

ANNUAL MEETING OF MEDWAY COUNCIL AND JOINT MEETING OF COMMITTEES (WITH THE EXCEPTION OF THE HEALTH AND WELLBEING BOARD)

22 MAY 2019

ESTABLISHMENT OF COMMITTEES, APPOINTMENTS AND SCHEDULE OF MEETINGS 2019/2020

Report from: Neil Davies, Chief Executive

Author: Perry Holmes, Chief Legal Officer

Summary

The Council is asked to determine the committees and other bodies to be appointed for 2019/2020, to agree the appointment of Members to serve on committees and other bodies and a programme of meetings.

The Council is also asked to make recommendations to the Joint Meeting of Committees on 22 May 2019, immediately following the Annual Meeting of the Council, in respect of the appointment of Chairmen and Vice-Chairmen of committees and the establishment and membership of sub-committees.

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 Committees, the establishment of sub-committees 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 Local elections for all 55 Councillors representing 22 Wards took place on 2 May 2019. The composition of the Council is now as follows:

	Number of councillors	Proportionality %
Conservative	33	60%
Labour	20	36.4%
Independent	2	3.6%
Total	55	100%

3 Establishment of Committees and allocation of seats plus other appointments for 2019/2020

- 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 five clear days in advance of the Council meeting 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 Formal notices of the formation of Conservative and Labour political groups have been received in the prescribed format.

- 3.4 A proposal for the establishment of committees, their size and the allocation of seats to political groups has been put forward by the Conservative Group Whip and is set out in Appendix A. This has been discussed with the Labour Group Whip and notified to both Independent Councillors. The proposal 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. The proposal recommends 138 committee seats overall, reflecting a proposed increase in the size of the four Overview and Scrutiny Committees from 13 to 14 seats and the inclusion of the Governor Ad-Hoc Committee as a politically balanced Committee.
- 3.5 There must be three additional Conservative Group 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.
- 3.6 Column 5 of Appendix A identifies the committee seats that cannot be allocated to the political groups. If the Independent Councillors form a Group they would be entitled to these seats. Otherwise, it is recommended by the Conservative Group Whip that these seats remain as vacancies.
- 3.7 The Health and Wellbeing Board is a Committee of the Council. 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 The current list of committees, joint committees, outside bodies, sub-committees and task groups are set out in Appendices B and C with recommended sizes and allocation of places. The names of Members and others to be appointed to these bodies will follow in a supplementary agenda.
- 3.9 In addition to the proposal for the establishment and composition of Committees as set out in Appendix A to the report, some variations to the composition of sub-committees and other bodies as listed below are either recommended or required to comply with legal requirements or align with established practice in light of the new political balance of the Council. The Council is, therefore, asked to approve the composition of the bodies listed below as follows, as discussed with both Group Whips:

Body	Composition 2018/19	Proposed composition 2019/20
Joint Consultative Committee	7 Members – 5 Conservative and 2 Labour	7 Members – 4 Conservative and 3 Labour
Licensing Sub Committee	7 Members – 5 Conservative and 2 Labour	7 Members – 4 Conservative and 3 Labour. This change is required to comply with the law on political balance
Fostering Panel	1 Member - Conservative	4 Members – 2 Conservative and two Labour
Chatham Charities	8 Trustees – 5 Conservative, 2 Labour and 1 vacancy (formerly allocated to the UKIP Group)	8 Trustees – 5 Conservative and 3 Labour
Designated Persons Panel	5 Members – 3 Conservative, 1 Labour and 1 UKIP/Independent group	4 Members – 3 Conservative, 2 Labour
Housing Asset Management Board	4 Members – Relevant Cabinet Member and Group Spokespersons on housing	3 Members - Relevant Cabinet Member and Group Spokespersons on housing
Informal Working Party on Polling Districts and Polling Places	7 Members – 4 Conservative, 2 Labour, 1 UKIP/Ind group	7 Members – 4 Conservative, 3 Labour
Member Development Advisory Group	7 Members – 4 Conservative, 2 Labour, 1 UKIP/Ind group	7 Members – 4 Conservative, 3 Labour
Rural Liaison Committee	11 Members – 7 Conservative, 3 Labour, 1 UKIP/Ind group	12 Members – 7 Conservative, 3 Labour plus 2 Independent Members

3.10 Committee and Sub Committee Terms of Reference are set out in the Constitution as follows:

https://www.medway.gov.uk/downloads/download/43/the_city_council_s_constitution

- Chapter 3, Part 2 (Responsibility for Council Functions) – Committees and Sub-Committees;
- Chapter 4, Part 5 (Overview and Scrutiny Rules) – Overview and Scrutiny Committees.

