

AGENDA

GENERAL PURPOSES GROUP MEETING



Date: Monday 13 August 2012

Time: 6.30 pm

Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Black, Chittenden, Mrs Hinder
(Chairman), McKay, D Mortimer and
Mrs Stockell

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Notification of Visiting Members
4. Disclosures by Members and Officers
5. Disclosures of Lobbying

Continued Over/:

Issued on 1 August 2012

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 JANET BARNES on 01622 602242**. To find out more about the work of the Committee, please visit www.maidstone.gov.uk

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

6. To consider whether any items should be taken in private because of the possible disclosure of exempt information
7. Minutes of the Meeting held on 21 May 2012 1 - 3
8. Report of the Head of Democratic Services - Nominations to Outside Bodies 4 - 12

MAIDSTONE BOROUGH COUNCIL

GENERAL PURPOSES GROUP

MINUTES OF THE MEETING HELD ON MONDAY 21 MAY 2012

Present: Councillor Mrs Hinder (Chairman), and
Councillors Black, Chittenden, McKay, D Mortimer and
Mrs Stockell

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

3. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

4. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Mrs Hinder be appointed Chairman for the Municipal Year 2012/13.

5. ELECTION OF VICE CHAIRMAN

RESOLVED: That Councillor Chittenden be appointed Vice Chairman for the Municipal Year 2012/13.

6. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

7. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

8. EXEMPT ITEMS

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

9. MINUTES

RESOLVED: That the Minutes of the Meeting held on 26 March 2012 be approved as a correct record and signed.

10. APPOINTMENT OF POLITICAL GROUP SPOKESPERSONS

RESOLVED: That the following Group Spokespersons be appointed:-

Conservative – Councillor Mrs Hinder
Liberal Democrat – Councillor Chittenden

11. NOMINATIONS TO OUTSIDE BODIES

The Group considered the report of the Head of Democratic Services regarding nominations to Outside Bodies.

RESOLVED:

1. That Councillor Naghi be appointed to the vacancy on Cutbush and Corrall Charities with immediate effect and until 31 March 2016.
2. That Councillor Mrs Parvin be appointed to the vacancy on the Kent Downs AONB Joint Advisory Committee from 21 May 2012 until 20 May 2013.
3. That Councillor Parvin be appointed as the Voting Member on the Local Government Association Rural Commission from 31 May 2012 until 30 May 2013 and further nominations be sought for the Non-Voting vacancy.
4. That Councillor Garland be appointed as the Voting Member and Councillor Paine the Non-Voting Member on the Local Government Association Urban Commission from 31 May 2012 until 30 May 2013.
5. That Councillors Daley, Pickett and Paterson be appointed to the 3 vacancies on the Maidstone Area Arts Partnership from 21 May 2012 until 20 May 2013.
6. That Councillors D Mortimer and Yates be appointed to the 2 vacancies on the Maidstone YMCA from 21 May 2012 until 20 May 2013.
7. That Councillor Mrs Parvin be appointed as the Committee Member and Councillor Ash as the Substitute Member to the Mid Kent Downs Steering Group from 21 May 2012 until 20 May 2013.
8. That Councillor Parvin be appointed as the Committee Member and Councillor Mrs Parvin as the Substitute Member to Tourism South East from 21 May 2012 until 20 May 2013.
9. That Councillors Nelson-Gracie and Warner be appointed to the 2 vacancies on the Upper Medway Internal Drainage Board from 1 July 2012 until 30 June 2014.

10. That all Members be informed that the Group will not accept a nomination if the nomination form does not provide the appropriate information required for it to make a decision to appoint.

12. DURATION OF MEETING

6.30 p.m. to 6.46 p.m.

Agenda Item 8

MAIDSTONE BOROUGH COUNCIL

GENERAL PURPOSES GROUP

13 AUGUST 2012

REPORT OF HEAD OF DEMOCRATIC SERVICES

Report prepared by Jill Lucas

1. NOMINATIONS TO OUTSIDE BODIES

1.1 Issue for Decision

1.1.1 To consider nominations received for Outside Bodies.

1.2 Recommendation of the Head of Democratic Services

That the nominations set out in the report be considered by the Group.

