

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 July 2017**

Present:

Cllr. Bell (Vice-Chairman in the Chair);
Cllrs. Barrett, Bennett, Clokie, Galpin, Heyes, Hicks, Smith.

In accordance with Procedure Rule 1.2 (iii) Councillors Heyes and Smith attended as Substitute Members for Councillors Burgess and Ovenden respectively.

Apologies:

Cllr. Burgess, Clarkson, Ovenden, Shorter.

Also Present:

Cllr. Chilton

Senior Member Services Officer.

93 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 11th May 2017 be approved and confirmed as a correct record.

94 Background and Principles of Political Balance and Administrative Structure

The Senior Member Services Officer introduced the report which presented the Political Balance for the Authority for the remainder of the 2017/18 Municipal Year following the results of the recent by-elections for the Bockhanger and Victoria Wards. The agreed Political Balance is contained at Appendix A to these Minutes. He also ran through the Labour Group's appointments to Committees, groups etc. which had been received since publication of the Agenda. The full membership of Committees, Groups and Forums etc. is contained at Appendix B to these Minutes.

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 and the remaining seat on the Planning Committee be allocated to the Conservative Group.**
- (iii) the changes in Committee membership as notified by the Group Leaders and as set out in Appendix B to these Minutes be noted.**
- (iv) the revised Cabinet Member Portfolio Responsibilities set out at Appendix C to the report be received and noted.**
- (v) the revised Deputy Portfolio Holder appointments be received and noted.**

95 Review of Appointments to Outside Bodies/Organisations

The report of the Principal Solicitor (Property and Projects) advised that a review had been carried out of the nature of the appointments made by the Council to outside organisations. Specific issues had arisen in relation to charities and this report proposed a change to the nature of the appointments that the Council made. The report also set out the appointments to be made for the Municipal Year 2017/18.

The Senior Member Services Officer clarified the status of the appointments on the Kent Invicta Chamber - Economic Development Group and the SWAN Site Management Committee.

Resolved:

- That**
- (i) the change in nature of the Council's appointments to those charities set out in Appendix 1 to the report and the appointment of the Liaison Members identified be approved.**
 - (ii) the appointment of the Trustees for the charities set out in Appendix 2 to the report be approved.**
 - (iii) the appointment of representatives to the organisations set out in Appendix 3 to the report be approved.**
 - (iv) the attendance and reviews provided for the year 2016/17 be received and noted.**

NB: A summary of all appointments is contained as Appendix C to these Minutes.

Queries concerning these Minutes? Please contact Danny Sheppard:
Telephone: 01233 330349 Email: danny.sheppard@ashford.gov.uk
Agendas, Reports and Minutes are available on: www.ashford.gov.uk/committees

APPENDIX A
(Minute No. 94/7/17 refers)

THE POLITICAL BALANCE CALCULATION
JULY 2017

A 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 =		%
34 Conservative	=	79.06976
3 Ashford Independent	=	6.97674
3 Labour	=	6.97674
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

Committee	Con	AI	Lab	UKIP	Allocated	Total
1 x 12 O&S	9	1	1	1		12
1 x 17 Planning	14**	1	1	1		17
1 x 12 Selection	9	1	1	1		12
1 x 13 Licensing, Health & Safety	11*	1	1	0*		13
1 x 8 Audit	6	1	1	0		8
1 x 5 Appointments	4	0	0	0	1***	5
Totals	53 (52.977)	5 (4.674)	5 (4.674)	3 (3.116)	1	67

1. *Under the draft calculation the UKIP Group were entitled to 3 seats but were allocated 4 so there was a need for that Group to gift one of their seats to the Conservative Group who, under the calculation, had not received their overall entitlement across Committees. Following discussion the respective Group Leaders have agreed that the Conservative Group will take the seat on the Licensing and Health and Safety Committee.
2. **Under the draft calculation the Conservative Group had been allocated 51 seats but their overall entitlement across all Committees is 53 and therefore after taking into account the gifting of the seat from UKIP (in 1 above), there still remains the need for the Conservative Group to be allocated one additional seat. Under the calculation there is one seat that remains to be allocated on the Planning Committee and Group Leaders wish to ask the Council to allocate the remaining seat on Planning to the Conservative Group to achieve overall balance.
3. ***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	52.977	=	53
Ashford Independent	4.674	=	5
Labour	4.674	=	5
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
* 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

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

** 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.

xx Agreed by Group Leaders.

