



AGENDA

SELECTION AND MEMBER SERVICES COMMITTEE

Tuesday, 13 October 2009 at 2.00 pm Ask for: **Andrew Tait**
Wantsum Room, Sessions House, County Telephone: **01622 694342**
Hall, Maidstone

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

1. Substitutes
2. Declarations of Interests by Members for items on the Agenda for this meeting.
3. Minutes - 8 July 2009 (Pages 1 - 8)
4. Policy Framework (Pages 9 - 12)
5. Flood Risk Management Standing Committee (Pages 13 - 16)
6. Constitution of Schools Admissions Forum (Pages 17 - 18)
7. Member Car Fleet (Pages 19 - 22)
8. Outside Bodies - Yalding Educational Foundation (Pages 23 - 34)
9. Invitation to join SEERA Ltd

EXEMPT ITEMS

(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)

Peter Sass
Head of Democratic Services and Local Leadership
(01622) 694002

Monday, 5 October 2009

Please note that any background documents referred to in the accompanying papers maybe inspected by arrangement with the officer responsible for preparing the relevant report.

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KENT COUNTY COUNCIL

SELECTION AND MEMBER SERVICES COMMITTEE

MINUTES of a meeting of the Selection and Member Services Committee held in the Wantsum Room, Sessions House, County Hall, Maidstone on Wednesday, 8 July 2009.

PRESENT: Mrs P A V Stockell (Chairman), Mr N J D Chard, Mr L Christie, Mrs T Dean, Mrs S V Hohler, Mr A J King, MBE and Mr R A Marsh

ALSO PRESENT:

IN ATTENDANCE: Mr P Sass (Head of Democratic Services and Local Leadership), Mrs M Cooper (Member Liaison Manager) and Mr A Tait (Democratic Services Officer)

UNRESTRICTED ITEMS

19. Minutes

(Item 3)

RESOLVED that the Minutes of the meetings held on 23 June 2009 and 25 June 2009 are correctly recorded and that they be signed by the Chairman.

20. Terms of Reference and Dates of future meetings

(Item 4)

RESOLVED that the Terms of Reference of the Committee and the following meeting dates be noted:-

Wednesday, 7 October 2009;
Wednesday, 27 January 2010;
Friday, 12 March 2010;
Friday, 2 June 2010;
Friday, 10 September 2010;
Friday, 19 November 2010.

21. Members' Allowances 2008/09

(Item 5)

RESOLVED that the report be noted.

22. Member Appointments

(Item 6)

(1) A working document giving details of the Conservative group nominations was tabled.

(2) The Committee agreed to delegate a decision on whether to appoint a Labour Group Member to the Kent and Medway Fire and Rescue Authority in place of one of

the Conservative Group Members to the Head of Democratic Services and Local Leadership in consultation with the Chairman of the Committee.

(3) In respect of the Members' Conference Budget, the Committee noted that a report would be made to a future meeting setting out proposals to utilise the County Council's areas of expertise for Member training with the possibility of marketing it to other organisations in order to raise funds for additional training provided by external trainers.

(4) RESOLVED that:-

- (a) Subject to (2) above, appointments and nominations of representatives to serve on outside bodies be made as set out in the Appendix to the Minutes;
- (b) the proposals for the allocation of the Members' Conference Budget be agreed as set out in the report; and
- (c) a further report be made to a future meeting of the Committee setting out further options for Member Training as set out in (3) above.

23. Member Accommodation and Member Support
(Item 7)

RESOLVED that consideration of this item be deferred to a future meeting of the Committee.

| 2009-13 Appointments | POLITICAL | GROUP | REPRESENTATIVES | |
|--|--|---------------------------------|------------------------|--------------|
| * Denotes not a County Councillor LM = Local Member | Conservative | Liberal Democrat | Labour | Other |
| LOCAL GOVERNMENT ASSOCIATION | | | | |
| LGA General Assembly | Mr P B Carter (11 votes) Mr A J King | Mrs T Dean (1 Vote) | | |
| LGA County Councils Network | Mr N J D Chard (12 votes) Mr P B Carter Mr K G Lynes | | | |
| LGA Rural Commission | Mrs P A Stockell (1 vote) 1 Vacancy | | | |
| LGA Urban Commission | Mr R W Gough (12 votes) | Mr M Robertson | | |
| LGA Coastal Issues (Special Interest Group) | Mr M J Harrison | Mr T Prater | | |
| LGA Public Transport Consortium of Non Metropolitan Authorities (Special Interest Grp) | Mr J D Chard | Mr M Robertson | | |
| South East England Councils | Mr P B Carter (Mr A J King alternate) | | | |
| Regional Environmental Protection Advisory Committee | Mr A H T Bowles | | | |
| Kent and Medway Fire and Rescue Authority | Mrs A D Allen (19) Mr R B Burgess Mr R Brookbank Mr A R Chell Mr B R Cope Mr H Craske Mr J A Davies Mr K A Ferrin MBE Mr W A Hayton Mr D A Hirst Mr P Homewood Mr G A Horne MBE Mr J Kite Mr P A W Lake Mr J F London Mr R J Parry Mr W Richardson Mr J Scholes Mr C T Wells | Mrs T Dean Mr S J G Koowaree | | |

| 2009-13 Appointments <i>* Denotes not a County Councillor</i> | POLITICAL Conservative | GROUP Liberal Democrat | REPRESENTATIVES Labour | Other |
|---|--|---|---|--------------|
| Kent Police Authority (appointed by Joint Appointments Committee with Medway Council) | Mr J Cubitt Mr T Gates Mr P M Hill Mr Snelling Mrs P A V Stockell Mr A Wickham | Mr I Chittenden | | |
| Kent and Medway Joint Police Appointments Committee | Mr A King Mr B Cope Mr J London | Mrs T Dean | | |
| Kent Transport Board | Mr A H T Bowles Mr D Brazier Mr N J D Chard Mr H Craske Mr C Hibberd Mr R Manning Mr C Smith Mr M V Snelling Mr B Sweetland | Mr M Robertson | | |
| Standing Advisory Council on Religious Education | Mr G A Horne Mr M J Northey Vacancy | Mr M J Vye | | |
| Kent and Essex Sea Fisheries Committee | Mr B R Cope Mr M J Harrison Mr C Hibberd Mr W Richardson | Mr T Prater | | |
| Sussex Sea Fisheries Committee | Mr W Richardson | | | |
| Adoption Panels (8) (0) (1) | Mrs A D Allen/Mr G Cooke (Sevenoaks, Tonbridge, Tunbridge Wells) Mr D A Hirst (Sittingbourne, Sheppey) Mr J Kirby (Ashford/Dover/Folkestone) Mr J Scholes (Dartford/Gravesend/Swanley) Mr P Homewood (Maidstone) Mr R Brookbank (Canterbury/Faversham/Thanet) | | (Concurrency Panel) - TBC | |

