

**Cabinet Advisory Groups 2023/2024 – memberships**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>																				
<b>Corporate Parenting Board</b>	9 (5:3:1) plus named substitutes	<table border="0"> <tr> <td><u>Member</u></td> <td><u>Substitute</u></td> </tr> <tr> <td>Coombs</td> <td>Peake</td> </tr> <tr> <td>Howcroft-Scott</td> <td>Animashaun</td> </tr> <tr> <td>Jackson</td> <td>Campbell</td> </tr> <tr> <td>Lawrence</td> <td>Joy</td> </tr> <tr> <td>Mandaracas</td> <td>Gurung</td> </tr> <tr> <td>Perfect</td> <td>Spring</td> </tr> <tr> <td>Price</td> <td>Jones</td> </tr> <tr> <td>Mrs Turpin</td> <td>Williams</td> </tr> <tr> <td>Sands</td> <td>Pearce</td> </tr> </table>	<u>Member</u>	<u>Substitute</u>	Coombs	Peake	Howcroft-Scott	Animashaun	Jackson	Campbell	Lawrence	Joy	Mandaracas	Gurung	Perfect	Spring	Price	Jones	Mrs Turpin	Williams	Sands	Pearce	Municipal year
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<b>Town Centres Board</b>	8 3 Cabinet Members  5 Town Centre Forums (1 Member per forum)	Councillors Animashaun, Curry, Edwards, Hubbard, Maple, Paterson, Perfect and Louwella Prenter.	Municipal year																				

**Working Parties 2023/2024 - memberships**

<b>Title</b>	<b>No and ratio</b>	<b>Names of nominated representatives</b>	<b>Term of office</b>
<b>Climate change</b>	9 (5:3:1)	Councillors Curry, Doe, Gulvin, Gurung, Hamilton, Pearce, Shokar, Mrs Turpin and Van Dyke	Municipal year
<b>Local Plan</b>	7 (4:3)	Councillors Curry, Edwards, Filmer, Hubbard, Khan, Lawrence and Wildey	Municipal year

## **Corporate Parenting Board**

### **1. Purpose of Group / Terms of Reference**

- 1.1 Medway Council is the corporate parent of the children in its care, wherever the children are placed. All Councillors have a responsibility in fulfilling this role. Medway has decided to exercise the function of corporate parenting through a Corporate Parenting Board.
- 1.2 This Board advises officers on policy relating to looked after children, monitor performance and celebrates and shares achievements. The Lead Member for Children's Services (LMCS) is a key Member of the Board, which allows her to provide strategic leadership in relation to Looked After Children. The Board examines how Medway Council is meeting its obligations to Looked after Children in terms of providing care, a home and access to health and education and doing all the other things a good parent does.

### **2. Membership**

- 2.1 Reflecting the responsibility for all Councillors in this area, this is a cross-party group established on a 5:3:1 basis.
- 2.2 The officers who usually attend meetings are the Director of People - Children and Adults Services, the Assistant Director Children's Social Care, the Head of Corporate Parenting, the Virtual Head teacher and representatives from other Council services, such as Housing and Public Health, as required, as well as representatives from the Police, NHS, Medway Children and Young People Council and the Young Lives Foundation.

### **3. Frequency of meetings**

- 3.1 The group meets on a quarterly basis.

## **Town Centres Board: Terms of Reference**

### **1 Purpose of Group**

The Town Centres Board will act as an advisory board to enable town centres regeneration, diversification, and growth in particular shaping Medway's future Town Centre Strategy, Action Plan, associated investment priorities and interventions. The Town Centres Board will seek to enable and support the implementation of the Town Centre Strategy and Action Plan in line with funding streams and appropriate mechanisms. It will be supported by officers across the Council, in particular the Town Centres, Economic Development and Regeneration teams. It will be chaired by the Leader of the Council.

The objectives of the Town Centres Board are to:

- Advise and shape the development of Medway's Town Centres Strategy and associated Action Plans
- Identify and review investment opportunities and advise which should be pursued
- Support and guide the development of external funding bids to maximise investment for Medway's town centres
- Advise on the prioritisation of target interventions/projects in the short, medium, and long-term across Medway's town centres
- Champion the internal alignment of multi-disciplinary staff expertise and resource to realise the Town Centres Strategy and Action Plans
- Champion the engagement of key external stakeholders and work in partnership to realise the delivery of the Town Centres Strategy
- Review the progress of the Town Centres Strategy and Action Plans and associated programmes and projects, providing advice and promoting success

### **2 Decision-Making Processes**

As a Cabinet Advisory Group, the Town Centres Board will not be a decision-making body. It may make recommendations, which will either be implemented under existing Medway Council officer delegations or referred for decision by the Council, Leader and Cabinet or other Committees as appropriate, and in accordance with legal and constitutional provisions.

Medway Council will make decisions in its role as promotor of economic growth and as a corporate parent, however in some circumstances, recommendations will also need to be considered and agreed by other bodies such as SELEP and Government agencies. All matters coming before the Board shall be decided by a majority of the Board present and voting thereon at the meeting. In the case of an equality of votes, the chairperson or person presiding shall have a second or casting vote.

### **3 Membership**

The Medway Town Centres Board will consist of representatives with strategic interest in Medway's town centres as follows:

- 3 Cabinet Members
- 5 Town Centre Forum (TCF) members (1 per TCF)

The Director of Place and the Assistant Director, Regeneration will also attend the Board. Anne Knight, Economic Development and Town Centres Programme Manager; other Council officers including the Assistant Director, Front Line Services and Assistant Director Culture and Community and external partners and consultants will be in attendance as required, reflecting the specific meeting agenda.

### **4 Administration**

To reflect the strategic importance of the Town Centres Board and the external interests associated with the interest, the Board will be chaired by the Leader of Medway Council. Regeneration Team officers will be responsible for preparing and agreeing the agenda and papers. The Assistant Director of Regeneration's PA will set meeting dates and take minutes. Agendas will be circulated at least one week prior to the Town Centres Board meeting, following a template report format. The Town Centre Board will aim to meet 3 or 4 times per annum.