

## **ANNUAL MEETING OF MEDWAY COUNCIL (AND JOINT MEETING OF COMMITTEES)**

**17 MAY 2017**

### **ESTABLISHMENT OF COMMITTEES, APPOINTMENTS AND SCHEDULE OF MEETINGS 2017/2018**

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 approve the recommendations in paragraph 6.1 relating to the committees and other bodies to be appointed for 2017/2018 and a programme of meetings.

The Council is also asked to make recommendations to the Joint Meeting of Committees on 17 May 2017, immediately following the Annual Meeting of the Council, in respect of the establishment and membership of sub-committees and a scrutiny task group.

#### **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 of some committees, the establishment of sub-committees, and any scrutiny 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 On 27 April 2017, the Council considered a report on the position regarding the overall allocation of seats on committees and made recommendations for decision at the Annual Council meeting.
- 2.2 There are 55 Councillors representing 22 Wards. The current composition of the Council is set out below:

	<b>Number of councillors</b>	<b>Proportionality %</b>
Conservative Group	38	69.1
Labour Group	15	27.3
UKIP Group	2	3.6
<b>Total</b>	<b>55</b>	<b>100%</b>

### **3 Establishment of Committees and allocation of seats plus other appointments for 2017/2018**

- 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:

<b>Conservative</b>	<b>Labour</b>	<b>UKIP</b>	<b>Total</b>
85 (+3)	34	4	123

- 3.5 The table below sets out proposals, agreed by the Council at its meeting on 27 April 2017, for the establishment of committees, their size and the allocation of seats to political groups in 2017/18. This represents no change to the allocation of seats agreed by Full Council in January 2017 and 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.

<b>Committee</b>	<b>No. of seats</b>	<b>38 CON 69.1%</b>	<b>15 LAB 27.3%</b>	<b>2 UKIP 3.6%</b>	<b>Total 100%</b>
Children and Young People OSC	13 (+3)	9 (+3)	3	1	13 (+3)
Health and Adult Social Care OSC	13	9	4	0	13
Business Support OSC	13	9	3	1	13
Regeneration, Community and Culture OSC	13	9	4	0	13
NHS (Joint with KCC)	4	3	1	0	4
Appointments	6	4	2	0	6
Appointments Committee for Director of Children and Adults	8	6	2	0	8
Audit	5	3	2	0	5
Planning	16	11	4	1	16
Employment Matters	7	5	2	0	7
Licensing and Safety	12	8	3	1	12
School Transport and Curriculum Appeals	5	3	2	0	5
Councillor Conduct Committee	8	6	2	0	8
<b>Overall entitlement</b>	<b>123</b>	<b>85 (+3)</b>	<b>34</b>	<b>4</b>	<b>123</b>

## **Notes:**

- (i) There are three 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. The Council has agreed to waive political balance 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.
- 3.7 The Health and Wellbeing Board is listed as a Committee of the Council in Appendix A. This Committee is not subject to the rules on political balance and the Council has previously agreed 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.
- 3.8 Members are asked to note that the membership of the Lower Medway Internal Drainage Board has been the subject of a review. The membership formula is derived from legislation based on financial contributions made by each constituent local authority. The Chief Executive of the Board has recently advised that Medway now has an entitlement to two seats (instead of four). After discussion with Group Whips Medway has indicated its wish to also take up one of the two "floating" seats to be allocated between Swale, Tonbridge and Malling and Medway although this is subject to formal agreement by the relevant local authorities as indicated in Appendix B.

## **4. Timetable of meetings**

- 4.1 The draft schedule of meetings for 2017/18 has been considered by Council on 26 January 2017 and 27 April 2017 where it was recommended to Annual Council for approval. At the meeting on 27 April 2017, the following proposed changes were reported as a result of the General Election being scheduled for 8 June 2017:
- Planning Committee to be moved from 7 June 2017 to 13 June 2017
  - Children and Young People Overview and Scrutiny Committee to be moved from 8 June 2017 to 30 May 2017
  - Rural Liaison Committee to be moved from 13 June 2017 to 18 July 2017.
- 4.2 Since Council on 27 April 2017, the Licensing Sub-Committee scheduled for 9 June 2017 is no longer required, therefore, this meeting has been cancelled. The meeting of the South Thames Gateway Building Control Joint Committee originally scheduled for 8 June 2017 will now take place on 12 June 2017 (2pm). Group Whips have been notified of these changes.

- 4.3 The revised schedule of meetings incorporating all of the above changes is attached at Appendix C.

## **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:

- (i) the establishment of committees, their size and the allocation of seats to political groups as set out in paragraph 3.5 above and in Appendix A to this report, 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) The membership of each Committee as set out in Appendix A to this report, including the appointment of voting and non-voting co-optees on Committees as listed;
- (iv) that appointments should be made to Joint Committees, outside bodies and other bodies as set out in Appendix B;
- (v) the timetable of meetings for the 2017/2018 municipal year as set out in Appendix C to this report.