| 2009-13 Appointments | <i>POLITICAL</i> | <i>GROUP</i> | <i>REPRESENTATIVES</i> | |
|--|--|--|------------------------|--|
| <i>* Denotes not a County Councillor LM = Local Member</i> | <i>Conservative</i> | <i>Liberal Democrat</i> | <i>Labour</i> | <i>Other</i> |
| Kent Association of Local Councils | Mrs P A V Stockell | | | |
| South East Employers | Mr K G Lynes Mrs P A V Stockell | | | |
| East Kent Joint Arrangements Committee | Mr P B Carter Mr A J King | | | |
| East Kent Joint Scrutiny Committee | Mr R F Manning , 1 Vacancy | Mr M Vye | | |
| Bensted's Charity | Mr T Gates Mr A H T Bowles | | | |
| North West Kent Racial Equality Council | Mrs A D Allen | | | |
| Locate In Kent | Mr K G Lynes Mr A King | | | Managing Director ER |
| Kent Tourism Alliance | Mr K G Lynes | | | |
| Produced in Kent | Mr K G Lynes | | | |
| University of Kent Court (and Council) (to 31 July 2013) | Mrs S J Carey Mr P B Carter Mrs J Whittle Mr M J Harrison Mr G K Gibbens Mr L Ridings Mrs P A V Stockell Mr J D Simmonds (Council) | Mr M J Vye | | Chairman - KCC Chief Executive* Managing Director (CFE)* |
| Collis Millennium Green Trust | | Mr J M P Frisby * | | |
| Rochester Bridge Trust | Mr M V Snelling Mr F Gibson (to 31 May 2011) | | | |
| Action for Communities in Kent (formerly Kent Rural Community Council) | Mr R E King Mr D A Hirst | | | |
| Action for Communities in Rural Kent (ACRK) Management Committee | Mr R E King | | | |
| ACRK Community Halls Committee | Mr D A Hirst | | | |
| ACRK Kent Community Rail Partnership Steering Group | Mr A D Crowther Mr J Cubitt | Mr M Robertson | | |
| Ashford Grammar School Endowment Fund (appointed by Strategic Director – Education and Libraries for 4 year terms) | | Mr G Koowaree (to be nominated to Managing Director – CFE) | | Mrs J Humphries (from 01) Mr R Fraser (from 02) Mr G Fortescue (from 03) |

| 2009-13 Appointments | POLITICAL | GROUP | REPRESENTATIVES | |
|--|--|-------------------------|------------------------|--------------------------------|
| * Denotes not a County Councillor LM = Local Member | Conservative | Liberal Democrat | Labour | Other |
| Lady Margaret Boswell's CE Educational Charity | Mr N Chard <i>(to be notified to Governing Body when a Vacancy arises)</i> | | | Mrs V Maunder |
| Kent Association for the Blind | Mrs P A V Stockell | | | |
| Kent Association for the Disabled Management Committee | Mr G Gibbens Mr M Angell | | | |
| Dorton House School Education Board | Mr N J D Chard | | | |
| Cranbrook School Trust - Body of Trustees | Mr A J King Mr Anthony Cooper | | | |
| Hugh and Montague Leney Award Trust | Mr S Manion | | | Awards Manager (Mr N Jordan)* |
| Kent Music School Board of Governors | Mr D L Brazier Mr L B Ridings | Mr P J Morgan* | | |
| Rochester Diocesan Board of Education | | | Mrs E Green | |
| Royal School for Deaf Children | Mr C T Wells (LM) | | | |
| Canterbury Cathedral Archives Committee | Mr M J Northey (LM) | | | |
| Museum of Kent Life Trust | Mr D Brazier | | | |
| Powell Cotton Museum Trust | Mr C Hibberd (LM) | | | |
| Kent County Playing Fields Association | Mr A R Chell | | | |
| Kent Schools Sports Council | Mr A Sandhu | | | |
| Mid Kent Downs Advisory Panel | Mrs J Whittle Mr G Cooke | Mr M Robertson | | |
| High Weald Area of Outstanding Natural Beauty | Mr J R Bullock | | | |
| Kent and Medway Groundwork (incorporates Groundwork Thameside) | Mrs A D Allen | | | |
| Dover Town Centre Management Partnership | Mr N Collor Mr R Frayne | | | |

| 2009-13 Appointments | POLITICAL | GROUP | REPRESENTATIVES | |
|--|---|-------------------------|------------------------|-------------------|
| * Denotes not a County Councillor LM = Local Member | Conservative | Liberal Democrat | Labour | Other |
| Margate Image Group (Town Centre Management) | Mr M Jarvis Mr C T Wells | | | |
| Maidstone Town Centre Management | Mr A R Chell | Mr M Robertson | | |
| Ramsgate Town Partnership (Town Centre Management) | Mr J Kirby Mr R Bayford | | | |
| Ashford Town Centre Management Committee | Mrs E M Tweed | Mr G Koowaree | | |
| Swale Town Centre Group | Mr A Willicombe | | | |
| Regional Flood Defence Committee | Mr A H T Bowles Mr M J Harrison Mr R King | Mr M J Vye (Observer) | | |
| Biggin Hill Consultative Committee | Mr R J Parry | | | |
| Kent Downs AONB JAC | Mr G Cooke | Mr M Vye | | |
| Rochester Airport Consultative Committee | Mr R A Marsh | Vacancy | | |
| Headcorn Aerodrome Consultative Committee | Mr R A Marsh | | | |
| Kent International Airport JAC | Mr R A Marsh | | | |
| Lydd Airport Consultative Committee | Mr W Richardson (LM) | | | |
| Pegwell Bay Local Nature Reserve Management Committee | Mr J D Kirby | | | |
| Vinters Valley Park Trust | Mrs J Whittle | | | |
| Aylesham Community Trust (LM Appt) | Mr S Manion | | | |
| Gabriel Richards Charity | Tbc | | | |
| Lady Joanna Thornhill School, Wye Foundation | | | | Mrs Glenda Hughes |
| National Parking Advisory Service Joint Committee | Mr N J D Chard | | | |
| The Alliance (formerly Coalfield Communities Campaign) | Mr C Hibberd Mr S Manion | | | |

