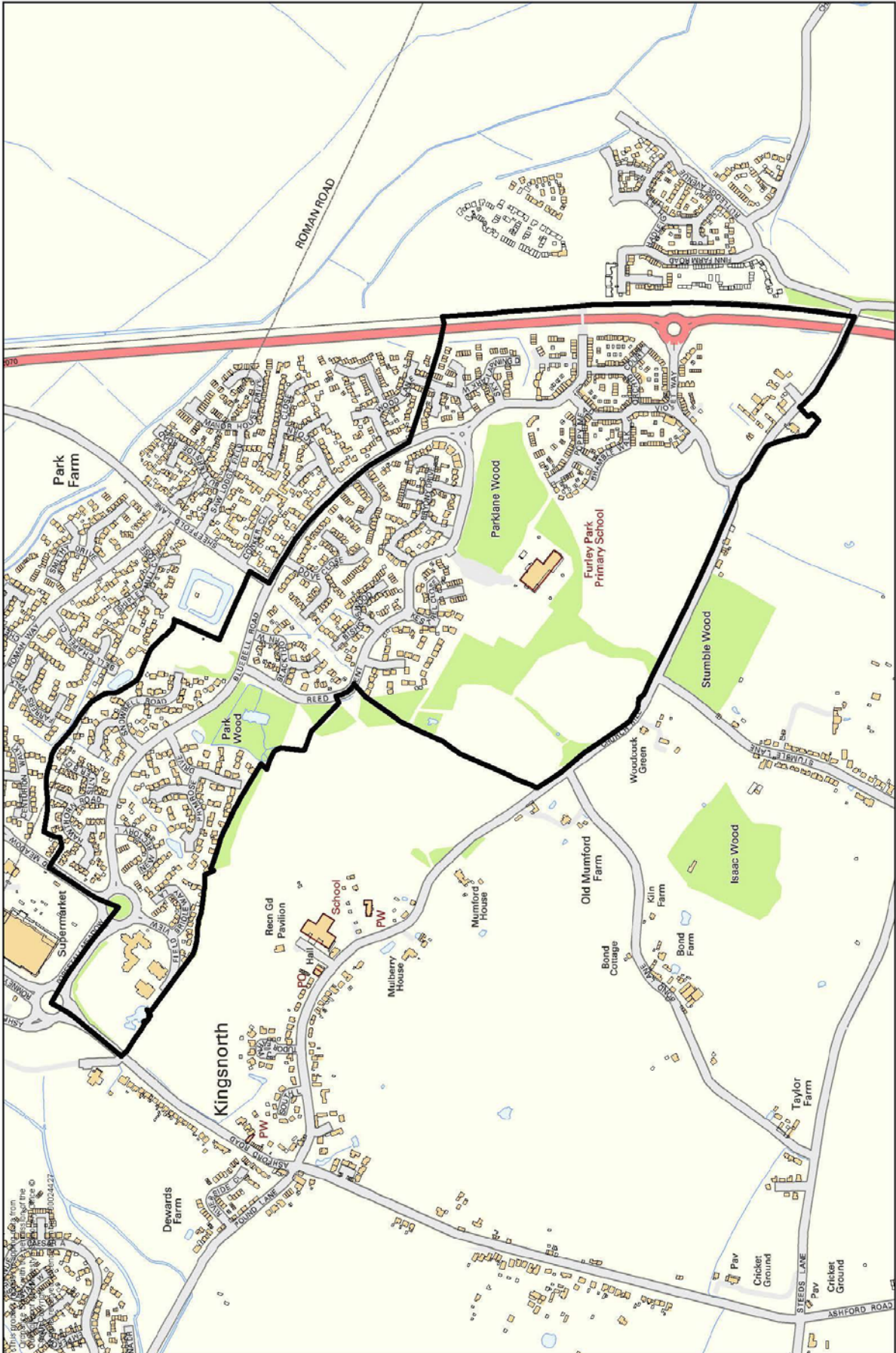
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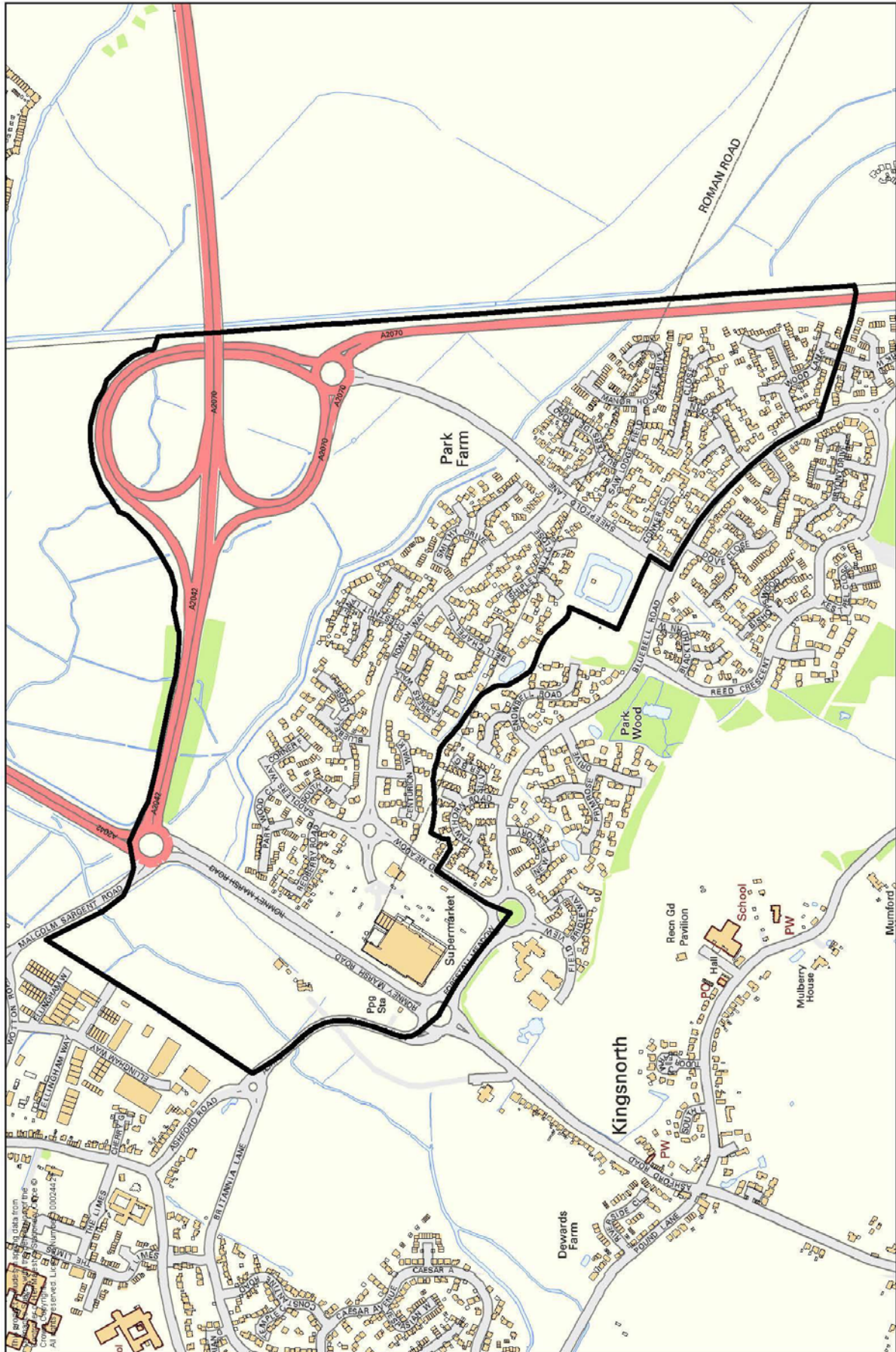
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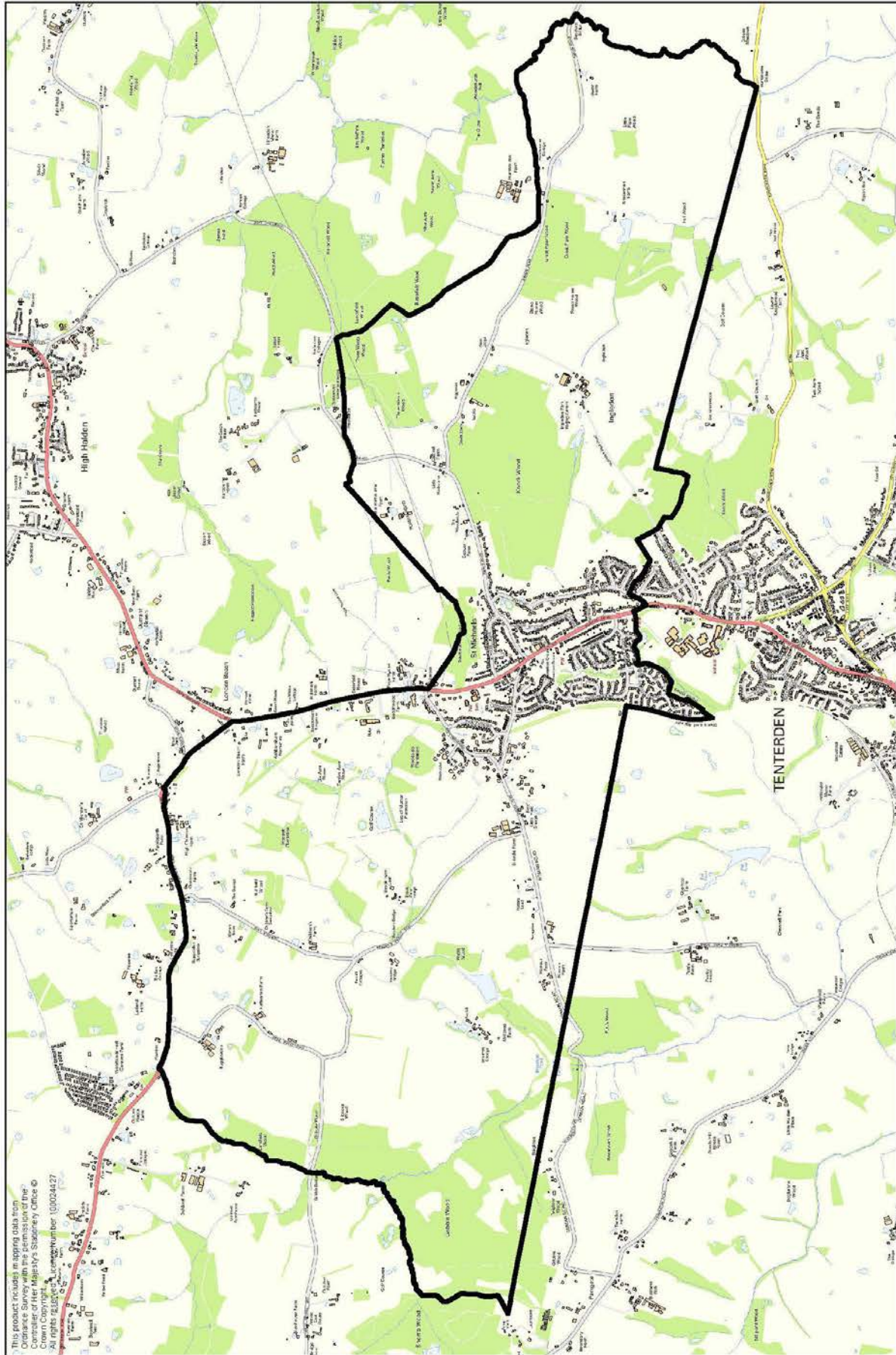
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