

## **Selection & Constitutional Review Committee**

Minutes of a Meeting of the Selection & Constitutional Review Committee held in Committee Room No.2 (Bad Münstereifel Room), Civic Centre, Tannery Lane, Ashford on the **6<sup>th</sup> December 2012**

### **Present:**

Cllr. Wood (Chairman);  
Cllr. Clarkson (Vice-Chairman);  
Cllrs. Bennett, Chilton, Davison, Galpin, Heyes, Hicks, Howard, Mrs Martin

In accordance with Procedure Rule 1.2 (iii) Councillors Heyes and Hicks attended as Substitute Members for Councillors Mrs Heyes and Mrs Dyer respectively.

### **Apologies:**

Cllrs. Davey, Davidson, Mrs Dyer, Mrs Heyes.

### **Also Present:**

Cllr. Smith

Senior Member Services & Scrutiny Support Officer.

## **226 Minutes**

### **Resolved:**

**That the Minutes of the Meeting of this Committee held on the 10<sup>th</sup> May 2012 be approved and confirmed as a correct record.**

## **227 Flying of Flags at the Civic Centre**

The report sought approval to delegate determination of which flags were displayed on the Civic Centre flagpoles to the Chief Executive in consultation with the Leader of the Council or the Deputy Leader in his absence. In response to a question it was explained that this delegation was an attempt to make things easier and give the Council the flexibility to react to events, within statutory guidelines, rather than having to apply for planning permission to fly flags which would take a minimum of six weeks.

### **Recommended:**

**That the process for determining which flags are displayed on the Civic Centre flagpoles be delegated to the Chief Executive in consultation with the Leader of the Council or the Deputy Leader in his absence.**

## **228 Parish Forum – Community Forum Representation**

The report asked for an update to the Terms of Reference of the Parish Forum to reflect the basis upon which representatives from the Urban Community Forums in Ashford attended the Parish Forum. The Chairman directed Members attention to the addendum paper which proposed a minor amendment to the recommendation.

### **Recommended:**

**That the Terms of Reference of the Parish Forum be updated to reflect the fact that Community Forum representatives have equal standing to Parish Council Members of the Forum.**

## **229 The Future of the Ashford Borough Council Tenants Forum – A Move Towards a Panel**

The Chairman considered that this report was not strictly a matter for this Committee to resolve. The Committee was happy to leave it to the Head of Service and Cabinet Member to implement the Panel as it appeared to be a Service based matter that did not need approval from this Committee. References to the previous Tenants Forum would be removed from the Council's Constitution.

## **230 The Community Right to Bid**

The Cabinet meeting on the 11<sup>th</sup> October 2012 considered a report which set out the framework upon which the regulations associated with the Community Right to Bid provision would operate. As part of the various resolutions there was a recommendation to approve a delegation to the Head of Legal & Democratic Services.

### **Recommended:**

**That the Head of Legal & Democratic Services be delegated authority to maintain the register of community assets and the register of unsuccessful applications, and to serve all necessary notices in connection with the Community Right to Bid process.**

## **231 Member Training Panel**

The report set out a formal Terms of Reference for the Member Training Panel and a number of other measures to raise the profile of the Panel. The Chairman of the Panel attended and said he was pleased to see the paper and its contents and supported them wholeheartedly. The issue had been raised through Audit Committee which had raised the skills, capacity and experience of Members as a risk, so it was an important issue. The Audit Committee had also raised the issue of particular training for Members who were appointed to Trusts on behalf of the Council and this was one of the first issues he was keen to take forward.

**Recommended:**

- That**
- (i) the Terms of Reference of the Member Training Panel at Appendix 1 to the report be approved and added to the Council's Constitution.**
  - (ii) the Panel meet at least once a year (preferably in the spring) to review the past Municipal Year and look ahead to the forthcoming year.**
  - (iii) the Panel produce an annual report at the end of each Municipal Year to be presented to the Cabinet.**

## **232 Questions/Speaking at Meetings**

The report sought approval of some suggested amendments to the Council's Scheme of Public Participation to enable a better standard of public participation and to benefit members the public who would like to raise issues at Council meetings.

**Recommended:**

**That the Scheme of Public Participation in the Council's Constitution be amended as per Appendix 1 to the report.**

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