APPOINTMENTS TO BE MADE BY THE LEADER

| 2009-13 Appointments | POLITICAL | GROUP | REPRESENTATIVES | |
|---|--------------------------------|-------------------------|------------------------|---|
| * Denotes not a County Councillor LM = Local Member | Conservative | Liberal Democrat | Labour | Other |
| Kent Partnership | Mr P B Carter Mr K G Lynes | | | |
| Kent and Medway Economic Board | Mr K G Lynes | | | |
| Kent Thameside Delivery Board | Mr K G Lynes | | | |
| Ashford Future Delivery Board | Mr K G Lynes | | | |
| Swale Forward Delivery Board | Mr K G Lynes | | | |
| East Kent Spatial Development Company | Mr K G Lynes | | | |
| Kent Thameside Economy Board | Mr M V Snelling | | | |
| Marlowe Academy Board of Trustees | | | | Managing Director: CFE Rosalind Turner |
| Romney Marsh Visitor Centre (LM Appt) | Mr W Richardson (LM) | | | |
| Kent County Staff and Social Club | TBA | | | |
| Dungeness Local Community Liaison Council | Mr W Richardson | | | |
| South Ashford Initiative Monitoring Group LM (Ashford South) | Mr J Wedgbury | | | |
| Kent History Project Board | Dr F Simpson* | | | |
| SE England Tourist Board Regional Advisory Committee | Mr A Wickham Mrs J Rook | | | |
| Kent Rural Development Areas Strategic Panel LM (Romney Marsh and E Coalfield RDAs) | Mr W Richardson Mr S Manion | | | |
| West Kent NHS and Social Care Trust | Mr P Lake | | | |
| East Kent Community NHS Trust | Mr J Kirby | | | |

By: Alex King, Deputy Leader
Peter Sass, Head of Democratic Services and Local Leadership

To: Selection and Member Services – 13 October 2009

Subject: Policy Framework

Classification: Unrestricted

Summary: This report updates the County Council's policy framework.

Background

1 (1) It is a statutory requirement that certain key documents form part of a Council's Policy Framework. Regulations made under the Local Government Act 2000 set out the documents that have to be approved by the Council. KCC's constitution requires these Policy Framework documents to be considered by the relevant Policy Overview Committees (POC's) prior to being submitted to County Council for approval. This does not preclude other plans and strategies being submitted to POC's for consideration prior to approval by Cabinet.

(2) The Policy Framework of the County Council was last updated in November 2006 (with a minor revision in June 2008 to take account of the newly established Communities Directorate). The 2006 version of the Policy Framework contained statutory documents which did not legally need to be incorporate into the Policy Framework. Some of these no longer need to be produced. In consultation with Directorates, the Policy Framework has been redrafted so that the revised version only includes documents which have to be approved as a matter of the law by the County Council.

Revised Policy Framework

2 (1) Attached as an appendix is a revised version of the Policy Framework which consists of the documents, that have to be approved by the County Council (rather than by the Executive).

(2) Members should note that the Policy Framework will be incorporated as Appendix 3 in the Constitution, once approved.

(3) It is intended that this revised version of the Policy Framework will be submitted to the Policy Overview Co-ordinating Committee meeting on 16 October 2009 for endorsement.

Recommendations That the revised version of the Policy Framework, as set out in the Appendix to this report, be submitted to County Council on 10 December 2010 for approval and that the Head of Democratic Services and Local Leadership be given delegated authority, in consultation with the Chairman of the Selection and

Members Services Committee, to approve any amendments following the meeting of the Policy Overview Co-ordinating Committee.

Peter Sass
Tel No: 01622 694002
e-mail: peter.sass@kent.gov.uk

Background Information: *Nil*

*Appendix 3
Policy Framework*

PLANS AND STRATEGIES INCLUDED IN THE POLICY FRAMEWORK

Requiring Council debate and approval

| Name of Plan |
|--------------|
| Towards 2010 |

Requiring Policy Overview Committee(s) consideration and Council approval

| Name of Plan (Policy Overview Committee) | Statutory Policy Framework plan | Duration of Plan | Next Plan Due | Notes |
|--|---------------------------------|-------------------------|---------------|--|
| Children and Young Peoples Plan (C, F & E POCs Communities POC) | Yes | 2008-2011 | 2011 | Multi- agency plan |
| Crime and Disorder Reduction Strategy i.e. Community Safety Framework (Communities POC) | Yes | 2008-11 | 2011 | |
| Local Transport Plan 2 (Environment, Highways and Waste POC) | Yes | 5 years 2006/11 | March 2011 | |
| Local Transport Plan 3 (Strategy) (Environment, Highways and Waste POC) | Yes | 15 years (tentative) | March 2026 | DfT Guidance requires two separate documents, Strategy & Implementation Plan and local authorities decide duration of each of these plans to suit their needs. Reporting and reward funding to be through CAA process so unlikely to be requirement for formal delivery reporting as per LTP1 & LTP2 |

| Name of Plan (Policy Overview Committee) | Statutory Policy Framework plan | Duration of Plan | Next Plan Due | Notes |
|---|---------------------------------|---|------------------------------|--|
| Local Transport Plan 3 (Implementation Plan) (Environment, Highways and Waste POC) | Yes | 3 years (tentative) | March 2014 | Outlines proposals for delivery of the policies contained in the Strategy |
| Kent Minerals and Waste Development Framework i.e. Minerals and Waste Core Strategy - Mineral site Allocations Waste Management Site Allocations (Environment, Highways and Waste POC) | Yes | 15 year timeframe from adoption i.e. period up until 2026 | 2011 2012 2012 | In preparation. Development Scheme and Programme agreed by KCC and GOSE in May 2009. Submission of key documents (Core strategy and Site Allocations) to Government respectively in 2011 and 2012. Subject to regular (approximately five yearly) reviews. |
| Youth Justice Plan (Communities POC) | Yes | 18 Months | April 2010 | Current plan started in October 2008, and runs until the end of March 2010. |

By: Nick Chard, Cabinet Member for Environment, Highways and Waste
Peter Sass, Head of Democratic Services and Local Leadership

To: Selection and Members Services Committee – 13 October 2009

Subject: Flood Risk Management Standing Committee

1. Background

One of the recommendations arising from the Flood Risk Select Committee report prepared in September 2007 and reviewed by the Select Committee in November 2008, was to take forward the recommendation to establish a Flood Risk Management Standing Committee.

2. Flood Risk Management Standing Committee

(1) This report proposes that a Standing Committee be established with the Terms of Reference set out in the Appendix to this report.

(2) The Committee will make an annual report to the relevant Policy Overview Committees and to the Cabinet.