- 6.2 The Council is asked to recommend to the Joint meeting of Committees:

- (i) the appointment of Chairmen and Vice Chairmen of Committees as set out in Appendix A to this report;
- (ii) the establishment of Sub Committees (with terms of reference as set out in the Council's Constitution), one Task Group, their size and the allocation of seats to political groups as set out in Appendix A 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**

None



**OVERVIEW AND SCRUTINY COMMITTEES**

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

**BUSINESS SUPPORT (13 MEMBERS)**

<b><u>Conservative (9)</u></b>	<b><u>Labour (3)</u></b>	<b><u>UKIP (1)</u></b>
<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillor:</b>
Carr (C)	Maple (S)	Freshwater
Clarke	Murray	
Etheridge (VC)	1 x vacancy	
Hall		
Josie Iles		
Purdy		
Royle		
Tejan		
Tranter		

**CHILDREN AND YOUNG PEOPLE (13 MEMBERS +3)**

<b><u>Conservative (9+(3))</u></b>	<b><u>Labour (3)</u></b>	<b><u>UKIP (1)</u></b>
<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillor:</b>
Aldous	Cooper	Vacancy
Fearn	Johnson	
Franklin	Price (S)	
Joy		
Kemp		
Opara		
Purdy		
Royle (C)		
Saroy		
Wicks (VC)		
Williams		
1 x vacancy		

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

Clive Mailing – Roman Catholic Church representative  
 Alex Tear – Church of England representative  
 2 x vacancies – parent governor representatives

**Added members without voting rights**

Tina Lovey – Headteacher representative  
 Vacancy – Teacher representative  
 Paddy Powell – Healthwatch Medway CIC representative (Substitute Dan Hill)  
 Medway Youth Parliament Chairman (Substitute – Medway Youth Parliament Cabinet Member)  
 Medway Youth Parliament Cabinet Member

**Task Group on Employment Opportunities for 18 – 21 year olds (including apprenticeships)  
(5 Members)**

*This Task Group is to be made up of 3 Members from Children and Young People O&S Committee and 2 from Regeneration, Culture and Environment O&S Committee*

**Conservative (3)**

**Councillors:**

Josie Iles  
Royle  
Williams

**Labour (2)**

**Councillors:**

Gilry  
Johnson

**HEALTH AND ADULT SOCIAL CARE (13 MEMBERS)**

**Conservative (9)**

**Councillors:**

Aldous  
Bhutia  
Fearn  
Franklin  
Howard  
Steve Iles  
Joy  
Purdy (C)  
Wildey (VC)

**Labour (4)**

**Councillors:**

Craven  
Khan  
McDonald  
Murray (S)

**UKIP (0)**

**Representative without voting rights**

Dan Hill – Healthwatch Medway CIC representative (Substitute Paddy Powell)

**Medway Pensioner Forum without voting rights**

Mrs Christine Baker

**JOINT KCC/MEDWAY NHS OVERVIEW AND SCRUTINY COMMITTEE (12 MEMBERS; 8 x KCC and 4 x MEDWAY MEMBERS)**

**Conservative (3)**

**Councillors:**

Purdy  
Royle  
Wildey

**Labour (1)**

**Councillor:**

Murray

**REGENERATION, CULTURE AND ENVIRONMENT (13 MEMBERS)**

**Conservative (9)**

**Councillors:**

Bhutia (VC)  
Carr  
Clarke (C)  
Etheridge  
Griffin  
Hicks  
Josie Iles  
Saroy  
Tejan

**Labour (4)**

**Councillors:**

Gilry  
Osborne  
Shaw  
Stamp (S)

**UKIP (0)**



## 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)**

##### **Councillors:**

Leader and relevant  
Spokesperson

### **APPOINTMENTS COMMITTEE (8 MEMBERS)**

To appoint to the post of Director of Children and Adults

#### **Conservative (6)**

##### **Councillors:**

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

#### **Labour (2)**

##### **Councillors:**

Leader and  
relevant Spokesperson

### **AUDIT COMMITTEE (5 MEMBERS)**

#### **Conservative (3)**

##### **Councillors:**

Gulvin  
Kemp (C)  
Tejan

#### **Labour (2)**

##### **Councillors:**

Maple  
Osborne (S)

### **COUNCILLOR CONDUCT COMMITTEE (8 MEMBERS)**

#### **Conservative (6)**

##### **Councillors:**

Carr  
Mrs Diane Chambers  
Hicks (C)  
Kemp  
Wicks  
Wildey

#### **Labour (2)**

##### **Councillors:**

Godwin  
Shaw (S)

#### **UKIP (0)**

### **EMPLOYMENT MATTERS COMMITTEE (7 MEMBERS)**

#### **Conservative (5)**

##### **Councillors:**

Avey  
Steve Iles  
Hicks  
Wicks (C)  
Williams

#### **Labour (2)**

##### **Councillors:**

Godwin  
Khan (S)

