

COUNCIL
25 APRIL 2013

**ESTABLISHMENT OF COMMITTEES, APPOINTMENTS
AND SCHEDULE OF MEETINGS 2013/2014**

Report from: Neil Davies, Chief Executive

Author: Julie Keith, Head of Democratic Services

Summary

This report sets out the position regarding the overall allocation of seats on committees. The Council is asked to make recommendations to the Annual meeting of the Council on 15 May regarding the committees and other bodies to be appointed for 2013/2014 and a programme of meetings.

The Council is also asked to make recommendations to the Joint Meeting of Committees on 15 May 2013, immediately following the Annual Meeting of the Council, in respect of the establishment and membership of sub-committees and task groups.

1. Budget and Policy Framework

- 1.1 The establishment of committees and the appointment of Members to serve on committees and outside bodies is a matter for decision by the Annual Meeting of the Council together with approval of the annual schedule of meetings.
- 1.2 The appointment of Chairmen and Vice-chairmen, the establishment of sub-committees, task groups and the appointment of Members to serve on them is a matter for decision at a Joint meeting of Committees, which immediately follows the Annual Council meeting.

2. Background

- 2.1 In April each year the Council usually considers the position regarding the overall allocation of seats on committees and makes recommendations for decision at the Annual Council meeting in May.
- 2.2 Local elections for all 55 Councillors representing 22 Wards took place on 5 May 2011. Following these elections four political groups were established. The current composition of the Council remains unchanged since the last Annual Council meeting in May 2012 and is as follows:

Group	Number of councillors	Proportionality %
Conservative Group	35	63.64
Labour Group	15	27.27
Liberal Democrat Group	3	5.45
Independent Group	2	3.64
	55	100%

3 Establishment of Committees and allocation of seats plus other appointments for 2013/2014

3.1 The Local Government and Housing Act 1989 requires the Council to allocate seats on committees to political groups in accordance with the size of each group on the Council as a whole, unless alternative arrangements are notified to all Members and agreed without any Councillor voting against them. The council is required to observe the following principles so far as is reasonably practicable:-

- (a) that not all the seats on the body are allocated to the same political group;
- (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority;
- (d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.

3.2 Principles (a), (b) and (d) apply to all appointments to the authority's own bodies and to certain outside bodies. However, principle (c) only relates to appointments to the 'ordinary committees' of the council.

3.3 Any decision to waive the requirements of political balance will require a resolution of the council with no member voting against.

3.4 The overall number of seats on committees is currently 123 allocated across the political groups as follows:

Conservative	Labour	Liberal Democrat	Independent Group	Total
78 (+2)	34	7	4	123

3.5 The following table sets out proposals (which have been shared with Group Whips), for the establishment of committees, their size and the allocation of seats to political groups. This meets the overriding requirement to ensure the overall number of seats on ordinary committees are allocated in accordance with the political balance of the Council.

Committee	No. of seats	Con 63.64%	Lab 27.27%	LD 5.45%	Ind. Group 3.64%	Total 100%
Children and Young People OSC	13 (+2)	8 (+2)	3	1	1	13 (+2)
Health and Adult Social Care OSC	13	8	4	1	0	13
Business Support OSC	13	8	4	1	0	13
Regeneration, Community and Culture OSC	13	8	3	1	1	13
NHS (Joint with KCC)	4	3	1	0	0	4
Appointments	6	4	2	0	0	6
Appointments Committee for Director of Children and Adults	8	5	3	0	0	8
Audit	5	3	2	0	0	5
Planning	16	10	4	1	1	16
Employment Matters	7	5	2	0	0	7
Licensing and Safety	12	8	3	1	0	12
School Transport and Curriculum Appeals	5	3	1	0	1	5
Councillor Conduct Committee	8	5	2	1	0	8
Overall Entitlement	123	78	34	7	4	123

Notes:

- (i) There are two additional Conservative Members on the Children and Young People Overview and Scrutiny Committee to preserve that Group's majority in view of the four statutory co-optees with voting rights who have to be appointed to the Committee.

