

Date of publication: 16 July 2008

**SHEPWAY DISTRICT COUNCIL**

**EAST KENT (JOINT SCRUTINY) COMMITTEE**

**Minutes of a meeting held on Wednesday 9 July 2008  
10.30am in the Council Chamber, Civic Centre, Folkestone**

Present:

Councillor R	Bayford	(Thanet DC)
Councillor T	Birkett	(Kent CC)
Councillor A	Clifton-Holt	(Shepway DC)
Councillor M	Fisher	(Canterbury CC)
Councillor J	Law	(Kent CC)
Councillor D	Lloyd-Jones	(Dover DC)
Councillor P	Martin	(Shepway DC)
Councillor R	Matthews	(Canterbury CC)
Councillor K	Mills	(Dover DC)
Councillor T	Prater	(Shepway DC)
Councillor I	Thomas	(Canterbury CC)
Councillor M	Vye	(Kent CC)
Councillor S	Manion – substitute for Cllr D Mayes	(Dover DC)

Officers:	Matthew Archer	Canterbury CC
	Caroline Arnold	Kent CC
	Glenn Back	Thanet DC
	Rebecca Brough	Dover DC
	John Bunnett	Thanet DC
	Lorraine Burley	Shepway DC
	Mark Ellender	Canterbury CC
	Martyn Harris	Shepway DC
	Nick Hughes	Canterbury CC
	Alistair Stewart	Shepway DC
	Peter Wignall	Shepway DC

**1. CONFIRMATION OF CHAIRMAN AND VICE-CHAIRMAN**

Councillor Tim Prater was confirmed as Chairman and Councillor Kevin Mills was confirmed as Vice-Chairman of this Committee for the remainder of the Council year 2008/09.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R Bruce (TDC), M Harrison (TDC) and D Mayes (DDC).

### 3. **DECLARATIONS OF ANY INTERESTS**

There were none made.

### 4. **SUBSTITUTE MEMBERS**

**The Chairman reported that** Councillor S Manion (DDC) was present as substitute for Councillor D Mayes.

### 5. **PROCEDURE RULES**

The Corporate Director (SDC) outlined his report on the Procedure Rules of the East Kent (Joint Scrutiny) Committee. He asked the Committee to accept the terms of reference, to adopt the committee procedure rules and to note the operating arrangements and terms of reference of the East Kent (Joint Arrangements) Committee.

The Committee discussed the issue of Substitute Members.

In answer to a question, the Corporate Director (SDC) stated that the host authority would need to be notified as to whom the Substitute Member would be and that the host authority would accept the substitution had been validly made according to the substituting authority's procedures.

Schedule 2 of the Operating Arrangements setting out the call-in arrangements which had been omitted from the papers was distributed.

It was noted that the first sentence of paragraph 12.4 of appendix 3 to the report (East Kent (Joint Arrangements) Committee – Operating Arrangements should read 'where two or more parties have resolved to delegate as mentioned in 12.3, then:'

RESOLVED:

- a) That the terms of reference in the Schedule to [Appendix 1](#) of the report now submitted be accepted.
- b) That the committee procedure rules detailed in [Appendix 2](#) of the report now submitted, be adopted.
- c) That the operating arrangements and terms of reference of the East Kent (Joint Scrutiny) Committee detailed in [Appendix 3](#) of the report now submitted be noted.
- d) That the Committee meet on the dates shown but at 9am rather than 10.30am.

6. **ADMINISTRATIVE PROCESSES – EAST KENT (JOINT SCRUTINY COMMITTEE AND EAST KENT (JOINT ARRANGEMENTS) COMMITTEE**

The Corporate Director (SDC) outlined his report on the Administrative Processes of the above two Committees. He asked Members to agree to review the arrangements of both Committees after six months. The report contained details of suggested speaking rights and proposed dates for both meetings. The report also included arrangements for recommending items to the Leaders of the respective Councils for inclusion in their Forward Plans.

RESOLVED:

- a) That the operational arrangements of the East Kent (Joint Scrutiny) Committee and the East Kent (Joint Arrangements) Committee be accepted and be reviewed by officers of the respective host authorities in six months and a report made.
- b) That the Committee may, by invitation of the Chairman invite the Chairman of the East Kent (Joint Arrangements) Committee or other persons to attend and speak to items on its Agenda.
- c) That the dates for Joint Committee meetings as set out in Appendix 1 of the report be accepted subject to the time of this Committee being amended to 9am. Meetings are to be set according to these arrangements.

7. **UPDATE ON THE WASTE MANAGEMENT PROJECT**

The Committee received a report and associated presentation from the Corporate Director and Deputy Chief Executive (TDC) updating Members on converging the waste and recycling facilities of East Kent. The report and presentation covered the background and goals of the project, an overview of the principles agreed so far and outlined the next steps and the budget required to fund them. He asked members to note the report and presentation and that a working sub-group of the East Kent (Joint Scrutiny) Committee be established in the short term, to facilitate a more comprehensive examination of the key issues.

The Corporate Director and Deputy Chief Executive (TDC) and the Head of Waste Management (KCC) answered Members' questions.

A Member asked how the projected savings would be distributed between the five authorities. the Corporate Director and Deputy Chief Executive (TDC) advised that savings made would be notional and better described as savings against cost as costs are continually rising.

The Head of Waste Management (KCC) advised that waste from households is only 15% of Kent's total waste, and of that total 40% of waste is recycled or composted, 40% is incinerated and 20% is landfill.

The Committee adjourned briefly to discuss whether the composition of the working sub-group should be proportionate to political party or comprise one member from each authority.

The Committee raised the issue of how information to Members and Substitute Members of the Committee would be transmitted.

RESOLVED:

- a) That the report and associated presentation be noted.
- b) That a working sub-group of the East Kent (Joint Scrutiny) Committee be established in the short term, to facilitate a more comprehensive examination of the key issues.
- c) That the East Kent (Joint Scrutiny) Committee Waste Management Working Sub-Group, consisting of one Member from each authority, be comprised of the following Members:

Councillor Clifton-Holt (SDC)	substitute Councillor Martin
Councillor Harrison (TDC)	substitute to be advised
Councillor Fisher (CCC)	substitute Councillor Matthews
Councillor Law (KCC)	substitute Councillor Vye
Councillor Mills (DDC)	substitute Councillor Lloyd-Jones
- d) That the Corporate Director and Deputy Chief Executive (TDC) provide the Members of the working sub-group with comprehensive background papers for information.
- e) That Substitute Members be sent electronic copies of the agenda.

8. **MATTERS REFERRED BY THE EAST KENT (JOINT ARRANGEMENTS) COMMITTEE**

The Committee received resolution d) of minute 4 of the East Kent (Joint Arrangements) Committee recommending that this Committee have named Substitute Members where it is expedient to do so to ensure continuity.

The Committee considered the issue of Substitute Members.

RESOLVED:

- a) That resolution d) of minute 4 of the East Kent (Joint Arrangements) Committee recommending that this Committee have named substitute Members where it is expedient to do so to ensure continuity be rejected.

- b) That the substitute Member procedure for each authority be followed to its own satisfaction and that the host authority of the East Kent (Joint Scrutiny) Committee be notified of any substitution prior to the meeting.

9. **DATE OF NEXT MEETING**

It was noted that the next meeting of the Committee would be at 9am on Wednesday 29 September 2008 at the Civic Centre, Folkestone.

**There being no other business the meeting closed at 12.10 pm**