**EMPLOYMENT MATTERS APPEALS PANEL - SUB-COMMITTEE OF EMPLOYMENT MATTERS COMMITTEE (3 MEMBERS)**

**Conservative (2)**

**Labour (1)**

**Councillors:**

Avey  
Wicks

**Councillor:**

Godwin

**JOINT CONSULTATIVE COMMITTEE (7 MEMBERS)**

**Conservative (5)**

**Labour (2)**

**Councillors:**

Avey  
Steve Iles  
Hicks  
Wicks  
Williams

**Councillors:**

Godwin  
Khan

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:**

Avey  
Steve Iles  
Wicks

**Councillor:**

Khan

**GOVERNOR AD HOC COMMITTEE (4 MEMBERS)**

**Conservative (2)**

**Labour (1)**

**UKIP (1)**

**Councillors:**

Children's Services  
Portfolio Holder and  
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**

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.

### **Councillors:**

Brake  
Doe  
Etheridge  
Gulvin  
Maple  
Potter  
Tranter

Cath Foad - Medway Healthwatch (who should not also be a member of either the HASC or CYP Overview and Scrutiny Committees\*) (Substitute Heidi Butcher)

Director of Children and Adults Services

Director of Public Health

Interim Deputy Director Children and Adults Services

Medway NHS 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:

Dr Peter Green – Clinical Chair – NHS Kent and Medway Clinical Commissioning Group  
Dr Antonia Moore – Clinical Member – NHS Kent and Medway Clinical Commissioning Group  
Caroline Selkirk – Accountable Officer – NHS Kent and Medway Clinical Commissioning Group

NHS England – South (South East)– one representative:-

Pennie Ford – Director of Assurance and Delivery (South East) representing NHS England (Sally Allum substitute)

**(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).

**(Note** – Please note that Council agreed on 25 April 2013 that the Chairman will be appointed from among the Councillors serving on the Board. Council also agreed that the Chairman and Vice-Chairmen will be appointed at the first meeting of the Board after every Annual Council meeting).

## **LICENSING AND SAFETY COMMITTEE (12 MEMBERS)**

### **Conservative (8)**

#### **Councillors:**

Bhutia  
Carr (VC)  
Mrs Diane Chambers (C)  
Etheridge  
Fearn  
Griffin  
Hicks  
Kemp

### **Labour (3)**

#### **Councillors:**

Bowler  
Godwin  
McDonald (S)

### **UKIP (1)**

#### **Councillor:**

Pendergast

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

### **Conservative (5)**

### **Labour (2)**

#### **Councillors:**

Bhutia  
Carr  
Mrs Diane Chambers  
Fearn  
Kemp

#### **Councillors:**

Godwin  
McDonald (S)

Note: \* Chair and Vice Chair subject to appointment at the first meeting of the Sub Committee following Annual Council.

## **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 Panels

### **Panel A**

Mrs Diane Chambers (Conservative)	Bhutia (Conservative)	Pendergast (UKIP)
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### **Panel B**

Carr (Conservative)	Etheridge (Conservative)	Bowler (Labour)
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### **Panel C**

Mrs Diane Chambers (Conservative)	Fearn (Conservative)	Godwin (Labour)
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### **Panel D**

Carr (Conservative)	McDonald (Labour)	Griffin (Conservative)
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### **Panel E**

Mrs Diane Chambers (Conservative)	Kemp (Conservative)	Godwin (Labour)
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### **Panel F**

Carr (Conservative)	Hicks (Conservative)	McDonald (Labour)
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Note: 1) The Licensing and Safety Committee is asked to waive the requirements of political balance in relation to these Panels as has been the practice in previous years.

2) Hearing Panels can only be made up of members of the Licensing and Safety Committee. Panel A is chosen for the first Hearing Panel of the Municipal Year and the other Panels are used in order i.e. Panel B, Panel C etc having regard to availability and Ward Councillor conflicts. Fourth members of the Panel are selected on alphabetical basis to be on standby in case one member of the Panel is unable to take part.

**PLANNING COMMITTEE (16 MEMBERS)**

**Conservative (11)**

**Councillors:**

Bhutia  
Carr  
Mrs Diane Chambers (C)  
Etheridge  
Hicks (VC)  
Potter  
Royle  
Tejan  
Tranter  
Wicks  
1 x vacancy

**Labour (4)**

**Councillors:**

Bowler (S)  
Gilry  
Griffiths  
McDonald

**UKIP (1)**

**Councillor:**

Pendergast

**SCHOOL TRANSPORT AND CURRICULUM APPEALS COMMITTEE (5 MEMBERS)**

**Conservative (3)**

**Councillors:**

Griffin  
Josie Iles  
Royle (C)

**Labour (2)**

**Councillor:**

Cooper  
Gilry



**Schedule of Council representation on Joint Committees, outside bodies, other bodies and charities  
for the 2017/18 municipal year**

