

# Public Document Pack



Date: **Wednesday 18 October 2023**  
Ask For: **Nick Hughes**  
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## **BOUNDARY AND ELECTORAL ARRANGEMENTS WORKING PARTY**

**26 OCTOBER 2023**

A meeting of the Boundary and Electoral Arrangements Working Party will be held at **1.00 pm on Thursday, 26 October 2023** at the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

### Membership:

Councillors: Everitt, D Green, Kup, Packman and Wright

## **A G E N D A**

Item  
No

Subject

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 8)  
To agree the minutes of the meeting of 5 October 2023, copy attached.
4. **GENERAL PROGRESS UPDATE PRESENTATION**  
Nick Hughes to provide a presentation to Members on the progress so far.
5. **EVIDENCE FOR DRAFT SUBMISSION** (Pages 9 - 36)
6. **NEXT STEPS**

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# Public Document Pack Agenda Item 3

## BOUNDARY AND ELECTORAL ARRANGEMENTS WORKING PARTY

Minutes of the meeting held on 5 October 2023 at 2.00 pm at Council Chamber, Council Offices, Cecil Street, Margate, Kent.

**Present:** Councillor Jack Packman (Chair); Councillors Everitt, D Green, Kup and Wright

### 12. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Will Scobie, substituted by Councillor Everitt.

### 13. DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

### 14. MINUTES OF THE PREVIOUS MEETING

Councillor Everitt proposed, Councillor Kup seconded and Members agreed the minutes to be a correct record of the working party meeting held on 22 August 2023.

### 15. GENERAL PROGRESS UPDATE PRESENTATION

Nick Hughes, Committee Services Manager introduced the report and made the following comments:

- The Council was required to produce evidence for the review that included the following information:
  - Geocoded Electoral Register
  - Current & Forecast Electorate,
  - Forecasting Methodology
  - Housing Development Data,
  - Polling District Maps
  - Polling District Review Report
  - Parish Electoral Arrangements
  - Parish Ward Maps
  - Local Orders & Governance Changes
  - Communications Planning
  - Stakeholder Database
- Local Orders and Governance Changes: This would be information on whether the Council had made any changes since the last review;
- The forecast document had been updated with electoral information and there was a tool for forecasting elector numbers;
- The Council had to identify predictions that were outside this LGBCE model using the challenge data column in the forecast document;
- There were large housing developments in Thanet. If these house numbers were going to be built the corresponding number of electors would be significantly different to the LGBCE ones;
- The Comms and Digital teams were working on collecting data;
- The Legal department had confirmed that the Council did not have any Orders in the period under review;
- Democratic Services were currently collecting stakeholder data;

- BEAWP had agreed at the previous meeting on working towards a councillor number of between 36 and 44;
- It was worth noting that Outside Bodies numbers to which the Council appointed its representatives had significantly decreased in the period under review. The number was half of what it was;
- The Council had changed governance arrangements from a committee system to executive arrangements in the period under review;
- Councillors were now using more of ICT equipment like Chromebook to carry out their councillor role including communicating with residents in their respective constituencies;
- Members were now working more efficiently than before;
- There was a cabinet system in place and there was no intention to change;
  
- There was now more officer decision making than before and less policy framework and key decisions to be made by Members;
- There was currently a high threshold for key decision definition;
- There was also now a single Overview and Scrutiny Panel, unlike before when there were two;
- There were less committees than before;
- There was currently extensive Member support and training, all to deal with Member queries and casework;
- There were significant areas of deprivation in Thanet, therefore busier wards in terms of councillor ward casework;
- The Council could consider combining some committee functions like Standards and Governance and Audit into a single committee thereby reducing further the number of committee there were. This would also reduce the need to keep the councillor number at the current level;
- Officers would bring all the evidence at the next meeting;
- LGBCE wanted the Council to provide them with a number of proposed councillor for Thanet and not a range.

One Member said that councillors had different approaches to work. Some were proactive whilst others were reactive. It was about how manage their casework. They further said that a committee membership of 15 councillors was not unwieldy.

Members noted the update report.