1.3 Reasons for Recommendation

1.3.1 The nominations to Outside Bodies to be made are listed below and copies of the Nomination Forms received are attached at Appendix A.

1.3.2 The appointments to KCC Youth Advisory Group, Maidstone Sea Cadets, Youth and Community Charity and Kent County Playing Fields Association have become available due to previous Councillors FitzGerald and Hinder no longer being on the Council.

1.3.3 KCC Youth Advisory Group

Vacancy: 1 x Committee Member

The term of office starts immediately until 6 September 2013

Nominations have been received from Councillors Steve McLoughlin and Malcolm McKay.

Recommended: That the Group make an appointment to the vacancy with KCC Youth Advisory Group.

1.3.4 Kent County Playing Fields Association

Vacancy: 1 x Committee Member

The term of office starts immediately until 30th September 2013

No nominations have been received at present.

Recommended: That, if no nominations are received by the date of the meeting, nominations continue to be sought

1.3.5 Maidstone Sea Cadets

Vacancy: 1 x Committee Member

The term of office starts immediately until 18th November 2013

No nominations have been received at present.

Recommended: That, if no nominations are received by the date of the meeting, nominations continue to be sought.

1.3.6 Relief in Need Charities

Vacancy: 1 x Committee Member

The term of office starts immediately until 26 July 2016

A nomination has been received from Councillor Daphne Parvin.

Recommended: That the Group make appointments to the vacancy with Relief in Need Charities.

1.3.7 South East Employers

Vacancy: 1 x Substitute Member

The term of office starts immediately until 22nd July 2013

A nomination has been received from Councillor Alastair Black.

Recommended: That the Group make appointments to the vacancies with South East Employers.

1.3.8 Youth and Community Charity

Vacancy: 1 x Committee Member

The term of office starts immediately until 6th September 2013

A nomination has been received from Councillor Michael Yates.

Recommended: That the Group make an appointment to the vacancy with Youth and Community Charity.

1.4 Alternative Action and why not Recommended

1.4.1 The Group could decide not to appoint to Outside Bodies but this is not recommended as representation within the Community is an important role.

1.5 Impact on Corporate Objectives

1.5.1 Appointing to the Outside Bodies in the report will allow Councillors to act as advocates for community issues and represent the Council on bodies that make a difference to the local community. This supports the corporate priority of corporate and customer excellence and, in particular, the outcome, to ensure vulnerable people are assisted.

1.6 Risk Management

1.6.1 The Committee will need to consider the potential risk to the Council's reputation when making appointments to the bodies listed. A Scrutiny Review of Outside Bodies identified the importance of monitoring appointments and ensuring Members are fully aware of the role required.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management

1.8 Relevant Documents

1.8.1 Appendices

1.8.2 Appendix A – Nomination Forms received

1.8.3 Background Documents

None.

<u>IS THIS A KEY DECISION REPORT?</u>			
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If yes, when did it first appear in the Forward Plan?			
This is a Key Decision because:			
Wards/Parishes affected:			

NOMINATION FORM TO OUTSIDE BODY

Date 27/6/2012.....

NAME:	STEVE MCDONAGHAN
ADDRESS:	THE WING, WARDES MOATS, VICARAGE ROAD, YALING, KENS
TELEPHONE NO:	01622 820551
NAME OF ORGANISATION APPLYING FOR:	KCC YOUTH ADVISORY GROUP
REASON FOR APPLYING:	INTERESTED IN ADVANCING SERVICES AVAILABLE TO YOUNG PEOPLE IN GETTING EMPLOYMENT, MENTORING AND SELF DEVELOPMENT.
WHAT BENEFITS COULD YOU BRING TO THE ORGANISATION?:	EXPERIENCE OF LIFE, 25 YEARS IN THE COMPUTER INDUSTRY, 10 YEARS IN DIRECT MARKETING AND A DOWN TO EARTH, PRAGMATIC APPROACH TO SEEING THINGS THROUGH