**(A) Joint committees and other joint bodies**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Kent and Essex Inshore Fisheries and Conservation Authority	1	Cllr Tejan	Municipal Year
Kent and Medway Fire and Rescue Authority	4 (3:1)	Cllrs Carr, Godwin, Steve Iles and Tranter	Municipal year
Kent and Medway Adults Safeguarding Board	1 (Portfolio Holder for Adult Services)	Cllr Brake	Municipal Year
Kent Rural Board	1 (appropriate portfolio holder)	Cllr Chitty	Municipal year
Patrol Adjudication Joint Committee	1 plus 1 substitute	Cllr Filmer plus Cllr Bhutia (substitute)	Municipal year
Police and Crime Panel for Kent and Medway	2	Cllrs Josie Iles and Tejan	Municipal year
South East Local Enterprise Partnership (SE LEP)	1 (Leader or appropriate portfolio holder)	Cllr Rodney Chambers OBE	Municipal year
Southern Regional Flood and Coastal Committee	1	Cllr Kemp	4 years to May 2019
South Thames Gateway Building Control Joint Committee	1 plus 1 substitute	Cllr Chitty Plus Cllr Carr (substitute)	Municipal year
Superannuation Fund Committee (with KCC)	1 plus 1 substitute	Cllr Wicks plus Cllr Josie Iles (substitute)	Municipal year

**(B) Other bodies required by statute**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Admiralty Court	6 (4:2)	The Mayor (Admiral of the River) (ex-officio) Cllrs Brake, Carr, Cooper, Doe, Khan and Royle,	Municipal year
Adoption Panel	1	Cllr Purdy	3 years to May 2018
Complaints Review Panel (Children's Social Care)	3 Independent members only	<u>Pool of Independent Members:</u>  Mrs A Cooke, Mr M Evans. Ms S McKeand Ms J Reynolds, Ms A Russell and Mrs S Thompson	Municipal year
Community Safety Partnership	1	Portfolio Holder for Resources (covering Community Safety)  Other Cllrs by invitation: Portfolio Holder for Children Services Leader of the Labour Group	Municipal year
Fostering Panel	1	Cllr Tranter	3 years to May 2020
Local Access Forum	2 (1:1)	Cllrs Steve Iles and Stamp	Municipal year
Medway Admissions Forum	2 (1:1) Plus 2 parent/ governor reps	Cllrs Potter and Price	4 years to May 2019
Rochester Airport Consultative Committee	1	Cllr Clarke	Municipal year



Title	No and ratio	Names of nominated representatives	Term of office
Standing Advisory Council on Religious Education	4 (3:1)	<p><b>Group A – Christian denominations and other religions</b></p> <p>Faran Forghani (Baha'i)  Gillian Marchand (Free Church – Baptist)  Stephen Bello (Free Church)  Kulwant Singh Jhita (Sikh)  Anne Keywood (Roman Catholic)  Irina Friedman (Jewish)  Margaret McDowall (Roman Catholic)  Stuart McLeod (Buddhist)  Vacancy (Hindu)  Vacancy (Muslim)  Alex Clark (Family Trust)</p> <p><b>Group B – Church of England</b></p> <p>Helen Bradshaw  Esther Cook  Virginia Corbyn  Helen Burn</p> <p><b>Group C – Associations representing teachers</b></p> <p>Vacancy (NAHT)  Vacancy (ATL)  Vacancy (NASUWT)  Carolyn Scott (NUT)  Vacancy (PAT)  Vacancy (SHA)</p> <p><b>Group D – Medway Council</b></p> <p>Cllrs Clarke, Cooper, Opara and Turpin</p>	Municipal year

**(C) Outside bodies**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Action with Communities in Rural Kent (previously known as Kent Rural Community Council)	2 (1:1)	Cllrs Fearn and Osborne	Municipal year
Art for Life Project	1	Cllr Potter	Municipal year
Association of Port Health Authorities	1	Cllr Carr	Nominations considered at the Port Health Authorities AGM in June
Chatham Historic Dockyard Trust	2	Cllr Rodney Chambers OBE  Cllr Carr	4 years to May 2019  4 years to May 2019
Chatham Maritime Charitable Trust Ltd	2 (1:1)	Cllr Maple  Cllr Tolhurst	3 year term expires December 2018  3 year term expires October 2019
Court of the University of Kent at Canterbury	3 (The Mayor, Leader and Chief Executive)	The Mayor, The Leader and Chief Executive (Substitutes are permitted if notified in advance of meetings e.g. The Deputy Mayor for the Mayor, a Portfolio Holder for the Leader and an Officer for the Chief Executive)	Municipal Year
Dynamics – The Medway Music Education Hub	1	Portfolio Holder for Educational Attainment and Improvement (Cllr Potter)  Substitute: Cllr Kemp	Municipal Year
Ethnic Minority Forum	3 (2:1)	Cllrs Khan, Opara and Saroy	Municipal year
Friends of Medway Archives	1	Mrs S Haydock	Municipal year
Groundwork South East	1	Cllr Hicks	3 years to September 2019
Halling Association	1	Cllr Fearn	Municipal year
“HANDS” Gillingham Volunteer Centre	1	Cllr Kemp	Municipal year
“HANDS” Rochester Volunteer Centre	1	Cllr Griffin	Municipal year