## **16. PRESENTATION REGARDING FUTURE HOUSING DEVELOPMENT IN THANET**

Adrian Verrall, Strategic Planning Manager introduced the report and made the following points:

- There is a relationship between the Local Plan, population trends and housing development;
- There would new 18,000 dwellings in the district by 2031;
- Housing requirements used 2014 population projections and the population figure was projected to be 161,252 by 2031, a growth of 26,850 from 2011;
- Projected household growth was from 59,619 to 75,069 (+15,450)
- This was 7,000 less as the 2021 census showed that the district's population was 140,600;
- Of the housing supply that was identified in the Local Plan, currently as at March 2023, the following are the completion stats:
  - Completions – 4,965
  - Under construction – 3,016
  - Not started – 10,470

- There were some factors to consider when discussing population distribution to wards as it was difficult to know where all the housing development would be until applications were submitted to the Council;
- The Strategic Planning team conducted site assessments and their progression each year. The team carried out about 400 site visits each year;
- The team would usually write to developers to check on development of sites any planned future housing development projects;
- The Council was largely dependent on private developers for information;
- It was worth noting that currently there was a slowdown in the housing construction industry and some developers had gone out of business.

Nick Hughes added the following comments:

- There was a steady increase in housing development trajectory;
- There was a need to make an educated guess as to the number of houses there would be by 2030 and extrapolate that against elector numbers;
- The houses should have been completed and have electors living in them by 2030;
- This was quite challenging data to come up with;
- The challenge column on the evidence document to be sent back to LGBCE had a column that would be populated with the Local Plan housing sites;
- In instances where it was obvious that the ward had no large housing development like in Birchington North, the Council would use the LGBCE model;
- For all the areas where major housing development projects were planned, there is a need to challenge the LGBCE model, as the Council believed that there would new electors living in the new dwellings in Birchington South, Garlinge, Westgate-On-Sea, Salmerstone and Northwood.

Members made comments as follows:

- There new sites coming forward in such areas as Cliffsend and Pegwell;
- Were the 1.6 electors living in each household up to date or whether there would be more people and therefore more electors than in old houses?
- The housing statistics trajectory looked too high?
- How would the review of the Local Plan affect these elector number?
- Herne Road housing development will distort Thanet Villages elector numbers.

A Member speaking under Council Procedure Rule 20.1 asked the following questions:

- Had the census reduced the elector numbers in the electoral register?
- Should the Council not assume that of the new 18,000 dwellings to be developed in the district that some of the electors going into those new dwellings would be coming from other wards within Thanet District and not just assume that all of the electors would be coming from outside the district?
- How would empty hokes affect the elector numbers and would this be factored in the statistics.

Adrian Verrall and Nick Hughes responded as follows:

- The review would continue to use the 1.6 persons per household as the elector numbers for each home, but officers would see if a more up-to-date figure was available;
- Officers did some work for the Local Plan Examination in 2019 on improving the house number projections. This involved holding a roundtable session which included private developers. The developers provided their projections for the Examination;

- Officers would now be looking at what had changed, following the Census, that could impact on the population projections and dwelling numbers in the district;
- The Government was considering reviewing its methodology for working out housing numbers (in 2024);
- The Council was therefore waiting for government guidance under the NPPF;
- The number one priority was to get an accurate figure of proposed councillor numbers to forward to LGBCE;
- The centre of Thanet is where the most changes would be;
- The community criterion would not allow the splitting of a rural ward into urban and rural wards. It would be designated as either rural or urban;
- There was no direct correlation between elector numbers and population. It is more specifically about the number of people on the electoral register;
- It was possible that some of the young people coming out of their parents' homes to establish their own families would account for the movement from other wards into the new dwellings. It might be necessary to think more about this point to check if such numbers were large enough to impact the projected elector numbers;
- There were a small number of empty homes. Officers did not view such numbers to be such that it would skew the elector numbers. However they would investigate.

Members noted the update report.