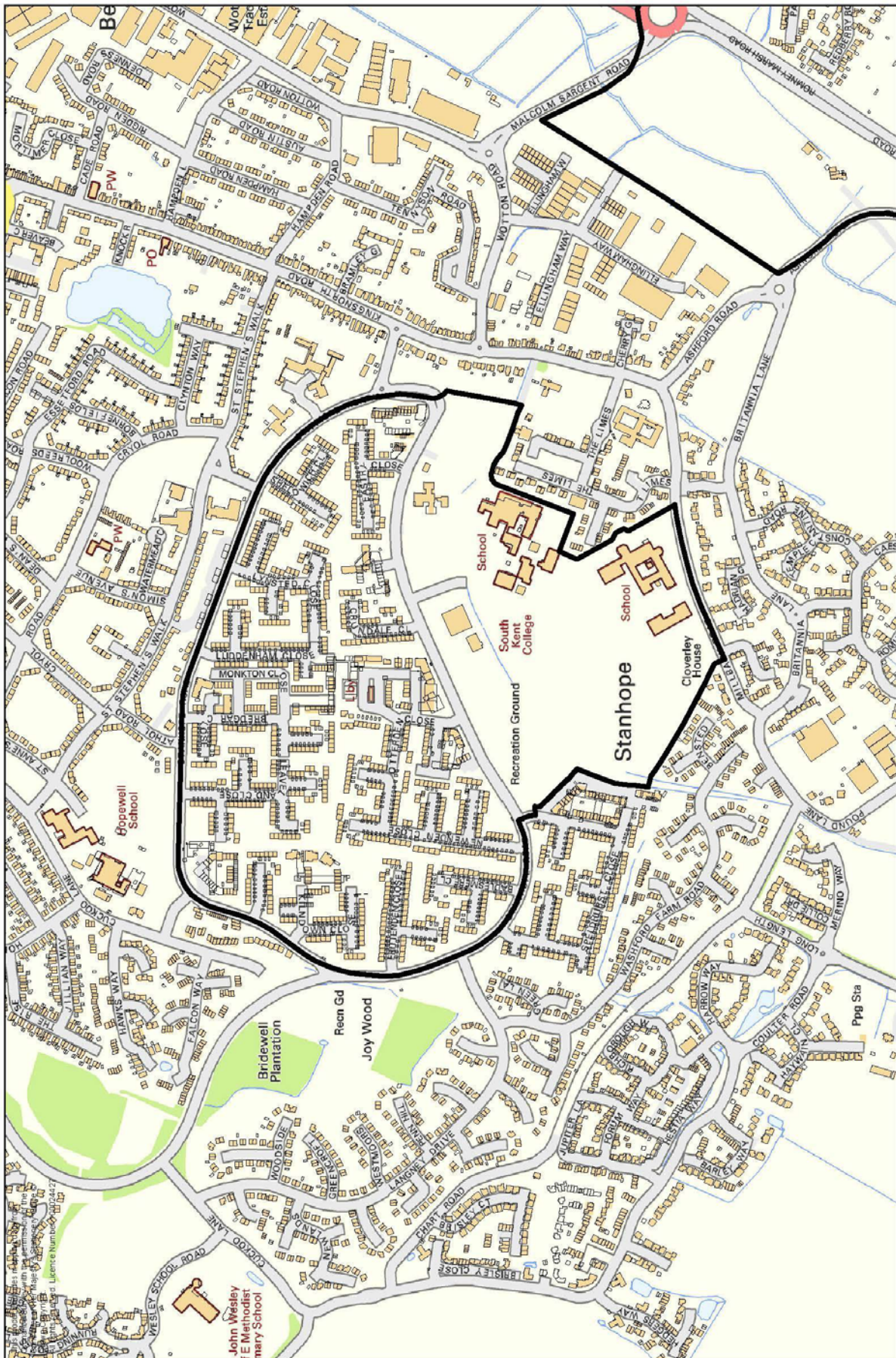
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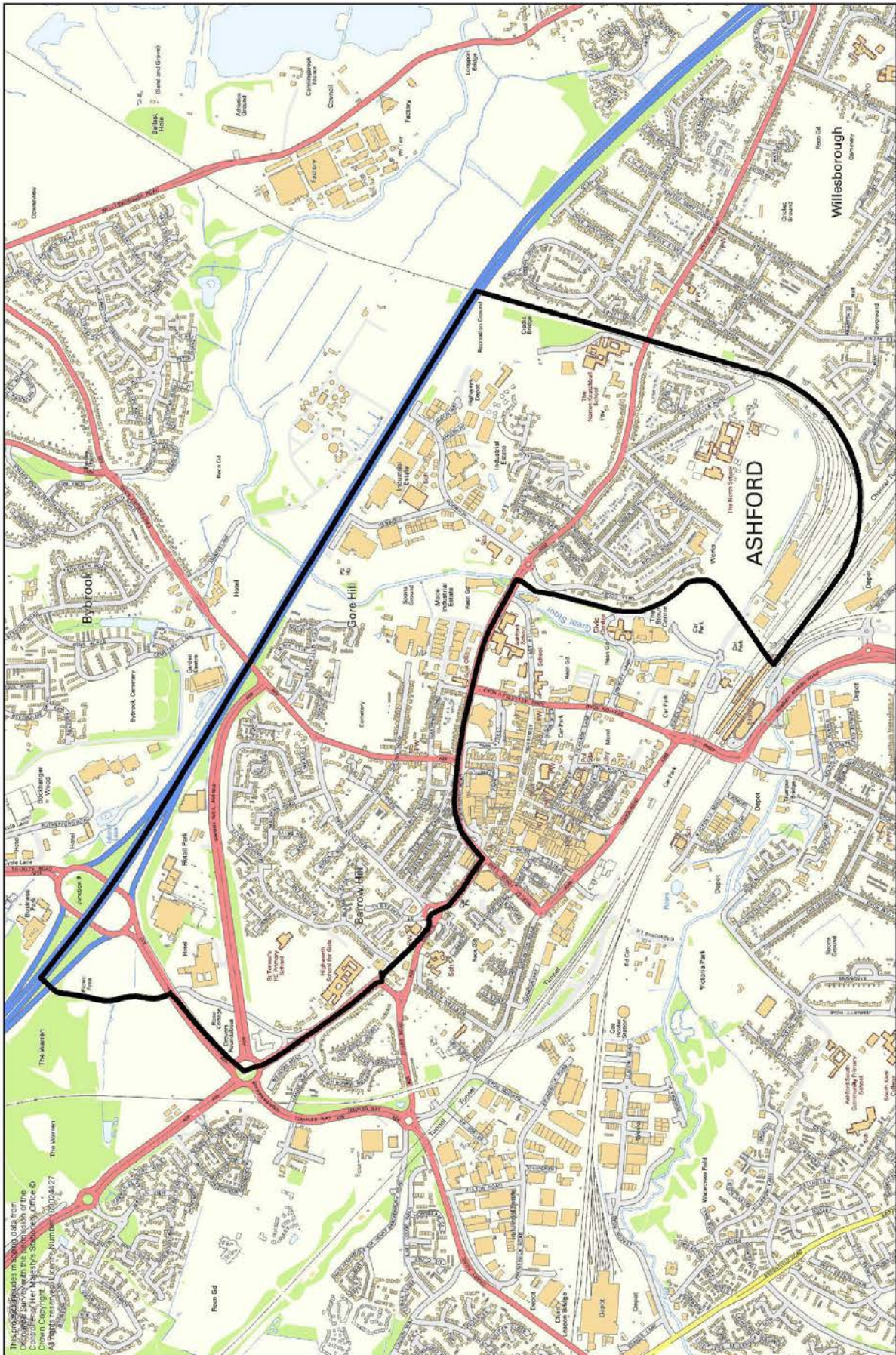
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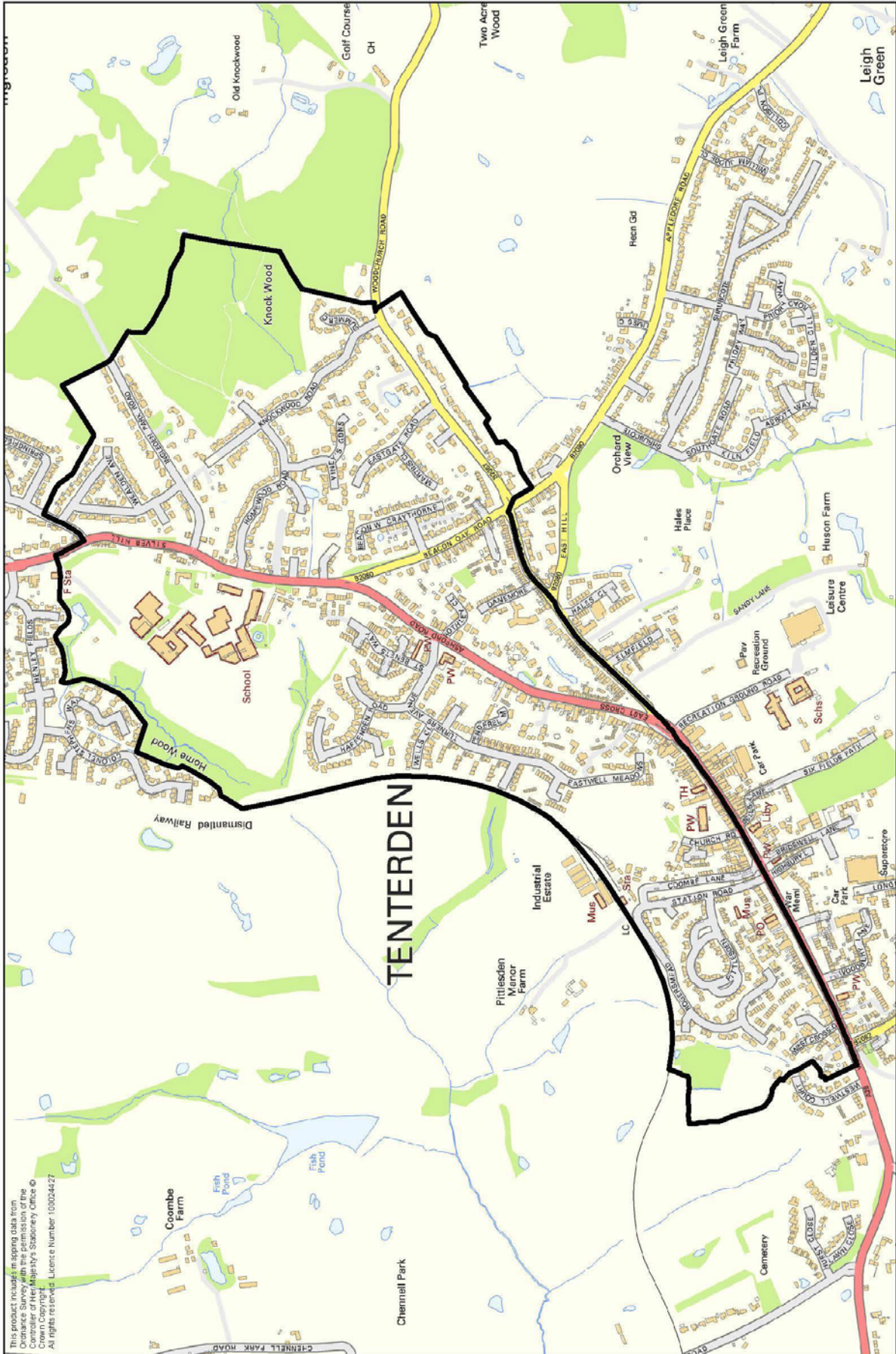
Ward Boundary Review - Ward 33

