

Selection and Constitutional Review Committee

Minutes of a Meeting of the Selection and Constitutional Review Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **7th October 2021**.

Present:

Cllr. Clarkson (Chairman);
Cllr. Bartlett (Vice-Chairman);

Cllrs. Chilton, Clokie, Farrell, Feacey, Harman, Krause, Ovenden.

Apologies:

Cllrs. Barrett, Hayward.

Also Present:

Cllr. Wright.

In Attendance:

Member Services Manager.

141 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 26th April 2021 be approved and confirmed as a correct record.

142 Background and Principles of Political Balance and Administrative Structure and Changes to Committee Membership

The Member Services Manager introduced the report which presented the Political Balance for the Authority for the remainder of the 2021/22 Municipal Year and other constitutional matters that needed to be recommended to the Meeting of the Full Council on the 21st October 2021. There was a change to the Balance following the result of the by-election for the Downs North Ward in which Councillor Geoff Meaden (Green Party) was elected. The Balance calculations contained in the Appendix to the report had been agreed by Group Leaders.

The Member Services Manager further explained that since the publication of the report the Leader had advised of his intention to disband the Victoria, Conningbrook and Discovery Parks Advisory Committee as that had now completed his work. He also intended to combine the current Project Co-Ordination and Infrastructure Improvement Board and the Ashford Town Centre Redevelopment Advisory Committee in to one new

“Regeneration, Infrastructure and Improvement Co-Ordination Board”. He considered there was a lot of duplication between the work and membership of these two groups and this would streamline matters. The Leader would Chair the new Board and Ashford Independent and Labour representation would stay the same. He would confirm the rest of the Conservative membership in due course. These points would be reflected in the Minutes for this Meeting.

The Leader advised that, whilst strictly not part of this report, he also wanted to report that following the recent Cabinet reshuffle, Councillor Neil Bell would continue to lead on broadband issues rather than Councillor Shorter.

Recommended:

- That (i) the Political Balance of the Authority 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 Panel, Standards Committee and the Sub Committees of the Licensing and Regulatory Committees established under the Licensing Act 2003 and the Gambling Act 2005.**
- (ii) the following Committees be constituted for the Municipal Year as detailed in Part 3 of the Constitution:**
- Appeals**
 - Appointments**
 - Audit**
 - Investigation and Disciplinary**
 - Joint Arrangements – Joint Transportation Board**
 - Licensing**
 - Overview and Scrutiny**
 - Planning**
 - Regulatory**
 - Selection and Constitutional Review**
 - Standards**
- (iii) the remaining seat on the Audit Committee be allocated to Councillor Walder.**
- (iv) the remaining seats on the Licensing and Regulatory Committees be allocated to Councillor Michael.**
- (v) the changes in Committee membership for the remainder of 2021/22 as notified by Group Leaders at Appendix B to these Minutes be noted.**
- (vi) the membership of Cabinet Boards, Advisory Committees and Task Groups for the remainder of 2021/22 at Appendix C to the Minutes be noted.**

143 Update to Appointments on Outside Bodies/ Organisations

The Member Services Manager introduced the report which asked the Committee to ratify a small number of updates to appointments reported to this Committee on 26th April 2021.

Resolved:

That the following appointments be noted and approved: -

- (i) Chilmington Management Organisation – Councillor Shorter (extended to May 2023).**
- (ii) Citizens Advice Bureau Ashford Branch Management Committee – Councillor Mulholland (replacing Councillor Feacey).**
- (iii) River Stour Internal Drainage Board – Councillor Buchanan (replacing Councillor Ledger).**
- (iv) Member Champion for the Military Covenant and Ceremonial Liaison – Councillor Knowles.**

144 Mayor's Cadets

The Member Services Manager introduced the report which asked the Committee to agree the proposal to allow the Mayor to invite the four military services to nominate an individual to be appointed annually as a Mayor's Cadet. He advised that at a meeting of the Civic and Ceremonial Programme Board the previous week, the matter had been discussed and fully supported, however the Board had made some proposals to give some more prestige to the role and re-name it "Mayor's Civic Sentinel". As plans were already underway to appoint the Mayor's Cadets for the remainder of this Municipal Year at the Full Council Meeting on the 21st October, the plan was to introduce the new Sentinel title for the next full Mayoral term in May 2022.