(3) The Standing Committee will comprise of seven Members, six Conservative and one Liberal Democrat.

(4) The Standing Committee will be supported by the Flood Risk Management Officer based in the Environment, Highways and Waste Directorate.

3. Inaugural meeting of the Flood Risk Standing Committee

It is suggested that the inaugural meeting of the Standing Committee should take place later on this month and will meet on an as and when need basis. Reports will periodically be submitted to the relevant Policy Overview Committee and the Cabinet on an annual basis.

Recommendations

The Committee is asked to:-

- i. approve the establishment of the Flood Risk Management Standing Committee with 7 Members on the basis of 6 Conservatives and 1 Liberal Democrat; and
- ii. approve the Standing Committee's Terms of Reference as set out in the attached Appendix.

Background documents; Report of the Flood Risk Select Committee, September 2007

Geoff Mills
Democratic Services
01622 694289
geoff.mills@kent.gov.uk

FLOOD RISK MANAGEMENT STANDING COMMITTEE

PROPOSED TERMS OF REFERENCE

- Guide, and provide member scrutiny of, the preparation of a strategic action plan for flood risk management in Kent. The development of the action plan, and associated work, will be led by the Flood Risk Management Officer, taking into account the KCC Select Committee recommendations, the Pitt Review recommendations and relevant requirements emerging from the Flood and Water Bill (and Act in due course).
- Monitor, and oversee, the delivery by county partners of the strategic action plan, receiving reports from the Flood Risk Management Officer.
- Keep under review the strategic action plan, amending as appropriate and in line with subsequent Government recommendations and directives.
- Monitor, and oversee, KCC's action on flood risk management, receiving reports from the Flood Risk Management Officer.
- Review, and provide input to, any subsequent consultation on implementation of the Pitt Review Recommendations and future development of the Flood and Water Management Bill (and associated Act).
- Provide guidance to the Flood Risk Management Officer on the development of an elected members' conference on flood risk management.
- Receive reports from the South East Regional Flood Defence Committee and provide comment where appropriate.
- Delegate input to flood risk management activities that require member representation. This could include member fora for shoreline, or other, management plans.

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By: Alex King – Deputy Leader & Cabinet Member for Localism & Partnership
Peter Sass - Head of Democratic Services and Local Leadership

To: Selection and Member Services Committee –13 October 2009

Subject: Constitution of School Admissions Forum

Classification: Unrestricted

Summary: Members are invited to agree the revised constitution of the Kent School Admissions Forum in light of new legislation and appoint two elected members to represent the County Council on the School Admissions Forum.

Introduction

1. (1) The Admissions Code and the School Admissions (Local Authority Reports and Admissions Forums) (England) Regulations 2008 set out revised regulations relating to the membership of Local Admissions Forums. The Code came into force in February 2009.

(2) Paragraph 4.29 of the Code confirms the importance of Admissions Forums reflecting the needs of the local community and that membership must reflect the types of schools in the locality. This would include:

- a representative from each faith group represented by schools in the area;
- parent and community representatives;
- up to two local authority representatives as the admission authority for community and voluntary controlled schools;
- local employers and other representatives, which could, for example include Service Personnel and Choice Advisors.

Paragraph 4.30 of the Code clearly states that the membership of the Forum must not exceed 20.

(3) The 2008 Regulations and the Admissions Code appeared to be in conflict. The regulations do not refer explicitly to “up to 2 local authority representatives” although the Admissions Code stated unequivocally that the Forum must include up to 2 local authority representatives (as the admissions authority for community and voluntary controlled schools). CFE Officers have now sought clarification from the DCSF and confirm the following membership profile meets the legal requirements.

School Admissions Forum Membership

2. (1) It is recommended that representation on the Kent School Admission Forum should be constituted as follows, giving 19 members out of a possible maximum number of 20 places:

- | | |
|---|---|
| 2 | Elected Members |
| 1 | Rochester Diocesan |
| 1 | Canterbury Diocesan |
| 1 | Southwark Diocesan |
| 1 | Voluntary Aided Primary Catholic School |
| 1 | Voluntary Controlled Primary Church of England School |
| 1 | Primary Community School |

- 1 Primary Foundation School
- 1 Foundation Grammar School
- 1 Academy
- 1 Secondary Faith School
- 1 Secondary Comprehensive School
- 1 Secondary High School
- 1 HM Forces Service Personnel
- 1 Choice Adviser
- 2 Parents
- 1 From the Business Community

(2) It is proposed that for each of the schools' representatives of the different types of Secondary Schools in the county, nominations are sought for Headteacher representatives via the Secondary Forum and for governor representatives via the Kent Governors' Association. This should ensure the process is open and transparent.

(3) Similarly, it is proposed that for each of the schools' representatives of the different types of Primary Schools in the county, nominations are sought via the Primary Forum and Kent Governors' Association.

(4) It is proposed that a representative from the Army Welfare Service represents the interest of HM Service Personnel.

(5) KCC currently buys in a Choice Advisor service at the times of year when parents need their support. It is proposed that the same Choice Advisors are asked to form part of the Forum Membership to provide the necessary insight into parental experiences of the admission process. The cost of Choice Advice representation at the forum will be met by CFE.

(6) Two parents and a single representative from the business community will be invited to nominate themselves by way of a public notice published in the Kent Free Press. Nominees could then be endorsed via the Kent Federation of Parent Teacher Associations (KFPTA) and the Kent Chamber of Commerce respectively.

Recommendation

3. (1) Members are asked to agree the proposed membership of the School Admissions Forum as set out in this report; and

(2) Nominate and confirm the appointment of two Members to be the representatives of the County Council on the Kent School Admissions Forum.

Enquiries: Peter Sass
 Head of Democratic Services and Local Leadership
 Ext: 4002

Background documents: Nil

By: Alex King, Deputy Leader
Mary Cooper, Member Liaison Manager

To: Selection and Member Committee – 13 October 2009

Subject: Member Car Fleet

Summary: This report sets out the options for the Member Car Fleet when the current leases expire this month.

For Decision

(1) The Member car fleet at present consists of three Volvo S80 diesel cars, the leases for which are due to expire this month. In addition, there is a Volvo estate, which was purchased for the fleet in 1997 and has been retained as a “work-horse” primarily being used in an emergency or when transporting Members with their luggage. This car has a residual value of approximately £350.

(2) Options for the future of the car fleet are set out below together with costings. The current car lease budget is £21,000 pa (£84,000 over four years) so any option costing over that will require additional budget allocation.