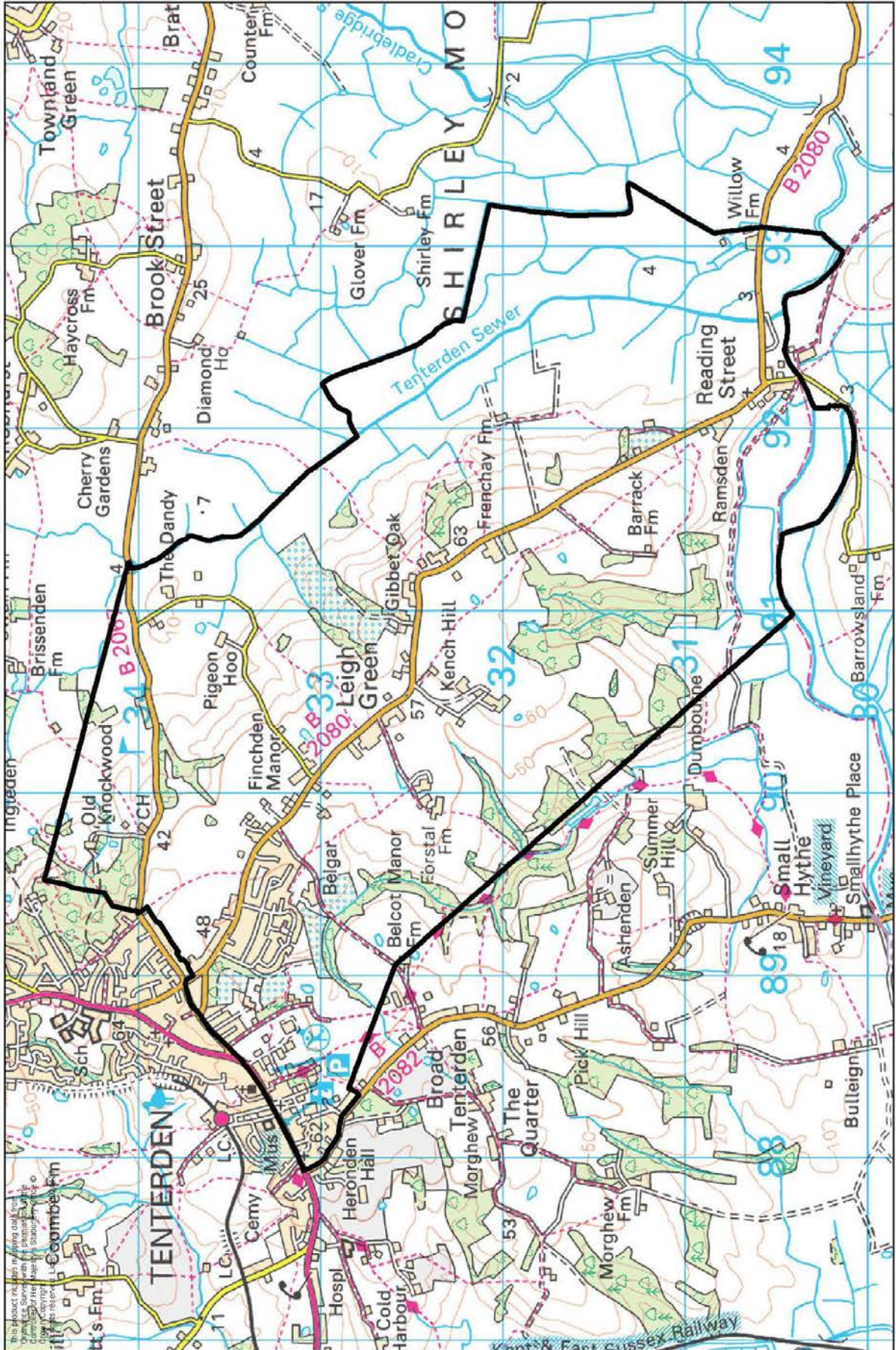


Ward Boundary Review - Ward 34

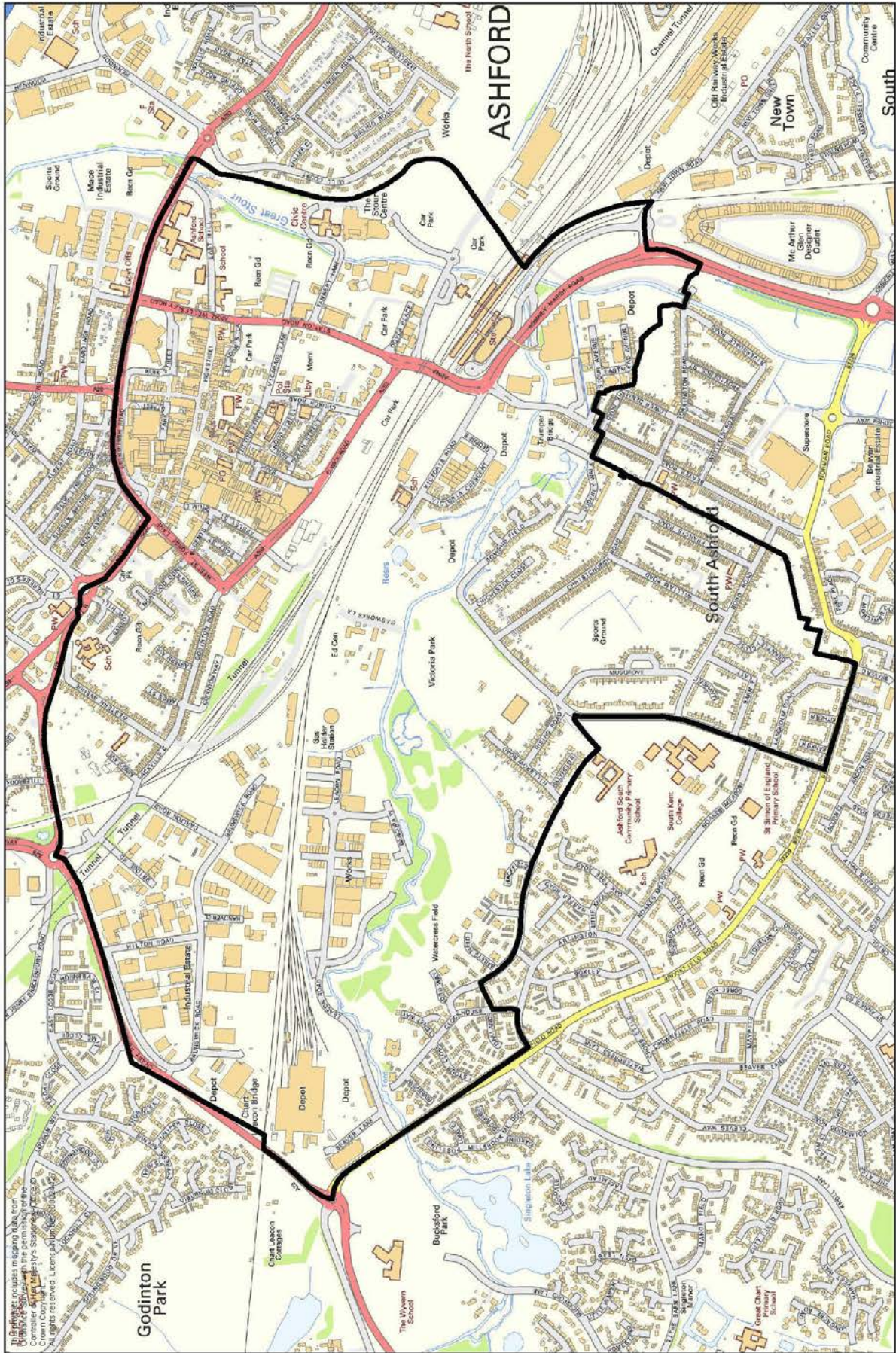


Ward Boundary Review - Ward 35

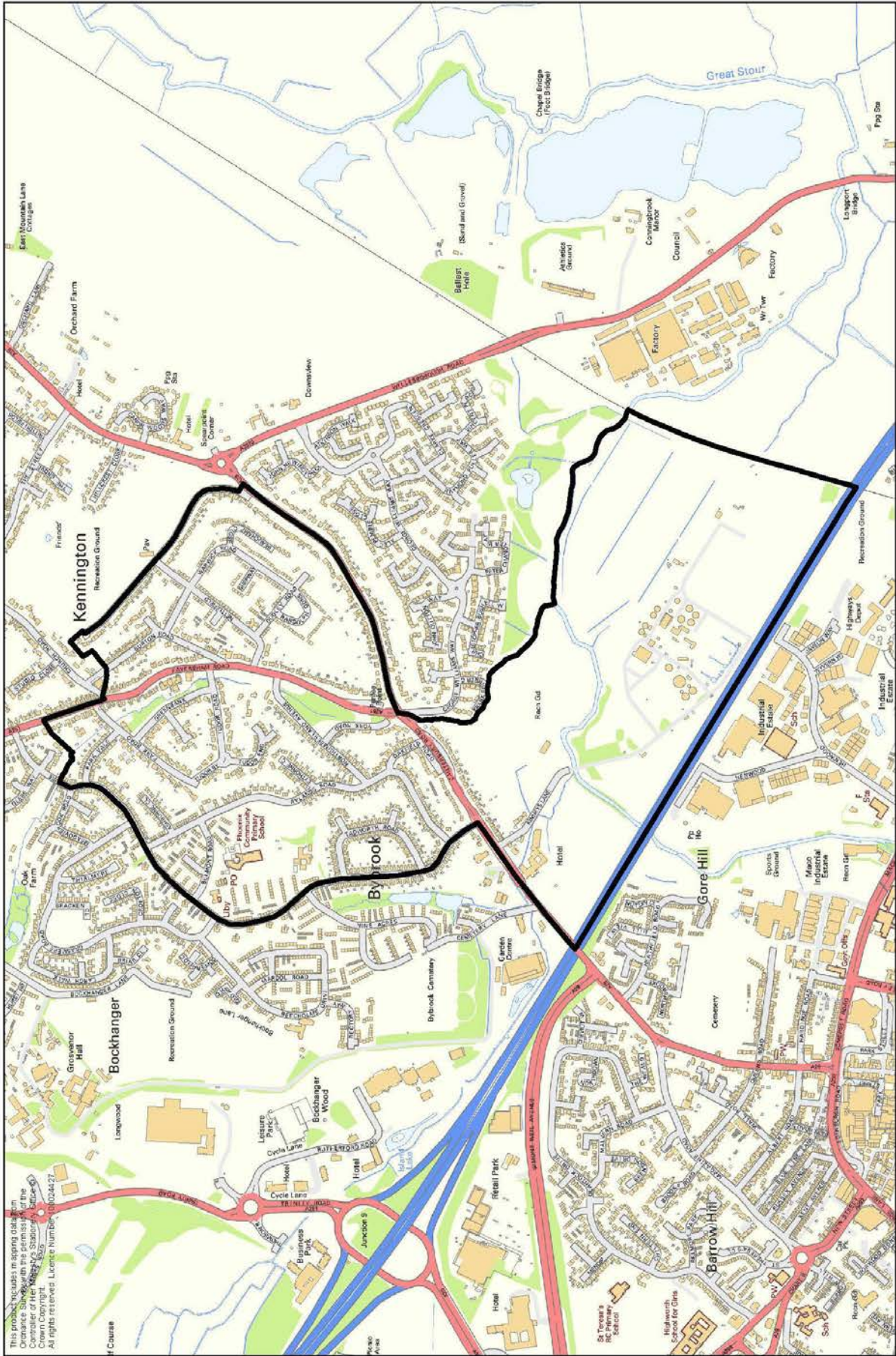




Ward Boundary Review - Ward 37



Ward Boundary Review - Ward 38



Ward Boundary Review - Ward 39

Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **8th September 2016**.

Present:

Cllr. Clarkson (Chairman);

Cllr. Bell (Vice-Chairman);

Cllrs. Mrs Bell, Bennett, Mrs Blanford, Bradford, Clokie, Galpin, Shorter.

Apologies:

Cllrs. Knowles, Michael

Also Present:

Cllrs. Burgess, W Howard, Krause, Link, MacPherson, Ovenden, Pickering, Smith, Wedgbury.

Chief Executive, Corporate Director (Law and Governance), Head of HR, Communications and Technology, Head of Finance, Head of Culture, Housing Improvement Manager, Head of Environmental and Customer Services, Environmental Contracts and Operations Manager, Human Resources Manager, Health, Parking and Community Safety Manager, Senior Environmental Health Officer, Accountancy Manager, Senior Commercial Development Manager, Head of Corporate Property and Projects, Policy and Performance Manager, Head of Planning Policy and Economic Development, Corporate Fraud Manager, Refugee Resettlement Co-ordinator, Communications Officer, Member Services Manager.

117 Declarations of Interest

Councillor	Interest	Minute No.
Clarkson	Made a "Voluntary Announcement" in respect of Agenda Item 6 as he was the Chairman and Director of the Ashford Borough Council Better Choice for Property company.	119

118 Minutes

Resolved:

That the Minutes of the meeting of the Cabinet held on the 14th July 2016 be approved and confirmed as a correct record.

119 Corporate Property Performance Annual Report 2015/16

The report set out information on the revenue performance of the Council's Corporate Property Portfolio during the previous 12 months. It also advised of the opportunities being explored to increase the profitability of the Portfolio during the coming 12 months.

The Portfolio Holder said that he welcomed the report and explained that this was the first time the report had been presented to the Cabinet. He explained that in 2014 the Council had agreed to look to generate an additional £2 million per annum by 2020 to enable the Borough Council to become grant free. In terms of the table in Appendix 1 to the report, he advised that whilst it was comprehensive it did not reflect all of the costs involved with the properties, for example capital charges/financing charges or internal recharges for staff costs. He indicated that future reports would pick up and incorporate this further information. The Portfolio Holder referred to the percentage return on investment for International House and other acquisitions and in terms of Park Mall he said he wished to emphasise that this property was acquired to aid regeneration and not for initial revenue return.

The Portfolio Holder for Town Centres Focus and Business Dynamics advised that in terms of Park Mall, the acquisition had helped generate further value in the Town Centre and would also generate increased business rates.

Resolved:

- That (i) **the revenue performance of the Council's Corporate Property Portfolio during the previous 12 months as provided for in the Corporate Property Income Schedule attached at Appendix 1 to the report be noted.**
- (ii) **the options currently being explored to increase profitability during the next financial year be noted.**

120 Updated Enforcement Policy for Revenues and Benefits

The report sought Cabinet's endorsement of an Updated Enforcement Policy for Revenues and Benefits taking into account changes in legislation and the introduction of the Department for Work and Pensions (DWP) Single Fraud Investigation Service.

The Portfolio Holder emphasised the vital work undertaken by the Fraud Team and considered it was important that it offered a deterrent to those considering fraudulent activities. He advised that the Corporate Fraud Manager was due to appear in a Channel 5 documentary on 21st September about fraud and also advised that the Officer was leaving the Authority and he offered his best wishes for her future.

Recommended:

That the Updated Revenues and Benefits Enforcement Policy as attached at Appendix 1 to the report be approved.