## 17. STAKEHOLDER LIST

Nick Hughes led the discussion and made the following comments:

- All councillor details would be provided for the review consultation;
- All parish and town councillor details would also be provided so they can take part in this review;
- Statutory bodies, housing associations and clinical commissioning group would also be consulted;
- Formal and informal residents' associations and under-represented groups would be consulted;
- This would represent a wide section of stakeholders to be consulted;
- Councillors could forward to officers the contact details of any community groups they were aware of so that they could all take part in this review;
- Partaking in the warding stage was where everyone in the district had a significant stake;
- The Council would be asking all those who personal details would have been forward to the Council to give their permission for the use of such details for the purposes of the review;
- The deadline for Council to consider the report was at the 12 December 2023 Full Council meeting;
- The deadline for submitting the evidence was 30 January 2024.

Members noted the update report.

## 18. NEXT STEPS

Nick Hughes said that Members had agreed that there was no need to conduct a Member survey to get their view on current average workload/caseload.

Members made comments as follows:

- It would be difficult for Members to give an accurate data about how busy they were as they have different circumstances they have to work around in their role as councillor as some are in fulltime employment whilst others are not;
- During the previous review Members started with a low councillor figure being proposed for Thanet District Council. However after some debate that number was increased;
- It was important for Members to work more efficiently rather than rely on the number of councillors needed for each ward;
- It was also important for councillors not to duplicate work in their respective wards.
- In conclusion this discussion therefore meant that Members agreed not to conduct a Member survey on this subject.

Nick Hughes made further comments as follows:

- Officers did not have the TDC submissions the previous LGBCE review;
- The template for the draft response with basic evidence would be presented at the next meeting.
- Further updates would be brought to next week's meeting and this would include the CIPFA15 in order to demonstrate that what TDC was proposing was not out of line with comparator districts.

Meeting concluded: 3:03pm

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# Council Size Submission: Template

Thanet District Council

## Contents

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## How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

## About You

*The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.*

This submission is being made on behalf of the Council. A draft of this submission was created by the Boundary and Electoral Arrangements Working Party over a series of meetings and was recommended to Full Council at the working party's meeting of 16 November 2023. The Full Council then considered the draft submission at its meeting on 7 December 2023, where it was agreed.

## The Context for your proposal

*Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance arrangements and council size should be set in the wider local and national policy context.** The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.*

- *When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?*

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- *To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?*
- *Have any governance or capacity issues been raised by any Inspectorate or similar?*
- *What influence will local and national policy trends likely have on the Council as an institution?*
- *What impact on the Council's effectiveness will your council size proposal have?*

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### Local Authority Profile

***Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics. This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:***

- *Brief outline of area - are there any notable geographic constraints for example that may affect the review?*
- *Rural or urban - what are the characteristics of the authority?*
- *Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?*
- *Community characteristics – is there presence of “hidden” or otherwise complex deprivation?*
- *Are there any other constraints, challenges, issues or changes ahead?*

*Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?*

Thanet is located in East Kent, in close proximity to continental Europe. It has three main coastal towns of Margate, Ramsgate and Broadstairs. The built up area is densely populated and forms an almost continuous urban belt around the north east coast. This is separated by areas of countryside between the towns and providing relief in the built area. There are also attractive coastal and rural villages and outside of the urban area, much of the land is high quality and intensively farmed agricultural land.

The district has an area of about 40 square miles (10,300ha) and a resident population of about 140,000. About 30% of the district is urban with 95% of the population living in the main urban area around the coast. Thanet is the fourth most populated district in Kent, and has the second highest population density. Thanet is a popular area for retired people to live, and has the highest number of over 65 year olds in the county whilst having a lower proportion of 16-64 year olds than the county average.

The district has some significant difficulties. Average skills levels in the district are lower than the rest of Kent and England, with unemployment levels higher than the Kent average (KCC Business Intelligence publications). Wage levels are also lower than the national and regional average. However, the Council and a range of other organisations have a clear strategy to encourage both local business growth and inward investment and are working with industry partners to achieve this. The overall quality of life of Thanet's residents is varied. Some residents enjoy a very high quality of life, including living in high quality

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residential environments. However, Thanet also has a number of highly deprived wards with many people with support needs. These areas are also characterised by pockets of urban decline and poor housing stock. A key challenge is to ensure that everyone has the same opportunities by reducing inequalities in the area and improving quality of life for all. The Council and relevant other organisations are working to deal with these issues through different initiatives.

## Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

## Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
<b>Governance Model</b>	<i>Key lines of explanation</i>	<input type="checkbox"/> <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i> <input type="checkbox"/> <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i> <input type="checkbox"/> <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i> <input type="checkbox"/> <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i> <input type="checkbox"/> <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i>
	<b>Analysis</b>	<b>See Annex 1,2</b>
<b>Portfolios</b>	<i>Key lines of explanation</i>	<input type="checkbox"/> <i>How many portfolios will there be?</i> <input type="checkbox"/> <i>What will the role of a portfolio holder be?</i> <input type="checkbox"/> <i>Will this be a full-time position?</i>

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		<input type="checkbox"/> <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i>
	Analysis	See Annex 1
<b>Delegated Responsibilities</b>	<i>Key lines of explanation</i>	<input type="checkbox"/> <i>What responsibilities will be delegated to officers or committees?</i> <input type="checkbox"/> <i>How many councillors will be involved in taking major decisions?</i>
	Analysis	See Annex 1 & 6

### Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
<b>Internal Scrutiny</b>		The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.
	<i>Key lines of explanation</i>	<input type="checkbox"/> <i>How will decision makers be held to account?</i> <input type="checkbox"/> <i>How many committees will be required? And what will their functions be?</i> <input type="checkbox"/> <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> <input type="checkbox"/> <i>How many members will be required to fulfil these positions?</i> <input type="checkbox"/> <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> <input type="checkbox"/> <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
Analysis		Annex 1, 2 & 7
<b>Statutory Function</b>		This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?
<b>Planning</b>	<i>Key lines of explanation</i>	<input type="checkbox"/> <i>What proportion of planning applications will be determined by members?</i> <input type="checkbox"/> <i>Has this changed in the last few years? And are further changes anticipated?</i>

		<input type="checkbox"/> Will there be area planning committees? Or a single council-wide committee? <input type="checkbox"/> Will executive members serve on the planning committees? <input type="checkbox"/> What will be the time commitment to the planning committee for members?
	Analysis	Please see Annex 1,2 & 4
<b>Licensing</b>	Key lines of explanation	<input type="checkbox"/> How many licencing panels will the council have in the average year? <input type="checkbox"/> And what will be the time commitment for members? <input type="checkbox"/> Will there be standing licencing panels, or will they be ad-hoc? <input type="checkbox"/> Will there be core members and regular attendees, or will different members serve on them?
	Analysis	Please see Annex 1, 2 & 5
<b>Other Regulatory Bodies</b>	Key lines of explanation	<input type="checkbox"/> What will they be, and how many members will they require? <input type="checkbox"/> Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.
	Analysis	Please see Annex 1 & 2
<b>External Partnerships</b>		Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.
	Key lines of explanation	<input type="checkbox"/> Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council? <input type="checkbox"/> How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders? <input type="checkbox"/> What other external bodies will members be involved in? And what is the anticipated workload?
	Analysis	Please see Annex 3a,3b

## Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework,**

**community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	Key lines of explanation	<ul style="list-style-type: none"> <li><input type="checkbox"/> In general terms how do councillors carry out their representational role with electors?</li> <li><input type="checkbox"/> Does the council have area committees and what are their powers? <b>No</b></li> <li><input type="checkbox"/> How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</li> <li><input type="checkbox"/> Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies? <b>Youth Council</b></li> <li><input type="checkbox"/> Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play?</li> <li><input type="checkbox"/> Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making? <b>Parish Forum</b></li> </ul>
	Analysis	
Casework	Key lines of explanation	<ul style="list-style-type: none"> <li><input type="checkbox"/> How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</li> <li><input type="checkbox"/> What support do members receive? <b>New casework officer</b></li> <li><input type="checkbox"/> How has technology influenced the way in which councillors work? And interact with their electorate? <b>new equipment provided by Council,</b></li> <li><input type="checkbox"/> In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors? <b>Council operates lots of self-serve portals on its website, also is open about how to complain.</b></li> </ul>
	Analysis	

### Other Issues

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.