Option 1 – Replacing with New Vehicles

To replace the current fleet with identical cars the annual leasing charge would be £6,144 per annum per vehicle which, over a 4 year period would amount to £73,728 (inclusive of routine maintenance, breakdown assistance, annual road fund licence and MOTs, but exclusive of insurance or a relief vehicle).

Option 2 – Extending the Present Lease

The lease company has offered to extend the contracts on the current cars but at a vastly increased rate due to the age and recorded mileage of the vehicles. The annual charges would be as follows:

| | | |
|------------|------------|------------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £16,175.38 | £19,475.52 | £19,475.52 |

Giving a total annual cost for all three vehicles of £55,126, which over a 4 year period would amount to £220,506 (inclusive of routine maintenance, breakdown assistance, annual road fund licence, MOTs and insurance).

Option 3 – Buying the Existing Vehicles

To purchase the vehicles direct when the lease expires would cost £20,620:

| | | |
|-----------|-----------|-----------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £6,090.00 | £7,265.00 | £7,265.00 |

The routine running of the cars would be carried out by the Chauffeur/Administrator (who already looks after the Volvo estate) by arranging car tax, MOTs, servicing, insurance, etc.

Under the present lease scheme the cars have all recently been serviced, have MOTs from August 2009 and have been taxed for a year from 1 October 2009.

Members should note that if this option is selected, the only costs in years 2, 3 and 4 would be that of servicing, car tax, insurance and MOTs together with any unforeseen expenditure, e.g. tyres, wiper blades, exhausts etc.

An additional cost would be cover for a breakdown recovery service to include homestart and the AA have quoted £321.48 pa for all four cars.

Details of Commercial Services servicing

| | | |
|---------|----------|----------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £850.00 | £1065.00 | £1065.00 |

Total servicing cost for Year 1: £2,980.

Based on one major service and two intermediate services for 1XKT and two major services and one intermediate service for both GJ55 FWF and GJ55 FWD.

(Please note that GJ55 FWF and GJ55 FWD may require replacement cam belts in the next 12-18 months. These costs have been included in the routine servicing which is why their estimated costs are greater.)

The servicing costs for the second year would be:

| | | |
|--------------|--------------|--------------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £1,100.00 | £720.00 | £720.00 |
| (4 services) | (3 services) | (3 services) |

Total servicing cost for Years 1 and 2: £5,520.

Details of Lipscomb servicing plan

For comparison Lipscomb Cars Volvo have also been contacted and in their view 1XKT would need two services in the first year and the other two vehicles one service at a cost of:

| | | |
|---------|----------|----------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £695.30 | £343.14 | £343.14 |

Total servicing cost for Year 1: £1,381.58.

However Lipscomb do offer a 2 year service plan for cars of this age and, accepting that the need for cam belts on both GJ55 FWD and GJ55 FWF, the costs would be:

| | | |
|--------------|--------------|--------------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £1391.29 | £1313.59 | £1313.59 |
| (4 services) | (3 services) | (3 services) |

Total servicing cost for Years 1 and 2: £4,018.47.

Over a 4 year period this option could cost £20,620 + services = c.£30k. The initial outlay in buying the cars will require capital financing as the cost cannot be met wholly from this year's budget but the cost can be spread over two years.

Option 4 – Kent Fleet buying the existing vehicles and leasing them to KCC for a period of 12 months

| | | |
|----------|----------|----------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £7860.00 | £6704.00 | £6704.00 |

Giving a total annual cost of £21,268. (cost over 4 years a minimum of £85,072).

If we agree to lease the cars for a period of 2 years the costs pa would reduce to:

| | | |
|-----------|----------|----------|
| 1XKT | GJ55 FWF | GJ55 FWD |
| £6,226.00 | £6441.00 | £6441.00 |

Giving a total annual cost of £19,108 (cost over 4 years a minimum of £76,432).

These costs include routine maintenance, tyres, exhausts, road fund licence, MOTs and a recovery service.

Recommendations

The Committee is invited to approve Option 3 above (buying the existing vehicles), together with the Lipscomb servicing plan and that the total costs be capitalised over two years.

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By: Paulina Stockell – Chairman of Selection and Member Services Committee
Peter Sass – Head of Democratic Services and Local Leadership

To: Selection and Member Services Committee – 9 October 2009

Subject: OUTSIDE BODIES – YALDING EDUCATIONAL FOUNDATION

Classification: Unrestricted

Summary: To consider a request by the Yalding Educational Foundation to abolish the provision within its Scheme for the County Council to appoint 2 Governors

FOR DECISION

INTRODUCTION

1. The Chairman of the Yalding Educational Foundation wrote to the County Council on 30 July 2009 in order to request the County Council's agreement to its Scheme being amended by the deletion of the appointment of 2 members to its Governing Body
2. The letter from the Chairman is enclosed at *Appendix 1* and the current Scheme (dating back to 1924) at *Appendix 2*.
3. I have been informed by the Clerk to the Foundation that the County Council has not appointed to this Governing Body for a very considerable length of time.

POSSIBLE REPRESENTATION

4. The Local Member, Mrs Paulina Stockell was previously unaware of the Foundation's existence. She considers that it would be beneficial if the Local Member were appointed for the term of office of the County Council.
5. Mrs Stockell's views have been conveyed to the Chairman of the Foundation. I will update the Committee on the Foundation's views if they are received in time.

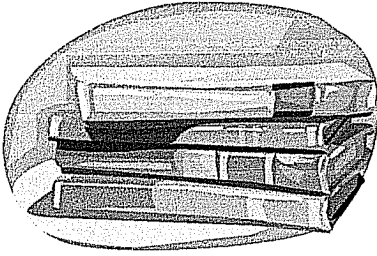
RECOMMENDATION

6. That, subject to the views of the Foundation, the Committee appoints the Local Member (Mrs Stockell) to the Governing Body of the Yalding Educational Foundation and agrees to reduce the County Council's representation on its Governing Body from two to one representative.

Andrew Tait
Democratic Services Officer
Tel: 01622 694342

Background Documents

None.



YALDING EDUCATIONAL FOUNDATION

HAMILTON, VICARAGE ROAD, YALDING,
MAIDSTONE, KENT ME18 6DR

TELEPHONE: 01622 817919

30th July 2009

Kent County Council
Sessions House
County Hall
Maidstone
Kent
ME14 1XQ

Dear Sir,

I am the Chairman of the Governors of the Yalding Educational Foundation (the Charity) and I am writing on behalf of the Governing Body.

The Charity's governing document is a Scheme made by the Charity Commissioners on 3 October 1924 (copy enclosed). Under Clause 4 of the Scheme, the Kent County Council currently has the right to appoint two out of a total of nine Governors. The reason for this letter is to enquire whether the Council would agree to this provision being changed.