The Leader said he was pleased that the proposals for a Mayor's Civic Sentinel had been supported. He hoped to introduce a standard certificate and some sort of badge/medal as a permanent memento for those who undertook the role.

Recommended:

- That**
- (i) the proposal to allow the Mayor to invite the four military services to nominate one individual each to be appointed annually as a Mayor's Cadet/Civic Sentinel be agreed.**
 - (ii) the protocol within the Council's Constitution be updated with a note that outlines the proposal.**

- (iii) the Civic Officer report back to the Trustees of The Mayor of Ashford's Charity.**

Queries concerning these Minutes? Please contact Member Services:
Telephone: 01233 330349 Email: membersservices@ashford.gov.uk
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APPENDIX A
(Minute No. 142/10/21 refers)

THE POLITICAL BALANCE CALCULATION
OCTOBER 2021

A.1 All Committees to which balance applies

	Committee	Seats/Committee		Total Seats
1 x 12	Overview and Scrutiny	12	=	12
1 x 14	Planning	14	=	14
1 x 13	Licensing	13	=	13
1 X 13	Regulatory	13	=	13
1 x 12	Selection	12	=	12
1 x 8	Audit	8	=	8
1 x 5	Appointments	5	=	5
			Total	<u>77</u>

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

47 members =		%
25 Conservative	=	53.19148937
11 Ashford Independent	=	23.40425533
6 Labour	=	12.76595746
3 Green	=	6.382978724

Note:

1 Independent		2.127659575
1 Independent		2.127659575

100

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

<i>Committee</i>	Con	AI	Lab	Green	To Be Allocated	Total
1 x 12 O&S	6	3	2	1	0	12
1 x 14 Planning	8	3	2	1	0	14
1 x 12 Selection	6	3	2	1	0	12
1 x 13 Licensing	7	3	1	1	1	13
1 x 13 Regulatory	7	3	1	1	1	13
1 x 8 Audit	4	2	1	0	1	8
1 x 5 Appointments	3	1	1	0	0	5
Totals	41 (40.957)	18 (18.021)	10 (9.830)	5 (4.915)	3*	77

* Under the draft calculation the Labour Group had been allocated 12 seats when their overall entitlement across all Committees was 10. All other Groups had received their overall entitlement to seats. There was therefore a need for the Labour Group to gift two of their allocated seats to Independent Members. The Labour Group have offered their seats on the Licensing Committee and Regulatory Committee.

Under the draft calculation the Green Group had been allocated six seats when their overall entitlement across all Committees was five. All other Groups had received their overall entitlement to seats. There was therefore a need for the Green Group to gift one of their allocated seats to an Independent Member. The Green Group have offered their seat on the Audit Committee.

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

Political Group entitlement in relation to all seats: 77

Conservative	40.957	=	41
Ashford Independent	18.021	=	18
Labour	9.830	=	10
Green	4.915	=	5

Total 74

1 Independent	=	2
1 Independent	=	1

Total 77

D. Committees to which balance 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 15	Appeals	3 Members per meeting drawn on rota from a panel of 15 Members	=	3
x 1 x 7	Joint Transportation Board		=	7
*1 x 3	Licensing (3 Member Panels)		=	3
*1 x 3	Regulatory (3 Member Panels)		=	3

* **Council's choice as to whether balance will apply to this Committee.** This may only happen if no member votes against this arrangement.