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## Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

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### Assumptions for the LGBCE Review

- The Council will remain a Leader & Cabinet model and not transfer to a Committee system.
- The Cabinet will remain at 5 or 6 members.
- Current Portfolios will remain similar to current arrangements.
- We will retain a single scrutiny panel, undertaking a single scrutiny review at a time.
- The Council will continue with a single Planning Committee and not move to area planning committees
- Executive members on planning committees?
- Council won't have area bodies - this role is covered by Parishes
- Continue with the Parish Forum.
- New casework officer being provided for members.
- Continue to provide ICT equipment to Members Z

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<b>Committee</b>	<b>Current committee size</b>	<b>2027 committee size</b>
Planning Committee	15	9
Licensing Board	15	9
Overview and Scrutiny Panel	15	9
Governance, Audit and Standards Committee		9
Governance and Audit Committee	15	
Standards Committee	7	
General Purposes Committee	15	9
Constitution & Boundary Working Party		5
Constitutional Review Working Party	5	
Boundary and Electoral Arrangements Working Party	5	
Disciplinary & Grievance Committee	5	3
Disciplinary & Grievance Appeals Committee	5	3
Appointments Panel	3	3
Joint Transportation Board	7	7
<b>Total</b>	<b>112 Seats</b>	<b>59 seats</b>

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**2007 May 17 (AGM) outside bodies**

Moved by the Chairman and seconded by Councillor Mrs Sheldrick that:

“the schedule of appointments to outside bodies be approved as detailed below;

<b>Name of Outside Body</b>	<b>Reps</b>	<b>Rep until May 2011</b>
Age Concern: Margate	2	Councillor K Sullivan Councillor Sheldrick
Age Concern: Ramsgate	1	Councillor J M Kirby
Airport Consultation Committee	2	Councillor M Roberts Councillor Latchford
Association of Civic Hosts	1	Councillor J D Kirby
British Ports Association	1	Councillors Ezekiel or Latchford
British Resorts Association (AGM, Annual Conference and Executive Meetings)	1	Councillor Latchford
Canterbury Festival	1	Councillor M Tomlinson
Citizens Advice Bureau, Thanet	2	Councillor B Sullivan Councillor Savage
Coalfield Communities Campaign	1	Councillor Gideon
Concorde Youth Centre	1	Councillor Rogers
Council for the Protection of Rural England	1	Councillor M Roberts
East Kent Primary Care Trust	1	Councillor Peppiatt
East Kent Relate	1	Councillor Crotty
Friends of Margate Cemetery	2	Councillor Goodwin Councillor K Sullivan
Hyde Housing Association (Kent Regional Committee)	1	Councillor K Gregory
Kent Rural Community Council	2	Councillor J D Kirby Councillor M Roberts
Kent Rural Development Partnership: RDP Strategic Panel	1	Councillor M Tomlinson
Local Government Association (AGM and Annual Conference)	2	Councillor Ezekiel Councillor Latchford
Local Government Association (Executive Meetings)	1	Councillor Ezekiel

<b>Name of Outside Body</b>	<b>Reps</b>	<b>Rep until May 2011</b>
Local Government Association (general Assembly)	1	Councillor Ezekiel
Local Government Association (Rural Commission)	1	Councillor Bruce
Local Government Association (Tourism and Leisure Conference)	1	Councillor Latchford
Margate Open Bowls Committee	1	Councillor B Sullivan
Margate Town Partnership	1	Councillor M Tomlinson
Multiple Sclerosis Society	1	Vacancy
National Parking Adjudication Service Joint Committee	1 + reserve	Councillor K Gregory Councillor Goodwin
National Yacht Harbours Association (AGM)	1	Councillor Latchford
Oasis – Women’s Refuge	1	Councillor J Roberts
Powell Cotton Museum and Quex House	4	Councillor Day Councillor Brown Councillor Russell Councillor Bruce
Ramsgate Town Partnership	1	Councillor M Tomlinson
River Stour (Kent) Internal Drainage Board	2	Vacancy Vacancy
Sandwich Bay Reserve Management Committee	1	Councillor Bruce
South East England Regional Chamber (Executive Committee meetings)	1	Councillor Wells
Spatial Development Company	1	Councillor Latchford
Supporting People in Kent – Commissioning Body	1	Councillor Gideon
Sure Start Board	1	Councillor Goodwin
Thanet Archaeological Trust	4	Councillor Bruce Councillor Savage Councillor M Tomlinson Councillor J Roberts
Thanet Arts Council	1	Councillor M Tomlinson
Thanet Care and Repair Agency	1	Councillor Goodwin
Thanet Community Development Trust	2	Councillor Ezekiel Councillor Wells
Thanet Community Housing Association	2	Councillor Goodwin