Please attached further sheet if required

Attached: List of Current Vacancies on Outside Bodies & term of office
Job Specification Form
Annual Review Form

NOMINATION FORM TO OUTSIDE BODY

Date 10th July 2012

NAME:	Malcolm McKay Cllr
ADDRESS:	20 Cheviot Gardens Downswood Maidstone ME15 8TE
TELEPHONE NO:	01622 862472 07879 357333
NAME OF ORGANISATION APPLYING FOR:	KCC YOUTH ADVISORY GROUP
REASON FOR APPLYING:	<p>I have an interest in youth matters and feel that as a society it is our responsibility to provide for the needs of young people.</p> <p>I would welcome an opportunity to contribute to the planning and development of initiatives that support young people in Kent</p>
WHAT BENEFITS COULD YOU BRING TO THE ORGANISATION?:	<p>I feel that I would bring an open mind to this group and make a positive contribution.</p>

Please attached further sheet if required

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Annual Review Form

NOMINATION FORM TO OUTSIDE BODY

Date 31.5.12

NAME:	DAPHNE J PARVIN
ADDRESS:	49. MEADOW WALK MAIDSTONE KENT ME 15 7RY
TELEPHONE NO:	01622 673209 673209.
NAME OF ORGANISATION APPLYING FOR:	RELIEF IN NEED CHARITY
REASON FOR APPLYING:	I HAVE SERVED ON THIS COMMITTEE FOR MANY YEARS AND WISH TO CONTINUE. THE CHARITY PROVIDES INVARIABLE ASSISTANCE TO LOCAL RESIDENTS IN TIMES OF GREAT NEED
WHAT BENEFITS COULD YOU BRING TO THE ORGANISATION?:	KNOWLEDGE OF THE AREAS OF MAIDSTONE MOSTLY IN NEED OF THIS TYPE OF SUPPORT. KNOWING WHEN A PERSON/FAMILY IN NEED FALLS BETWEEN SUPPORT FROM OTHER AREAS OF ASSISTANCE

Please attached further sheet if required

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Annual Review Form

NOMINATION FORM TO OUTSIDE BODY

Date 29th May 2012.

NAME:	Alistair James Black
ADDRESS:	Flat 5, The Coachyard, 372A Tonbridge Road Maidstone ME16 8TT
TELEPHONE NO:	01622 728481
NAME OF ORGANISATION APPLYING FOR:	South East Employers
REASON FOR APPLYING:	Am currently the Substitute member for Cllr. Eric Hotson. Have attended the SEE quarterly meeting in May of 2012 and reported thereon. I hold a Diploma in Personnel Management, a Certificate in Adult Education and a degree in Adult Education, which are all qualifications within the human resources field, which is the area that SEE operates in.
WHAT BENEFITS COULD YOU BRING TO THE ORGANISATION?:	Having been a Personnel Director for a large paper and converting organisation in Central Africa and also having run my own Management Consultancy business in central and southern Africa for over 25 years, I bring a wealth of HR experience in Organisational Development, Salary and Wage surveys, Behavioural Analysis, Training and Development as well as financial skills in running a business, especially in a volatile society with a very high inflation rate. (i.e. Zimbabwe) In addition I am considered a specialist in Job Evaluation both in Zimbabwe and in South Africa and am very familiar with specialised job evaluation systems and salary administration as a result of completing complex J.E. interventions and installations.

Please attached further sheet if required

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Job Specification Form
Annual Review Form

NOMINATION FORM TO OUTSIDE BODY

Date18th June 2012.....

NAME:	Michael Ian Yates
ADDRESS:	Inisfree 177 Loose Road Maidstone Kent Me15 7DP
TELEPHONE NO:	01622 675188
NAME OF ORGANISATION APPLYING FOR:	Youth & Community Charity
REASON FOR APPLYING:	Anxiety over loss of communication between KCC and Young People especially in Shepway.
WHAT BENEFITS COULD YOU BRING TO THE ORGANISATION?:	Support, keenness arising from working on YMCA board that also provides support to young persons.

Please attached further sheet if required

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