

TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

17 May 2016

Report of the Director of Central Services

Part 1- Public

Matters For Decision

1 CHANGES TO CONSTITUTION

Members are asked to agree changes to the Constitution to set out the responsibilities of the new Cabinet Members, together with consequent changes to the terms of reference for Advisory Boards.

1.1 Cabinet Member portfolios

1.1.1 At Item 7 of the agenda, the Council will be asked to note the Leader's appointments to the Cabinet and the portfolios they will hold.

1.1.2 It is proposed by the Leader to appoint Cabinet Members with responsibility for the following portfolios –

Cabinet Member for Community Services

Cabinet Member for Economic Regeneration*

Cabinet Member for Finance, Innovation and Property

Cabinet Member for Housing

Cabinet Member for Strategic Planning and Infrastructure

Cabinet Member for Street Scene and Environment Services

*to be held by the Leader

1.1.3 As a consequence of the above appointments, it will be necessary to make changes to the existing Cabinet Member portfolios set out in Part 3 of the Constitution. Specifically, it is proposed to –

(1) Separate the existing portfolio held by the Cabinet Member for Housing and Environment Services so as to create the new portfolios for the Cabinet Member for Housing and the Cabinet Member for Street Scene and Environment Services, the latter also assuming responsibility for car parking;

- (2) Merge the existing portfolios held by the Cabinet Member for Community Services and the Cabinet Member for Community Safety to create the new portfolio for the Cabinet Member for Community Services; and
- (3) Rename the portfolio of the Cabinet Member for Planning and Transportation to Strategic Planning and Infrastructure and transfer car parking to the Cabinet Member for Street Scene and Environment Services.

1.1.4 The other portfolios will remain unchanged.

1.1.5 The full responsibilities of the proposed new portfolios are attached as **Annex 1**. These have also been updated to remove reference to any obsolete policies.

1.2 Advisory Boards

1.2.1 It is proposed by the Leader to establish 5 Advisory Boards to support the new Cabinet Portfolios, as follows

Communities and Housing Advisory Board

Economic Regeneration Advisory Board

Finance, Innovation and Property Advisory Board

Planning and Transportation Advisory Board

Street Scene and Environment Services Advisory Board

1.2.2 It will also therefore be necessary to amend the terms of reference of the existing Advisory Boards as set out in the Constitution. Specifically, it is proposed to

(a) Merge the existing terms of reference for the Communities Advisory Board and that part of the Housing and Environment Services Advisory Board relating to housing so as to create terms of reference for the Communities and Housing Advisory Board.

(b) Merge the remaining terms of reference for the Housing and Environment Services Advisory Board and those parts of the Planning and Transportation Advisory Board relating to car parking so as to create terms of reference for the Street Scene and Environment Services Advisory Board.

1.2.3 The other terms of reference will remain unchanged.

1.2.4 The full terms of reference for each Advisory Board are attached as **Annex 2**.

1.3 Legal Implications

1.3.1 None.

1.4 Financial and Value for Money Considerations

1.4.1 None.

1.5 Risk Assessment

1.5.1 No risk issues have been identified.

1.6 Equality Impact Assessment

1.6.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.7 Recommendations

1.7.1 Council is invited to authorise the Monitoring Officer to make the appropriate consequential changes to the Council's Constitution to give effect to

(a) The proposed portfolios for the Cabinet Members (as set out at **Annex 1**); and

(b) The proposed terms of reference for Advisory Boards (as set out at **Annex 2**).

Background papers:

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Nil

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