4. Timetable of meetings

4.1 On 24 January 2019, the Council reviewed and agreed to recommend the draft schedule of meetings for 2019/2020.

- 4.2 The Council is asked to note that it is proposed to vary the time of some committee meetings during May, June, and July to accommodate early evening briefing sessions for Committee members as part of the post-election Member Induction Programme. These minor changes are reflected in the schedule (any revised start times are underlined), as set out in Appendix D.

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:

- (i) To agree the establishment of committees, their size and the allocation of these seats to political groups as set out in Appendix A to this report together with terms of reference as set out in the Council's Constitution as referenced in paragraph 3.10 of this report;
- (ii) To appoint the membership of each committee as set out in Appendix B to this report (which will be provided in a supplementary agenda), including the appointment of voting and non-voting co-optees on committees as listed;
- (iii) To agree appointments to joint committees and other bodies as set out in paragraph 3.9 of this report and Appendix C to this report (which will be provided in a supplementary agenda);
- (iv) To agree the timetable of meetings for the 2019/2020 municipal year as set out in Appendix D 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 (excluding the Health and Wellbeing Board) as set out in Appendix B to this report (which will be provided in a supplementary agenda);
- (ii) The establishment of sub committees (with terms of reference as set out in the Council's Constitution), their size, the allocation of seats to political groups and memberships as set out in paragraph 3.9 of this report and Appendix B to this report (which will be provided in a supplementary agenda);
- (iii) That the requirement for political balance should be waived in respect of Licensing Hearing Panels and Licensing 1982 Act Hearing Panels and that the process for selection of the Chairman, Vice Chairman and Panel Members for these Panels should be as set out in Appendix B to this report.

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Appendices

Appendix A – Proposed establishment of Committees their size and allocation of seats to political groups

Appendix B – List of committees and sub-committees (proposed memberships will follow)

Appendix C – List of joint committees and other bodies (proposed memberships will follow)

Appendix D – Timetable of meetings

Background papers

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

Appendix A

Committee	No. of seats	33 CON 60.0%	20 LAB 36.4%	2 INDEPENDENT Non Group seats 3.6%	Total 100%
Children and Young People OSC	14 (+3)	8 (+3) 8.4	5 5.096	1 vacancy 0.504	14 (+3)
Health and Adult Social Care OSC	14	8 8.4	5 5.096	1 vacancy 0.504	14
Business Support OSC	14	8 8.4	5 5.096	1 vacancy 0.504	14
Regeneration, Culture and Environment OSC	14	8 8.4	5 5.096	1 vacancy 0.504	14
Joint HOSC with KCC)	4	3 2.4	1 1.456	0 0.144	4
Joint HOSC (with KCC, East Sussex and Bexley	4	3 2.4	1 1.456	0 0.144	4
Appointments Committee	6	4 3.6	2 2.184	0 0.216	6
Appointments Committee for Director of People-Children and Adults	8	5 4.8	3 2.912	0 0.288	8
Audit Committee	5	3 3.0	2 1.82	0 0.18	5
Planning	16	9 9.6	6 5.824	1 vacancy 0.576	16
Employment Matters	7	4 4.2	3 2.548	0 0.252	7
Disciplinary – Statutory Officers	3	2 1.8	1 1.092	0 0.108	3
Licensing and Safety	12	7 7.2	5 4.368	0 0.432	12
School Transport and Curriculum Appeals	5	3 3.0	2 1.82	0 0.18	5
Councillor Conduct Committee	8	5 4.8	3 2.912	0 0.288	8
Governor Ad Hoc Committee	4	3 2.4	1 1.456	0 0.144	4
Overall entitlement	138	83(+3)	50	5	138

OVERVIEW AND SCRUTINY COMMITTEES

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

BUSINESS SUPPORT (14 MEMBERS)

Conservative (8) **Labour (5)** **One unallocated seat (1)** (TBC)

Councillors: **Councillors:**

CHILDREN AND YOUNG PEOPLE (14 MEMBERS +3)

Conservative (8+(3)) **Labour (5)** **One unallocated seat (1)** (TBC)

Councillors: **Councillors:**

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

Clive Mailing – Roman Catholic Church representative
Fay Cordingley – Church of England representative
David Lane and Akinola Edun – Parent Governor Representatives (25.1.18 for a 4 year period)

Added members without voting rights

Nicola Forrest – Headteacher representative
Geoffrey Matthews – Teacher representative
Maggie Cane – Healthwatch Medway CIC representative (Substitute Vacancy)
Medway Youth Council Chairman (Substitute – Medway Youth Council Cabinet Member)
Medway Youth Council Cabinet Member
Keith Clear – Medway Parents and Carers Forum (Substitutes: Michelle Dewar and June Patey)