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Interim Board for the Thames Medway and Swale Estuaries Strategic Access Management and Monitoring Scheme	1	Portfolio Holder for Housing and Community Services	Municipal year
Kent and Medway Civilian Military Partnership Board	1	Cllr Doe	Municipal year
Kent County Playing Fields Association	1	Cllr Turpin	Municipal year
Kent Downs Area of Outstanding Natural Beauty Joint Advisory Committee	1	Cllr Williams	Municipal year
Kent People's Trust	1	Cllr Brake	Municipal year
Kent Resource Partnership Annual Council (previously listed as Kent Waste Forum)	1	Cllr Filmer	Municipal year
Local Government Association – General Assembly	4 (3:1)	Cllrs Rodney Chambers OBE, Doe, Jarrett and Maple	Municipal year
Lower Lines Trust	1	Cllr Rodney Chambers OBE	Municipal year
Lower Medway Internal Drainage Board	2  Plus one seat to be confirmed following discussion between constituent authorities	Cllrs Hicks and McDonald  Cllr Etheridge subject to agreement between constituent authorities	Municipal year
<del>Medway Home Improvement Agency</del> Note: This organisation no longer meets	<del>2</del> (1:1)	<del>Cllrs Avey and Griffiths</del>	<del>Municipal year</del>
Medway Maritime Hospital Foundation Trust – Council of Governors	1 x partner governor	Cllr Brake	Municipal year
“Medway Queen” Preservation Society	2 (1:1)	Mr Chris Buckwell and Cllr Cooper	Municipal year
Medway Tourism Association	4 (3:1)	Cllrs Avey, Doe, Steve Iles and Shaw	Municipal year
Medway Towns Sea Cadets	1	Cllr Tejan	Municipal year

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Medway University Technical College Trust	1	Cllr Wicks	Municipal year
MHS Homes Community Charity Ltd	1	Cllr Aldous	Municipal year
NHS Medway Primary Care Commissioning Committee	1	Director of Children and Adults representing Health and Wellbeing Board – non voting advisory position	Municipal year
North Kent Marshes Drainage Board	3 (2:1)	Cllrs Etheridge, Franklin and McDonald	Municipal year
RELATE (Medway and Gravesham)	1	Cllr Purdy	Municipal year
Rochester Bridge Trust	3 (2:1)	Cllr Jarrett  Mr Ray Harris (Labour nomination)  Cllr Filmer	4 years to 31 May 2021  4 years to 31 May 2021  4 years to 31 May 2019
Rochester Cathedral Council	1	Cllr Royle	Municipal year
Rochester Diocesan Board of Education	1 (non voting)	Cllr Kemp	Municipal year
South East England Health Scrutiny Network (formerly known as NHS Chairs Group)	1	Chairman of Health and Adult Social Care Overview and Scrutiny Committee	Municipal year
South East Reserve Forces and Cadet Association	1	Cllr Brake	Municipal year
Strategic Partnering Board (NHS Medway)	1	Cllr Gulvin	Municipal year
Thames Gateway Kent Partnership Board	1	Cllr Rodney Chambers OBE	Municipal year
Thames Gateway Strategic Group	1	Cllr Rodney Chambers OBE	Municipal year
Tourism South East	2 (1:1)	Cllrs Doe and Shaw	Municipal year

**(D) Charities**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
All Saints Frindsbury Charities	2 (1:1)	Cllr Williams and Mr Robert Heathfield (Labour nomination)	Municipal year
Chatham Charities Trustees	8 (5:2:1)	<p>The Mayor (ex-officio) Rev Brian Adams (ex-officio)</p> <p><u>Representative Trustees</u></p> <p>Cllr Tejan (Conservative nomination)</p> <p>Cllr Clarke (Conservative nomination)</p> <p>Cllr Griffin (Conservative nomination)</p> <p>Mr Harinder Singh (Labour nomination)</p> <p>Cllr A Gulvin (Conservative nomination)</p> <p>Mr S Peachall (Conservative nomination)</p> <p>Cllr Shaw (Labour nomination)</p> <p>1 x vacancy (UKIP nomination)</p>	<p>4 year terms expire:</p> <p>May 2019</p> <p>May 2019</p> <p>May 2019</p> <p>May 2019</p> <p>May 2021</p> <p>May 2021</p> <p>May 2021</p> <p>May 2021</p>
Gillingham United Charities	3 (2:1) 1 x Conservative place held by Mrs V Williams	<p>The Vicar of Gillingham (ex-officio Trustee)</p> <p><u>Representative Trustees</u></p> <p>Cllr Purdy (Conservative nomination)</p> <p>Cllr Gilry (Labour nomination)</p> <p>Mrs V Williams</p>	<p>4 year terms expire:</p> <p>November 2021</p> <p>May 2021</p> <p>August 2021</p>
Gunsley Charity	2 (1:1)	<p><u>Nominative Trustees</u></p> <p>Alderman Baker (Conservative nomination)</p> <p>Cllr Bowler (Labour nomination)</p>	<p>4 year terms expire:</p> <p>May 2020</p> <p>May 2020</p>