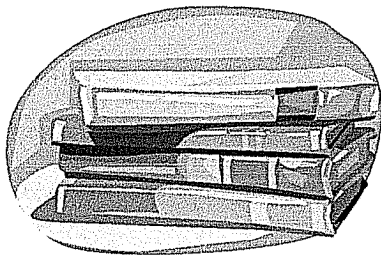
The Charity is quite small. It has an endowment fund of about £180,000, which produces an annual income of about £6,000. Most of the income is spent on making grants to local university students to help with tuition fees and maintenance, with a small amount being spent on prizes for spoken English in the local primary schools.

The Governors are currently in the process of updating the Charity's governing document, to take account of changes in the 85 years since it was made. We have already used our powers under the Charities Act to simplify and update the purposes of the Charity. I enclose a copy of the amended purposes, which have been approved by the Charity Commission.

As regards the future administration of the Charity, we feel that nine Governors are too many for a small local charity, and that appointment by the County Council is unnecessarily elaborate and cumbersome. Indeed this procedure has not been followed consistently in the past. Sometimes there has been only one trustee appointed by the Council, and at other times none.

We would now like to reduce the total number of Governors to seven, of whom

- two would be appointed by the Parish Councils of Yalding and Collier Street (which together cover the same area as did the civil parish of Yalding in 1924)
- one would be appointed by the Vicar of Yalding; and
- the remainder would be appointed by resolution of the Governors.



YALDING EDUCATIONAL FOUNDATION

HAMILTON, VICARAGE ROAD, YALDING,
MAIDSTONE, KENT ME18 6DR

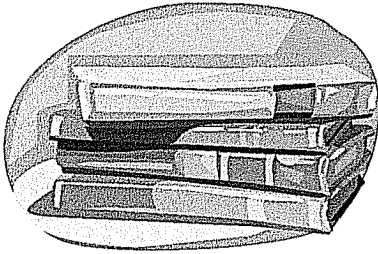
TELEPHONE: 01622 817919

Under the Charities Act, the Governors would normally have power themselves to change such matters as the number and method of appointment of Governors. However, where an outside party (such as the Council) has a power of appointment, the Charity Commission has confirmed that the consent of this outside party is needed.

I very much hope that the Council will be willing to agree to this change. If you need any further information, please let me know.

Yours faithfully,

Alan Smith
Chairman



YALDING EDUCATIONAL FOUNDATION

HAMILTON, VICARAGE ROAD, YALDING,
MAIDSTONE, KENT ME18 6DR

TELEPHONE: 01622 817919

7th January 2009

SECTION 2a

Clauses 18 – 25 of the Scheme dated 3rd October 1924 (which is the governing document of the Charity) shall be deleted and replaced by the following provision:

“The net income of the Foundation, after payment of any expenses and administration, shall be applied for the advancement of education for the public benefit of the parishes of Yalding and Collier Street, in particular by the provision of grants, awards and prizes for young people in schools or further education.”

SECTION 2g

The objects established in 1924 need to be modernised to take account of changes in the provision and funding of education in the area of benefit. In particular:

- Clauses 18, 19, 22 and 25 are effectively obsolete
- Competitive examinations (as envisaged by Clause 21) are not appropriate for the kind of awards made by the Charity
- The civil parish of Yalding (as it existed in 1924) has been divided into two separate parishes of Yalding and Collier Street.

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Sealed 3 October 1924.

No. 1849 E.

County—KENT.

Parish—YALDING.

Foundations—Kenward's Educational,
Mrs. Alcorn and Mrs.
Bennet Warde.
William Cleave's School.

Stamp, 10s.

*Scheme (including Appointment
of Trustees).*

SCHEME MADE BY THE BOARD OF EDUCATION UNDER THE CHARITABLE TRUSTS ACTS,
1853 TO 1894.

To what Scheme relates.

1. This Scheme relates to the following Foundations in the Parish of Yalding, in the County of Kent:—

- (a) Kenward's Educational Foundation, as determined by an Order of the Charity Commissioners of 12 July 1904.
- (b) The Charity of Mrs. Alcorn and Mrs. Bennet Warde (otherwise Alcorn's School) comprised in a Scheme of the Charity Commissioners of 13 November 1888.
- (c) William Cleave's School Foundation, regulated by a Scheme made under the Endowed Schools Acts on 6 August 1874, as amended and altered by Schemes of 13 May 1896 and 12 August 1898.

The said Foundations are hereinafter referred to as "the Original Foundations."

Repeal and Substitution.

2. The provisions of the said Scheme regulating William Cleave's School Foundation are hereby repealed, and the provisions of this Scheme, so far as they relate to that Foundation, are substituted therefor.

Administration and Title.

3. The Original Foundations and their endowments (including the particulars specified in the Schedule to this Scheme) shall be administered as a single Foundation (hereinafter called "the Foundation") in conformity with the provisions of this Scheme under the name of THE YALDING EDUCATIONAL FOUNDATION.

GOVERNORS.

Governing Body.

4. Subject to the provisions of the next following Clause, the Governing Body of the Foundation (hereinafter called "the Governors") shall, when complete, consist of nine persons that is to say:—

Six Representative Governors, to be appointed—

- Two by the Vicar and Churchwardens for the time being of Yalding,
- Two by the Kent County Council as Local Education Authority, and
- Two by the Yalding Parish Council; and

THREE Coöptative Governors, to be appointed by resolution of the Governors.

A Representative Governor need not be a member of the appointing body.

Every Governor to be appointed by the County Council shall be appointed for a term of office ending on the date of the appointment of his successor, which may be made at any time after the ordinary day of retirement of County Councillors next after his appointment. The other Representative Governors shall be appointed each for a term of three years, and the Coöptative Governors each for a term of five years, but so that a Governor appointed to fill a casual vacancy shall be appointed only for the unexpired term of office of his predecessor under this provision.

Trustees and Governors of the Original Foundations.

5. The persons in office at the date of this Scheme as Trustees or Governors of any of the Original Foundations shall be the first Governors of the Foundation, and shall be entitled, subject to the provisions of this Scheme as to determination of Governorship, to remain in office, each for the remainder of the term for which he was originally appointed, or, in the case of an Ex-Officio Trustee, for so long as he holds the office in respect of which he is a Trustee; but in other respects such Trustees and Governors shall for the purposes of this Scheme be counted as follows:—

The Ex-Officio Trustees, as Representative Governors appointed by the said Vicar and Churchwardens;

The Representative Governors appointed by the County Council and the Representative Trustees and Governors appointed by the Vestry of Yalding, as Representative Governors appointed respectively by the County Council and the Yalding Parish Council;

The Coöptative Trustees and Governors, as Coöptative Governors; and
The Nominated Governors, as additional Governors;

but no new Governors shall be appointed by the Vicar and Churchwardens, by the Parish Council, or by coöptation so as to exceed the number prescribed by the foregoing clause.