121 Progress Report on Syrian Vulnerable Persons Resettlement Scheme

The report provided feedback on the progress and development of the Borough Council's involvement in the Syrian Vulnerable Persons Resettlement Scheme in Ashford.

The Portfolio Holder said he was pleased with the progress made to enable those Syrians who were resettled in Ashford to have a reasonable life and he said he wished to encourage home owners to make property available for the Borough Council to rent.

The Chairman referred to a recent event which hosted all Syrian Vulnerable Persons' families from all over Kent. He said the evening was enjoyed by all participants and it had been a joy to hear the little children sing at the event.

Resolved:

That the success of the scheme to date be noted and the Council's commitment to continue with the scheme for the duration of the five year Government programme be reaffirmed.

122 Food Safety Policy

The report presented an updated Food Safety Policy which covered the Council's approach to discharging the statutory duty to enforce relevant food law across the Borough. The Portfolio Holder read his Portfolio Holder comment views as detailed in the report.

Recommended:

That the Food Safety Policy be approved.

123 Alcohol, Drugs and Substance Misuse Policy

The report set out a policy which included clear standards and expectations to promote employee wellbeing and to ensure that the Council mitigated against health and safety risks to the public, to service users and to employees themselves as a result of alcohol, drugs and substance misuse.

Recommended:

That (i) the new Alcohol, Drugs and Substance Misuse Policy be approved.

- (ii) the introduction of alcohol/drug testing for employees in Safety Critical posts on health and safety grounds be approved.
- (iii) Heads of Service be given delegated authority to designate a post as Safety Critical within their Service under the Council's Alcohol, Drugs and Substance Misuse Policy, after consultation with the relevant Corporate Director and the Director of Law and Governance and the Human Resources Manager.

124 Annualised Hours Policy

The report sought approval to a new "Annualised Hours Policy" which set out clear standards and expectations for employees working an annualised hours working pattern.

The Portfolio Holder for Public Interaction and Borough Presentation advised that in terms of the Grounds Maintenance Team, this Policy would help maintain flexibility for both the employee and employer and would allow the payment of employees' salaries to be spread out on an average basis throughout the year.

Recommended:

That the new Annualised Hours Policy be approved.

125 Microchipping of Dogs

The report provided information on the new regulations requiring dogs to be microchipped in the UK and set out how the Borough Council would enact the provisions set out in the regulations.

The Chairman drew attention to the tabled papers which included an additional recommendation which would provide for deceased animals found on the public highway to be checked for a microchip and if present, every endeavour would be made to notify the owner of their sad loss.

Recommended:

- That**
- (i) the policy document set out at Appendix 1 to the report be approved.
 - (ii) in addition to Appendix 1, in the event of a deceased animal (classed as a pet) being found on the public highway which forms part of the recycling, waste collection or street cleansing service, the animal be scanned for a microchip and if present, Officers make every endeavour to notify the owner of their sad loss.

126 Ashford Town Centre, Kingsnorth and Woodchurch Conservation Areas – Revision of Boundaries and Adoption of Appraisals

The report sought approval for the adoption of three Conservation Area appraisals and Management Plans which related to the Conservation Areas at Ashford Town Centre, Kingsnorth and Woodchurch.

The Portfolio Holder explained that whilst the Borough Council had aspirations in terms of the Big 8 projects and the provision of modern buildings, he said that this document also showed that the Borough Council was passionate in terms of protecting the heritage of the Borough. He said that the plans had been available for inspection between November and December 2015 and this had been followed by public exhibitions.

