

**You are hereby summoned to attend the
Annual Meeting of the**

MAIDSTONE BOROUGH COUNCIL



Date: Saturday 20 May 2017
Time: 9.30 a.m.
Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Adkinson, Barned, Mrs Blackmore,
Boughton, Brice, D Burton, M Burton,
Butler (Mayor), Clark, Cox, Cuming,
Daley, Ells, English, Fermor,
Fissenden, Fort, Garland, Garten,
Mrs Gooch, Greer, Mrs Grigg, Harper,
Harvey, Harwood, Hastie, Hemsley,
Mrs Hinder, Joy, Lewins, McLoughlin,
B Mortimer, D Mortimer, Munford,
Naghi, Newton, Perry, Pickett, Powell,
Prendergast, Mrs Ring, Mrs Robertson,
Round, J Sams, T Sams, Spooner,
Springett, Mrs Stockell, Vizzard,
Webb, Webster, de Wiggondene,
Wilby, Willis and Mrs Wilson

Continued Over/:

Issued on 12 May 2017

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEBBIE SNOOK on 01622 602030**. To find out more about the work of the Council, please visit www.maidstone.gov.uk

Alison Broom

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone, Kent ME15 6JQ**

1. Prayers
2. Apologies for Absence
3. Dispensations (if any)
4. Disclosures by Members and Officers
5. Disclosures of Lobbying
6. To elect the Mayor for the ensuing Municipal Year
7. The Mayor will receive congratulations on his election from scholars representing schools in the Borough
8. To consider whether any items should be taken in private because of the possible disclosure of exempt information.
9. To approve the Minutes of the Council Meeting held on 12 April 2017 1 - 6
10. To appoint the Deputy Mayor for the ensuing Municipal Year
11. Mayor's Announcements
12. Election of the Leader of the Council for the ensuing Municipal Year
13. Appointment of the Deputy Leader of the Council for the ensuing Municipal Year
14. Report of the Head of Policy and Communications - Allocation of Seats on Committees 7 - 11
15. Appointment of the following Committees:
 - (a) Policy and Resources Committee
 - (b) Strategic Planning, Sustainability and Transportation Committee
 - (c) Communities, Housing and Environment Committee
 - (d) Heritage, Culture and Leisure Committee
 - (e) Planning Committee
 - (f) Licensing Committee
 - (g) Employment Committee
 - (h) Joint Transportation Board
 - (i) Democracy Committee
 - (j) Audit, Governance and Standards Committee
 - (k) Planning Referrals Committee
 - (l) Urgency Committee
16. To adopt the Constitution including the Scheme of Delegation and Recent Updates

The Constitution can be viewed here:

http://www.maidstone.gov.uk/_data/assets/pdf_file/0007/9538/Constitution-11-May-2017.pdf

MAIDSTONE BOROUGH COUNCIL ACTING AS CORPORATE TRUSTEE OF THE CHARITY KNOWN AS THE COBTREE MANOR ESTATE

17. Report of the Head of Policy and Communications - Allocation of Seats on the Cobtree Manor Estate Charity Committee 12 - 15
18. Appointment of the Cobtree Manor Estate Charity Committee

MAIDSTONE BOROUGH COUNCIL ACTING AS CORPORATE TRUSTEE OF THE QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM TRUST

19. Report of the Head of Policy and Communications - Allocation of Seats on the Queen's Own Royal West Kent Regiment Museum Trust Committee 16 - 19
20. Appointment of the Queen's Own Royal West Kent Regiment Museum Trust Committee

IN ACCORDANCE WITH SECTION 17 OF THE LOCAL GOVERNMENT AND HOUSING ACT 1989 ALTERNATIVE ARRANGEMENTS FOR APPOINTMENTS TO COMMITTEES OUTSIDE THE USUAL POLITICAL BALANCE REQUIREMENTS MAY BE CONSIDERED IN RELATION TO AGENDA ITEMS 14, 17 AND 19.