- (ii) The Council has also previously approved the establishment of an ad hoc committee to consider the removal of Council appointed school governors as and when necessary and that the membership of the committee is comprised of the Group Whips and the relevant Portfolio Holder. Previously political balance has been waived in respect of this committee so that the overall number of seats on committees is not affected. Therefore it has not been included in the calculation set out above.
- 3.6 The list of committees, joint committees, outside bodies, sub-committees and task groups are set out at Appendices A and B with recommended sizes and allocation of places. The Council is asked to note and agree the recommendation of Group Whips that membership of the National Association of Councillors should be discontinued which will generate a saving of £800 per annum.
- 3.7 The Council is asked to note, in particular, that agreement is being sought to reappoint the South Thames Building Control Joint Committee as Medway, Gravesham and Swale agreed to continue the building control partnership for a second 5 -year term, effective from September 2012. This Committee is not subject to the rules on political balance.
- 3.8 The Health and Wellbeing Board is listed as a new Committee of the Council in Appendix A . This Committee is not subject to the rules on political balance and the Council is being recommended to agree that the positions of Chairman and Vice Chairman of the Board should be appointed by the Board at its first ordinary meeting after each Annual Council meeting rather than at the Joint meeting of Committees on the evening of Annual Council.

4. Timetable of meetings

- 4.1 On 24 January 2013 the Council agreed a draft schedule of meetings for 2013/2014, as attached at Appendix C. Since the Council meeting in January several amendments, as highlighted, have been incorporated into the draft timetable and notified to Group Whips.

5. Financial, legal and risk management implications

- 5.1 There are no financial implications arising from this report.
- 5.2 The legal position is set out within the body of the report.
- 5.3 There are no risk management implications arising from this report

6. Recommendations

- 6.1 The Council is asked to agree to recommend to Annual Council and the Joint meeting of all Committees on 15 May 2013 as applicable:
 - (i) the establishment of committees, sub committees and task groups, their size and the allocation of seats to political groups as set out in paragraph 3.5 above and in Appendix A, together with terms of reference as set out in the Council's constitution;

- (ii) the establishment of an ad hoc committee to consider the removal of Council appointed school governors as and when necessary and to waive political balance in respect of this Committee;
- (iii) that appointments should be made to Joint Committees, outside bodies and other bodies as set out in Appendix B (with nominees to be reported at the Annual Council meeting);
- (iv) that membership of the National Association of Councillors should be discontinued as suggested by Group Whips
- (v) the timetable of meetings for the 2013/2014 municipal year as set out in Appendix C to this report;

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Appendices

Appendix A – List of committees, sub-committees and task groups

Appendix B – List of joint committees and outside and other bodies

Appendix C – Revised timetable of meetings

Background papers

Sections 15-17 of, and schedule 1 to, the Local Government and Housing Act 1989

Appendix A - Establishment of committees, sub-committees and task groups May 2013 - April 2014

OVERVIEW AND SCRUTINY COMMITTEES

Note: C = Chairman VC = Vice-Chairman S = Designated Spokesperson

BUSINESS SUPPORT (13 MEMBERS)

Conservative (8) **Labour (4)** **Liberal Democrat (1)**

Councillors: Councillors: Councillor:

CHILDREN AND YOUNG PEOPLE (13 MEMBERS +2)

Conservative (8+(2)) **Labour (3)** **Liberal Democrat (1)** **Independent Group (1)**

Councillors: Councillors: Councillor: Councillor:

Co-opted members with voting rights (on educational issues only) (4)

Samantha Collins – parent governor representative
Kwashie Anang – parent governor representative
Jim Grogan – Roman Catholic church representative
Alex Tear – Church of England representative

Added members without voting rights

Jane Heyes – headteacher representative
Lauraine McManus – teacher representative
Adrian Cole – governor representative (substitute Patricia Daniels)
Doyin Yahyi – Medway Youth Parliament representative } (Substitute Perdita Blinkhorn)
Sam Tutt – Medway Youth Parliament representative }
1 x To be confirmed - Healthwatch

HEALTH AND ADULT SOCIAL CARE (13 MEMBERS)

Conservative (8)

Labour (4)

Liberal Democrat (1)

Councillors:

Councillors:

Councillor:

Representative without voting rights

1 x To be confirmed - Healthwatch

Medway Pensioner Forum without voting rights

Mrs Christine Baker

JOINT KCC/MEDWAY NHS OVERVIEW AND SCRUTINY COMMITTEE (4 MEMBERS)

Conservative (3)

Labour (1)

Councillors:

Councillor:

REGENERATION, COMMUNITY AND CULTURE (13 MEMBERS)

Conservative (8)

Labour (3)

Liberal Democrat (1)

Independent Group (1)

Councillors:

Councillors:

Councillor:

Councillor:

DE-CLUTTERING STREETS IN MEDWAY (5 MEMBERS)

Conservative (3)

Labour (1)

Liberal Democrat (1)

Councillors:

Bright
Hicks
Mackinlay

Councillor:

Hubbard

Councillor:

Juby

OTHER COUNCIL COMMITTEES**APPOINTMENTS COMMITTEE (6 MEMBERS)**

To appoint to the post of Chief Executive, first and second tier posts and any other posts identified by the Employment Matters Committee

Conservative (4)**Councillors:**

Leader
Deputy Leader
Portfolio Holder
O&S Chairman or
one other to be advised

Labour (2)**Councillor:**

Leader and relevant
Spokesperson

APPOINTMENTS COMMITTEE (8 MEMBERS)

To appoint to the post of Director of Children and Adults

Conservative (5)**Councillors:**

Leader
Deputy Leader
Portfolio Holders x 2
O&S Chairman or
one other to be advised

Labour (3)**Councillor:**

Leader
Relevant
Spokespersons x 2

AUDIT COMMITTEE (5 MEMBERS)**Conservative (3)****Councillors:****Labour (2)****Councillors:****COUNCILLOR CONDUCT COMMITTEE (8 MEMBERS)****Conservative (5)****Councillors:****Labour (2)****Councillors:****Liberal Democrat (1)****Councillor:****EMPLOYMENT MATTERS COMMITTEE (7 MEMBERS)****Conservative (5)****Councillors:****Labour (2)****Councillors:****EMPLOYMENT MATTERS APPEALS PANEL - SUB-COMMITTEE OF EMPLOYMENT MATTERS COMMITTEE (3 MEMBERS)****Conservative (2)****Councillors:****Labour (1)****Councillor:**

JOINT CONSULTATIVE COMMITTEE (7 MEMBERS)

Conservative (5)

Labour (2)

Councillors:

Councillors:

Notes: 1. Chair to be appointed at the first meeting in each year.

2. This Committee membership comprises the membership of the Employment Matters Committee.

EQUALITIES WORKING GROUP (4 MEMBERS)

Conservative (3)

Labour (1)

Councillors:

Councillor:

PAY REVIEW WORKING GROUP (4 MEMBERS)

Conservative (3)

Labour (1)

Councillors:

Councillor:

GOVERNOR AD HOC COMMITTEE (4 MEMBERS)

Conservative (2)

Labour (1)

Liberal Democrat (1)

Councillors:

Children's Services
Portfolio Holder
Group Whip

Councillor:

Group Whip

Councillor:

Group Whip

Note: The Council usually agrees to waive the requirements of political balance on this Committee insofar as the overall calculation of allocation of seats on committees is concerned.

HEALTH AND WELLBEING BOARD – SUBJECT TO CONFIRMATION BY COUNCIL

7 Councillors to be nominated by the Leader (who should not also be members of either the HASC or CYP Overview and Scrutiny Committees*). The requirements of political balance will not apply.

Medway Healthwatch – one representative (who should not also be a member of either the HASC or CYP Overview and Scrutiny Committees*)

Director of Children and Adults

Director of Public Health

Assistant Director Adult Social Services

Medway Clinical Commissioning Group – three representatives (one statutory seat and two additional seats under the provision allowing the appointment of such other persons (or representatives of such other persons) as the local authority thinks appropriate

NHS Commissioning Board/Kent and Medway Area Team – one representative

(Note* - Substitutes appointed to attend meetings of the HWB may not also be members of the Health and Adult Social Care or Children and Young People Overview and Scrutiny Committees).