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
John Baynard's Charity	2 (1:1)	<u>Representative Trustees</u>  Cllr Griffin (Conservative nomination)  Dr Rosalind Oliver (Labour nomination)	4 year terms expire:  May 2020  October 2019
Mayor of Medway's Welfare Fund	7 The Mayor and Deputy Mayor, are ex-officio trustees plus 5 others in the ratio 3:2)	Cllrs Brake Kemp and Royle and 2 x Labour vacancies	Municipal year
Rochester Grammar School for Girls Charity	2 (1:1) Allocation of places will be determined at end of current terms	The Mayor is an ex-officio Trustee  Cllr Murray  Alderman Mr Baker (Conservative nomination)	4 year terms expire:  June 2020  June 2020
Sir Joseph Williamson's Mathematical School Scheme	1	Alderman Baker (Conservative Nomination)	4 year term expires: May 2020

**(E) Other bodies set up by Medway**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>		<b>Term of office</b>
Chatham Centre Forum	2 (1:1)	Cllrs Maple and Tejan		Municipal year
Community Governance Review Working Group	7 (5:2)	Cllrs Bowler, Carr, Doe, Steve Iles, Osborne, Turpin and Wildey		Municipal year
Designated Person Panel	5 (3:1:1) (approved by Cabinet 09/07/13)	<u>Member</u> Cllr Bhutia Cllr Clarke  Cllr Freshwater Cllr Griffiths Cllr Opara	<u>Substitute</u> Cllr Tejan Cllr Mackness Cllr Pendergast Cllr Cooper Cllr Potter	Municipal year
Gillingham Town Centre Forum	3 (2:1)	Cllrs Price, Purdy and Saroy		Municipal year
Housing Asset Management Board	4	Relevant Portfolio Holder and Group Spokes on Housing (Business Support O&S Committee)		Municipal Year
Informal Working Party on Polling Districts and Polling Places	7 (4:2:1)	Cllrs Fearn, Freshwater, Griffiths, Maple, Opara, Potter and Wildey		Municipal year
Member Development Advisory Group	7 (4:2:1)	Cllrs Carr, Hicks, Josie Iles, Maple, Pendergast, Shaw and Wicks.		Municipal year
Rochester City Centre Forum	3 (2:1)	Cllrs Griffin, Murray and Turpin		Municipal year
Rochester Conservation Area Advisory Group	3 (2:1)	Cllrs Bowler, Griffin and Turpin		Municipal year
Rochester Riverside Project Board	5 (3:2) and *1 non-voting ward member	Cllrs Rodney Chambers OBE, Chitty, Jarrett, Maple and Stamp  Cllr Mackness*		Municipal year
Rural Liaison Committee	11 (7:3:1)	Cllrs Aldous, Fearn, Franklin, Freshwater, Hicks, Johnson, Joy, Maple, Potter, Shaw and Williams		Municipal year
Strood Town Centre Forum	3 (2:1)	Cllrs Etheridge, Steve Iles and Stamp		Municipal year

Title	No and ratio	Names of nominated representatives	Term of office
<p>Youth Centre Management Committees:-</p> <p>(i) Parkwood</p> <p>(ii) Strood</p> <p>(iii) Woodies</p> <p>(iv) Woodlands</p>	<p>3 (2:1)</p>	<p>Cllrs Royle, Wicks and Mr M Last (Labour nomination)</p> <p>Cllrs Josie Iles, Steve Iles and Mr Issac Igwe (Labour nomination)</p> <p>Cllrs Clarke and Wildey and Mr Mark Jones (Labour nomination)</p> <p>Cllrs Gilry, Purdy and Saroy</p>	<p>Municipal year</p>



**(F) Other bodies established by Cabinet**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
Bus Lane Adjudication Service Joint Committee	1	Councillor Filmer	Municipal year
Medway Commercial Group Ltd	1	Councillor Mackness	Municipal year
Medway Public Services Ltd	1	Councillor Mackness	Municipal year
Medway Commercial Services Ltd	1	Councillor Mackness	Municipal year
Medway NORSE Board of Directors and Operational Liaison Board	2	Councillors Filmer and Gulvin	Municipal year
Medway Norse Grounds Maintenance Operational Liaison Board	2	Councillors Franklin and Filmer	Municipal year
South East Local Enterprise Partnership (SELEP) Accountability Board	1 plus 1 substitute	Councillor Jarrett Substitute: Councillor Rodney Chambers OBE	Municipal year
Transport for the South East Sub National Transport Body (Shadow)	1	Leader of the Council	Municipal year