First Meeting.

6. The first meeting of the Governors shall be summoned by the said Vicar as soon as conveniently may be after the date of this Scheme, or if he fails to summon a meeting for two months after that date, by any two Governors.

Declaration by Governors.

7. No person shall be entitled to act as a Governor, whether on a first or any subsequent entry into office, until he has signed a declaration of acceptance and of willingness to act in the trusts of this Scheme.

Governors not to be personally interested in the Foundation.

8. Except in special circumstances, with the approval in writing of the Board of Education, no Governor shall take or hold any interest in any property belonging to the Foundation otherwise than as a trustee for the purposes thereof, or receive any remuneration, or be interested in the supply of work or goods, at the cost of the Foundation.

Determination of Governorship.

9. Any Governor who is absent from all meetings of the Governors during a period of one year, or who is adjudicated a bankrupt, or who is incapacitated from acting, or who communicates in writing to the Governors a wish to resign, shall thereupon cease to be a Governor.

Vacancies.

10. Every vacancy in the office of Representative or Coöptative Governor shall as soon as possible be notified to the proper appointing body or filled by the Governors, as the case requires. Any competent Governor may be re-appointed.

Religious Opinions of Governors.

11. The religious opinions of any person, or his attendance or non-attendance at any particular form of religious worship, shall not in any way affect his qualification for being one of the governing body of the Foundation.

PROCEEDINGS OF GOVERNORS.

Meetings of Governors.

12. The Governors shall hold ordinary or stated meetings at least twice in each year. A special meeting may at any time be summoned by the Chairman or any two Governors upon four clear days' notice being given to the other Governors of the matters to be discussed.

Chairman.

13. The Governors shall, at their first ordinary or stated meeting in each year, elect one of their number to be Chairman of their meetings for the year. If it is necessary to supply his place at any meeting, the Chairman of that meeting shall be appointed before any other business is transacted. The Chairman shall always be re-eligible.

Quorum and Voting.

14. There shall be a quorum when four Governors are present at a meeting. Every matter shall be determined by the majority of the Governors present and voting on the question. In case of equality of votes the Chairman shall have a second or casting vote.

Minutes and Accounts.

15. The Governors shall provide and keep a minute book and books of account. All proper accounts in relation to the Foundation shall in each year be made out and certified in such form as the Board of Education may require, and copies sent to the Board.

General Power to make Rules.

16. Within the limits prescribed by this Scheme, the Governors shall have full power to make rules for the management of the Foundation, and for the conduct of their business, including the summoning of meetings, the deposit of money at a proper bank, the custody of documents, and the appointment as Clerk or Secretary (to hold office at their pleasure) of one of themselves without salary or some other fit person at such salary, if any, as may be approved by the Board of Education.

DISCONTINUANCE OF WILLIAM CLEAVE'S SCHOOL.

17. The School of William Cleave's Foundation shall henceforth not be carried on. The School premises may be used for educational purposes for the benefit of boys and girls, under the control of the Governors or such bodies or persons as they think fit, in a manner not inconsistent with the provisions of the Endowed Schools Acts, 1869, 1873, and 1874. Subject as aforesaid the Governors may either let the School premises according to the general law applicable to the management of property by trustees of charitable foundations or sell them under the authority of a further Order of the Board of Education.

FUND FOR BENEFIT OF NON-PROVIDED SCHOOLS.

Constitution of Fund.

18. For the purposes specified in the next following Clause, the Governors shall constitute a fund consisting of—

- (a) The securities specified in Part II of the Schedule to this Scheme, representing accumulated income of the Charity of Mrs. Alcorn and Mrs. Bennet Warde.
- (b) Any unapplied income of that Charity in hand at the date of this Scheme.

Maintenance and Improvement of Elementary School Premises.

19. The Governors shall apply the yearly income of the said fund in the maintenance (including insurance) and improvement of the premises of any Public Elementary School in the Parish of Yalding not provided by the Local Education Authority; and (subject to the approval of the Board of Education) may also apply capital of the fund for this purpose.

For the purposes of this Clause the Governors may make payments to the Managers of a School to be accounted for by them to the Governors.

Provided that no payment shall be made under this Clause for those purposes of a School for which provision is to be made by the Local Education Authority.

EXHIBITIONS AND MAINTENANCE ALLOWANCES.

Exhibitions, etc.

20. Subject as aforesaid, the net income of the Foundation, after payment of any expenses of administration, shall be applied by the Governors in the provision of Secondary School Exhibitions, Technical Exhibitions, University Exhibitions, or Maintenance Allowances as hereinafter provided, to be awarded to boys and girls resident in the Parish of Yalding who have for not less than two years at any time attended Public Elementary Schools.

General Conditions as to Exhibitions.

21.—(1) The Exhibitions shall be tenable only for the purposes of education, and shall not be held for instruction given in the evening only. They shall be awarded under rules to be made by the Governors, including rules as to the class of Exhibition to be awarded, the age limits of candidates, and the value of the Exhibitions.

(2) Subject to the provisions of this Scheme, the Exhibitions shall be freely and openly competed for, and shall be awarded for merit on the result of such examination as the Governors think fit; and any Exhibition which no duly qualified candidate is adjudged worthy to take shall for that turn not be awarded.

(3) If in the judgment of the Governors an Exhibitioner is guilty of serious misconduct or idleness, or fails to maintain a reasonable standard of proficiency, or ceases to pursue his education, the Governors may deprive him of the Exhibition, and for this purpose may act on the report of the proper authorities of the institution at which it is held, or on such other evidence as the Governors think sufficient. Under this provision the decision of the Governors shall be final in each case.

Secondary Schools Exhibitions.

22. Secondary School Exhibitions shall be tenable at any Secondary School recognised by the Board of Education as efficient or specially approved by them for the purpose, and no candidate shall be eligible who attains the age of thirteen before the first day of August of the year of the award. Every such Exhibition shall consist of payment equivalent (within such limits as the rules prescribe) to the tuition fees, with any entrance fee, payable at the Secondary School, and shall be awarded for the period during which the holder remains at the School otherwise than as a Pupil-Teacher or Student-Teacher.

Technical Exhibitions.