Agenda Item 9

MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE MEETING OF THE MAIDSTONE BOROUGH COUNCIL HELD AT THE TOWN HALL, HIGH STREET, MAIDSTONE ON 12 APRIL 2017

Present: Councillor Butler (The Mayor) and Councillors Adkinson, Barned, Mrs Blackmore, Boughton, Brice, D Burton, M Burton, Cox, Cuming, Daley, Ells, English, Fermor, Fissenden, Garland, Garten, Mrs Gooch, Greer, Harper, Harvey, Harwood, Hastie, Mrs Hinder, Mrs Joy, Lewins, McLoughlin, Munford, Naghi, Perry, Pickett, Powell, Prendergast, Mrs Robertson, Round, Springett, Mrs Stockell, Vizzard, Webb, Webster and Mrs Wilson

118. PRAYERS

Prayers were said by the Reverend Ian Parrish.

119. APOLOGIES FOR ABSENCE

It was noted that apologies for absence had been received from Councillors Clark, Mrs Grigg, Hemsley, B Mortimer, D Mortimer, Newton, Mrs Ring, J Sams, T Sams, de Wiggondene and Wilby.

120. DISPENSATIONS

There were no applications for dispensations.

121. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members and Officers.

122. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

123. EXEMPT ITEMS

RESOLVED: That the items on the agenda be taken in public as proposed.

124. MINUTES OF THE MEETING OF THE BOROUGH COUNCIL HELD ON 1
MARCH 2017

RESOLVED: That the Minutes of the meeting of the Borough Council held on 1 March 2017 be approved as a correct record and signed subject to it being made clear that Councillors Brice, Perry and de Wiggondene had requested that their dissent be recorded in relation to the third decision set out in the Minute 113.

125. MAYOR'S ANNOUNCEMENTS

The Mayor updated Members on recent and forthcoming Mayoral engagements, and thanked them, the Deputy Mayor and the Deputy Mayoress, and the Leader of the Council for their support. During his announcements, the Mayor made reference to the resignation of Mike Revell as a Borough Councillor. The Mayor said that he would like to thank Mr Revell for his time spent as a Borough Councillor and to extend to him his best wishes.

The Mayor then called upon Councillor John Perry who wished to make a statement relating to the capture of Vimy Ridge in northern France by the Canadian Corps, an event which took place one hundred years ago to the day, almost to the hour, and which had a huge symbolic effect on Canada's identity as a nation.

Councillor Perry said that, as a postscript to his statement, his great uncle had served with the Royal Winnipeg Rifles and taken part in the assault and capture of the Ridge.

126. PETITIONS

There were no petitions.

127. QUESTION AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC

Mr Paul Billanie had given notice of his wish to ask a question of the Chairman of the Policy and Resources Committee, but was not present at the meeting.

Tobe Hayden Leigh asked the following question of the Chairman of the Policy and Resources Committee:

Is it not the case that every single local Council is mandated under statute to issue legal proceedings for the immediate recovery of all unpaid Council Tax bills?

The Chairman of the Policy and Resources Committee replied that:

This and other Councils in their role as billing authority are required to collect Council Tax payable in respect of dwellings situated in their area.

The processes that follow in the event of non-payment are set out in statute (Council Tax Administration and Enforcement Regulations 1992) with the decision as to when to issue legal proceedings taken by the Council.

Tobe Hayden Leigh asked the following supplementary question of the Chairman of the Policy and Resources Committee:

What is the consequence for the Council if it does not issue such recovery proceedings? Is it in fact that you, the Council, are liable to the Crown for the unpaid Council Tax?

The Chairman of the Policy and Resources Committee replied that she did not know the precise answer, but she would ensure that a written response was provided.

The Chairman of the Policy and Resources Committee then looked to the Chief Executive for a response. The Chief Executive replied that the Council was not responsible to the Crown.

The Chairman of the Policy and Resources Committee confirmed that a written response would be provided to the supplementary question, and all Members would be provided with a copy.

128. QUESTIONS FROM MEMBERS OF THE COUNCIL TO THE CHAIRMEN OF COMMITTEES

Councillor Harper asked the following question of the Chairman of the Strategic Planning, Sustainability and Transportation Committee:

Can the Chairman of the Strategic Planning, Sustainability and Transportation Committee confirm that the former Astor of Hever Meadows are not designated as a site for housing in the emerging Local Plan, and would as a consequence any proposals for the development of the site for housing be turned down?