In response to a question, the Chairman confirmed that Conservation Area plans for all other areas of the Borough would be produced in time.

Resolved:

- That
- (i) the Conservation Area Appraisal and Management Plan 2016 (CAMP) relating to the Ashford Town Centre be adopted and a revised boundary be designated for the Ashford Town Centre Conservation Area as shown on Map 1 attached to the report.**
 - (ii) the Conservation Area Appraisal and Management Plan 2016 (CAMP) relating to Kingsnorth be adopted and a revised boundary be designated for the Kingsnorth Conservation Area as shown on Map 1 attached to the report.**
 - (iii) the Conservation Area Appraisal and Management Plan 2016 (CAMP) relating to Woodchurch be adopted and a revised boundary be designated for the Woodchurch Conservation Area as shown on Map 1 attached to the report.**

127 Ashford Borough Council's Performance – Quarter 1 2016/17

The report provided a headline overview of performance against the Council's Corporate Plan for Quarter 1 - 2016/17. This included information on what the Cabinet had achieved through its decision-making, key performance data and consideration of the wider Borough picture which impacted upon the Council's work.

The Portfolio Holder drew attention to the Council's new Performance Dashboard which he explained would allow more graphical information to be set out on the Council's performance enabling it to be more readily assimilated. He advised that this document was created from live data and in due course he hoped that aspects of the data would be made available for the general public to access.

Resolved:

That the Council's performance against the Corporate Plan in Quarter 1 of 2016/17 be noted.

128 Budget Monitoring Report – First Four Months 2016/17

The report presented an assessment of the outturn position for the financial year based on the first four months actuals for the General Fund, the Housing Revenue Account and the Collection Fund. During this period the General Fund was projected to have a balanced budget after transfers to reserves and there was a forecast service underspend of £183,000. The Housing Revenue Account was projecting an overall surplus of £1,598,000.

The Portfolio Holder drew attention to the Tabled Papers and the revised Table 1 to the report.

Resolved:

- That**
- (i) the Budget Monitoring position as at 31st July 2016 be noted and the transfers to reserves set out in paragraphs 7 – 8 of the report be approved.**
 - (ii) a loan to Brabourne Parish Council for the future planning appeal costs for the development of Hospital Field, for a maximum of £40,000, be approved subject to legal agreements.**
 - (iii) the changes to financing for the Affordable Housing Programme as set out in paragraphs 28 and 29 of the report be noted.**
 - (iv) the revised Planned Maintenance Schedule as set out in paragraph 30 of the report be noted.**

129 Cabinet Task Groups, Steering Groups and Boards: Terms of Reference and Membership – September 2016

The report set out the Terms of Reference for Cabinet Member Groups which were required to be approved in accordance with the Constitution.

The Chairman explained the reasoning behind the establishment of the new Groups and to the amendments made to the Terms of Reference of existing Groups.

Resolved:

That the Terms of Reference and Membership of the various Groups and Boards as set out within the report and as attached at Appendix A to the report be approved.

130 Local Plan and Planning Policy Task Group – 30th June and 3rd August 2016

Resolved:

That the notes of the meetings of the Local Plan and Planning Policy Task Group held on the 30th June and 3rd August 2016 be approved and adopted.

131 Schedule of Key Decisions To Be Taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

132 Exclusion of the Public

Resolved:

That pursuant to Section 100A(4) of the Local Government Act 1972 as amended the public be excluded from the meeting during consideration of the following item, namely Grounds Maintenance Consultation Update and Review of Associated Potential Pension Costs, as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to paragraphs 1 and 2 of Schedule 12A of the Act, where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

133 Grounds Maintenance Consultation Update and Review of Associated Potential Pension Costs

The report sought approval for the early release of the Local Government Pension (LGPS) for Post Holder 6110 in the event that the post became redundant and the associated costs of early release of the LGPS.

Recommended:

- That**
- (i) the update regarding the consultation process involving the Street Scene and Open Spaces Operative (Post Holder 6110) be noted.**
 - (ii) the early release of pension costs associated with Post Holder 6110, be approved in the event that the role is made redundant and no alternative employment within the Council can be secured.**

(KRF/AEH)
MINS:CAXX1636

Queries concerning these Minutes? Please contact Keith Fearon:
Telephone: 01233 330564 Email: keith.fearon@ashford.gov.uk
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Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **13th October 2016**.

Present:

Cllr. Clarkson (Chairman);

Cllr. Bell (Vice-Chairman);

Cllrs. Mrs Bell, Bennett, Mrs Blanford, Bradford, Clokie, Galpin, Knowles, Shorter.

Also Present:

Cllrs. Burgess, Hicks, Link, Ovenden, Pickering, Smith, Mrs Webb, Wedgbury.

Chief Executive, Corporate Director (Law and Governance), Head of Finance, Head of Environmental and Customer Services, Head of HR, Communications and Technology, Head of Culture, Head of Planning Policy and Economic Development, Head of Health, Parking and Community Safety, Head of Housing, Policy and Performance Manager, Programme Manager, Communications Officer, Member Services Manager.

162 Minutes

Resolved:

That the Minutes of the meeting of the Cabinet held on the 8th September 2016 be approved and confirmed as a correct record.

163 Corporate Plan Update: The Corporate Delivery Programme and the Medium Term Financial Plan 2017 to 2022

The report was comprised of three sections. Part I gave an update on the Corporate Plan, Part II examined the Delivery Programme with specific updates on current progress of the projects within the Programme and Part III was the Medium Term Financial Plan and included a budget forecast together with underlying assumptions covering the five year period from 2017 to 2022 for the General Fund.

The Portfolio Holder for Finance, Budget and Resource Management said that he believed that the report presented a good suite of documents which focussed on the Council's forward looking strategic planning process. In terms of the delivery programme he explained that this set out the Council's agreed priorities which were in place to ensure that the Council delivered sound outcomes for the residents of the Borough. The Portfolio Holder then went through all the recommendations within the

report and he explained that they were centred upon ensuring a continuation of the Borough Council's policy to deliver a viable budget for sustainability beyond 2019/20 when the Government grant ceased. He said that the Council's borrowing and acquisition policy enabled investment in projects which would help to maintain the services for the residents of the Borough.

The Leader referred to the presentation that he and other members of the Council had attended on commercialisation and explained that many other Authorities were also investing in projects to bring in revenue. He said that he believed Ashford had a sound and vigorous treasury management process which had enabled the Council Tax to be kept at the lowest in Kent, with the Ashford element being in the region of £150.

Resolved:

- That**
- (i) the general direction towards achieving the Council's Corporate Plan priorities be noted.**
 - (ii) the current Delivery Programme and progress of the projects within the programme be endorsed and noted.**
 - (iii) the forecast and underlying assumptions of the MTFP 2017–2022 be noted and accepted.**
 - (iv) the Inflation Management Strategy be re-endorsed.**
 - (v) the Borrowing and Acquisition Strategy be re-endorsed.**
 - (vi) the Closing-the-Gap Strategy 2019/20 be endorsed.**
 - (vii) authority be delegated to the Head of Finance, in conjunction with the Leader and Portfolio Holder, to agree the Council's continued participation in the Kent Business Rates Pool.**
 - (viii) the consultation responses in relation to 100% business rates retention be noted.**
 - (ix) the Government's four year settlement be accepted and the report be published as the basis of this Council's Efficiency Statement (as required by Government).**

164 Homelessness Review and Strategy

The report presented the process and outcome of the recent public consultation on the Homelessness Review and draft Homelessness Strategy.

The Portfolio Holder drew Members' attention to the detailed comments arising from the consultation process set out in the report and he said that one of the principal means to reduce homelessness would be to encourage people to remain in their

current accommodation and to also encourage Landlords to lease properties to the Borough Council.

Recommended:

- That (i) **the findings of the recent public consultation into the review and strategy be agreed.**
- (ii) **the Homelessness Review and Homelessness Strategy be adopted.**

165 Adoption of the Wye Neighbourhood Plan

The report explained the process by which the Wye Neighbourhood Plan had been produced and sought the Cabinet's endorsement of the Plan and its agreement to recommend that the Council "make the plan" as part of the Development Plan for the Borough.

The Portfolio Holder explained that this was the first Neighbourhood Plan to be adopted by the Council and he praised the work of the local community, Ward Member and the Planning Officers in bringing the document to the stage it was currently at. He explained that the Referendum vote held in Wye was overwhelmingly in favour of the proposals set out within the Plan.

The Ward Member said he wished to thank the Officers for all their hard work and assistance in taking the Neighbourhood Plan forward.

Recommended:

That Full Council "make" the Wye Neighbourhood Plan in accordance with Section 38 A (4) of the Planning and Compulsory Purchase Act 2004.

166 Ashford College Campus: Use of Chief Executive's Delegated Authority

The report advised of the use by the Chief Executive of her Urgency Delegation to vary the approved Heads of Terms in order to finalise the Funding Agreements for the loan/grant to West Kent and Ashford College to deliver Phase 1 and 1A of the new Ashford College Campus on Elwick Road.

Resolved:

That it be noted that the Chief Executive had exercised Delegated Authority on the grounds of urgency (Delegation 4.9) to vary the approved Heads of Terms in order to finalise the Funding Agreement with West Kent and Ashford College and the Intercreditor Agreement with West Kent and Ashford College and its primary lender.

167 Local Plan and Planning Policy Task Group – 1st September 2016

Resolved:

That the notes of the meeting of the Local Plan and Planning Policy Task Group held on the 1st September 2016 be approved and adopted.

168 Schedule of Key Decisions to be Taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

(KRF/AEH)

MINS:CAXX1641

Audit Committee

Minutes of a Meeting of the Audit Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **28th July 2016**.

Present:

Cllr. Waters (Chairman);
Cllrs. Farrell, Link, Shorter, Smith.

Apologies:

Cllr. Buchanan

Also Present:

Head of Finance; Accountancy Manager; Accountant (MH); Accountant (LF); Head of Audit Partnership;

Elizabeth Olive - Grant Thornton UK.

105 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 30th June 2016 be approved and confirmed as a correct record.

106 Statement of Accounts 2015/16 and the External Auditor's Audit Findings Report

The Accountancy Manager introduced this item. The report presented the 2015/16 Statement of Accounts for approval. The largest movement was in paragraph 12, in relation to a misstatement between the bank and creditors, and the team had made adjustments to ensure that this would not happen again next year. The report also included the Letter of Representation to give the auditors comfort that the accounts had been closed off correctly. The team had closed the accounts early this year and submitted them to the auditors by 31st May. The Accountancy Manager thanked the auditors for their timely work. She drew Members' attention to the five Recommendations at the end of her report.