23. Technical Exhibitions shall be tenable at any institution of higher education approved by the Governors, other than a Secondary School. They may be either—

(a) Junior Exhibitions tenable at institutions providing full-time courses suitable for children who have recently attended Public Elementary Schools, or

(b) Senior Exhibitions tenable at institutions providing full-time courses suitable for older pupils who have already attended schools higher than elementary.

and shall consist of payments extending over such period (renewable or otherwise) as the rules prescribe.

University Exhibitions.

24. University Exhibitions shall be tenable at any University, any College or School of a University, or any University College. They shall consist either of single payments or of payments extending over such period (renewable or otherwise) as the rules prescribe.

Maintenance Allowances.

25.—(1) For the benefit of boys and girls who, in the opinion of the Governors, are in need of financial assistance, the Governors may provide Maintenance Allowances of either of the following kinds:—

(a) Maintenance Allowances at Public Elementary Schools for pupils over the age of twelve, especially those who are attending courses of advanced instruction organised in such schools for the older or more intelligent children.

(b) Maintenance Allowances at Secondary Schools for pupils who are attending such Schools with the aid of Exhibitions, Scholarships, or total or partial exemption from tuition fees.

(2) Any such allowance may, at the discretion of the Governors, be paid to the parent or guardian of the beneficiary, or may be applied by them towards payments required to be made on the part of the beneficiary at the Secondary School, or in providing him with travelling facilities or meals.

Religious Exemptions.

26. A scholar shall not, by reason of any exemption from attending prayer or religious worship, or from any lesson or series of lessons on a religious subject, be deprived of an advantage or emolument out of the endowment of the Foundation to which he would otherwise have been entitled.

GENERAL.

Vesting Property.

27. The Governors and all other persons capable of being bound by this Scheme shall, unless the Board of Education otherwise in writing direct, do all such acts as may be necessary in order to vest in the Official Trustee of Charity Lands and to transfer to the Official Trustees of Charitable Funds respectively, or to vest in and transfer to the Official Trustee or Trustees of Educational Trust Property when constituted, all freehold and leasehold lands and hereditaments and all stocks, shares, funds and securities respectively, at any time belonging to the Foundation.

Further Endowments.

28. The Governors may receive any additional donations or endowments for the general purposes of the Foundation. They may also receive donations or endowments for any special objects connected with the Foundation not inconsistent with or calculated to impede the due working of the provisions of this Scheme. Any question arising upon this last point shall be referred to the Board of Education for their decision.

Surplus Cash.

29. Any sum of cash at any time belonging to the Foundation and not needed as a balance for working purposes, shall (unless otherwise ordered by the Board of Education) be treated as capital and invested.

Alteration of Scheme.

30. The Board of Education may, in the exercise of their ordinary jurisdiction under the Charitable Trusts Acts, 1853 to 1894, frame Schemes for the alteration of any portions of this Scheme, provided that such alteration shall not be inconsistent with Clause 1 of the said Scheme of 6 August, 1874, or contrary to anything contained in the Endowed Schools Acts, 1869, 1873, and 1874.

Orders for Replacement not affected.

31. Nothing in this Scheme shall affect any Order of the Charity Commissioners or the Board of Education now in force so far as it makes provision for the discharge of any debt or the replacement of any stock or money.

Questions under Scheme.

32. Any question as to the construction of this Scheme, or as to the regularity or the validity of any acts done or about to be done under this Scheme, shall be determined conclusively by the Board of Education, upon such application made to them for the purpose as they think sufficient.

Interpretation.

33. The Interpretation Act, 1889, applies to the interpretation of this Scheme as it applies to an Act of Parliament.

Date of Scheme.

34. The date of this Scheme shall be the day on which it is established by an Order of the Board of Education.

SCHEDULE OF PROPERTY.

| Description. | Extent or Amount. | Tenant, Person liable, or Persons in whose name invested. | Gross Yearly Income. |
|---|--------------------|--|--|
| PART I. | | | |
| <i>Kenward's Educational.</i> One moiety of the net income of the Charity of Mrs. Julian Kenward, Thomas Twiffen, and John Twiffen (otherwise Bentlett's or Bluntlett's), unless, and then for so long as, in the opinion of the Board of Education, there is default in the provision of a Schoolmaster in the Parish of Yalding for above six weeks together without reasonable cause; | £ s. d. | The Trustees of the Charity of Mrs. Julian Kenward, Thomas Twiffen, and John Twiffen (otherwise Bentlett's or Bluntlett's) | £ s. d. Variable. (£9 7 3 in 1923.) |
| 5 per cent. War Stock 1929-47 | 127 3 1 | The Official Trustees of Charitable Funds. | 6 7 2 |
| Registered 5 per cent. National War Bonds 1929 (4th Series). | 15 0 0 | Do. do. | 0 15 0 |
| Cash in Hand | 51 11 11 | — | — |
| <i>Mrs. Alchorn and Mrs. Bennet Warde.</i> New Zealand 4 per cent. Stock 1943-63 | 750 18 2 | The Official Trustees of Charitable Funds. | 30 0 8 |
| 5 per cent. War Stock 1929-47 | 58 18 9 | Do. do. | 2 18 11 |
| <i>William Clowe's School.</i> School Site and Buildings | A. R. P. 1 1 26 | — | — |
| Land let as Allotments | 4 1 2 | — | 10 0 0 |
| | £ s. d. | The Official Trustees of Charitable Funds. | 26 4 9 |
| New Zealand 4 per cent. Stock 1943-63 | 655 19 4 | Do. do. | 16 8 8 |
| New South Wales 4 per cent. Stock 1942-62 | 410 16 4 | Do. do. | 21 19 8 |
| 5 per cent. War Stock 1929-47 | 439 13 1 | Do. do. | 0 5 8 |
| Consols | 11 8 9 | Do. do. | Income accu- mulating. |
| New Zealand 4 per cent. Stock 1943-63, held on an Investment Account under an Order of the Board of Education dated 7 May 1914. | 118 15 1 | — | — |
| Cash in Hand | 158 19 6 | — | — |
| PART II. | | | |
| <i>Accumulated Income of the Charity of Mrs. Alchorn and Mrs. Bennet Warde.</i> 5 per cent. War Stock 1929-47 | 554 13 9 | The Official Trustees of Charitable Funds. | 27 14 8 |
| Registered 5 per cent. National War Bonds 1929 (4th Series). | 60 0 0 | Do. do. | 3 0 0 |
| Cash in Hand | 121 8 8 | — | — |

This Schedule is made up to 8 March 1924.

The Board of Education Order that the foregoing Scheme be established.

Sealed this 3rd day of October 1924.