LICENSING AND SAFETY COMMITTEE (12 MEMBERS)

Conservative (8)

Labour (3)

Liberal Democrat (1)

Councillors:

Councillors:

Councillor:

LICENSING SUB-COMMITTEE OF LICENSING AND SAFETY COMMITTEE (7 MEMBERS)

Conservative (5)

Labour (2)

Councillors:

Councillors:

Note: * Chair and Vice Chair subject to appointment at the next meeting of the Sub Committee.

LICENSING HEARING PANEL - SUB-COMMITTEE OF LICENSING AND SAFETY COMMITTEE (3 MEMBERS)

AND

LICENSING 1982 ACT HEARING PANEL – SUB-COMMITTEE OF LICENSING AND SAFETY COMMITTEE (3 MEMBERS)

The following Panels are used for both the above Sub-Committees

Panel A

(Conservative)

(Conservative)

(Conservative)

Panel B

(Conservative)

(Conservative)

(Labour)

Panel C

(Conservative)

(Conservative)

(Liberal Democrat)

Panel D

(Conservative)

(Labour)

(Liberal Democrat)

Panel E

(Conservative)

(Conservative)

(Conservative)

Panel F

(Conservative)

(Conservative)

(Labour)

Note: The Licensing and Safety Committee is asked to waive the requirements of political balance in relation to this Panel as has been the practice in previous years.

PLANNING COMMITTEE (16 MEMBERS)

Conservative (10)

Labour (4)

Liberal Democrat (1)

Independent Group (1)

Councillors:

Councillors:

Councillor:

Councillor:

SCHOOL TRANSPORT AND CURRICULUM APPEALS COMMITTEE (5 MEMBERS)

Conservative (3)

Labour (1)

Independent Group (1)

Councillors:

Councillor:

Councillor:

Appendix B - Schedule of Council representation on Joint Committees, outside bodies, other bodies and charities for the 2013/2014 municipal year

(A) Joint committees and other joint bodies

Title	No and ratio
Chatham Regeneration Board	7 (Leader, appointed portfolio holders and 1 x Chatham Central Ward Councillor 1 x River Ward Councillor
Kent and Essex Inshore Fisheries and Conservation Authority	1
Kent and Medway Fire and Rescue Authority	4 (3:1)
Kent Rural Board	1 (appropriate portfolio holder)
NORSE Joint Venture Board	To be confirmed
Parking Adjudication Joint Committee	1 plus 1 substitute
Police and Crime Panel for Kent and Medway	2
South East Local Enterprise Partnership (SE LEP)	1 (Leader)
South East Local Transport Body (SE LTB)	1 (Leader)
Southern Regional Flood and Coastal Committee	1
South Thames Gateway Building Control Joint Committee	1 plus 1 substitute
Superannuation Fund Committee (with KCC)	1 plus 1 substitute

(B) Other bodies required by statute

Title	No and ratio
Admiralty Court	6 (4:2)
Adoption Panel	1
Complaints Review Panel (Children's Social Care)	3 Independent members only
Fostering Panel	1
Local Access Forum	2 (1:1)
Medway Admissions Forum	2 (1:1) Plus 2 parent/ governor reps
Rochester Airport Consultative Committee	1
Standing Advisory Council on Religious Education	4 (3:1)

(C) Outside bodies

Title	No and ratio
Action with Communities in Rural Kent (previously known as Kent Rural Community Council)	2 (1:1)
Art for Life Project	1
Association of Port Health Authorities	1
Chatham Historic Dockyard Trust	2
Chatham Maritime Charitable Trust Ltd	2 (1:1)
Chatham World Heritage Partnership	1
Court of the University of Kent at Canterbury	3 (The Mayor, Leader and Chief Executive)
Ethnic Minority Forum	3 (2:1)
Fort Amherst Heritage Trust	1
Friends of Medway Archives	1
Groundwork Kent and Medway	1
Halling Association	1
“HANDS” Gillingham Volunteer Centre	1
“HANDS” Rochester Volunteer Centre	1
Improved Efficiency South East Environment and Waste Member Board	1 (Portfolio Holder for Front Line Services)
Kent County Playing Fields Association	1
Kent Downs Area of Outstanding Natural Beauty Joint Advisory Committee	1
Kent People's Trust	1
Kent Waste Forum	1
Local Democracy and Accountability Network	2 (1:1)
Local Government Association – General Assembly	4 (3:1)
Local Government Association – Rural Commission	2 (1:1)
Local Government Association – Urban Commission	2 (1:1)
Lower Lines Trust	1
Lower Medway Internal Drainage Board	4 (3:1)