Name of Outside Body	Reps	Rep until May 2011
		Councillor Sheldrick
Thanet Community Safety Partnership	2	Councillor J M Kirby Councillor Wells
Thanet Community Transport Association	3	Councillor K Gregory Councillor Brown Councillor Jarvis
Thanet Countryside Trust	3	Councillor Rogers Councillor M Roberts Councillor Watt-Ruffell
Thanet Early Years Project	1	Councillor Brown
Thanet Harbour Users' Groups	1	Councillor Latchford Councillor M Roberts (reserve)
Thanet Indoor Bowls	1	Councillor B Sullivan
Thanet Leisureforce Board	2	Councillor Ezekiel Councillor Latchford
Thanet Local Strategic Partnership Board	2 + reserve	Councillor Ezekiel Councillor Latchford Councillor J D Kirby
Thanet Nature Conservation Group	2	Councillor Bruce Councillor Day
Thanet Sports Council	1	Councillor Gideon
Thanet Telecom Advisory Committee	1	Councillor M Roberts
Thanet Volunteer Bureau	1	Councillor Lawson
Thanet Youth Advisory Group	1	Councillor Brown
Theatre Royal Management Committee	1	Councillor Latchford
Tourism South East		Councillor Ezekiel or Latchford
Turner Centre Steering Group	1	Councillor Ezekiel

**83 reps in total**

**Current 2023 Reps on outside bodies**

British Ports Association	1
British Destinations (AGM, Annual Conference and Executive Meetings)	1
Community Safety Partnership	1
Domestic Violence Forum (+1 reserve)	1
East Kent Opportunities Ltd	1
East Kent Spatial Development Company	1
Kent Police and Crime Panel	1

# Agenda Item 5

## Annex 3

Local Government Association Coastal Special Interest Group	1
Local Government Association District Councils' Network	1
Local Government Association General Assembly	1
Local Government Association Strategic Aviation Specialist Interest Group	1
Manston Skills and Employment (MSE) Board	1
Margate Town Partnership	1
South East England Councils	1
Supporting People in Kent Commissioning Body	1
Thanet (Ramsgate) Harbour Users' Groups (+1 reserve)	1
Thanet Quality Bus Partnership	1
Tourism South East	1
Your Leisure Thanet Sub Group	2
Action with Communities in Rural Kent	2
Age UK: Thanet	1
Campaign to Protect Rural England	1
Citizens Advice, Thanet	2
Millmead Children's Centre Partnership Ltd	1
Multiple Sclerosis Society	1
Parking and Traffic Regulation Outside London	1
Powell Cotton Museum and Quex House	1
River Stour (Kent) Internal Drainage Board	1
Sandwich and Pegwell Bay National Nature Reserve Steering Group	1
Thanet Countryside Trust	2
Thanet Rural Regeneration Group	1
Thanet Sports Network	1 (+reserve)
Thanet Volunteer Bureau	1
The Friends of Margate Cemetery	2
Trust for Thanet Archaeology	2
Young People's Partnership	1