# DRAFT SCHEDULE OF MEETINGS MAY 2017 - MAY 2018

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

DATE	MEETING
<b>MAY 2017</b>	
Wednesday 17 May 2017	<b>7pm</b> - Annual Council
Tuesday 30 May 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 30 May 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee
<b>JUNE 2017</b>	
Tuesday 6 June 2017	<b>3pm – Cabinet</b>
<del>Thursday 8 June 2017</del>	<del><b>10am</b> – South Thames Gateway Building Control Joint Committee</del>
Friday 9 June 2017	<b>2.30pm</b> – Licensing Sub Committee ( <b>meeting cancelled</b> )
<del>Monday 12 June 2017</del>	<del><b>2pm</b> – South Thames Gateway Building Control Joint Committee</del>
Tuesday 13 June 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 13 June 2017	<b>6.30pm</b> – Planning Committee
Wednesday 14 June 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Wednesday 14 June 2017	<b>7pm</b> – Employment Matters Committee
Thursday 15 June 2017	<b>6.30pm</b> – Regeneration, Culture, Environment Overview & Scrutiny Committee
Tuesday 20 June 2017	<b>6.30pm</b> – Health and Adult Social Care Overview & Scrutiny Committee
Wednesday 21 June 2017	<b>6pm</b> – Councillor Conduct Committee
Tuesday 27 June 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 27 June 2017	<b>4pm</b> – Health and Wellbeing Board
Thursday 29 June 2017	<b>7pm</b> – Audit Committee

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DATE	MEETING
<b>JULY 2017</b>	
Tuesday 4 July 2017	<b>6pm</b> – Licensing and Safety Committee
Wednesday 5 July 2017	<b>6.30pm</b> – Planning Committee
Thursday 6 July 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee
Tuesday 11 July 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 11 July 2017	<b>3pm – Cabinet</b>
Wednesday 12 July 2017	<b>6pm</b> – Councillor Conduct Committee
Thursday 13 July 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Thursday 20 July 2017	<b>7pm</b> - Council
Tuesday 25 July 2017	<b>9.30am</b> – Licensing Hearing Panel
<b>AUGUST 2017</b>	
Tuesday 1 August 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee
Wednesday 2 August 2017	<b>6.30pm</b> – Planning Committee
Thursday 3 August 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Friday 4 August 2017	<b>2.30pm</b> – Licensing Sub Committee
Tuesday 8 August 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 8 August 2017	<b>3pm – Cabinet</b>
Wednesday 9 August 2017	<b>6pm</b> – Councillor Conduct Committee
Thursday 17 August 2017	<b>6.30pm</b> – Regeneration, Culture, Environment Overview & Scrutiny Committee
Tuesday 22 August 2017	<b>9.30am</b> – Licensing Hearing Panel

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DATE	MEETING
Tuesday 22 August 2017	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee
Thursday 24 August 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee
Tuesday 29 August 2017	<b>6pm</b> – Licensing and Safety Committee
Wednesday 30 August 2017	<b>6.30pm</b> – Planning Committee
Thursday 31 August 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
<b>SEPTEMBER 2017</b>	
Tuesday 5 September 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 5 September 2017	<b>3pm – Cabinet</b>
Wednesday 6 September 2017	<b>7pm</b> – Employment Matters Committee
Thursday 7 September 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Tuesday 12 September 2017	<b>4pm</b> – Health and Wellbeing Board
Wednesday 13 September 2017	<b>6pm</b> – Councillor Conduct Committee
Tuesday 19 September 2017	<b>9.30am</b> – Licensing Hearing Panel
Thursday 21 September 2017	<b>10am</b> – South Thames Gateway Building Control Joint Committee
Tuesday 26 September 2017	<b>3pm – Cabinet</b>
Wednesday 27 September 2017	<b>6.30pm</b> – Planning Committee
Thursday 28 September 2017	<b>7pm</b> – Audit Committee
<b>OCTOBER 2017</b>	
Tuesday 3 October 2017	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 4 October 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee

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DATE	MEETING
Thursday 5 October 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee
Wednesday 11 October 2017	<b>6pm</b> – Councillor Conduct Committee
Thursday 12 October 2017	<b>7pm</b> - Council
Friday 13 October 2017	<b>2.30pm</b> – Licensing Sub Committee
Tuesday 17 October 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 17 October 2017	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee
Thursday 19 October 2017	<b>6.30pm</b> – Regeneration, Culture and Environment Overview & Scrutiny Committee
Tuesday 24 October 2017	<b>3pm – Cabinet</b>
Tuesday 24 October 2017	<b>6pm</b> – Licensing and Safety Committee
Wednesday 25 October 2017	<b>6.30pm</b> – Planning Committee
Thursday 26 October 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee
Tuesday 31 October 2017	<b>9.30am</b> – Licensing Hearing Panel
<b>NOVEMBER 2017</b>	
Thursday 7 November 2017	<b>4pm</b> – Health and Wellbeing Board
Wednesday 8 November 2017	<b>6pm</b> – Councillor Conduct Committee
Thursday 9 November 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Tuesday 14 November 2017	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 21 November 2017	<b>3pm – Cabinet</b>
Wednesday 22 November 2017	<b>6.30pm</b> – Planning Committee
Tuesday 28 November 2017	<b>9.30am</b> – Licensing Hearing Panel