The Chairman of the Strategic Planning, Sustainability and Transportation Committee replied that:

Land at the former Astor of Hever School, Oakwood Park is not allocated in the emerging Maidstone Borough Local Plan. Also, to date, the Local Plan Inspector has not indicated that further housing sites will need to be added into the Plan. If a planning application were submitted for development on this land, the Council would need to determine it in accordance with the adopted Local Plan policies in place at the time and also take account of any other planning matters which could point in favour or against consent being granted. All relevant planning matters would rightly be considered in full at the time of the application and cannot be prejudged now.

Councillor Harper asked the following question of the Chairman of the Strategic Planning, Sustainability and Transportation Committee:

Can the Chairman of the Strategic Planning, Sustainability and Transportation Committee please confirm the planning status of the Oakwood Park playing fields? Are residents correct to assume that they are safe from development?

The Chairman of the Strategic Planning, Sustainability and Transportation Committee replied that:

The Oakwood Park playing fields have no specific designation in either the adopted Maidstone Borough-Wide Local Plan (2000) or in the emerging Maidstone Borough Local Plan. Policy DM22 of the emerging Plan covers 'Publicly accessible open space and recreation' and sets out the considerations which will apply if development is proposed which would result in the loss of such space. Like for the earlier question, all relevant planning matters would be considered in full at the time of any application.

Councillor Harper asked the following supplementary question of the Chairman of the Strategic Planning, Sustainability and Transportation Committee:

With regard to Oakwood Park and Astor of Hever, is there any scope within the planning process to designate these types of spaces and open spaces such as these as green spaces to give them further protection?

The Chairman of the Strategic Planning, Sustainability and Transportation Committee replied that Policy DM22 of the emerging Maidstone Borough Local Plan sought to put in place precisely those considerations and those protections that would be necessary.

Councillor Harper asked the following question of the Chairman of the Strategic Planning, Sustainability and Transportation Committee:

There are considerable problems with the Medway towpath cycle route in its section in the town centre. The Maidstone Cycle Campaign Forum has had discussions with Kent County Council officers on this. The issues relate to the section from Medway Street to Lockmeadow, which has dangerous blind spots both for pedestrians and cyclists. As the Council invested £0.5m into the scheme, can the Chairman of the Strategic Planning, Sustainability and Transportation Committee confirm that he will work with the Maidstone Cycle Campaign Forum and Kent County Council to try to resolve these issues?

The Chairman of the Strategic Planning, Sustainability and Transportation Committee replied that he would be very happy to meet with Councillor Harper and the Maidstone Cycle Campaign Forum to look at the matter in detail and to make sure that nothing was being missed. Indeed, arrangements could be made after the Council meeting.

129. CURRENT ISSUES - REPORT OF THE LEADER OF THE COUNCIL, RESPONSE OF THE GROUP LEADERS AND QUESTIONS FROM COUNCIL MEMBERS

The Leader of the Council submitted her report on current issues.

After the Leader of the Council had submitted her report, Councillor Mrs Blackmore, the Leader of the Conservative Group, Councillor Mrs Gooch, the Leader of the Independent Group, Councillor Powell, the Leader of the UKIP Group, and Councillor Harper, the Leader of the Labour Group, responded to the issues raised.

A number of Members then asked questions of the Leader of the Council on the issues raised in her speech.

130. REPORT OF THE DEMOCRACY COMMITTEE HELD ON 8 MARCH 2017 - AMENDMENTS TO THE CONSTITUTION

It was moved by Councillor Boughton, seconded by Councillor Mrs Blackmore, that the recommendation of the Democracy Committee relating to changes to the Constitution be agreed.

RESOLVED: That the following changes to the Constitution be adopted to take effect from the date of the Annual Meeting of the Council in 2017:

1. Additional delegations to the Head of Regeneration and Economic Development and the Head of Housing and Community Services as follows:-

Head of Regeneration and Economic Development – Responsibility for the implementation of the Council’s Public Realm Design Guide and Public Arts Policy.