HEALTH AND ADULT SOCIAL CARE (14 MEMBERS)

Conservative (8) **Labour (5)** **One unallocated seat (1)** (TBC)

Councillors: **Councillors:**

Representative without voting rights

Maggie Cane – Healthwatch Medway CIC representative (Substitute Vacancy)

Medway Pensioner Forum without voting rights

Shirley Griffiths

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

Conservative (3) **Labour (1)**

Councillors: **Councillor:**

JOINT KCC/MEDWAY/BEXLEY/EAST SUSSEX HEALTH OVERVIEW AND SCRUTINY COMMITTEE (established by Council on 22/2/16) (12 MEMBERS; 4 x KCC, 4 x Medway, 2 x Bexley and 2 x East Sussex)

Conservative (3) **Labour (1)**

Councillors: **Councillor:**

REGENERATION, CULTURE AND ENVIRONMENT (14 MEMBERS)

Conservative (8) **Labour (5)** **One unallocated seat (1)** TBC

Councillors: **Councillors:**

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 People - Children and Adults

Conservative (5)

Councillors:

Leader
Deputy Leader
Portfolio Holders x 2
O&S Chairman

Labour (3)

Councillors:

Leader and
relevant Spokespersons

AUDIT COMMITTEE (5 MEMBERS)

Conservative (3)

Councillors:

Labour (2)

Councillors:

COUNCILLOR CONDUCT COMMITTEE (8 MEMBERS)

Conservative (5)

Councillors:

Labour (3)

Councillors:

EMPLOYMENT MATTERS COMMITTEE (7 MEMBERS)

Conservative (4)

Councillors:

Labour (3)

Councillors:

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

Conservative (2)

Labour (1)

Councillors:

Councillor:

JOINT CONSULTATIVE COMMITTEE (7 MEMBERS)

Conservative (4)

Labour (3)

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:

GOVERNOR AD HOC COMMITTEE (4 MEMBERS)

Conservative (3)

Labour (1)

Councillors:

Children's Services
Portfolio Holder and
Group Whip

Councillor:

Group Whip

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:

Eunice Lyons-Backhouse - Medway Healthwatch (who should not also be a member of either the HASC or CYP Overview and Scrutiny Committees*)

Director of People - Children and Adults

Director of Public Health

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

Ian Ayres – NHS Kent and Medway Clinical Commissioning Group

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

Vacancy

(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).

KENT AND MEDWAY JOINT HEALTH AND WELLBEING BOARD (Advisory Sub-Committee of the Health and Wellbeing Board) (established by Health and Wellbeing Board on 20/2/18)

Voting members of the KAMJHWB are as follows:

The Leader of each Council and up to three other members of each council nominated by the respective leaders (or their substitutes)

Medway Councillors (4)

Councillors:

Kent County Council (4)

Councillors:

Carter
Gibbens
Gough
Oakford

The Director of Adult Social Care and Health for Kent and the Assistant Director Adult Social Care for Medway

The Director of Children, Young People and Education for Kent and the Director of People - Children and Adults for Medway

The Director of Public Health for each local authority

Healthwatch representatives for Kent and Medway who must not be a Member of a Health Overview and Scrutiny Committee for either authority and may each have a named substitute:

Eunice Lyons-Backhouse - Healthwatch Medway
Penny Graham - Healthwatch Kent

A representative of each Clinical Commissioning Group (noting that section 197 (7) of the Health and Social Care Act 2012 provides for one person to represent more than one CCG on a HWB subject to the agreement of the Board). Each CCG representative may have a named substitute:

Glenn Douglas
Ian Ayres (Stuart Jeffery – named substitute)
Caroline Selkirk (Lorraine Goodsell – named substitute)

Non Voting Members of the KAMJHWB are as follows:

The Police and Crime Commissioner

A representative of the Kent and Medway Local Medical Committee (who may also have a named substitute) –

Dr John Allingham Kent Local Medical Committee
(Dr Caroline Rickard Kent Local Medical Committee – named substitute)

The KAMJHWB may appoint other persons to be non-voting members as it considers appropriate. If at any time after the establishment of the Joint Board either of the authorities' Health and Wellbeing Boards wish to appoint additional non-voting members of the Board this may only be done after consultation with the KAMJHWB.

Dr Robert Stewart, Clinical Design Director for the Design and Learning Centre for Clinical and Social Innovation

Observer representatives from two District Councils in Kent (aligned with the footprint of the Integrated Care Systems)

2 x TBC

With the agreement of the Joint Board, voting or non-voting members from new structures that are emerging in Health may also be included.

