

Selection & Constitutional Review Committee

21st May 2015

Addendum Papers

Agenda Item 6 – Background and Principles of Political Balance and Administrative Structure

Further to the publication of this Agenda, please note the following changes and additions to the report after further discussions with the Leader: -

Paragraph 7 - Task Groups

Page 6 Paragraph 4, Page 10 (b) 9, and page 11 (d) 14 – Please note name change to **Public Transport Liaison Task Group**.

Page 7 Paragraph 5, Page 9 (b) 10, and page 11 (d) 15 – Please note name change to **Education & Work Skills Task Group**.

Page 9 (b) 6 and Page 10 (d) 4 – Please note name change to **Conningbrook Lakes Country Park Steering Group**.

Page 10 (b) 10 – Please note this is a new Cabinet approved Portfolio Task Group.

Page 10 (b) 12 – Please note this is a new Cabinet approved Portfolio Task Group.

Page 10 (c) 3 – Please note name change to **Parish & Urban Forum**.

Page 11 (d) 7 – Please note name change to **Ashford Strategic Delivery Board**.

Page 11 (d) 10 – The Town Centre Public Realm Task Group will not be constituted.

Page 11 (d) 12 – The Property Acquisition Investment & Disposal Panel has been disbanded and will be replaced by the Town Centre Regeneration Board (new Board of the Cabinet) as referred to in (d) 9.

Amendments to the Constitution

Please note the following amendments in bold: -

Penultimate paragraph of page 11

*“The Cabinet will be responsible for the formation of Cabinet **approved Portfolio** Task Groups, Cabinet Working Groups, Cabinet Steering Groups and Cabinet Forums. The Cabinet shall approve the Terms of Reference of such Groups and determine the membership and the appointment of the Chairman.”*

Consequential Amendments to Recommendations

Recommendation (iii) page 12

- (iii) *the Transportation, Highways and Engineering Advisory Committee be disbanded with effect from the Annual Meeting to be held on 28th May 2015 and a new Cabinet Task Group called “Public Transport Partnership **Liaison** Task Group” be established.*

Recommendation (iv) page 12

- (iv) *the Education and Vocational Skills Advisory Committee be disbanded with effect from the Annual Meeting to be held on 28th May 2015 and a new Cabinet Task Group called “Qualifications **Education** & Work Skills Task Group” be established.*

Recommendation (xi) page 13

- (xi) *the following wording be incorporated in the Constitution under Part 1 – Summary and Explanation and under Article 7 – Cabinet (Executive) Part 2 – “The Cabinet will be responsible for the formation of Cabinet **approved Portfolio** Task Groups, Cabinet Working Groups, Cabinet Steering Groups and Cabinet Forums. The Cabinet shall approve the Terms of Reference of such Groups and determine the membership and the appointment of the Chairman.”*

Additional Recommendation (xii)

Please note the proposed additional recommendation to Council: -

- (xii) ***subject to the current Leader of the Council being re-elected, his intention to appoint the following Cabinet Portfolio Holders and Lead Members be noted: -***

Portfolio	Portfolio Holder (Cabinet Member)	Lead Member
Leader	Cllr Clarkson	N/A
Deputy Leader (Government Policy Interface & Democracy)	Cllr Bell	N/A
Culture, Leisure & Environment	Cllr Mrs Blanford	Cllr Webb
Information & Communications	Cllr Miss Martin	Cllr Krause
Highways, Wellbeing & Safety	Cllr Heyes	Cllr Bradford
Planning & Development	Cllr Bennett	Cllr Wedgbury
Town Centre Focus & Business Dynamics	Cllr Galpin	Cllr Barrett
Housing & Home Ownership	Cllr Clokie	Cllr Knowles
Finance, Budget & Resource Management	Cllr Shorter	Cllr Dehnel
Public Interaction & Borough Presentation	Cllr Mrs Bell	Cllr Pickering
Education & Work Skills	N/A	Cllr Hicks
ABC Romney Marsh	N/A	Cllr Burgess

Appendix B

An up to date version of Appendix B has been appended to this paper, showing the membership of Committees as allocated by Group Leaders and proposed Chairmen and Vice-Chairmen (where appropriate) of Committees etc. The following issue will need some consideration at this meeting: -

- There is one seat to be allocated on the Appeals Committee. With all Groups having received their allocation it is recommended to Council that this go to either the Liberal Democrat or UKIP Member.