Head of Housing and Community Services – To liaise and negotiate with government bodies and their appointees, third parties and housing providers in order to promote the priorities identified in the Council’s Housing Strategy.

2. Addition of the following to the Strategic Planning and Performance Management functions of the Heritage, Culture and Leisure Committee:

Bereavement Services – Vinters Park Crematorium and Maidstone Cemetery with the delegation of functions to the Head of Environment and Public Realm.

Regeneration and Economic Development - the Public Realm Design Guide and Public Arts Policy with the delegation of functions to the Head of Regeneration and Economic Development.

131. REPORT OF THE COMMUNITIES, HOUSING AND ENVIRONMENT COMMITTEE, ACTING AS THE CRIME AND DISORDER COMMITTEE, HELD ON 14 FEBRUARY 2017 AND 28 MARCH 2017 - 2013-18 COMMUNITY SAFETY PARTNERSHIP PLAN REFRESH AND 2017-18 STRATEGIC ASSESSMENT

It was moved by Councillor Barned, seconded by Councillor Perry, that the recommendation of the Communities, Housing and Environment Committee, acting as the Crime and Disorder Committee, relating to the adoption of the 2013-18 Community Safety Partnership Plan refresh and the 2017-18 Strategic Assessment be approved.

RESOLVED: That the 2013-18 Community Safety Partnership Plan refresh and the 2017-18 Strategic Assessment, attached as Appendices to

the report of the Communities, Housing and Environment Committee, acting as the Crime and Disorder Committee, be adopted for implementation by the Safer Maidstone Partnership and its priority sub-groups.

132. ORAL REPORT OF THE HERITAGE, CULTURE AND LEISURE COMMITTEE HELD ON 4 APRIL 2017

There was no report from the Heritage, Culture and Leisure Committee on this occasion.

133. ORAL REPORT OF THE STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION COMMITTEE HELD ON 11 APRIL 2017

There was no report from the Strategic Planning, Sustainability and Transportation Committee on this occasion.

134. DURATION OF MEETING

6.30 p.m. to 7.35 p.m.

Agenda Item 14

ANNUAL COUNCIL MEETING

20 May 2017

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

REVIEW OF ALLOCATION OF SEATS ON COMMITTEES

Final Decision-Maker	Council
Lead Head of Service	Angela Woodhouse, Head of Policy and Communications
Lead Officer and Report Author	Debbie Snook, Democratic Services Officer
Classification	Public
Wards affected	N/A

This report makes the following recommendation to the Council:

1. That the allocation of seats on Committees be as set out in Appendix A to this report.

This report relates to the following corporate priorities: N/A

Timetable

<i>Meeting</i>	<i>Date</i>
Annual Meeting of the Council	20 May 2017

REVIEW OF ALLOCATION OF SEATS ON COMMITTEES

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To review the allocation of seats on Committees to the different Political Groups represented on the Council pursuant to Section 15 of the Local Government and Housing Act 1989.
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2. INTRODUCTION AND BACKGROUND

- 2.1 Following the Bearsted by-election on 4 May 2017, the composition of the Council is as follows:

Conservative	23
Liberal Democrats	22
Independent	4
UKIP	4
Labour	2
<u>Total</u>	<u>55</u>

- 2.2 Applying each Political Group's proportion of the overall number of seats and rounding to the nearest whole number does not give an exact fit with the number of seats on each Committee, and there are six seats which need to be allocated between the UKIP, Independent and Labour Groups in the proportion 2:2:1. As this ratio does not give an exact fit with the six vacancies, agreement has been reached amongst the relevant Group Leaders on the allocation of these seats.
- 2.3 The Constitution requires the Planning Referrals Committee to comprise three Councillors, one from each of the three largest Political Groups. As there is a tie for the position of the third largest Group, it is proposed, following consultation with the relevant Group Leaders, that the Independent Group should take the third seat on the Planning Referrals Committee.
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3. AVAILABLE OPTIONS

- 3.1 The allocation of seats on individual Committees, which achieves each Political Group's overall entitlement, is set out in Appendix A. The calculation assumes the following:
- 114 seats on Committees;
 - The Policy and Resources Committee comprising representatives of all five Political Groups (with a Political Group defined as consisting of two or more Members);
 - The Employment Committee including the Leaders of all five Political Groups (not politically balanced);
 - The Urgency Committee comprising the Leaders of all five Political Groups (not politically balanced); and

- The Planning Referrals Committee comprising three Members, with the third seat subject to consultation between the two relevant Group Leaders (not politically balanced).