43 reps in total

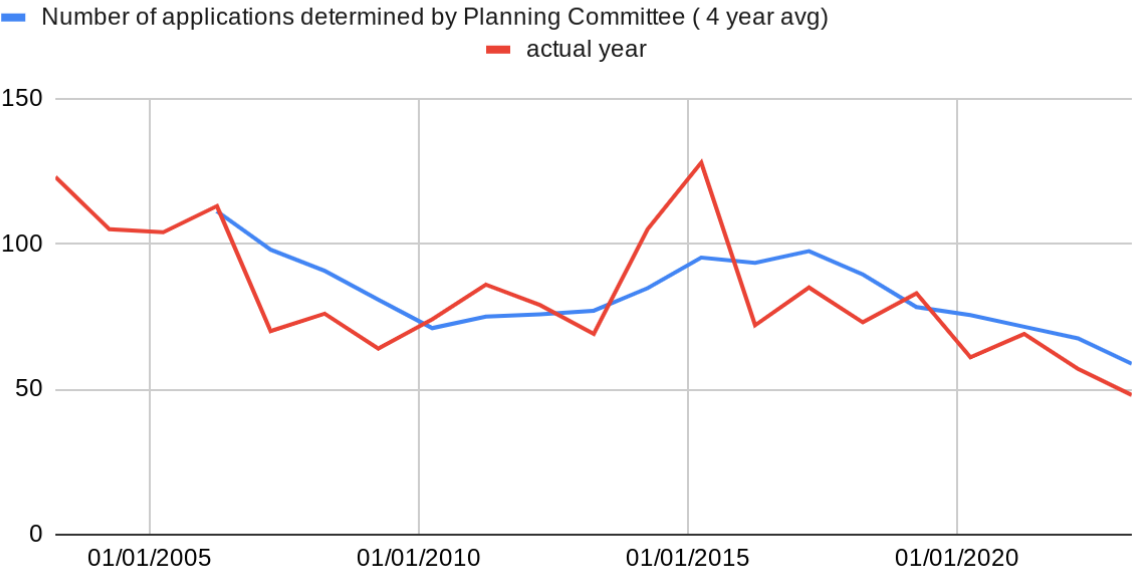
# Agenda Item 5

## Annex 4

### Planning Applications taken to Committee

Year	Number of applications determined	Number of applications determined by Planning Committee	Percentage determined by Committee
2022/23	956	48	5%
2021/22	1142	57	5%
2020/21	980	69	7%
2019/20	1017	61	6%
2018/19	1041	83	8%
2017/18	1036	73	7%
2016/17	1068	85	8%
2015/16	900	72	8%
2014/15	946	128	14%
2013/14	858	105	12%
2012/13	777	69	9%
2011/12	807	79	10%
2010/11	829	86	10%
2009/10	869	74	9%
2008/09	1108	64	6%
2007/08	1561	76	5%
2006/07	1348	70	5%
2005/06	1552	113	8%
2004/05	1352	104	8%
2003/04	1323	105	8%
2002/03	1049	123	12%

Number of applications determined by Planning Committee ( 4 year avg) and actual year



Licensing Board and Sub-Committee Meeting Stats

Licensing Board (2000-2005)				
	Scheduled Meetings	Cancelled Meetings	Completed Meetings	Extraordinary Meetings
2000			7	2
2001			9	4
2002			10	0
2003			9	0
2004			11	0
2005	11		9	0
Totals			49	6

Licensing Board (2018-2023)				
	Scheduled Meetings	Cancelled Meetings	Completed Meetings	Extraordinary Meetings
2018	9	2	7	0
2019	9	3	6	0
2020	9	5	4	0
2021	7	3	4	0
2022	9	2	7	0
2023	9	4	5	0
Totals	52	19	33	0

Sub-Committee (2000-2005)				
	Scheduled Meetings	Cancelled Meetings	Completed Meetings	Extraordinary Meetings
2000				n/a
2001				n/a
2002				n/a
2003				n/a
2004				n/a
2005	98		29	n/a
Totals				n/a

Sub-Committee (2018-2023)				
	Scheduled Meetings	Cancelled Meetings	Completed Meetings	Extraordinary Meetings
2018	10	2	8	n/a
2019	11	3	8	n/a
2020	8	1	7	n/a
2021	7	0	7	n/a
2022	4	1	3	n/a
2023	6	1	5	n/a
Totals	46	8	35	n/a