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

Committee	Con	AI	Lab	Green	
*1 x 15 Appeals	8	4	2	1	15
x1 x 7 Joint Transportation	4	2	1	0	7
**1 x 8 Standards	5	2	1	0	8

* That the requirements of the 'Political Balance' regulations be not applied to the membership of the Appeals and the Licensing and Health & Safety Panels of 3 Members which are drawn for each meeting.

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

MEMBERSHIP OF COMMITTEES AND BOARDS 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 confirm the proposed identities of the Chairmen and Vice-Chairmen 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 (6)	Ashford Independent (3)	Labour (2)	Green (1)
Blanford	Hayward	Chilton (VCh)	Meaden
Brooks	Ledger	Farrell	
Burgess	Ovenden (Ch)		
Howard-Smith			
Krause			
Mulholland			

Audit Committee (8 Members)

Conservative (4)	Ashford Independent (2)	Labour (1)	Independe nt (1*)
Buchanan (VCh)	Hayward	C Suddards	Walder
Krause (Ch)	Smith		
Mulholland			
Shorter			

*Seat allocated to Independent Member as all other Groups had received their allocation across all Committees as part of the Political Balance calculation.

Planning Committee (14 Members) (plus 1 ex-officio)

Training is compulsory for anyone sitting on the Planning Committee.

Conservative (8)	Ashford Independent (3)	Labour (2)	Green (1)
Blanford (VCh)	Harman	Anckorn	Meaden
Burgess (Ch)	Ovenden	Chilton	
Clokie	Sparks		
Howard			
Howard-Smith			
Iliffe			
Mulholland			
Shorter			
Bell (EO)			

Selection & Constitutional Review Committee (12 Members)

Conservative (6)	Ashford Independent (3)	Labour (2)	Green (1)
Barrett	Harman	Chilton	Meaden
Bartlett (VCh)	Hayward	Farrell	
Clarkson (Ch)	Ovenden		
Clokie			
Feacey			
Howard-Smith			

Licensing 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.

Training is compulsory for anyone sitting on the Licensing Committee.

Conservative (7)	Ashford Independent (3)	Labour (1)	Green (1)	Independ ent (1*)
Buchanan	Ledger	L Suddards	Wright	Michael
Burgess	Rogers			
Feacey	Smith			
Krause (VCh)				
Pickering				
Shorter				
Webb (Ch)				

*Seat allocated to Independent Member as all other Groups had received their allocation across all Committees as part of the Political Balance calculation.

Regulatory 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.

Training is compulsory for anyone sitting on the Regulatory Committee.

Conservative (7)	Ashford Independent (3)	Labour (1)	Green (1)	Independ ent (1*)
Buchanan	Ledger	L Suddards	Wright	Michael
Burgess	Rogers			
Feacey	Smith			
Krause (VCh)				
Pickering				
Shorter				
Webb (Ch)				

*Seat allocated to Independent Member as all other Groups had received their allocation across all Committees as part of the Political Balance calculation.

Appointments Committee (5 Members)

Conservative (3)	Ashford Independent (1)	Labour (1)	Green (0)
Feacey	Ovenden	L Suddards	
Clarkson (Ch)			
Pickering (VCh)			

Appeals Committee (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 (8)	Ashford Independent (4)	Labour (2)	Green (1)
Blanford	T Heyes	Anckorn	Campkin
Burgess	Ledger	L Suddards	
B Heyes	Sparks		
Howard	Turner		
Krause			
Link			
Mulholland			
Wedgbury			

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 (8)	Ashford Independent (4)	Labour (2)	Green (1)
Bartlett	Cornish	Chilton	Campkin
Barrett	Ovenden	L Suddards	
Mrs Bell	Sparks		
Bell	Turner		
Blanford			
Clarkson			
Feacey			
Krause			

Standards Committee (8 Members)

Based on 5 Conservative Members (including at least one Member of the Cabinet) plus the Chairman and Vice-Chairman of the Overview & Scrutiny Committee.