Dr Bob Bowes, Chairman of Strategic Commissioner Steering Group - voting member

LICENSING AND SAFETY COMMITTEE (12 MEMBERS)

Conservative (7)

Labour (5)

Councillors:

Councillors:

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

Conservative (4)

Labour (3)

Councillors:

Councillors:

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

Panel B

Panel C

Panel D

Panel E

Panel F

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. Substitute members, including the fourth member of the Panel to be on standby in case one member of the Panel is unable to take part, are selected on alphabetical basis with the exception of the Chairman or Vice-Chairman of the Licensing and Safety Committee who will generally substitute for each other, if available.

PLANNING COMMITTEE (16 MEMBERS)

Conservative (9)

Labour (6)

One unallocated seat (1) (TBC)

Councillors:

Councillors:

SCHOOL TRANSPORT AND CURRICULUM APPEALS COMMITTEE (5 MEMBERS)

Conservative (3)

Labour (2)

Councillors:

Councillors:

**Schedule of Council representation on Joint Committees, outside bodies, other bodies and charities
for the 2019/20 municipal year**

(A) Joint committees and other joint bodies

Title	No and ratio	Names of nominated representatives	Term of office
Kent and Essex Inshore Fisheries and Conservation Authority	1		Municipal year
Kent and Medway Adults Safeguarding Board	1 (Portfolio Holder for Adults Services)		Municipal year
Kent and Medway Economic Partnership	1 (Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships)		Municipal year
Kent and Medway Fire and Rescue Authority	4 (3:1)		Municipal year
Kent and Medway Sustainability and Transformation Partnership (STP)	2 (Leader and Portfolio Holder)		Municipal year
Kent and Medway STP Non-Executive Director Oversight Group (Sustainability and Transformation Partnership)	1		Municipal year
North Kent Enterprise Zone Strategic Board	2 (Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships)		Municipal year
Patrol Adjudication Joint Committee	1 plus 1 substitute		Municipal year
Police and Crime Panel for Kent and Medway	2		Municipal year
Skills Commission (was known as Kent and Medway Skills Commission)	1 (Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships)		Municipal year
South East 7 Leaders meeting	1 + CE		Municipal year
South East 7 – Sub National Transport Partnership Board	1		Municipal year
South East Local Enterprise Partnership (SELEP) (Strategic Board)	1 (Leader or appropriate portfolio holder)		Municipal year
Southern Regional Flood and Coastal Committee	1		4 years to May 2023

Title	No and ratio	Names of nominated representatives	Term of office
South Thames Gateway Building Control Joint Committee	1 plus 1 substitute		Municipal year
Superannuation Fund Committee (with KCC)	1 plus 1 substitute		Municipal year

(B) Other bodies required by statute

Title	No and ratio	Names of nominated representatives	Term o office
Admiralty Court	6 (4:2)	The Mayor (Admiral of the River) (ex-officio)	Municipal year
Adoption Panel * Must be an Elected Member	1	Cllr Purdy	3 years to May 2021
Complaints Review Panel (Children's Social Care)	3 Independent members only	<u>Pool of Independent Members:</u> 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 * Must be an Elected Member	4 (2:2) (Proposed by Group Whips)	Cllr Cooper Cllr Griffin	3 year terms: 3 years to May 2022 3 years to May 2022 3 years to May 2022 3 years to May 2022
Local Access Forum	2 (1:1)		Municipal year
Medway Admissions Forum	2 (1:1) Plus 2 parent/ governor reps		4 years to May 2023
Rochester Airport Consultative Committee	1		Municipal year

Title	No and ratio	Names of nominated representatives	Term o office
Standing Advisory Council on Religious Education	4 (3:1)	<p>Group A – Christian denominations and other religions</p> <p>Faran Forghani (Baha'i) Vacancy (Free Church – Baptist) Stephen Bello (Free Church) Kulwant Singh Jhita (KRD Gillingham Sikh) Irina Fridman (Chatham Memorial Synagogue) Margaret McDowall (Roman Catholic Diocese) Stuart McLeod (Buddhist) Anil Patel (Hindu) Alex Clark (Family Trust – Co-opted) Ayaz Iqbal (Muslim) James Willis (RC Diocese)</p> <p>Group B – Church of England</p> <p>Helen Bradshaw Virginia Corbyn Helen Burn Anna Pattenden</p> <p>Group C – Associations representing teachers</p> <p>Vacancy (NAHT) Vacancy (ATL) Vacancy Carolyn Burch (NEU) - Vacancy (PAT) Vacancy (SHA) John Gray (NASUWT) Lisa Humphries – Co-opted</p> <p>Group D – Medway Council</p>	Municipal year