Mrs Olive introduced the audit findings report from Grant Thornton which outlined the key issues arising from their audit. She congratulated the Council for achieving an early closure of accounts substantially ahead of the statutory deadline and said Ashford was amongst the first Councils in Kent to sign off their accounts, which was an impressive achievement. She said the auditors would be issuing an unqualified opinion on the accounts. There had been a small number of disclosure amendments and one adjustment to the balance sheet, which was explained in the covering

report. There was also one unadjusted error of £90,000 but this was a relatively minor amendment and the Council's reasoning for not adjusting the error had been accepted. There was one internal control deficiency around the review of journals but this was not a significant weakness which would affect the outcome of the audit findings, although it should be noted by those in charge of Governance. All risks presented in the Audit Plan earlier in the year had been closed off.

The Chairman opened up the report for discussion and the following points were raised:

- A Member congratulated the Accountancy Team on the outcome of the audit, particularly in view of the speed and accuracy of the closure of accounts. He considered that the Officers could take great pride in the work they had done to achieve this result. He also noted that Grant Thornton had responded in a timely manner and thanked them for their efforts. Next year it would be necessary to undertake a smarter, faster set of audits and this year had been a successful preparation for that.
- A Member pointed out that, although the representation letter was contained within the agenda papers, it was not referenced with any tag, and was not easy to locate.
- A Member drew attention to the third recommendation in the Auditor's Action Plan, regarding commercial development. Following the significant changes at senior level, there had been a loss of skills, experience and knowledge. He was concerned that this point should be noted by the Committee and monitored. Members considered that it would be useful to have an update on progress at the next meeting of the Committee. The Head of Audit Partnership drew Members' attention to the fact that in the Committee work programme a paper would be submitted to the September meeting on strategic risk management. One of the risks that had been previously identified was the skills and capacity of staff, so he suggested this might be a suitable vehicle to explore Members' concerns about managing and monitoring this particular risk. Members agreed with this suggestion.
- A Member asked whether the minor errors noted in the report had been caused by the efforts to meet an earlier deadline. The Accountancy Manager responded that this might be the case, although the auditors had reported back that in their view the quality of the statements was not affected by the early deadline.
- The Chairman drew attention to page 84 of the agenda. He noted the difference between years in the figures for the fund for future expenditure. He considered that for next year's report, it would be helpful to have more details, particularly in instances such as this where there was a marked difference in the figures from one year to the next. The Accountancy Manager said she would send around a breakdown of the Council's reserves. The major change in the future expenditure was caused by an NNDR which was not detailed in the report. She said that next year she would ensure that more information was provided.

- The Chairman drew attention to page 89 of the agenda and questioned the revaluation mechanism, as the two windmills had been valued at a lower figure this year. The Accountancy Manager responded that heritage assets were treated a little differently from other assets such as land and buildings. They were valued using insurance valuations. The most recent valuations totalled £2.4m. However, the previous valuations were based on figures from 2009/10 which assumed a higher value.
- The Chairman drew attention to page 94 of the agenda. He questioned the different profile this year for the overdue debt amount. The Accountancy Manager agreed that more information would be useful. She said it would be possible to do some analysis in future years to explain the cause of the movement.
- The Chairman drew attention to page 95 of the agenda. He noted a large increase on the first table under local taxpayers/ratepayers. The Accountancy Manager said she believed this change was due to timings, but she would need to check this detail. She said that a comment on this could be included within the text in future years.
- There was some discussion about the comment on page 53 of the agenda that the EU Referendum decision may have an 'adverse' effect on asset valuations etc. Members considered that the text reflected the context of the time in which it was drafted, when the signs were that the decision to exit the European Union was likely to have an adverse impact. For this reason Members decided to leave the text unaltered. The Portfolio Holder for Finance, Budget and Resource Management assured Members that the effects on the markets were being tracked and monitored very closely and counter-measures would be taken if appropriate.

Resolved:

That the Audit Committee:

- (i) considered the Appointed Auditor's Audit Findings;**
- (ii) agreed the basis upon which the accounts had been prepared;**
- (iii) approved the audited 2015/16 Statement of Accounts;**
- (iv) approved that the Chairman of this Committee signs and dates the accounts as required by Section 10(3) of the Accounts and Audit Regulations 2015 as approval by the Council;**
- (v) approved the Chief Financial Officer's Letter of Representation to the Appointed Auditor.**

107 Report Tracker and Future Meetings

It was agreed that the Accountancy Manager should report back to the next meeting on areas highlighted at this evening's meeting.

The Head of Audit Partnership advised that the Committee had previously received a paper on the future of external audit procurement which included the notion of a sector-led body approach. At that time this was a theoretical proposition as no such body existed. However, Public Sector Appointments Ltd had now been established, authorised by the Department of Communities and Local Government, and was currently consulting with authorities and setting out the likely terms of its offer with a view to approaching authorities in the autumn. By the time of the meeting of this Committee in September there may be more information available on the offer, and an update report to that meeting might be timely.

The Head of Finance suggested that the Committee might want to reconsider the process for taking the accounts to completion next year. The early June and July agendas were very light, with three Committee meetings within two months, so it might be worth reviewing the agendas for those three Committees with a view to condensing the meetings into two. The Head of Audit Partnership said he had no issues against this suggestion.

Resolved:

That the report be received and noted.

RR

Audit Committee

Minutes of a Meeting of the Audit Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **29th September 2016**.

Present:

Cllr. Waters (Chairman);
Cllr. Buchanan (Vice-Chairman);
Cllrs. Link, Powell, Shorter, Smith.

Also Present:

Deputy Chief Executive, Corporate Director (Law and Governance), Head of Audit Partnership, Head of Finance, Audit Manager, Policy and Performance Manager, Senior Policy Performance and Scrutiny Officer, Senior Member Services Officer.

Lisa Robertson - Grant Thornton UK.

149 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 28th July 2016 be approved and confirmed as a correct record.

150 Data Protection Audit Update

The Head of Audit Partnership introduced the report which set out progress since the Committee had received the 'weak' assurance review of Data Protection in March 2016. An addendum paper had also been tabled containing the correct paragraphs 8 and 9 to the report. In accordance with the agreed procedure, an action plan with recommendations had been agreed by Management Team and this Committee and dates set for implementation and a follow up. The follow up audit had been undertaken during the past month and the report noted that the assurance level remained 'weak' owing to limited progress on implementing recommendations, including some high priority matters which had an agreed target date of June 2016. Although some interim measures were in place, many of the recommendations still required a long term solution.

The Corporate Director (Law and Governance) accepted that progress had been disappointing and slower than expected and considered that the implementation dates in the original action plan had proved over optimistic. The plan had been put together in March 2016, before his Service had taken over the Data Protection function. It had been put together in good faith and acknowledging the importance of the issue, but inevitably without full knowledge of the situation. However, he did not want to make excuses and considered it would be preferable to outline the progress that had been made and the steps the Council was taking to improve the situation. He had informed the Audit Committee in March that there would be no 'quick fix' but

he considered it was important to note that whilst the assurance level remained 'weak', some significant progress had been made and that was reflected in the papers. There had been a staff awareness campaign, staff training (with more imminent), new Data Protection policies adopted by the Cabinet in July 2016 and a range of interim measures to mitigate the key risks such as breach handling and subject access logs. In addition, a key piece of work had begun corporately around revised arrangements for data storage and retention and this would take much of 2017 to complete. All Councillors were also now, for the first time, registered as Data Controllers with the Information Commission which was a significant improvement on the previous situation. The Corporate Director (Law and Governance) concluded by saying that whilst progress against the action plan was therefore disappointing, the direction of travel since March 2016 was positive. Furthermore, Management Team recognised that whilst it was an important element, simply awaiting the appointment of a Data Protection Officer was not a sustainable option. There had been discussions with colleagues at other Local Authorities about their experiences and responses to similar recommendations and Officers were also in discussion with a specialist consultant regarding support in making more rapid short term progress.

The Chairman said he had been extremely disappointed when reading the report. Of the six recommendations, only one had been fully implemented which was the lowest priority one. He asked if any consideration had been given to coming back to this Committee earlier when it became clear that they were not going to meet the timescales. The Committee may have been able to help and he considered they had been ignored. He was also quite concerned that the dates in the agreed action plan had proved so unrealistic and could not understand why that had been allowed to happen. He asked if the Committee could have any confidence that the action plan would be completed in an acceptable timescale. The Corporate Director (Law and Governance) said he considered that the Committee could take comfort in the progress so far as outlined in the report and that the future addition of some more capacity and expertise would further develop that. In terms of timing, he said his initial thought had been to discuss the matter with Internal Audit and the Chief Executive. He had considered that whilst it was clear they would not be able to reach the full plan, he had been hopeful that they could move closer towards a 'sound' rating by September. In hindsight he accepted an interim report back to Members should have been made and this was a learning point.

The report was then opened up to the Committee for discussion and the following points were raised: -

- Were the interim measures considered adequate and was the Council currently compliant? Clearly a new timeframe for delivery had to be drawn up quite promptly, but the deadlines had to be realistic. The Corporate Director (Law and Governance) said he did have confidence that the interim measures would act as mitigation, but they were not long term solutions. The point about prompt and realistic timescales was very important.
- There appeared to be inconsistencies between the decision to make the previous Data Protection Officer (DPO) redundant in early 2016, when many of the recommendations in the action plan now appeared to rest on the appointment of a new DPO. It also appeared likely that an appointment would

not now be in post until early 2017 and it was disappointing that this position was likely to drag on for nearly an entire year, with the Council seemingly not having the knowledge and skillset to fulfil the role. The Corporate Director (Law and Governance) advised that the post made redundant had a much wider role than purely Data Protection. There had been no intention to remove the role of DPO from the organisation, but no decision had been taken at that time whether this should be added to an existing post or if a new post should be created. Subsequently, the new European Directive including more stringent Data Protection requirements from May 2018 had been announced and it was now clear that a specialist DPO was the correct solution. A person specification and job description had been developed, and whilst this had taken too long, it had been important to properly decide how far information security should be part of the role and how senior the post should be. The Chairman said that in his view the appointment should be expedited as a matter of urgency. Many of the remedies to the problems in the report hinged on the appointment of a dedicated DPO and that Management Team should make that an urgent priority in the next couple of weeks.