3.2 Section 17 of the Local Government and Housing Act 1989 provides for exceptions to the political balance requirements. Essentially, the Council can amend the political balance of a Committee provided that notice of the intention to give such consideration has been given to all Members of the Council and that when the alternative arrangements are put to the vote at the Council meeting, no Member of the Council votes against them.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

4.1 It is proposed that the Employment Committee, the Urgency Committee and the Planning Referrals Committee only are not politically balanced as set out in paragraph 3.1 above, and that the allocation of seats on individual Committees, which achieves each Political Group's overall entitlement, be as set out in Appendix A.

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

5.1 Group Leaders have been consulted on the allocation of seats on Committees and the adjustments required.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 Once the allocation of seats has been decided upon, there is a duty to give effect to the allocation by making appointments to them in accordance with the wishes of the Group Leaders on behalf of their respective Political Groups.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	There are no direct impacts on corporate priorities arising from this decision, but the Committees once appointed will discharge the functions delegated to them having regard where appropriate to the Council's strategic objectives.	Head of Policy & Communications
Risk Management	The review of the allocation of seats on Committees will ensure an appropriate political balance in	Head of Policy & Communications

	membership.	
Financial	The Committees to be appointed having regard to the political balance requirements form part of the original plan for the committee system of governance and as such there are no additional financial implications.	Section 151 Officer
Staffing	There are no staffing implications.	Head of Policy & Communications
Legal	The legal implications are set out in the body of the report.	Interim Head of Legal Partnership
Equality Impact Needs Assessment	There are no equality issues.	Policy & Information Manager
Environmental/Sustainable Development	There are no environmental/sustainable development implications.	Head of Policy & Communications
Community Safety	There are no community safety implications.	Head of Policy & Communications
Human Rights Act	There are no human rights implications.	Head of Policy & Communications
Procurement	There are no procurement implications.	Head of Policy & Communications
Asset Management	There are no asset management implications.	Head of Policy & Communications

8. REPORT APPENDICES

The following document is to be published with this report and forms part of the report:

- Appendix A – Allocation of Seats on Committees

9. BACKGROUND PAPERS

None

APPENDIX A

ALLOCATION OF SEATS ON COMMITTEES

	Service Committees													
	Policy and Resources	Strategic Planning, Sustainability and Transportation	Communities, Housing and Environment	Heritage, Culture and Leisure	Planning Committee	Licensing Committee	Employment Committee	Joint Transportation Board	Democracy Committee	Audit, Governance and Standards Committee	Planning Referrals Committee	Urgency Committee	Total of entitlement on individual Committees etc.	Overall entitlement
Seats to be Allocated	15	9	9	9	13	12	12	9	9	9	3	5	114	114
Con	6	4	4	4	6	5	5	4	4	4	1	1	48	48
Lib Dem	6	4	4	4	5	5	4	4	4	4	1	1	46	46
Ind	1	1	0	0	1	1	1	1	0	0	1	1	8	8
UKIP	1	0	1	1	1	1	1	0	1	0	0	1	8	8
Lab	1	0	0	0	0	0	1	0	0	1	0	1	4	4
Total Allocated	15	9	9	9	13	12	12	9	9	9	3	5	114	114

**MAIDSTONE BOROUGH COUNCIL
ACTING AS CORPORATE TRUSTEE
OF THE CHARITY KNOWN AS THE
COBTREE MANOR ESTATE**

20 MAY 2017

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

**REVIEW OF ALLOCATION OF SEATS ON THE COBTREE
MANOR ESTATE CHARITY COMMITTEE**

Final Decision-Maker	Maidstone Borough Council acting as Corporate Trustee of the Charity Known as the Cobtree Manor Estate
Lead Head of Service	Angela Woodhouse, Head of Policy and Communications
Lead Officer and Report Author	Debbie Snook, Democratic Services Officer
Classification	Public
Wards affected	N/A

