

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				