- The Corporate Director (Law and Governance) reiterated that whilst they would continue to progress the appointment of a permanent DPO, it was also just as important to pursue the possibility of consultancy support in the short term to pick up the issue and begin to work on solutions in the interim.
- The reason why the lowest priority rating was the one that had been completed was largely because it had been the most straight-forward and it made sense to deal with it quickly and with minimum resource impact. They had however been working on the others at the same time, although they were inevitably more involved and complex to complete. There had been no decision to prioritise a 'low' priority over others.
- There was a wider learning point for Management Team in that when posts were made redundant, all roles and responsibilities therein were either properly re-allocated or truly redundant, before that individual left employment.

The Chairman said he hoped the strength of feeling of the Committee had been made clear. The Committee was disappointed and frustrated by the inability to meet the original deadlines in the action plan and what it viewed as minimal progress. The Committee agreed that a revised timetable for the action plan should be drawn up promptly and reported back to the next meeting in December and that Management Team should meet urgently to discuss progression of the appointment of a permanent DPO and inform the Chairman of the position in the next two weeks.

Resolved:

That (i) the efforts made towards attempting to implement recommendations raised in the Data Protection Audit Report brought to this Committee in March 2016 be acknowledged.

- (ii) **the Committee receive a further update at its December meeting including a revised action plan and timetable for implementation.**
- (iii) **the recruitment of a permanent Data Protection Officer be expedited and the Chairman be provided with an update in the next two weeks, with a further update to be included in the report to the December Audit Committee.**

151 Annual Governance Statement – Progress on Remediating Exceptions

The report updated on the progress made towards the areas of review highlighted by the 2015/16 Annual Governance Statement. The Senior Policy, Performance and Scrutiny Officer introduced the report and gave a detailed demonstration of the Council's new Performance Dashboard as referred to in the report. The dashboard was the culmination of a significant amount of work and would inform the work of both Officers and Members on a 'live' ongoing basis as well as through the quarterly performance reports to both Cabinet and Overview and Scrutiny. He also referred to the work ongoing to revise the Council's strategic risk management procedures and how that dovetailed with the report to be discussed later at the meeting.

The Chairman thanked the Officer for the presentation and said that the Performance Dashboard was impressive. The Portfolio Holder said he was extremely pleased with the system and he hoped that Portfolio Holders would take ownership of their own data.

Resolved:

That the progress made towards the areas of review highlighted by the Annual Governance Statement as detailed in the report be noted.

152 Good Governance Framework Audit

The Senior Policy, Performance and Scrutiny Officer introduced the report which presented the Committee with the results of Internal Audit's recent four-Council review of preparedness for the revised CIPFA/SOLACE Good Governance Framework. This was considered and endorsed by the Committee in June as the Council's new 'Local Code of Corporate Governance, Delivering Good Governance in Local Government 2016'. It was a different piece of work to those normally undertaken by Internal Audit and it was heartening that all four of the Mid Kent Authorities including Ashford were judged as well placed to meet the principles. Areas for improvement for each Authority had been highlighted in the report and there were two areas for Ashford of which Officers were well aware and were already working on (corporate level benchmarking and risk management).

The Chairman thanked Officers for undertaking the review and said that the results appeared pleasing for Ashford. In terms of succession planning, he considered the Council structure was quite lean at senior level, so whilst they had scored quite high in this category, he did urge caution in this regard. The Head of Audit Partnership

said this finding was based on the plans in place at a senior level and for Officer development, which were both strong. The Portfolio Holder said that it was true that the Council was 'lean' at the top, but the cohort and leadership programmes it was undertaking had ensured that succession management plans at a senior level were generally very well planned.

Resolved:

- That (i) the final audit report as presented at Appendix 1 to the report be noted.**
- (ii) Officers investigate the opportunities presented by the LG Inform platform in more detail, with a view to incorporating more benchmarking information where possible.**

153 Strategic Risk Management

The Policy and Performance Manager introduced the report which was the first review and update of strategic risk following the Committee's approval of a new approach to identifying and managing risk for the Council in September 2015. The report also included the first update of the Strategic Risk Register since March 2016 when it was endorsed by the Committee. She explained that an original 'long list' of 13 possible themes coming out of the Council's new Corporate Plan had been amalgamated into seven main themes. Each of the seven had its own risk owner and the themes and owners were outlined in the report. She ran through each of the risks and their current gradings, giving the reasons for each.

The report was then opened up to the Committee for discussion and the following responses were given to questions/comments: -

- Along with the Big 8 Projects, the Programme Manager kept a larger register of all projects under the Council's watch. A large part of her work was to assess those projects and ensure that the Council had the ability to finance and resource them and it would only proceed with the projects that could be delivered. An update report on the Corporate Delivery Plan would be submitted to the October Cabinet meeting and this would include a full list of all of the projects. Project Management now sat in the Policy and Performance Manager's team so she advised that there should now be a more co-ordinated approach to project risk.
- The theme of reputational risk was more about external factors which by their very nature were often outside the Council's control. It was a risk that would probably never be graded as a 'green' as there were so many potential smaller risks involved that could change swiftly. From the Council's point of view it was about ensuring resilience.
- The new risk management process was working its way throughout the organisation. Relevant staff had received training and further training would be rolled out shortly.

Resolved:

- That (i) the updates and mitigation proposals be noted.**
- (ii) a further six month review period be agreed.**

154 External Audit Update Report

Lisa Robertson introduced the report which included a summary of ongoing audit work at Ashford and some other general points of interest.

Resolved:

That the report be received and noted.

155 Report Tracker and Future Meetings

The Chairman said that he had been advised of an audit to be carried out by the Homes and Community Agency (HCA) over the next month about funding received through the Department of Health's Care and Support Specialised Housing Fund. This funding had been used by the Council at Farrow Court and he would provide feedback on this audit to Committee Members.

Resolved:

That subject to the additions made at the meeting the report be received and noted.

DS

Selection & Constitutional Review Committee

Minutes of a Meeting of the Selection & Constitutional Review Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **13th October 2016**

Present:

Cllr. Clarkson (Chairman);
Cllr. Bell (Vice-Chairman);
Cllrs. Mrs Bell, Bennett, Mrs Blanford, Burgess, Galpin, Mrs Martin, Ovenden, Shorter, Mrs Webb.

In accordance with Procedure Rule 1.2 (iii) Councillor Mrs Webb attended as Substitute Member for Councillor A Howard.

Apology:

Cllr. A Howard.

Also Present:

Cllr. Smith.

Member Services Manager

159 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 3rd May 2016 be approved and confirmed as a correct record.

160 Background and Principles of Political Balance and Administrative Structure

The report of the Corporate Director (Law and Governance) presented the Political Balance for the Authority for the remainder of the 2016/17 Municipal Year following the result of the by-election for the Beaver Ward. The agreed Political Balance is contained at Appendix A to these Minutes.

The Member Services Manager directed Members attention to the membership of Committees, Groups and Forums and which had been completed following input from Group Leaders. This is contained at Appendix B to these Minutes.

A Member referred to the recent election of Councillor Macpherson and his appointment to various Groups and hoped that Officers would ensure that appropriate briefings were given to him on the work of those Groups.

Recommended:

- That (i) the Political Balance of the Authority as contained at Appendix A to these Minutes be adopted, subject to the Council agreeing that the requirements of the Political Balance Regulations be not applied to the Membership of the Joint Transportation Board, Appeals Panels, Standards Committee, the Investigation and Disciplinary Committee (and its Panels) and the Sub-Committee of the Licensing and Health and Safety Committee established under the Licensing Act 2003 and Gambling Act 2005.**
- (ii) the remaining seat on the Appointments Committee be allocated to Councillor Koowaree.**
- (iii) the changes in Committee membership as notified by the Group Leaders and as set out in Appendix B to these Minutes be noted.**

161 Representatives on Outside Bodies/Organisations

The report of the Senior Member Services Officer advised the Committee of the need to make nominations to positions on various outside bodies/organisations. A paper had been tabled advising of the need to make an additional nomination to the Wye Rural Museum Trust.

Resolved:

- That (i) the appointment of a representative to the Ashford Almshouses and Parochial Charities be deferred.**
- (ii) Councillor Feacey be appointed to represent the Council on the Citizens Advice Bureau – Ashford Branch Management Committee.**
- (iii) Councillor Sims be confirmed as Council appointed Trustee on the Ashford Leisure Trust.**
- (iv) Councillor William Howard be appointed to represent the Council on the Wye Rural Museum Trust.**

Following the conclusion of the meeting a Member apologised for having missed the discussion on the item 'Background and Principles of Political Balance and Administrative Structure' and said that she wished to express concern that Members of the Cabinet were appointed to the Planning Committee which she did not think was appropriate and therefore asked that this matter be reviewed.

The Chairman said that Cabinet Members (and formerly Executive Members) had always historically sat on the Planning Committee and this fact had been confirmed by Officers. He also said that he annually reviewed his Group's membership on individual committees.

Another Member advised that when she sat on the Planning Committee as a Cabinet Member she ensured that she declared an interest when matters relating to her Portfolio were discussed.

A further Member (who was also the Chairman of the Planning Committee) said that he could give an assurance that Cabinet Members who sat on the Planning Committee were treated in the same way as any other Members of the Committee.

DS

THE POLITICAL BALANCE CALCULATION
OCTOBER 2016

A.1 All Committees to which balance applies

	Committee	Seats/Committee		Total Seats
1 x 12	Overview and Scrutiny	12	=	12
1 x 17	Planning	17	=	17
1 x 13	Licensing and Health & Safety	13	=	13
1 x 12	Selection	12	=	12
1 x 8	Audit	8	=	8
1 x 5	Appointments	5	=	5
			Total	<u>67</u>

B. Percentage of group in relation to total membership of the authority

43 members =		%
35 Conservative	=	81.39534
3 Ashford Independent	=	6.97674
2 Labour	=	4.65116
2 UKIP	=	4.65116
<u>Note:</u> 1 Liberal Democrat		2.32558
		<hr/> 99.99998 <hr/>

C.1 Allocation of Seats on Committees in proportion to Group strength

<i>Committee</i>	Con	AI	Lab	UKIP	Allocated	Total
1 x 12 O&S	10	1	1*	0*		12
1 x 17 Planning	14	1	1	1		17
1 x 12 Selection	10	1	0*	1*		12
1 x 13 Licensing, Health & Safety	11	1	1	1		13
1 x 8 Audit	7	1	0	0		8
1 x 5 Appointments	4	0	0	0	1**	5
Totals	55 (54.538)	5 (4.604)	3 (3.116)	3 (3.116)	1	67

1. *Under the draft calculation for the Overview and Scrutiny Committee and the Selection and Constitutional Review Committee there one seat to be allocated to each to either the Labour or the UKIP Group. Following discussion the respective Group Leaders have agreed that the Labour Group will take the seat on the Overview and Scrutiny Committee and the UKIP Group will take the seat on the Selection and Constitutional Review Committee.
2. ** Under the draft calculation all Groups had received their allocations on the above Committees, and when taken collectively their overall entitlement to seats across all Committees, however, one seat remains to be allocated on the Appointments Committee. Group Leaders recommend that this seat be allocated to Councillor Koowaree.