Conservative (5)	Ashford Independent (2)	Labour (1)	Green (0)
Mrs Bell (Ch)	Ovenden	Chilton	
Forest	Turner		
Knowles			
Pickering			
Shorter (VCh)			

Joint Transportation Board (7 Members)

Conservative (4)	Ashford Independent (2)	Labour (1)	Green (0)
Burgess	Cornish	Spain	
Feacey	T Heyes		
B Heyes (Ch)			
Krause			

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

Conservative (4)	Ashford Independent (2)	Labour (1)	Green (0)
Barrett	Pauley	L Suddards	
Forest	Smith		
Knowles (VCh)			
Webb (Ch)			

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 (3)	Ashford Independent (1)	Labour (1)	Green (1)
Mrs Bell	Smith	L Suddards	Campkin
Mulholland			
Pickering (Ch)			

Member Training Panel (8 Members)

Conservative (5)	Ashford Independent (2)	Labour (1)	Green (0)
Mrs Bell (VCh)	Pauley	Spain	
Blanford	Smith		
Forest			
Howard			
Pickering (Ch)			

Local Government and Polling Districts Task Group (10 Members)

Conservative (6)	Ashford Independent (2)	Labour (1)	Green (1)
Bell (Ch)	Rogers	Anckorn	Meaden
Blanford	Sparks		
B Heyes			
Knowles (VCh)			
Krause			
Wedgbury			

Local Plan & Planning Policy Task Group (10 Members)

Conservative (6)	Ashford Independent (2)	Labour (2)	Green (1)
Bartlett (Ch)	Harman	Spain	Wright
Bell (VCh)	Ledger		
Mrs Bell			
Blanford			
Clokie			
B Heyes			

Trading and Enterprise Board (4 Members and 1 Observer)

Conservative
(4)
Bell (Ch)
Feacey
Pickering
Shorter

* 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.

MEMBERSHIP OF CABINET BOARDS, ADVISORY COMMITTEES AND TASK GROUPS FOR 2021/22

The following are set out for information only.

Boards

Ashford Strategic Delivery Board (4 Members)

Conservative
(4)
Bell
Clarkson (Ch)
Clokie
Shorter

Regeneration, Infrastructure and Improvement Co-Ordination Board (10 Members)

Conservative	Ashford Independent	Labour	Green
(8)	(1)	(1)	(0)
_____	Ovenden	Farrell	
Bell			

Clarkson (Ch)			
Feacey			
Iliffe (VCh)			
Shorter			
Webb			

Economic Regeneration & Investment Board (6 Members)

Conservative (5)	Ashford Independent (1*)	Labour (0*)	Green (0*)
Bartlett (VCh)	Ovenden		
Bell			
Clarkson (Ch)			
Iliffe			
Shorter			

***One seat allocated to the Leader of the largest Opposition Group**

Compliance & Enforcement Board (6 Members) (plus 1 ex-officio)

Conservative (5)	Ashford Independent (0)	Labour (1)	Green (0*)
Barrett		Spain	
Bell (Ch)			
Buchanan			
Feacey (VCh)			
Shorter			
Clarkson (EO)			

Civic and Ceremonial Programme Board (6 Members) (plus the Mayor as ex-officio)

Conservative (4)	Ashford Independent (1)	Labour (1)	Green (0)
Burgess	Ovenden	L Suddards	
Clarkson (Ch)			
Forest (VCh)			
Webb			
Mayor (EO)			

Advisory Committees

Climate Change Advisory Committee (7 Members)

Conservative (4)	Ashford Independent (1)	Labour (1)	Green (1)
Blanford	Ledger	Anckorn	Campkin
Feacey (VCh)			
White (Ch)			
Mulholland			

IT and Digital Transformation Advisory Committee (5 Members)

Conservative (4)	Ashford Independent (1)	Labour (0)	Green (0)
Bell (VCh)	Ovenden		
Forest (Ch)			
Krause			
Pickering			