(C) Outside bodies

Title	No and ratio	Names of nominated representatives	Term of office
Action with Communities in Rural Kent (previously known as Kent Rural Community Council)	2 (1:1)		Municipal year
Art for Life Project	1		Municipal year
Association of Port Health Authorities	1		Nominations considered at the Port Health Authorities' AGM in June
Chatham Historic Dockyard Trust	1		4 years to May 2023
Chatham Maritime Charitable Trust Ltd	2 (1:1)	Clr Maple Clr Tejan	3 year term expires December 2021 3 year term expires May 2021
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
Medway Diversity Forum (was known as Ethnic Minority Forum)	3 (2:1)		Municipal year
Friends of Medway Archives	1		Municipal year
Gillingham Golf Club – Honorary Member	1	Mayor of Medway	Municipal year
Halling Association	1		Municipal year
“HANDS” Gillingham Volunteer Centre	1		Municipal year
“HANDS” Rochester Volunteer Centre	1		Municipal year
Kent and Medway Civilian Military Partnership Board	1		Municipal year
Kent County Playing Fields Association	1		Municipal year

Title	No and ratio	Names of nominated representatives	Term of office
Kent Downs Area of Outstanding Natural Beauty Joint Advisory Committee	1		Municipal year
Kent Resource Partnership Annual Council (previously listed as Kent Waste Forum)	1		Municipal year
Local Government Association – General Assembly	4 (3:1)		Municipal year
Lower Lines Trust	1		Municipal year
Lower Medway Internal Drainage Board	3		Municipal year
Medway Cultural Partnership	1		Municipal year
Medway Macmillan Cancer Support Welfare Fund – Honorary Member	1	Mayor of Medway	Municipal year
Medway Maritime Hospital Foundation Trust – Council of Governors * Must be an Elected Member	1 x partner governor		3 year term office
“Medway Queen” Preservation Society	2 (1:1)		Municipal year
Medway Strategic Partnership Board (was known as Strategic Partnering Board (NHS Medway))	1		Municipal year
Medway Tourism Association	4 (3:1)		Municipal year
Medway Towns Sea Cadets	1		Municipal year
MHS Homes Community Charity Ltd	1		Municipal year
NHS Medway Primary Care Commissioning Committee	1	Director of People - Children and Adults representing Health and Wellbeing Board – non voting advisory position	Municipal year

Title	No and ratio	Names of nominated representatives	Term of office
North Kent Marshes Drainage Board	3 (2:1)		3 year term of office
North Kent Strategic Access Management and Monitoring Strategy Board (was known as 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
RELATE (Medway and Gravesham)	1		Municipal year
Rochester Bridge Trust	3 (2:1)	Cllr Jarrett Mr Ray Harris (Labour nomination)	4 years to 31 May 2021 4 years to 31 May 2021 4 years to 31 May 2023
Rochester Cathedral Council	1		Municipal year
Rochester Diocesan Board of Education	1 (non voting)		Municipal year
Safer Kent (was known as Kent People's Trust)	1		Municipal year
South East England Health Scrutiny Network (formerly known as NHS Chairs Group)	2	Chairman of Health and Adult Social Care Overview and Scrutiny Committee Chairman of Children and Young People Overview and Scrutiny Committee	Municipal year
South East Reserve Forces and Cadet Association	1		Municipal year
Thames Gateway Kent Partnership Board	1		Municipal year
Thames Gateway Strategic Group	1		Municipal year
Tourism South East	2 (1:1)		Municipal year

(D) Charities

Title	No and ratio	Names of nominated representatives	Term of office
All Saints Frindsbury Charities	2 (1:1)		Municipal year
Arthur Ingram Trust – Honorary Member	1	Mayor of Medway	Municipal year
Chatham Charities Trustees	8 (5:3)	The Mayor (ex-officio) Rev Brian Adams (ex-officio) <u>Representative Trustees</u> Cllr Gulvin (Conservative nomination) Mr S Peachall (Conservative nomination) Mrs J Shaw (Labour nomination) 1 x vacancy	4 year terms expire: May 2023 May 2023 May 2023 May 2023 May 2021 May 2021 May 2021 May 2021
Gillingham United Charities	3 (2:1) 1 x Conservative place held by Mrs V Williams	The Vicar of Gillingham (ex-officio Trustee) <u>Representative Trustees</u> Cllr Purdy (Conservative nomination) Mrs D Gilry (Labour nomination) Mrs V Williams	4 year terms expire: November 2021 May 2021 August 2021