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DATE	MEETING
Tuesday 28 November 2017	<b>7pm</b> – Employment Matters Committee
Thursday 30 November 2017	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Thursday 30 November 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee
<b>DECEMBER 2017</b>	
Tuesday 5 December 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee
Wednesday 6 December 2017	<b>6pm</b> – Councillor Conduct Committee
Thursday 7 December 2017	<b>10am</b> – South Thames Gateway Building Control Joint Committee
Thursday 7 December 2017	<b>6.30pm</b> – Regeneration, Culture and Environment Overview & Scrutiny Committee
Friday 8 December 2017	<b>2.30pm</b> – Licensing Sub Committee
Tuesday 12 December 2017	<b>9.30am</b> – Licensing Hearing Panel
Thursday 14 December 2017	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 19 December 2017	<b>3pm – Cabinet</b>
Tuesday 19 December 2017	<b>6pm</b> – Licensing and Safety Committee
Wednesday 20 December 2017	<b>6.30pm</b> – Planning Committee
<b>JANUARY 2018</b>	
Tuesday 2 January 2018	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 9 January 2018	<b>7pm</b> – Audit Committee
Wednesday 10 January 2018	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Wednesday 10 January 2018	<b>6pm</b> – Councillor Conduct Committee
Thursday 11 January 2018	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee

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DATE	MEETING
Tuesday 16 January 2018	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 16 January 2018	<b>3pm – Cabinet</b>
Wednesday 17 January 2018	<b>6.30pm</b> – Planning Committee
Thursday 18 January 2018	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 23 January 2018	<b>6.30pm</b> – Regeneration, Culture and Environment Overview & Scrutiny Committee
Wednesday 24 January 2018	<b>6pm</b> – Licensing and Safety Committee
Thursday 25 January 2018	<b>7pm</b> - Council
Tuesday 30 January 2018	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 30 January 2018	<b>6.30pm</b> – Business Support Overview and Scrutiny Committee
Wednesday 31 January 2018	<b>7pm</b> – Employment Matters Committee
<b>FEBRUARY 2018</b>	
Tuesday 6 February 2018	<b>3pm – Cabinet</b>
Wednesday 7 February 2018	<b>6pm</b> – Councillor Conduct Committee
Thursday 8 February 2018	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Friday 9 February 2018	<b>2.30pm</b> – Licensing Sub Committee
Tuesday 13 February 2018	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 14 February 2018	<b>6.30pm</b> – Planning Committee
Tuesday 20 February 2018	<b>4pm</b> – Health and Wellbeing Board
Thursday 22 February 2018	<b>7pm</b> - Council (budget)
Tuesday 27 February 2018	<b>9.30am</b> – Licensing Hearing Panel



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DATE	MEETING
<b>MARCH 2018</b>	
Thursday 1 March 2018	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Tuesday 6 March 2018	<b>3pm</b> – <b>Cabinet</b>
Wednesday 7 March 2018	<b>6pm</b> – Licensing and Safety Committee
Thursday 8 March 2018	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee
Tuesday 13 March 2018	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 14 March 2018	<b>6.30pm</b> – Planning Committee
Thursday 15 March 2018	<b>10am</b> – South Thames Gateway Building Control Joint Committee
Thursday 15 March 2018	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 20 March 2018	<b>7pm</b> – Audit Committee
Wednesday 21 March 2018	<b>6pm</b> – Councillor Conduct Committee
Tuesday 27 March 2018	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 28 March 2018	<b>6.30pm</b> – Regeneration, Culture and Environment Overview & Scrutiny Committee
<b>APRIL 2018</b>	
Friday 6 April 2018	<b>2.30pm</b> – Licensing Sub Committee
Tuesday 10 April 2018	<b>9.30am</b> – Licensing Hearing Panel
Tuesday 10 April 2018	<b>3pm</b> – <b>Cabinet</b>
Wednesday 11 April 2018	<b>6.30pm</b> – Planning Committee
Thursday 12 April 2018	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee
Tuesday 17 April 2018	<b>4pm</b> – Health and Wellbeing Board

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DATE	MEETING
Wednesday 18 April 2018	<b>6pm</b> – Councillor Conduct Committee
Thursday 19 April 2018	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Tuesday 24 April 2018	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 25 April 2018	<b>7pm</b> – Employment Matters Committee
Thursday 26 April 2018	<b>7pm</b> - Council
<b>MAY 2018</b>	
Tuesday 8 May 2018	<b>9.30am</b> – Licensing Hearing Panel
Wednesday 9 May 2018	<b>6.30pm</b> – Planning Committee
Thursday 10 May 2018	<b>9.30am</b> – School Transport and Curriculum Appeals Committee
Tuesday 15 May 2018	<b>3pm – Cabinet</b>
Wednesday 16 May 2018	<b>Annual Council</b>