

Appendix I: Proposed Additions to Constitution

UNDER 3.2.1 COMMITTEES

Area Committees

Statement of function

The purpose of area committees is to enhance the quality of life and of council services in the relevant area and to bring greater local insight to bear in council decision-making.

Membership

Membership to include all ward members in the area. Area committee boundaries will align with ward boundaries. Substitute Members are not permitted on area committees. The chair and vice-chair of each committee will be voted for at the first meeting of the municipal year.

Areas

- Eastern (Abbey; Boughton and Courtenay; East Downs; Priory; St Ann's; Teynham and Lynsted; Watling). 12 Members (quorum: four Members).
- Sheppey (Minster Cliffs; Queenborough and Halfway; Sheerness; Sheppey Central; Sheppey East). 14 Members (quorum: five Members).
- Sittingbourne (Chalkwell; Homewood; Kemsley; Milton Regis; Murston; Roman). 11 Members (quorum: four Members).
- Western (Bobbing, Iwade and Lower Halstow; Borden and Grove Park; Hartlip, Newington and Upchurch; The Meads; Woodstock; West Downs). 10 Members (quorum: three Members).

Terms of reference

Within their terms of reference the area committees will:

1. Develop a work programme to enhance core services within the area and take a report to council on an annual basis to provide an update on progress;
2. Agree spending decisions in relation to specific funding allocated to members of the area committee;
3. Provide area intelligence to the cabinet and heads of service, and assist with policy development on relevant matters; and
4. Make recommendations to cabinet on issues in the committee's area and respond to any other specific matter referred to it by cabinet, the council or a senior council officer.

Funding allocation

With regard to point 2 of the terms of reference, each Member will receive an identical amount of specific funding, established in each annual council budget, to be allocated to projects in consultation and agreement with the area committee at large.

Members may make proposals for allocating any part of the amount remaining to them at any meeting of the area committee, and the committee's agreement will be decided by a simple majority of Members present. The pooling of individual Members' amounts is permissible.

Any amount for which an allocation has not been agreed by the area committee by the end of the financial year will be forfeited, and no rollovers will be permitted. Any funding allocation agreed by the committee but unspent by the end of each electoral cycle will also be forfeited.

UNDER PART 4.9 - PUBLIC PARTICIPATION PROCEDURE RULES

Area Committees

Towards the start of each area committee meeting there will be a 20-minute session (extensible and reducible if necessary and at the chair's discretion) for members of the public to ask relevant questions and make relevant comments to the committee. Questions will be for the chair to answer, but the chair will have discretion to invite other Members to contribute.

The chair will have discretion to invite comments from members of the public on any items while they are being discussed at meetings of the area committee.