Title	No and ratio
Medway Adult Community Learning Steering Group	3 (2:1)
Medway Housing Improvement Agency	2 (1:1)
Medway Maritime Hospital Foundation Trust - Council of Governors	1 x partner governor
“Medway Queen” Preservation Society	2 (1:1)
Medway Tourism Association	4 (3:1)
Medway Towns Sea Cadets	1
Medway University Technical College Trust	1
MHS Homes Community Charity Ltd	1
National Association of Councillors AGM Representatives Group Whips are recommending the Council to discontinue membership of this Association .	3 (2:1)
RELATE (Medway and Gravesham)	1
Rochester Bridge Trust	3 (2:1)
Rochester Cathedral Council	1
Rochester Diocesan Board of Education	1
South East Employers (representatives automatically appointed to the employers side of the Southern/South Eastern Provincial Councils)	3 (2:1)
South East England Health Scrutiny Network (formerly known as NHS Chairs Group)	1
South East Reserve Forces and Cadet Association	1
Strategic Partnering Board (NHS Medway)	1
Thames Gateway Kent Partnership Board	1
Thames Gateway Strategic Group	1
Tourism South East	2 (1:1)
Valley of Visions Landscape Liaison Board	1

(D) Charities

Title	No and ratio
All Saints Frindsbury Charities	2 (1:1)
Chatham Charities Trustees	8 (5:2:1)
Gillingham United Charities	3 (2:1)
Gunsley Charity	2 (1:1)
John Baynard's Charity	2 (1:1)
Mayor of Medway's Welfare Fund	7 (5:2) (Ratio includes the Mayor and Deputy Mayor, ex- officio trustees)
Rochester Grammar School for Girls Charity	2 (1:1)
Sir Joseph Williamson's Mathematical School Scheme	1

(E) Other bodies set up by Medway

Title	No and ratio
Chatham Centre Forum	2 (1:1)
Gillingham Town Centre Forum	3 (2:1)
Housing Asset Management Board	4
Informal Working Party on Polling Districts and Polling Places	7 (5:2)
Medway Lifelong Learning Forum	1
Member Development Advisory Group	7 (5:2)
Rochester City Centre Forum	3 (2:1)
Rochester Conservation Area Advisory Group	3 (2:1)
Rochester Riverside Project Board	5 (3:2) and *1 non-voting ward member
Rural Liaison Committee	11 (7:3:1)
Strood Town Centre Forum	3 (2:1)
Youth Centre Management Committees:- (i) Parkwood (ii) Strood (iii) Woodies (iv) Woodlands	3 (2:1)

(F) Executive appointments (Appointments to these bodies must be approved by Cabinet)

Title	No and ratio
Airport Proposals Cabinet Advisory Group	9 (5:2:1:1)
Bus Lane Adjudication Service Joint Committee	1
Children and Adults Capital Programme Cabinet Advisory Group	4 (4 Portfolio Holders)
Corporate Parenting Group	9 (5:2:1:1) plus named substitutes
International Economic Development Cabinet Advisory Group	5 (3:2)
Local Development Framework Advisory Group	5 (3:2)
Local Transport Plan Advisory Group	5 (3:2)
Medway Regeneration, Community and Culture Advisory Group	16 (10:4:1:1)
Regeneration Community and Culture Capital Programme Cabinet Advisory Group	3 (Portfolio holders)
Strategic Procurement Board	2 (2 Portfolio Holders)

SCHEDULE OF MEETINGS MAY 2013 - MAY 2014

Please note that all meetings are held at Gun Wharf unless otherwise stated and this information is subject to change