Agenda Item 8 – Representatives on Outside Bodies/Organisations

An up to date version of the schedule has been appended to this paper incorporating all updates following publication of the report.

APPENDIX B

SELECTION AND CONSTITUTIONAL REVIEW COMMITTEE

21ST MAY 2015

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.

The Committee may wish to propose the identity of the Chairman and Vice-Chairman of each Committee, for appointment in accordance with the Constitution, by the Full Council.

Overview and Scrutiny Committee (12 Members)

Members of the Cabinet may not be appointed to this Committee

Conservative (9)	Labour (2)	Ashford Independent (1)	Liberal Democrat (0)	UKIP (0)
Aby	Chilton (Ch)	Michael (VCh)		
Burgess	Farrell			
Feacey				
Howard				
Knowles				
Krause				
Link				
Sims				
Wedgbury				

Audit Committee (8 Members)

Conservative (6)	Labour (1)	Ashford Independent (1)	Liberal Democrat (0)	UKIP (0)
Buchanan	Chilton	Smith		
Link (Ch)				
Powell				
Shorter				
Waters (VCh)				
White				

Planning Committee (16 Members) (plus 1 ex officio)

Planning Committee training will be held on the 19th May 2015 at 6pm. All Members of the Council are encouraged to attend, however, Group Leaders are asked to ensure that their nominees for the Planning Committee and any Members wishing to Substitute, who have not already attended a session, do so.

Training is compulsory for anyone sitting on the Planning Committee

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

Selection & Constitutional Review Committee (12 Members)

Conservative (9)	Labour (1)	Ashford Independent (1)	Liberal Democrat (1)	UKIP (0)
Bell (VCh)	Chilton	Ovenden	Koowaree	
Mrs Bell				
Bennett				
Mrs Blanford				
Burgess				
Clarkson (Ch)				
Galpin				
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.

Licensing training will be held on the 28th May 2015 at 9.30am. Group Leaders are asked to ensure that their nominees for this Committee attend if they have not attended a session in the past as this training is compulsory for anyone sitting on the Licensing and Health and Safety Committee.

Conservative (10)	Labour (1)	Ashford Independent (1)	Liberal Democrat (1)	UKIP (0)
Aeby	Britcher	Smith	Koowaree	
Bennett				
Bradford				
Feacey (Ch)				
Galpin (VCh)				
Mrs Heyes				
Miss Martin				
Pickering				
Shorter				
Sims				

Appointments Committee (5 Members)

Conservative (4)	Labour (0)	Ashford Independent (0)	Liberal Democrat (0)	UKIP (1)
Bell (VCh)	Chilton (invited non- voting)	Ovenden (invited non- voting)		Murphy
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)	Labour (1)	Ashford Independent (1)	Liberal Democrat (?)	UKIP (?)
Apps	Hooker	Michael	1 seat to be allocated	1 seat to be allocated
Barrett				
Bradford				
Mrs Heyes				
Hicks				
Knowles				
Krause				
Mrs Martin				
Pickering				
Sims				
Webb				
Wedgbury				

Standards Committee (8 Members)

Based on 5 Conservative Members plus the Chairman and Vice-Chairman of the Overview & Scrutiny Committee and a Member from a Group not otherwise represented.