Title	No and ratio	Names of nominated representatives	Term of office
Gunsley Charity	2 (1:1)	<u>Nominative Trustees</u> Alderman Baker (Conservative nomination) Cllr Bowler (Labour nomination)	4 year terms expire: May 2020 May 2020
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)		Municipal year
Rochester Grammar School for Girls Charity	2 (1:1)	The Mayor is an ex-officio Trustee Cllr Murray Alderman Baker (Conservative nomination)	4 year terms expire: June 2020 June 2020
Sir Joseph Williamson's Mathematical School Scheme (was known as Sir Joseph Williamson's Charitable Trust)	1	Alderman Baker (Conservative Nomination)	4 year term expires: May 2020

(E) Other bodies set up by Medway

Title	No and ratio	Names of nominated representatives		Term of office
Chatham Centre Forum	2 (1:1)			Municipal year
Designated Person Panel	5 (3:2)	<u>Member</u>	<u>Substitute</u>	Municipal year
Electoral Review Working Group	9 (6:3)			Municipal year
Gillingham Town Centre Forum	3 (2:1)			Municipal year
Housing Asset Management Board	3 (2:1)	Relevant Portfolio Holder and Group Spokes on Housing		Municipal year
Informal Working Party on Polling Districts and Polling Places	7 (4:3)			Municipal year
Member Development Advisory Group	7 (4:3)			Municipal year
Rainham Town Centre Forum	5	Rainham Central and Rainham North Ward Councillors		Municipal year
Rochester City Centre Forum	3 (2:1)			Municipal year
Rochester Riverside Project Board	5 (3:2) and *1 non-voting ward member			Municipal year
Rural Liaison Committee	12 (7:3:1:1)			Municipal year
Strood Town Centre Forum	3 (2:1)			Municipal year

Title	No and ratio	Names of nominated representatives	Term of office
Youth Centre Management Committees:- (i) Parkwood (ii) Strood (iii) Woodies (iv) Woodlands	3 (2:1)		Municipal year

(F) Other bodies established by Cabinet

Title	No and ratio	Names of nominated representatives	Term of office
Bus Lane Adjudication Service Joint Committee	1		Municipal year
Children and Young People Transformation Board	1		Municipal year
Dynamics Community Interest Company	1		Municipal year
Medway Commercial Group Ltd	2		Municipal year
Medway Commercial Group: (i) Medway Commercial Services Ltd (ii) Medway Public Services Ltd	1 1		Municipal year Municipal year
Medway Development Company Ltd	2		Municipal year
Medway Education Partnership	1		Municipal year
Medway Norse: (i) Medway Norse Board of Directors (ii) Medway Norse Operational Liaison Board	1 2		Municipal year Municipal year
South East Local Enterprise Partnership (SELEP) Accountability Board	1 plus 1 substitute		Municipal year
Transport for the South East Sub National Transport Body (Shadow)	1		Municipal year

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DATE	MEETING
MAY 2019	
Wednesday 22 May 2019	7pm - Annual Council
Wednesday 29 May 2019	6.30pm – Planning Committee
JUNE 2019	
Wednesday 5 June 2019	<u>12 noon</u> – School Transport and Curriculum Appeals Committee
Thursday 6 June 2019	<u>7pm</u> - Children and Young People Overview & Scrutiny Committee
Friday 7 June 2019	2.30pm – Licensing Sub Committee
Tuesday 11 June 2019	9.30am – Licensing Hearing Panel
Tuesday 11 June 2019	3pm – Cabinet
Wednesday 12 June 2019	<u>7pm</u> – Employment Matters Committee
Thursday 13 June 2019	<u>7pm</u> – Regeneration, Culture and Environment Overview & Scrutiny Committee
Tuesday 18 June 2019	<u>7pm</u> - Health and Adult Social Care Overview & Scrutiny Committee
Wednesday 19 June 2019	6pm – Councillor Conduct Committee
Tuesday 25 June 2019	9.30am – Licensing Hearing Panel
Tuesday 25 June 2019	2pm – Kent and Medway Joint Health and Wellbeing Board (Sessions House, Maidstone, Kent)
Tuesday 25 June 2019	6pm – Licensing and Safety Committee
Wednesday 26 June 2019	6.30pm – Planning Committee
Thursday 27 June 2019	7pm – Audit Committee
JULY 2019	
Tuesday 2 July 2019	4pm – Health and Wellbeing Board