This report makes the following recommendation to the Council:

1. That the allocation of seats on the Cobtree Manor Estate Charity Committee as set out below be approved:

Conservative	2
Liberal Democrats	2
Independent	1
UKIP	0
Labour	0

This report relates to the following corporate priorities: N/A

Timetable

Meeting	Date
Maidstone Borough Council Acting as Corporate Trustee of the Charity Known as the Cobtree Manor Estate	20 May 2017

REVIEW OF ALLOCATION OF SEATS ON THE COBTREE MANOR ESTATE CHARITY COMMITTEE

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To review the representation of the different Political Groups on the Cobtree Manor Estate Charity Committee pursuant to Section 15 of the Local Government and Housing Act 1989.
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2. INTRODUCTION AND BACKGROUND

- 2.1 It is the duty of the Council when acting as Corporate Trustee of the Charity Known as the Cobtree Manor Estate to review the representation of the different Political Groups on the Cobtree Manor Estate Charity Committee.
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3. AVAILABLE OPTIONS

- 3.1 The Cobtree Manor Estate Charity Committee and the Queen's Own Royal West Kent Regiment Museum Trust Committee both comprise five Members. The Conservative and Liberal Democrats Groups are entitled to two Members each on each Committee and the Independent and UKIP Groups are entitled to one Member each in total between the two Committees. The Cobtree Manor Estate Charity Committee has indicated that it wishes to retain the same membership as last year, for continuity purposes. Following consultation with the relevant Group Leaders, it is proposed that the Independent Group should take the fifth seat on the Cobtree Manor Estate Charity Committee and the UKIP Group should take the fifth seat on the Queen's Own Royal West Kent Regiment Museum Trust Committee.
- 3.2 Section 17 of the Local Government and Housing Act 1989 provides for exceptions to the political balance requirements. Essentially, the Council can amend the political balance of a Committee provided that notice of the intention to give such consideration has been given to all Members of the Council and that when the alternative arrangements are put to the vote at the Council meeting, no Member of the Council votes against them.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 It is proposed, following consultation with the relevant Group Leaders, that the allocation of seats on the Cobtree Manor Estate Charity Committee be as follows:

Conservative	2
Liberal Democrats	2
Independent	1
UKIP	0
Labour	0

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

5.1 The relevant Group Leaders have been consulted on the allocation of seats on the Cobtree Manor Estate Charity Committee, and their views have been taken into account in the proposed allocation.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 Once the allocation of seats has been decided upon, there is a duty to give effect to the allocation by making appointments to them in accordance with the wishes of the Group Leaders on behalf of their respective Political Groups.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	N/A	Head of Policy & Communications
Risk Management	The review of the allocation of seats on the Committee will ensure an appropriate political balance in membership.	Head of Policy & Communications
Financial	The Committee forms part of the original plan for the Committee system of governance and as such there are no additional financial implications.	Section 151 Officer
Staffing	There are no staffing implications.	Head of Policy & Communications
Legal	The legal implications are set out in the body of the report.	Interim Head of Legal Partnership
Equality Impact Needs Assessment	There are no equality issues.	Policy & Information Manager

Environmental/Sustainable Development	There are no environmental/sustainable development implications.	Head of Policy & Communications
Community Safety	There are no community safety implications.	Head of Policy & Communications
Human Rights Act	There are no human rights implications.	Head of Policy & Communications
Procurement	There are no procurement implications.	Head of Policy & Communications
Asset Management	There are no asset management implications.	Head of Policy & Communications

8. BACKGROUND PAPERS

None

**MAIDSTONE BOROUGH COUNCIL
ACTING AS CORPORATE TRUSTEE
OF THE CHARITY KNOWN AS THE
QUEEN’S OWN ROYAL WEST KENT
REGIMENT MUSEUM TRUST**