SELECTION AND CONSTITUTIONAL REVIEW COMMITTEE

13TH JULY 2017

**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 (9)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Bartlett	Ovenden (VCh)	Chilton (Ch)	Macpherson	
Burgess				
Feacey				
Hicks				
A Howard				
Krause				
Knowles				
Miss Martin				
Mrs Martin				

Audit Committee (8 Members)

Conservative (6)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Barrett (VCh)	Smith	Suddards		
Buchanan				
Burgess				
Shorter				
Sims				
Waters (Ch)				

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

Conservative (14)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Bennett	Ovenden	Farrell	Macpherson	
Mrs Blanford				
Bradford				
Buchanan				
Burgess (Ch)				
Clarkson (EO)				
Clokie				
Dehnel				
Galpin				
Heyes				
Hicks				
Krause				
Link (VCh)				
Pickering				
Waters				

Selection & Constitutional Review Committee (12 Members)

Conservative (9)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Barrett	Ovenden	Chilton	Murphy	
Bell (VCh)				
Bennett				
Burgess				
Clarkson (Ch)				
Clokie				
Galpin				
Hicks				
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 (11)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Adby	Smith	Chilton		
Bennett				
Bradford				
Mrs Dyer				
Feacey (Ch)				
Krause				
Pickering				
Shorter				
Sims				
Mrs Webb (VCh)				
White				

Appointments Committee (5 Members)

Conservative (4)	Ashford Independent (0)	Labour (0)	UKIP (0)	Liberal Democrat (1)
Clarkson (Ch)				Koowaree
Clokie (VCh)				
Mrs Dyer				
Pickering				

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	
Barrett				
Buchanan				
Heyes				
Mrs Heyes				
Hicks				
A Howard				
W Howard				
Knowles				
Link				
Sims				
Waters				

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

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

Conservative (12)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Bell	Ovenden	Chilton	Macpherson	
Mrs Bell				
Bradford				
Clarkson				
Clokie				
Dehnel				
Galpin				
Knowles				
Pickering				
Shorter				
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 (12)	Ashford Independent (1)	Labour (1)	UKIP (1)	Liberal Democrat (0)
Mrs Bell (VCh)	Ovenden	Chilton		
Dehnel (Ch)				
Hicks				
Howard-Smith				
Knowles				
White				

Joint Transportation Board (7 Members)

Conservative (6)	Ashford Independent (1*)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Bradford	Ovenden			
Burgess				
Feacey				
Heyes (Ch)				
Mrs Martin				
Mrs Webb				

*One seat to be allocated to an Opposition Group

Community Grants Panel (7 Members including the Portfolio Holder for Culture)

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

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)
Feacey	Smith	Suddards		
Krause				
Pickering (Ch)				
Shorter				

*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 Bell (VCh)	Smith		Macpherson	
Feacey (Ch)				
A Howard				
W Howard				
Krause				
Link				

*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)
Adby (VCh)	Ovenden	Farrell		
Barrett				
Bell (Ch)				
Buchanan				
Clokie				
Heyes				
W Howard				
White				

Local Plan & Planning Policy Task Group (10 Members)

Conservative (8)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Mrs Blanford	Smith	Suddards		
Bradford				
Clarkson (Ch)				
Clokie (VCh)				
Mrs Dyer				
Galpin				
Heyes				
Shorter				

MEMBERSHIP OF CABINET BOARDS, STEERING GROUPS AND TASK GROUPS FOR 2017/18

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)
Bradford
Clokie
Galpin

* Councillor Ovenden 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)
Clokie
Galpin

Economic Regeneration & Investment Board (4 Members)

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

Compliance & Enforcement Board (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Mrs Bell	Ovenden			
Bradford				
Dehnel (Ch)				

Advisory Committees

Bockhanger, Bybrook and Ashford South Advisory Committee (4 Members)

Conservative (4)	Ashford Independent (0)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Barrett		Chilton		
Buchanan (Ch)				
Howard-Smith				
Mrs Webb				

Environment and Conservation Advisory Committee (4 Members)