Individual Cabinet Member Decisions Tally

Time Period (2002-2006)	Number of Decisions
2002	57
2003	49
2004	62
2005	47
2006	31
Total	246

Time Period (2018-2023)	Number of Decisions
2018	7
2019	14
2020	10
2021	12
2022	4
2023	7
Total	54

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Name of Committee	Committee Size	Terms of Reference
Executive Scrutiny Panel  May 2003	10	(a) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive (other than any policy or budget matter within the remit of the other scrutiny panels).  (b) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive (other than in respect of any policy or budget matter within the remit of the other scrutiny panels).  (c) to deal with all call-in matters arising under Overview and Scrutiny Procedure Rule 15 and Budget and Policy Framework Procedure Rule 6.  (d) to deal with any other overview and scrutiny function not within the remit of any of the other scrutiny panels.
Finance, Best Value and Performance Review Panel  May 2003	10	(a) to deal with all overview and scrutiny budget matters contained within the constitution, in particular in the Budget and Policy Framework Procedure Rules, having specific regard for budget development, budget review and spending performance issues and in order to assist the Council and the Executive in the development of its budget framework;  (b) to review action plans from Best Value reviews and to review progress on the implementation of Best Value Improvement Plans.  (c) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive.  (d) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive.
Policy Development Panel	10	(a) to deal with all overview and scrutiny policy matters contained within the constitution, in particular in the Budget and Policy Framework Procedure Rules, having specific regard for

<p>May 2003</p>		<p>developing new approaches to policy and making appropriate recommendations to assist the Council and the executive in the development of its policy framework by in-depth analysis of policy issues;</p> <p>(b) conduct research, community and other consultation in the analysis of policy issues and possible options;</p> <p>(c) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;</p> <p>(d) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working;</p> <p>(e) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of the area.</p> <p>(f) to review external partnership working and the performance of external service providers.</p>
<p>Overview and Scrutiny Panel</p> <p>May 2023</p>	<p>15</p>	<p>General role</p> <p>Within their terms of reference, the Overview &amp; Scrutiny Panel will:</p> <p>(a) Lead in reviewing proposals by the executive regarding policy development matters affecting the delivery of services in Thanet</p> <p>(b) To consider matters relating to community wellbeing and safer neighbourhoods.</p> <p>(c) Within the remit of the Panel, make reports and/or recommendations to the Cabinet, Council or any appropriate Committee in connection with the discharge of any functions;</p> <p>(d) Consider any matter affecting the area or its residents within the remit of the Panel; and</p>

		<p>(e) Exercise the call-in function of the Council</p> <p><b>Specific functions</b></p> <p>Terms of Reference</p> <p>(a) To lead on overview and scrutiny policy matters having specific regard for developing new approaches to policy and making appropriate recommendations to assist the Cabinet and the Council in the development of its policy framework. This includes reviewing all the plans and strategies within the policy framework as set out in Article 4 of the Constitution;</p> <p>(b) Considering the Council's Forward Plan;</p> <p>(c) Consider all petitions that request for new services or requiring council action on an emerging matter affecting the local community;</p> <p>(d) Consider all community safety matters and act as the community safety scrutiny panel;</p> <p>(e) To deal with all call-in matters arising under Overview and Scrutiny Procedure Rule 15 and Budget and Policy Framework Procedure Rule 6;</p> <p>(f) Consider all valid Councillor Call for Action (CCfA) submissions made through the CCfA protocol in the Constitution;</p> <p>(g) Within the constraints of officer time and budgets, conduct research, community and other consultation in the analysis of policy issues and possible options;</p> <p>(h) Consider and implement mechanisms to encourage and enhance community participation in the development of policy options;</p> <p>(i) Within the remit of the Panel, to make reports or recommendations to the authority or the Cabinet (where appropriate) with respect to the discharge of any functions which are not the responsibility of the Cabinet;</p>
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		<p>(j) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working;</p> <p>(k) To make reports on community wellbeing and policy development recommendations to the authority or the Cabinet on matters which affect the authority's area or the inhabitants of the area</p>
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