

**CABINET ADVISORY COMMITTEE MEMBERSHIPS AND TERMS OF REFERENCE
2016/17**

Policy and Performance Advisory Committee

Membership (12 Members to include Portfolio Holder: 12 Conservative)

Cabinet Member: Cllr. Fleming

Deputy Cabinet Member: Cllr. Miss. Stack

Cllrs. Abraham, Clark, Eyre, Kelly, Krogdahl, Maskell, McGregor, Mrs. Morris, Parkin and Thornton

Terms of Reference

- a) The Advisory Committee shall undertake policy initiation and development;
- b) The Advisory Committee shall consider such other matters as are referred to it by the Portfolio Holder;
- c) At the request of either Cabinet or the Audit Committee carry out specific research and development projects and to submit recommendations to Cabinet;
- d) The Advisory Committee shall develop and approve its annual work plan ensuring that there is efficient use of the Committee's time; and
- e) The Cabinet Member be requested to provide a report to each meeting outlining their activities since the previous meeting any any decisions they intend to take in the following three months.

Within the areas of: Corporate Policy & Performance, Communications, Customer Service Standards, Business Transformation, Special Projects (Asset Acquisition, Disposal & Redevelopment), Digital and HR.

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Direct and Trading Advisory Committee

Membership (12 Members to include Portfolio Holder: 12 Conservative)

Cabinet Member: Cllr. Dickins

Deputy Cabinet Members: Cllr. Mrs. Bayley

Cllrs. Barnes, Mrs. Bosley, Cooke, Esler, Kelly, Maskell, McGregor, Parson, Pett and Thornton.

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- d) The Advisory Committee shall develop and approve its annual work plan ensuring that there is efficient use of the Committee's time; and
- e) The Cabinet Member be requested to provide a report to each meeting outlining their activities since the previous meeting any any decisions they intend to take in the following three months.
- f) Recommend and keep under review, governance arrangements for the prioritisation of the Community Infrastructure Levy (CIL).

Within the areas of responsibility of: Direct Services, Street Cleansing, Waste & Recycling, CCTV, Environmental Health, Markets, Parking and Pest Control.

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Economic & Community Development Advisory Committee

Membership (12 Members to include Portfolio Holder: 11 Conservative, 1 Liberal Democrat)

Cabinet Member: Cllr. Hogarth

Deputy Cabinet Members: Cllrs. Maskell and McGarvey

Cllrs. Abraham, Barnes, Mrs. Bosley, Dr. Canet, Esler, Krogdahl, Lake, Pearsall and Scott

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- c) At the request of either Cabinet or the Audit Committee carry out specific research and development projects and to submit recommendations to Cabinet;

- d) The Advisory Committee shall develop and approve its annual work plan ensuring that there is efficient use of the Committee's time; and
- e) The Cabinet Member be requested to provide a report to each meeting outlining their activities since the previous meeting any any decisions they intend to take in the following three months.

Within the areas of responsibility of: Economic Development, Business Continuity, Emergency Planning, Regeneration, Town Centres, Tourism, West Kent Partnership, West Kent Leader Programme, Community Grants, Community Plan, Community Safety, Youth, Parishes.

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Finance Advisory Committee

Membership (12 Members to include Portfolio Holder: 12 Conservative)

Cabinet Member: Cllr. Searles

Deputy Cabinet Member: Cllr. Scholey

Cllrs. Mrs. Bayley, Bosley, Cooke, Esler, Eyre, Kelly, Krogdahl, Lake, Pett and Scott

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Within the areas of: Audit & Corporate Governance, Budget & Financial Strategy, Local Tax, Procurement Policy, FM, Strategic Risk, Housing Benefit, Fraud and Operational Assets,

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Housing & Health Advisory Committee

Membership (12 Members to include Portfolio Holder: 11 Conservative, 1 Liberal Democrat)

Cabinet Member: Cllr. Lowe

Deputy Cabinet Members: Cllrs. Parkin and Horwood

Cllrs. Mrs. Bosley, Dr. Canet, Eyre, Gaywood, Halford, Parson, Pearsall, Scott and Ms Tennessee

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- c) At the request of either Cabinet or the Audit Committee carry out specific research and development projects and to submit recommendations to Cabinet;
- d) The Advisory Committee shall develop and approve its annual work plan ensuring that there is efficient use of the Committee's time; and
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Within the areas of responsibility of: Housing Strategy & Policy, Housing Standards, Housing Needs, Empty Homes, Gypsy and Traveller, Disabled Facilities Grant, Health, Energy Efficiency, Fuel Poverty and Leisure.

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Legal and Democratic Services Advisory Committee

Membership (12 Members to include Portfolio Holder: 12 Conservative)

Cabinet Member: Cllr. Firth

Deputy Cabinet Member: Cllr. Pett

Cllrs. Abraham, Barnes, Bosley, Eyre, Halford, Mrs. Hunter, Lake, McGarvey, Pearsall, and Ms Tennessee

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Within the areas of responsibility of: Corporate Health and Safety, Equality, Democratic Services, Elections, Legal, Licensing, Trading Company, Shared Service Programme and Governance

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council.

Planning Advisory Committee

Membership

(12 Members to include Portfolio Holder: 11 Conservative, 1 Liberal Democrat)

Cabinet Member: Cllr. Piper

Deputy Cabinet Members: Cllrs. Mrs. Hunter and Thornton

Cllrs. Dr. Canet, Clark, Gaywood, Halford, Horwood, McGregor, Mrs. Morris, Parson and Scholey

Terms of Reference

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Within the areas of responsibility of: Conservation, Development Services, Development Control, Local Plan, Planning Policy, Building control, Transport policy and Enforcement

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