DATE	MEETING	VENUE
MAY 2013		
Wed 8 May	7pm Planning Committee	Meeting Room 2
Tue 14 May	3pm Cabinet	Meeting Room 2
Wed 15 May	7pm Annual Council	St George's Centre
Wed 29 May	7pm Planning Committee	Meeting Room 2
JUNE 2013		
Tue 4 June	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 2
Fri 7 June	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Mon 10 June	6pm Councillor Conduct Committee	Meeting Room 9
Tue 11 June	3pm Cabinet	Meeting Room 2
Thu 13 June	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Thu 13 June	10am South Thames Gateway Building Control Joint Committee	Gravesham Borough Council
Fri 14 June	2pm Licensing Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 18 June	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
<u>Tues 18 June</u>	<u>4pm Health and Wellbeing Board</u>	<u>To be advised</u>
Wed 19 June	7pm Planning Committee	Meeting Room 2
Thu 20 June	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Tue 25 June	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 2

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DATE	MEETING	VENUE
Thu 27 June	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2
JULY 2013		
Thu 4 July	7pm Employment Matters Committee	Meeting Room 2
Fri 5 July	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Mon 8 July	6pm Councillor Conduct Committee	Meeting Room 9
Tue 9 July	3pm Cabinet	Meeting Room 2
Wed 10 July	7pm Planning Committee	Meeting Room 2
Thu 11 July	7pm Audit Committee	Meeting Room 2
Tue 16 July	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 16 July	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 2
Thu 18 July	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Thu 18 July	4pm Health and Wellbeing Board	Meeting Room 2
Tue 23 July	6pm Licensing and Safety Committee	Meeting Room 2
Thu 25 July	7pm Council	St George's Centre
Tue 30 July	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 31 July	7pm Planning Committee	Meeting Room 2
AUGUST 2013		
Fri 2 August	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 6 August	3pm Cabinet	Meeting Room 2

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DATE	MEETING	VENUE
Wed 7 August	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Thu 8 August	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Mon 12 August	6pm Councillor Conduct Committee	Meeting Room 2
Tue 13 August	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 14 August	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2
Tue 20 August	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 2
Wed 21 August	7pm Planning Committee	Meeting Room 2
Fri 23 August	2pm Licensing Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 27 August	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Thu 29 August	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
SEPTEMBER 2013		
Tue 3 September	3pm Cabinet	Meeting Room 2
Fri 6 September	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 11 September	7pm Planning Committee	Meeting Room 2
Thu 12 September	7pm Employment Matters Committee	Meeting Room 2
Mon 16 September	6pm Councillor Conduct Committee	Meeting Room 2
Tue 17 September	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 18 September	6pm Licensing and Safety Committee	Meeting Room 2
Thu 19 September	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2

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DATE	MEETING	VENUE
Thu 19 September	10am South Thames Gateway Building Control Joint Committee (provisional – tba by Swale)	Gravesham Borough Council
<u>Thu 19 September</u>	<u>6.30pm Business Support Overview and Scrutiny Committee</u>	<u>Meeting Room 2</u>
Tues 24 Sept	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Wed 25 September	7pm Audit Committee	Meeting Room 2
Thu 26 September	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 2
Fri 27 September	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
OCTOBER 2013		
Tue 1 October	3pm Cabinet	Meeting Room 2
Wed 2 October	7pm Planning Committee	Meeting Room 2
Thu 3 October	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2
Fri 4 October	2pm Licensing Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 8 October	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 8 October	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 2
Tue 15 October	6pm Licensing and Safety Committee	Meeting Room 2
Thu 17 October	7pm Council	St George's Centre
Mon 21 October	6pm Councillor Conduct Committee	Meeting Room 9
Tue 22 October	4pm Health and Wellbeing Board	Meeting Room 2
Wed 23 October	7pm Planning Committee	Meeting Room 2
Thu 24 October	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2

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DATE	MEETING	VENUE
Fri 25 October	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 29 October	3pm Cabinet	Meeting Room 2
NOVEMBER 2013		
Tue 5 November	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 13 November	7pm Planning Committee	Meeting Room 2
Mon 18 November	6pm Councillor Conduct Committee	Meeting Room 2
Wed 20 November	6pm Licensing and Safety Committee	Meeting Room 2
Thu 21 November	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Fri 22 November	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 26 November	3pm Cabinet	Meeting Room 2
Thu 28 November	7pm Employment Matters Committee	Meeting Room 2
DECEMBER 2013		
Wed 4 December	7pm Planning Committee	Meeting Room 2
Thu 5 December	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Fri 6 December	2pm Licensing Sub-Committee of Licensing and Safety Committee	Meeting Room 13
Tue 10 December	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 10 December	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 2
Wed 11 December	7pm Audit Committee	Meeting Room 2
Thu 12 December	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2