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

IT and Digital Transformation Advisory Committee (4 Members)

Conservative (3)	Ashford Independent (1)	Labour (0)	UKIP (0)	Liberal Democrat (0)
Knowles (Ch)	Ovenden			
Pickering				
Shorter				

Task Groups

Design and Development of Parks and Open Spaces Task Group (5 Members)

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

Borough History, Heritage and Commemoration Task Group (6 Members)

Conservative (4)	Ashford Independent (1)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Bennett (Ch)	Smith	Suddards		
Dehnel				
A Howard (VCh)				
Mrs Webb				

Public & Voluntary Transport Liaison Task Group (4 Members)

Conservative (3)	Ashford Independent (0)	Labour (1)	UKIP (0)	Liberal Democrat (0)
Buchanan		Suddards		
Feacey (Ch)				
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				

APPENDIX C
(Minute No. 95/7/17 refers)

ASHFORD BOROUGH COUNCIL

APPOINTMENTS TO ORGANISATIONS/TRUSTEES/OUTSIDE BODIES

Liaison Member Appointments

NAME OF ORGANISATION	APPOINTMENT
Action with Communities in Rural Kent	Cllr. Burgess - TBC
Ashford Almshouses & Parochial Charities	Cllr Galpin Cllr Heyes Cllr Krause Cllr Suddards
Ashford Leisure Trust	TBC
Ashford Volunteer Centre	Cllr Feacey
Kennington Parochial Charities	Cllr Buchanan Cllr Sims
Kent County Playing Fields Association	Portfolio Holder for Culture
Sandyacres Trust	Cllr Michael
Tenterden Leisure Trust	Cllr Knowles
Wye Rural Museum Trust	Cllr W Howard

Trustee Appointments

NAME OF ORGANISATION	APPOINTMENT
Chilmington Green Community Trust	Cllr Shorter Shadow: Cllr Mrs Blanford
Repton Community Trust	Cllr Feacey
St Mary's Arts Trust	Cllr Smith

Representative Appointments to Committees of Outside Bodies

NAME OF ORGANISATION	APPOINTMENT
Ashford College Business Advisory Council	Cllr Clokie
Ashford Community Safety Partnership	Portfolio Holder for Health, Parking and Community Safety
Ashford Mediation Service	Cllr Krause
Ashford Museum Committee	Cllr Bennett
Ashford Youth Forum	Cllr Chilton Cllr W Howard

NAME OF ORGANISATION	APPOINTMENT
Chilmington Green CMO Partnership Working Group	Cllr Shorter Shadow: Cllr Mrs Blanford
Citizens Advice Bureau – Ashford Branch Management Committee	Cllr Clokie Cllr Hicks
Dungeness Power Station – Site Stakeholder Group	Cllr Burgess
Headcorn Aerodrome Consultative Committee	Member for Weald North Ward (Cllr Mrs Dyer)
High Weald AONB – Joint Advisory Group	Cllr Pickering
Home-Start Ashford – Management Committee	Cllr Mrs Webb
Kent and Medway Police and Crime Panel	Cllr Bradford
Kent Downs and Marshes Leader Project	Cllr Burgess
Kent Invicta Chamber – Ashford Economic Development Group	Cllr Galpin
Marshlink Steering Group	Cllr Burgess
National Council on Inland Transport – Executive Committee	Cllr Burgess
River Stour Internal Drainage Board	Cllr Burgess Cllr Hicks Cllr Mrs Martin Cllr Sims Cllr Smith
Romney Marshes Area Internal Drainage Board	Cllr Burgess
SWAN Site Management Committee	Cllr Smith
Tenterden Folk Day Trust	Cllr Link
Tenterden Town Council – Tourism and Business Committee	Portfolio Holder for Culture

Other Councillor Appointments for Information

KCC Superannuation Fund Committee	Cllr Clokie (Conservative Rep for Kent Districts)
Kent Flood Risk Management Committee	Cllr Hicks Shadow: Cllr Mrs Blanford

MEMBER CHAMPIONS

TOPIC	REPRESENTATIVE
Media and Twinning	Cllr Bennett
Military Covenant and Ceremonial Liaison	Cllr Dehnel
Safeguarding	Cllr Mrs Dyer