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

Joint Transportation Board (7 Members)

Conservative (6)	Labour (1)	Ashford Independent (0)	Liberal Democrat (0)	UKIP (0)
Bartlett (Ch)	Hooker			
Burgess				
Feacey				
Heyes				
Mrs Martin				
Webb				

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

Conservative (6)	Labour (1)	Ashford Independent (0)	Liberal Democrat (0)	UKIP (0)
Apps (VCh)	Hooker			
Bennett				
Mrs Blanford (PH)				
Link (Ch)				
Sims				
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)	Labour (1)	Ashford Independent (1)	Liberal Democrat (0)	UKIP (0)
Burgess	Britcher	Smith		
Krause				
Miss Martin (Ch)				
Shorter				

Parish & Urban Forum (6 Members) (plus 1 ex officio)

Membership to include the Portfolio Holder and one Member from each Group

Conservative (4)	Labour (1)	Ashford Independent (1)	Liberal Democrat (0)	UKIP (0)
Mrs Bell (Ch)	Farrell	Ovenden		
Bradford				
Clarkson (EO)				
Galpin				
Pickering				

Member Training Panel (8 Members)

Conservative (6)	Labour (1)	Ashford Independent (1)	Liberal Democrat (0)	UKIP (0)
Adby	Chilton	Smith		
Hicks				
Krause (VCh)				
Link				
Miss Martin (Ch)				
Wedgbury				

Local Government and Polling Districts Task Group (10 Members)

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

Local Plan & Planning Policy Task Group (10 Members)

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

ASHFORD BOROUGH COUNCIL

APPOINTMENT/NOMINATION OF REPRESENTATIVES TO OUTSIDE BODIES/ORGANISATIONS

21ST MAY 2015

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Action With Communities in Rural Kent	Cllr Burgess Substitute: Cllr Mrs Blanford				✓	----- Substitute: -----
Alzheimer's Society – East Kent Branch	Cllr Cloughton					-----
Ashford Almshouses & Parochial Charities	Cllr Hodgkinson Cllr Miss Martin Cllrs Cloughton Heyes	2 2 2 2	2 1 0 1	3 year period expiring 30/11/16 5 Year period expiring 31/5/19		----- Cllr Miss Martin Mr Cloughton Cllr Heyes
Ashford Choral Society	The Mayor – President			Ongoing		The Mayor – President
Ashford College Business Advisory Council	N/A	N/A	N/A	Ongoing	N/A	Chairman of Qualifications & Work Skills Task Group (Cllr Hicks)

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Ashford Community Arts Trust	Portfolio Holder for Culture & the Environment			Ongoing		Portfolio Holder for Culture, Leisure & Environment
Ashford Community Safety Partnership	Portfolio Holder for Health & Wellbeing	4	4	Ongoing		Portfolio Holder for Highways, Wellbeing & Safety
Ashford Federation of the Arts	Cllr Mrs Blanford	1	0			-----
Ashford Leisure Trust	Cllr Hicks	9	6		✓	-----
Ashford Mediation Service - Management Committee	Cllr Davidson Patron: The Mayor	4	4	Ongoing	✓	----- The Mayor
Ashford Museum Committee	Cllr Adby	6	1		✓	-----
Ashford Sure Start (Fifth Wave) Partnership	Cllr Chilton					-----
Ashford Winkle Club	The Mayor – Honorary Member			Ongoing		The Mayor – Honorary Member
Ashford Youth Forum Trustees	Cllr Howard (Trustee)	2	2	Ongoing		----- (Trustee)
	Cllr Chilton (Council Rep)	2	2			----- (Council Rep)

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Citizens' Advice Bureau Ashford Branch Management Committee	Cllr Cloughton Vacant					----- -----
Dungeness Power Station Site Stakeholder Group	Cllr Burgess	3	2		✓	-----
East Kent Hospitals University NHS Foundation Trust – Council of Governors	Cllr Miss Martin	1	1	28/2/2018 (3 year period)		Cllr Miss Martin
Elwick Club	Mayor and Mayoress (Honorary Members)			Ongoing		Mayor & Mayoress (Honorary Members)
Headcorn Aerodrome Consultative Committee	Member for the Weald North Ward (Cllr Mrs Dyer)			Ongoing		Member for the Weald North Ward (Cllr Mrs Dyer)
High Weald (AONB) Joint Advisory Group	Cllr Taylor	2	1		✓	-----
Home Improvement Agency Support Group	Cllr Britcher	3	3			-----
Home-Start, Ashford: Management Committee	Cllr Davey				✓	-----