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DATE	MEETING
Thursday 4 July 2019	7pm – Business Support Overview & Scrutiny Committee
Tuesday 9 July 2019	9.30am – Licensing Hearing Panel
Tuesday 9 July 2019	3pm – Cabinet
Wednesday 10 July 2019	6pm – Councillor Conduct Committee
Thursday 11 July 2019	9.30am – School Transport and Curriculum Appeals Committee
Thursday 18 July 2019	7pm - Council
Tuesday 23 July 2019	9.30am – Licensing Hearing Panel
Wednesday 24 July 2019	6.30pm – Planning Committee
Thursday 25 July 2019	6.30pm - Children and Young People Overview & Scrutiny Committee
Monday 29 July 2019	7pm – Audit Committee
AUGUST 2019	
Thursday 1 August 2019	9.30am – School Transport and Curriculum Appeals Committee
Friday 2 August 2019	2.30pm – Licensing Sub Committee
Tuesday 6 August 2019	9.30am – Licensing Hearing Panel
Tuesday 6 August 2019	3pm – Cabinet
Wednesday 7 August 2019	6pm – Councillor Conduct Committee
Thursday 15 August 2019	6.30pm – Regeneration, Culture and Environment Overview & Scrutiny Committee
Tuesday 20 August 2019	9.30am – Licensing Hearing Panel
Tuesday 20 August 2019	6.30pm - Health and Adult Social Care Overview & Scrutiny Committee
Wednesday 21 August 2019	6.30pm – Planning Committee

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DATE	MEETING
Thursday 22 August 2019	6.30pm – Business Support Overview & Scrutiny Committee
Tuesday 27 August 2019	6pm – Licensing and Safety Committee
Thursday 29 August 2019	9.30am – School Transport and Curriculum Appeals Committee
SEPTEMBER 2019	
Tuesday 3 September 2019	9.30am – Licensing Hearing Panel
Tuesday 3 September 2019	3pm – Cabinet
Wednesday 4 September 2019	7pm – Employment Matters Committee
Thursday 5 September 2019	9.30am – School Transport and Curriculum Appeals Committee
Tuesday 10 September 2019	4pm – Health and Wellbeing Board
Wednesday 11 September 2019	6pm – Councillor Conduct Committee
Tuesday 17 September 2019	9.30am – Licensing Hearing Panel
Tuesday 17 September 2019	2pm – Kent and Medway Joint Health and Wellbeing Board (Sessions House, Maidstone, Kent)
Wednesday 18 September 2019	6.30pm – Planning Committee
Tuesday 24 September 2019	3pm – Cabinet
Wednesday 25 September 2019	9.30am – School Transport and Curriculum Appeals Committee
Thursday 26 September 2019	7pm – Audit Committee
OCTOBER 2019	
Tuesday 1 October 2019	9.30am – Licensing Hearing Panel
Thursday 3 October 2019	6.30pm - Children and Young People Overview & Scrutiny Committee
Wednesday 9 October 2019	6pm – Councillor Conduct Committee

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DATE	MEETING
Thursday 10 October 2019	7pm - Council
Friday 11 October 2019	2.30pm – Licensing Sub Committee
Tuesday 15 October 2019	9.30am – Licensing Hearing Panel
Tuesday 15 October 2019	6.30pm - Health and Adult Social Care Overview & Scrutiny Committee
Wednesday 16 October 2019	6.30pm – Planning Committee
Thursday 17 October 2019	6.30pm – Regeneration, Culture and Environment Overview & Scrutiny Committee
Tuesday 22 October 2019	3pm – Cabinet
Tuesday 22 October 2019	6pm – Licensing and Safety Committee
Thursday 24 October 2019	6.30pm – Business Support Overview & Scrutiny Committee
Tuesday 29 October 2019	9.30am – Licensing Hearing Panel
NOVEMBER 2019	
Tuesday 5 November 2019	4pm – Health and Wellbeing Board
Wednesday 6 November 2019	6pm – Councillor Conduct Committee
Thursday 7 November 2019	9.30am – School Transport and Curriculum Appeals Committee
Tuesday 12 November 2019	9.30am – Licensing Hearing Panel
Wednesday 13 November 2019	6.30pm – Planning Committee
Tuesday 19 November 2019	3pm – Cabinet
Tuesday 26 November 2019	9.30am – Licensing Hearing Panel
Thursday 28 November 2019	6.30pm – Business Support Overview & Scrutiny Committee