C.2 Allocation of seats on all ordinary Committees to achieve overall proportionality

Political Group entitlement in relation to all seats: 66

Conservative	54.538	=	55
Ashford Independent	4.604	=	5
Labour	3.116	=	3
UKIP	3.116	=	3
			66
1 Liberal Democrat		=	1
	Total		67

- D. Committees etc. to which balance cannot apply or will not apply either as a direct result of joint arrangements or the Council agreeing, i.e. no member votes against this arrangement, on each occasion the Council adopts a revised political balance for the Authority.**

*1 x 3	Appeals (3 Member Panels)	3 Members per meeting drawn on rota from a Panel of 15 Members (which does not meet as a Committee)	=	3
^x 1 x 7	Joint Transportation Board		=	7
1 x 3	Licensing Sub-Committee (3 Member Panels)	3 Members per meeting drawn on rota from a Panel of 13 Members (which does meet as a Committee so is itself balanced)	=	3
1 x 3	Investigation & Disciplinary Committee	3 Members per meeting drawn from an overall membership of 15	=	3

* Standards – broadly politically balanced as part of membership based on posts.

^x Due to the Joint Arrangements and the manner in which seats are allocated by the Kent County Council, it is impossible to have an overall balanced allocation of seats.

Committee	Con	Lab	AI	Others	Total
*1 x 15 Appeals	12	1	1	1	15
1 x 15 Investigation & Disciplinary	12	1	1	1	15
^x1 x 7 Joint Transportation	6^x	0^x	1^x	0^x	7
*Standards	6	Plus Chair and Vice-Chair O&S			8

^x Agreed by Group Leaders

**APPENDIX B
(Minute No. 160/10/16 refers)**

SELECTION AND CONSTITUTIONAL REVIEW COMMITTEE

13TH OCTOBER 2016

**MEMBERSHIP OF COMMITTEES, GROUPS AND FORUMS,
INCLUDING CHAIRMEN AND VICE-CHAIRMEN**

On the basis of the draft Political Balance Calculation agreed with Group Leaders the entitlement to seats is set out below.

Overview and Scrutiny Committee (12 Members)

Members of the Cabinet may not be appointed to this Committee

Conservative (10)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Adby	Michael (VCh)	Chilton (Ch)		
Burgess				
Feacey				
Hicks				
A Howard				
W Howard				
Krause				
Link				
Mrs Martin				
Sims				

Audit Committee (8 Members)

Conservative (7)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Buchanan (VCh)	Smith			
Krause				
Link				
Powell				
Shorter				
Waters (Ch)				
White				

Planning Committee (17 Members) (plus 1 ex officio)

Conservative (14)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Apps	Ovenden	Farrell	Murphy	
Bennett				
Mrs Blanford				
Bradford				
Burgess (Ch)				
Clarkson (EO)				
Clokie				
Dehnel				
Galpin				
Heyes				
Krause				
Link (VCh)				
Powell				
Waters				
Wedgbury				

Selection & Constitutional Review Committee (12 Members)

Conservative (10)	Ashford Independent (1)	Labour (0)	UKIP (1)	Liberal Democrat (0)
Bell (VCh)	Ovenden		Murphy	
Mrs Bell				
Bennett				
Mrs Blanford				
Burgess				
Clarkson (Ch)				
Galpin				
A Howard				
Mrs Martin				
Shorter				

Licensing and Health and Safety Committee (13 Members)

Group Leaders are reminded of the importance of nominating Members who are available to attend day-time hearings of the Licensing Sub-Committee.

Conservative (10)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Apps	Smith	Chilton	Murphy	
Bennett				
Bradford (VCh)				
Feacey (Ch)				
Mrs Heyes				
Krause				
Pickering				
Shorter				
Sims				
Mrs Webb				

Appointments Committee (5 Members)

Conservative (4)	Ashford Independent (0)	Labour (0)	UKIP (0)	Liberal Democrat (1)
Bell (VCh)	Ovenden (invited non- voting)	Chilton (invited non- voting)	Macpherson (invited non- voting)	Koowaree
Clarkson (Ch)				
Clokie				
Powell				

Appeals (15 Members – 3 Members to be drawn per meeting)

Members should not be a Member of the Cabinet. Group Leaders are reminded of the importance of nominating Members who are available to attend day-time meetings.

Conservative (12)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Adby	Michael	Farrell	Macpherson	
Apps				
Barrett				
Mrs Dyer				
Mrs Heyes				
Hicks				
A Howard				
W Howard				
Pickering				
Waters				
Wedgbury				
White				

Investigation and Disciplinary Committee (15 Members – 3 Members to be drawn per meeting)

To include at least one Member of the Cabinet, Ground Leaders and the Chairmen of the Overview & Scrutiny and Audit Committees.

Conservative (12)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Adby	Ovenden	Chilton	Macpherson	
Mrs Bell				
Bradford				
Buchanan				
Clarkson				
Dehnel				
Feacey				
Heyes				
Knowles				
Powell				
Waters				
White				

Standards Committee (8 Members)

Based on 6 Conservative Members, (including at least one Member of the Cabinet), plus the Chairman and Vice-Chairman of the Overview & Scrutiny Committee.

Conservative (6)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Mrs Bell (VCh)	Michael	Chilton		
Dehnel (Ch)				
Mrs Dyer				
Feacey				
Hicks				
Knowles				

Joint Transportation Board (7 Members)

Conservative (6)	Ashford Independent (0)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Bartlett (VCh)		Chilton		
Bradford				
Burgess				
Feacey				
Mrs Martin				
Mrs Webb				

Community Grants Panel (7 Members including the Portfolio Holder for Culture, Leisure & Environment)

Conservative (6)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Apps (VCh)	Smith			
Mrs Blanford (PH)				
Mrs Dyer				
Link (Ch)				
Sims				
Mrs Webb				

Joint Consultative Committee (6 Members) – At least one Member from each Group – the remainder from the administration.

Membership is to include the Leader and/or appropriate Portfolio Holder.

Conservative (4)	Ashford Independent (1)	Labour (1)	UKIP (0*)	Liberal Democrat (0)
Krause	Smith	Chilton		
Knowles (Ch)				
Shorter				
Wedgbury				

*The UKIP Group did not wish to put anyone forward for this seat

Member Training Panel (8 Members)

Conservative (6)	Ashford Independent (1)	Labour (0)	UKIP (1*)	Liberal Democrat (0)
Mrs Dyer (VCh)	Smith		Macpherson	
A Howard				
W Howard				
Krause				
Link				
Wedgbury (Ch)				

*Seat gifted by the Conservative Group

Local Government and Polling Districts Task Group (10 Members)

Conservative (8)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Barrett	Michael	Chilton		
Bell (Ch)				
Mrs Bell				
Clokie				
Dehnel (VCh)				
Galpin				
Heyes				
W Howard				

Local Plan & Planning Policy Task Group (10 Members)

Conservative (8)	Ashford Independent (1)	Labour (0)	UKIP (1)	Liberal Democrat (0)
Bennett (VCh)	Michael		Murphy	
Mrs Blanford				
Clarkson (Ch)				
Clokie				
Galpin				
Heyes				
Shorter				
Wedgbury				

Electoral Review Task Group (6 Members)

To include the Group Leaders and the Portfolio Holder/Deputy Leader.

Conservative (3)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Bell (VCh)	Ovenden	Chilton	MacPherson	
Clarkson (Ch)				
Clokie				

MEMBERSHIP OF CABINET BOARDS, STEERING GROUPS AND TASK GROUPS FOR 2016/17

The following are set out for information only.

Boards

Ashford Health & Wellbeing Board (1 Member)

Conservative
(1)
Bradford

Trading and Enterprise Board (4 Members and 1 Observer)

Conservative
(4)
Bell (Ch)
Bennett
Mrs Blanford
Galpin

* Councillor Powell to be appointed as Observer.

** Councillor Bell (as Chairman) to be the Shareholder Representative under the Articles of Association of the Trading Companies.

Ashford Strategic Delivery Board (3 Members)

Conservative
(3)
Clarkson (Ch)
Bennett
Galpin

Economic Regeneration & Investment Board (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Clarkson (Ch)	Ovenden			
Galpin				
Shorter				

Compliance & Enforcement Board (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Bradford	Michael			
Bennett				
Dehnel (Ch)				

Steering Groups

Development of Conningbrook Lakes Country Park & Victoria Park Steering Group (5 Members)

Conservative (4)	Ashford Independent (0)	Labour (0)	UKIP (0)	Liberal Democrat (1)
Adby				Koowaree
Apps				
Mrs Blanford (Ch)				
Mrs Martin				

Stour Centre Redevelopment & Leisure Management Steering Group (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Apps	Smith			
Pickering				
White (Ch)				

Task Groups

Public & Voluntary Transport Liaison Task Group (4 Members)

Conservative (3)	Ashford Independent (0)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Bradford (Ch)		Farrell		
Feacey				
Pickering				

Council Tax & Welfare Reform Task Group (4 Members)

Conservative (3)	Ashford Independent (0)	Labour (0)	UKIP (1)	Liberal Democrat (0)
Shorter (Ch)			MacPherson	
Clokie				
Mrs Webb				

Environment, Conservation & Heritage Task Group (4 Members)

Conservative (3)	Ashford Independent (0)	Labour (0)	UKIP (1)	Liberal Democrat (0)
Mrs Blanford (Ch)			Murphy	
Hicks				
Sims				

Housing Aims & Objectives Task Group (4 Members)

Conservative (3)	Ashford Independent (0)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Clokie (Ch)		Chilton		
Krause				
White				

Ground Water Management & Flood Protection Task Group (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Burgess	Smith			
Hicks (Ch)				
Miss Martin				