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Kennington Parochial Charities (Two Nominative Trustees)	Cllr Buchanan Cllr Sims	3 3	2 3	Annual Meeting 2016 (4 year period) Annual Meeting 2016 (2 year period)		Cllr Buchanan Cllr Sims
Kent County Playing Fields Association	Portfolio Holder for Youth & the Elderly			Ongoing		Portfolio Holder for Culture, Leisure & Environment
Kent Downs (AONB) Joint Advisory Committee and Executive Committee	Cllr Marriott	2	1			-----
Kent Downs and Marshes Leader Project	Cllr Burgess				✓	-----
Kent Invicta Chamber – Economic Development Group	Cllr Shorter	9	2			-----
Local Government Association: General Assembly Urban Commission Rural Commission	Cllr Taylor Cllr Heyes Cllr Mrs Blanford					----- ----- -----
Marshlink Steering Group	Cllr Burgess	4	3		✓	-----

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Mid Kent Downs Steering Group	Cllr Mrs Blanford					-----
National Council on Inland Transport - Executive Committee	Cllr Burgess	12	8		✓	-----
Parochial Church Council of St Mary's The Virgin Ashford Arts & Arts Development Sub-Committee	Cllr Apps	6	4			-----
PATROL – Joint Committee	Portfolio Holder for Transportation, Highways & Engineering	1	0	Ongoing		Portfolio Holder for Highways, Wellbeing & Safety
River Stour Internal Drainage Board	Cllrs Hicks Mrs Martin Sims Smith Mr P Howard	4 8 4 4 4	3 7 2 3 3		✓	----- ----- ----- ----- Ongoing
Romney Marshes Area Internal Drainage Board	Cllr Burgess	3	3		✓	-----
Sandyacres Trust	Cllr Michael	4	4		✓	-----

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Singleton Environment Centre Management Advisory Board	Member for the Singleton South Ward (Cllr Hodgkinson)			Annual Meeting 2015 (4 year period)		Member for the Singleton South Ward (Cllr Barrett)
South Ashford Youth Club - Management Committee	Cllr Howard					-----
South East Employers	Cllr Galpin					-----
South Kent Dyslexia Association	Cllr French					-----
Supporting People Commissioning Body	Portfolio Holder for Housing & Customer Services Head of Community & Housing			Ongoing		BODY BEING DISSOLVED – NO REPS REQUIRED
SWAN Centre Site Management Committee	Cllr Smith					-----
Tenterden Folk Day Trust	Cllr. Clokie	6	4			-----
Tenterden Leisure Centre Trust	Cllr Bennett	4	4		✓	-----
Tenterden Town Council – Tourism & Business Committee	Portfolio Holder for Tourism and Rural Economy	5	1	Ongoing		Portfolio Holder for Public Interaction & Borough Presentation
Volunteering Ashford	Cllr Feacey	7	5		✓	-----

NAME OF BODY	EXISTING REPRESENTATIVES	NUMBER OF MEETINGS 2014/2015	ATTENDANCE	RETIREMENT DATE (UNLESS OTHERWISE STATED – ANNUAL MEETING 2015)	REPORT VIA INFO. DIGEST	NEW REPRESENTATIVES/ NOMINEES
Willesborough Windmill Trust Limited	Cllr Mortimer	2	2			-----
Wye Rural Museum Trust	Cllr Miss Martin			May 2016		Cllr Miss Martin

Selection and Constitutional Review Committee, 21 May 2015

Additional Information for Report on Agenda Item No. 7:-

“Updating the Council’s Constitution regarding Planning Matters”

Report Author:

Head of Legal and Democratic Services and Monitoring Officer

The following additional information should be borne in mind in reading page 29 of the Agenda:

Practical Handling of Nationally-Significant Planning Consultations

In handling the Council’s involvement in applications for Nationally Significant Infrastructure Projects (NSIP), the Head of Development, Strategic Sites & Design would liaise closely with the Portfolio Holder, who would be kept fully advised of the consultations to which the Council is expected to respond.