20 MAY 2017

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

REVIEW OF ALLOCATION OF SEATS ON THE QUEEN’S OWN ROYAL WEST KENT REGIMENT MUSEUM TRUST COMMITTEE

Final Decision-Maker	Maidstone Borough Council acting as Corporate Trustee of the Charity Known as the Queen’s Own Royal West Kent Regiment Museum Trust
Lead Head of Service	Angela Woodhouse, Head of Policy and Communications
Lead Officer and Report Author	Debbie Snook, Democratic Services Officer
Classification	Public
Wards affected	N/A

This report makes the following recommendation to the Council:

1. That the allocation of seats on the Queen’s Own Royal West Kent Regiment Museum Trust Committee as set out below be approved:

Conservative	2
Liberal Democrats	2
Independent	0
UKIP	1
Labour	0

This report relates to the following corporate priorities: N/A

Timetable

Meeting	Date
Maidstone Borough Council Acting as Corporate Trustee of the Charity Known as the Queen’s Own Royal West Kent Regiment Museum Trust	20 May 2017

REVIEW OF ALLOCATION OF SEATS ON THE QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM TRUST COMMITTEE

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To review the representation of the different Political Groups on the Queen's Own Royal West Kent Regiment Museum Trust Committee pursuant to Section 15 of the Local Government and Housing Act 1989.
-

2. INTRODUCTION AND BACKGROUND

- 2.1 It is the duty of the Council when acting as Corporate Trustee of the Charity Known as the Queen's Own Royal West Kent Regiment Museum Trust to review the representation of the different Political Groups on the Queen's Own Royal West Kent Regiment Museum Trust Committee.
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3. AVAILABLE OPTIONS

- 3.1 The Queen's Own Royal West Kent Regiment Museum Trust Committee and the Cobtree Manor Estate Charity Committee both comprise five Members. The Conservative and Liberal Democrats Groups are entitled to two Members each on each Committee and the Independent and UKIP Groups are entitled to one Member each in total between the two Committees. The Cobtree Manor Estate Charity Committee has indicated that it wishes to retain the same membership as last year, for continuity purposes. Following consultation with the relevant Group Leaders it is proposed that the UKIP Group should take the fifth seat on the Queen's Own Royal West Kent Regiment Museum Trust Committee and the Independent Group should take the fifth seat on the Cobtree Manor Estate Charity Committee.
 - 3.2 Section 17 of the Local Government and Housing Act 1989 provides for exceptions to the political balance requirements. Essentially, the Council can amend the political balance of a Committee provided that notice of the intention to give such consideration has been given to all Members of the Council and that when the alternative arrangements are put to the vote at the Council meeting, no Member of the Council votes against them.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 It is proposed, following consultation with the relevant Group Leaders, that the allocation of seats on the Queen's Own Royal West Kent Regiment Museum Trust Committee be as follows:

Conservative	2
Liberal Democrats	2
Independent	0
UKIP	1
Labour	0

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

5.1 The relevant Group Leaders have been consulted on the allocation of seats on the Queen's Own Royal West Kent Regiment Museum Trust Committee, and their views have been taken into account in the proposed allocation.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 Once the allocation of seats has been decided upon, there is a duty to give effect to the allocation by making appointments to them in accordance with the wishes of the Group Leaders on behalf of their respective Political Groups.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	N/A	Head of Policy & Communications
Risk Management	The review of the allocation of seats on the Committee will ensure an appropriate political balance in membership.	Head of Policy & Communications
Financial	The Committee forms part of the original plan for the Committee system of governance and as such there are no additional financial implications.	Section 151 Officer
Staffing	There are no staffing implications.	Head of Policy & Communications
Legal	The legal implications are set out in the body of the report.	Interim Head of Legal Partnership

Equality Impact Needs Assessment	There are no equality issues.	Policy & Information Manager
Environmental/Sustainable Development	There are no environmental/sustainable development implications.	Head of Policy & Communications
Community Safety	There are no community safety implications.	Head of Policy & Communications
Human Rights Act	There are no human rights implications.	Head of Policy & Communications
Procurement	There are no procurement implications.	Head of Policy & Communications
Asset Management	There are no asset management implications.	Head of Policy & Communications

8. BACKGROUND PAPERS

None