Please note that all meetings are held at Gun Wharf unless otherwise stated and this information is subject to change

DATE	MEETING	VENUE
Thu 12 December	10am South Thames Gateway Building Control Joint Committee (provisional – tba by Swale)	Gravesham Borough Council
Thu 12 December	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2
Mon 16 December	6pm Councillor Conduct Committee	Meeting Room 9
Tue 17 December	3pm Cabinet	Meeting Room 2
Wed 18 December	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 2
JANUARY 2014		
Wed 8 January	7pm Planning Committee	Meeting Room 2
Thu 9 January	4pm Health and Wellbeing Board	Meeting Room 2
Fri 10 January	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 14 January	3pm Cabinet	Meeting Room 2
Tue 14 January	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 9
Wed 15 January	7pm Employment Matters Committee	Meeting Room 2
Thu 16 January	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Tue 21 January	6pm Licensing and Safety Committee	Meeting Room 2
Thu 23 January	7pm Council	St George's Centre
Mon 27 January	6pm Councillor Conduct Committee	Meeting Room 2
Tue 28 January	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 28 January	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 2
Wed 29 January	7pm Planning Committee	Meeting Room 2

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DATE	MEETING	VENUE
Thu 30 January	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2

FEBRUARY 2014

Thu 6 February	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Fri 7 February	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 11 February	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 11 February	3pm Cabinet (budget)	Meeting Room 2
Thu 13 February	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Fri 14 February	2pm Licensing Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Wed 19 February	7pm Planning Committee	Meeting Room 2
Thu 20 February	7pm Council (budget)	St George's Centre
Mon 24 February	6pm Councillor Conduct Committee	Meeting Room 2
Fri 28 February	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2

MARCH 2014

Tue 11 March	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 11 March	3pm Cabinet	Meeting Room 2
Wed 12 March	7pm Planning Committee	Meeting Room 2
Wed 19 March	6.30pm Business Support Overview and Scrutiny Committee	Meeting Room 2
Thu 20 March	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2

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DATE	MEETING	VENUE
Thu 20 March	10am South Thames Gateway Building Control Joint Committee (provisional – tba by Swale)	Gravesham Borough Council
Thu 20 March	7pm Audit Committee	Meeting Room 2
Fri 21 March	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 25 March	6.30pm Children and Young People Overview and Scrutiny Committee	Meeting Room 2
Mon 31 March	6pm Councillor Conduct Committee	Meeting Room 2
APRIL 2014		
Tue 1 April	6pm Licensing and Safety Committee	Meeting Room 2
Wed 2 April	7pm Planning Committee	Meeting Room 2
Tue 8 April	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2
Tue 8 April	3pm Cabinet	Meeting Room 2
Tue 8 April	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	Meeting Room 9
Thu 10 April	6.30pm Regeneration, Community and Culture Overview and Scrutiny Committee	Meeting Room 2
Fri 11 April	2pm Licensing Sub-Committee of Licensing Committee	Meeting Room 2
Thu 17 April	8.45am School Transport and Curriculum Appeals Committee	Meeting Room 2
Thu 17 April	7pm Employment Matters Committee	Meeting Room 2
Tue 22 April	4pm Health and Wellbeing Board	Meeting Room 2
Wed 23 April	7pm Planning Committee	Meeting Room 2
Thu 24 April	7pm Council	St George's Centre
Fri 25 April	9.30am Licensing Hearing Panel / 1982 Act Hearing Panel – Sub-Committee of Licensing and Safety Committee	Meeting Room 2

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DATE	MEETING	VENUE
Mon 28 April	6pm Councillor Conduct Committee	Meeting Room 2

MAY 2014		
Tue 13 May	3pm Cabinet	Meeting Room 2
Wed 14 May	7pm Annual Council (provisional)	St George's Centre