

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

**Yes****Appointments to Working Groups of the Cabinet**

<b>Final Decision-Maker</b>	Cabinet
<b>Portfolio Holder(s)</b>	Councillor Alan McDermott – Acting Leader of the Council
<b>Lead Director</b>	Lee Colyer – Director of Finance, Policy and Development
<b>Head of Service</b>	Finbar Gibbons – Head of Policy and Governance
<b>Lead Officer/Author</b>	Mark O’Callaghan – Democratic Services Officer
<b>Classification</b>	Non-exempt
<b>Wards affected</b>	All

**This report makes the following recommendations to the final decision-maker:**

That members be appointed to the working groups of the Cabinet for the municipal year 2019/20 as set out at Appendix A to the report.

**This report relates to the following Five Year Plan Key Objectives:**

- A Prosperous Borough
- A Green Borough
- A Confident Borough

The members of the working groups of the Cabinet will influence various projects in all of the key objectives.

**Timetable**

<b><i>Meeting</i></b>	<b><i>Date</i></b>
Cabinet	22 May 2019

# Appointments to Working Groups of the Cabinet

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To appoint Members to the following working groups of the Cabinet:
- Community Grants Assessment Panel
  - Development Advisory Panel
  - Housing Advisory Panel
  - Joint Transportation Board
  - Planning Policy Working Group
  - Public Transport Forum
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## 2. INTRODUCTION AND BACKGROUND

- 2.1 Working groups of the Cabinet are not subject to the political balance criteria; however, the Council has adopted a consensual approach which will continue. In most cases, it is customary for at least one seat on each working group to be occupied by opposition members.

### **Community Grants Assessment Panel (CGAP)**

- 2.1 There are five positions on the CGAP including the Portfolio Holder as Chairman.
- 2.2 The CGAS is not expected to meet regularly although a meeting is expected to take place in March 2020 towards the end of the financial year.

### **Development Advisory Panel (DAP)**

- 2.3 There are ten positions on the DAP including the Portfolio Holder as Chairman.
- 2.4 The DAP will meet on an ad-hoc basis to examine the future regeneration needs of the Borough and assist with the continued development of a number of key sites in the Borough. Its views will be considered by the relevant committee as appropriate.

### **Housing Advisory Panel (HAP)**

- 2.7 There are six positions on the HAP including the Portfolio Holder as Chairman.
- 2.8 The HAP will meet on a quarterly basis with ad-hoc meetings as necessary to develop policy and budget proposals in relation to the Council's statutory housing services, oversee delivery of its affordable housing programme and to share key information with Members on housing issues.

### **Joint Transportation Board (JTB)**

- 2.5 There are six positions on the JTB to match the number of Kent County Council members for divisions within the Borough. There is also one member representing the Town and Parish Councils appointed by the Kent Association of Local Councils.
- 2.6 The JTB will meet on a quarterly basis to be a forum for consultation between Kent County Council and Tunbridge Wells Borough Council on policies, plans and strategies related to highways, road traffic and public transport.
- 2.7 Chairmanship of the JTB alternates on an annual basis between Tunbridge Wells Borough Council and Kent County Council. The Vice Chairman is appointed by Tunbridge Wells Borough Council for 2019/20.

### **Planning Policy Working Group (PPWG)**

- 2.8 There are seventeen positions on the PPWG including the Portfolio Holder as Chairman.
- 2.9 The PPWG will meet on an ad-hoc basis and arranged when required.

### **Public Transport Forum (PTF)**

- 2.10 There are two positions on the PTF including the Portfolio Holder.
- 2.11 The PTF usually meets on a quarterly basis to engage in a constructive forum to consider and recommend actions on public transport issues, in order to achieve the aims and objectives of the Council and the Local Strategic Partnership as set out in the Sustainable Community Plan.

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## **3 AVAILABLE OPTIONS**

- 3.1 To appoint members as shown at Appendix A to the report.
- 3.2 To appoint other members to those shown at Appendix A to the report. The recommended appointments were made following discussions with leaders of the political parties and members of the Council. To change the appointees would require further consultation.
- 3.3 To not appoint members thus closing the working group. The JTB was formed by agreement with Kent County Council therefore the Council is obliged to appoint members until such time that the original agreement is mutually cancelled. Other working parties are at the discretion of the Cabinet.

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## **4 PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 Appointments are made at the discretion of the Cabinet following discussion with leaders of the political parties and members of the Council. All the

recommended appointees, as shown at Appendix A to the report, have consented to their appointment.

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## 5 CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 Appointments to working groups of the Cabinet are at the discretion of the Cabinet and it is not necessary to formally consult.

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## 6 NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 The Cabinet's decision will be published on the Council's website following the meeting on 22 May 2019 and is subject to the normal call-in period. Appointed members will be advised directly.

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## 7 CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
<b>Legal</b> including Human Rights Act	The power to make appointments to a Cabinet working group is an executive decision to be made by the Cabinet.	Patricia Narebor, Head of Legal Partnership and Monitoring Officer 13 May 2019
<b>Finance</b> and other resources	There are no significant cross-cutting implications as a result of this decision.	Mark O'Callaghan, Democratic Services Officer 13 May 2019
<b>Staffing establishment</b>		
<b>Risk management</b>		
<b>Data Protection</b>		
<b>Environment and sustainability</b>		
<b>Community safety</b>		
<b>Health and Safety</b>		
<b>Health and wellbeing</b>		
<b>Equalities</b>		

## **8 REPORT APPENDICES**

The following documents are to be published with and form part of the report:

- Appendix A: Appointments (To Follow)
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## **9 BACKGROUND PAPERS**

- None