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DATE	MEETING
DECEMBER 2019	
Tuesday 3 December 2019	6.30pm - Children and Young People Overview & Scrutiny Committee
Wednesday 4 December 2019	7pm – Employment Matters Committee
Thursday 5 December 2019	6.30pm – Regeneration, Culture and Environment Overview & Scrutiny Committee
Friday 6 December 2019	2.30pm – Licensing Sub Committee
Tuesday 10 December 2019	9.30am – Licensing Hearing Panel
Tuesday 10 December 2019	9.30am – School Transport and Curriculum Appeals Committee
Tuesday 10 December 2019	2pm – Kent and Medway Joint Health and Wellbeing Board (Sessions House, Maidstone, Kent)
Wednesday 11 December 2019	6.30pm – Planning Committee
Thursday 12 December 2019	6.30pm - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 17 December 2019	3pm – Cabinet
Tuesday 17 December 2019	6pm – Licensing and Safety Committee
Wednesday 18 December 2019	6pm – Councillor Conduct Committee
JANUARY 2020	
Tuesday 7 January 2020	9.30am – Licensing Hearing Panel
Tuesday 7 January 2020	7pm – Audit Committee
Thursday 9 January 2020	6.30pm - Children and Young People Overview & Scrutiny Committee
Tuesday 14 January 2020	3pm – Cabinet
Wednesday 15 January 2020	9.30am – School Transport and Curriculum Appeals Committee
Wednesday 15 January 2020	6.30pm – Planning Committee

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DATE	MEETING
Thursday 16 January 2020	6.30pm - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 21 January 2020	9.30am – Licensing Hearing Panel
Tuesday 21 January 2020	6.30pm – Regeneration, Culture and Environment Overview & Scrutiny Committee
Wednesday 22 January 2020	6pm – Councillor Conduct Committee
Thursday 23 January 2020	7pm - Council
Tuesday 28 January 2020	6pm – Licensing and Safety Committee
Wednesday 29 January 2020	7pm – Employment Matters Committee
Thursday 30 January 2020	6.30pm – Business Support Overview and Scrutiny Committee
FEBRUARY 2020	
Tuesday 4 February 2020	9.30am – Licensing Hearing Panel
Tuesday 4 February 2020	3pm – Cabinet
Wednesday 5 February 2020	6.30pm – Planning Committee
Thursday 6 February 2020	9.30am – School Transport and Curriculum Appeals Committee
Friday 7 February 2020	2.30pm – Licensing Sub Committee
Wednesday 12 February 2020	6pm – Councillor Conduct Committee
Tuesday 18 February 2020	9.30am – Licensing Hearing Panel
Tuesday 18 February 2020	4pm – Health and Wellbeing Board
Thursday 20 February 2020	7pm - Council (budget)
MARCH 2020	
Tuesday 3 March 2020	9.30am – Licensing Hearing Panel

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DATE	MEETING
Tuesday 3 March 2020	3pm – Cabinet
Wednesday 4 March 2020	6.30pm – Planning Committee
Thursday 5 March 2020	6.30pm - Children and Young People Overview & Scrutiny Committee
Wednesday 11 March 2020	9.30am – School Transport and Curriculum Appeals Committee
Wednesday 11 March 2020	6pm – Licensing and Safety Committee
Thursday 12 March 2020	6.30pm - Health and Adult Social Care Overview & Scrutiny Committee
Tuesday 17 March 2020	9.30am – Licensing Hearing Panel
Tuesday 17 March 2020	2pm – Kent and Medway Joint Health and Wellbeing Board (Sessions House, Maidstone, Kent)
Wednesday 18 March 2020	6pm – Councillor Conduct Committee
Thursday 19 March 2020	7pm – Audit Committee
Thursday 26 March 2020	6.30pm – Regeneration, Culture and Environment Overview & Scrutiny Committee
Tuesday 31 March 2020	9.30am – Licensing Hearing Panel
APRIL 2020	
Wednesday 1 April 2020	6.30pm – Planning Committee
Thursday 2 April 2020	6.30pm – Business Support Overview & Scrutiny Committee
Friday 3 April 2020	6pm – Licensing and Safety Committee
Tuesday 7 April 2020	3pm – Cabinet
Wednesday 8 April 2020	7pm – Employment Matters Committee
Thursday 9 April 2020	9.30am – School Transport and Curriculum Appeals Committee
Tuesday 14 April 2020	9.30am – Licensing Hearing Panel

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DATE	MEETING
Tuesday 14 April 2020	4pm – Health and Wellbeing Board
Wednesday 15 April 2020	6pm – Councillor Conduct Committee
Thursday 23 April 2020	7pm - Council
Tuesday 28 April 2020	9.30am – Licensing Hearing Panel
Wednesday 29 April 2020	6.30pm – Planning Committee
MAY 2020	
Wednesday 6 May 2020	6pm – Councillor Conduct Committee
Thursday 7 May 2020	9.30am – School Transport and Curriculum Appeals Committee
Tuesday 12 May 2020	9.30am – Licensing Hearing Panel
Tuesday 12 May 2020	3pm – Cabinet
Wednesday 20 May 2020	7pm - Annual Council (provisional)