

ANNUAL COUNCIL
13 May 2014 at 7.00 pm

Further to the recent despatch of agenda and papers for the above meeting, please find the following items which were marked as 'to follow':

6. To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the municipal year 2014/15 –Appendix. (Pages 1 - 4)
7.
 - a) Amended terms of reference for the Health Liaison Board to reflect an increased membership from 6 to 8 Members (Pages 5 - 6)
 - b) To note the delegations of executive functions and appointments to the Cabinet made by the Leader. (Pages 7 - 8)
9. To appoint representatives on other organisations –Appendix. (Pages 9 - 10)

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Director or Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

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CHAIRMEN, VICE-CHAIRMEN AND MEMBERSHIP OF COMMITTEES 2014-15

Scrutiny Committee

(11 Members: 9 Conservative, 1 Labour, 1 Liberal Democrat)

Chairman: Cllr. London

Vice-Chairman: Cllr. Brown

Cllrs Bracken, Brookbank, Davison, Grint, Neal, Orridge, Pett, Underwood and Walshe

Governance Committee

(7 Members: 5 Conservative, 1 Labour, 1 Liberal Democrat)

Chairman: Cllr. Pett

Vice-Chairman: Cllr. McGarvey

Cllrs. Ms Chetram, Mrs Clark, Fittock, London, and Walshe

Audit Committee

(9 Members: 7 Conservative, 1 Labour, 1 Liberal Democrat)

Chairman: Cllr. Grint

Vice Chairman: Cllr. Brookbank

Cllrs. Mrs Bailey, Brown, Fittock, Neal, Orridge, Towell and Mrs Purves

Appointments Committee

(10 Members: 8 Conservative, 1 Labour, 1 Liberal Democrat)

Cllrs. Mrs Clark, Fittock, Grint, Mrs Hunter, Mrs Purves, Miss Stack, Leader and 3 appropriate Portfolio Holders

(Please note the election of the Chairman will take place at the first meeting of the Committee in the municipal year.)

Agenda Item 6

Development Control Committee

(19 Members: 17 Conservative, 1 Labour, 1 Liberal Democrat)

Chairman: Cllr. Williamson

Vice-Chairman: Cllr. Miss Thornton

Cllrs. Mrs Ayres, Bosley, Brookbank, Brown, Clark, Cooke, Edwards-Winsor, Firth, Gaywood, McGarvey, Neal, Orridge, Mrs Parkin, Raikes, Miss Stack, Underwood and Walshe

Licensing Committee

(13 Members: 11 Conservative, 1 Labour, 1 Liberal Democrat)

Chairman: Cllr. Mrs Morris

Vice-Chairman: Cllr. Clark

Cllrs. Abraham, Mrs Ayres, Ayres, Bosley, Cooke, Mrs George, Orridge, Mrs Parkin, Pett, Raikes and Walshe

Standards Committee

The Standards Committee will be composed of:

7 Members other than the Leader of the Council and no more than 1 Member selected from a particular Parish Boundary.

(7 Members: 6 Conservative, 1 UKIP)

Only one Member out of the above seven Members to be an Executive Member without being a Chair of the Committee as Standards is a Council function as opposed to an Executive function (s.27(8), Part 1, Chapter 7 of the Localism Act 2011).

Up to 2 co-opted Members of a parish or town council (a parish/town council member)

Chairman: Cllr. Gaywood

Vice-Chairman: Cllr. Ball

Cllrs. Mrs Bosley, Mrs Bracken, Brown, Lindsay and Mrs Morris

Strategic Board

(14 Members: 7 District Council Members and 7 Kent Council Council Members)

Chairman: Cllr. Fleming

Vice Chairman: County Cllr. Brookbank

(The position of Chairman to be the Leader of Sevenoaks District Council, with the Vice Chairman appointed by Kent County Council)

District Council Membership: Cllrs. Abraham, Mrs Bosley, Davison, Grint, Hunter, Ramsay and Searles

Recommendation: *That authority be delegated to the Leader of the Council to rotate/amend the District Council Membership as appropriate*

County Council Membership: County Councillors: Brazier, Chard, Mrs Crabtree, Gough, Parry and Pearman

Homelessness Review Board

(3 Members: to be drawn from the Council)

The Portfolio Holder for Housing & Community Safety to be Chairman of the Board and the membership to be drawn from the Council.

Sevenoaks Joint Transportation Board

(7 District Council Members: (6 Conservative, 1 Labour), 7 Kent Council Council Members and 1 Town/Parish Council Representative)

Chairman: County Cllr. Chard

Vice-Chairman: Cllr. London

(The position of Chairman is on a yearly alternate basis between the District Council and County Council and appointed under respective constitutional arrangements. This year it is the County Council's turn.)

District Council Membership: Cllrs. Davison, Edwards-Winsler, Searles, Towell, Williamson and Underwood

County Council Membership: County Councillors: Brazier, Brookbank, Mrs. Crabtree, Gough, Parry and Pearman

Town/Parish Council Representative: (nominated by the Area Committee of the Kent Association of Local Councils)

(The Board comprises of all Kent County Council local members for divisions in the Sevenoaks District Council area, an equal number of Sevenoaks District Council Members and a Town/Parish Council Representative (of which a substitute member may be nominated) who may speak but not vote, nor propose a motion or amendment.)

Agenda Item 6

Health Liaison Board

(8 Members: 6 Conservative, 2 Labour)

Chairman: Cllr. Mrs Cook

Vice-Chairman: Cllr. Davison

Cllrs. Mrs Bosley, Brookbank, Clark, Mrs George, Fittock and Searles

PART 11 – HEALTH LIAISON BOARD

1. Terms of Reference

1.1 To allow Members to co-operate and co-ordinate information on developments and progress in Health matters across the District.

1.2 In particular the Committee should aim to bring together views from Members in the following positions:

- LINK Membership
- Sevenoaks District Kent Locality Board
- Economic and Community Development Cabinet Advisory Committee
- Portfolio Holder for Economic and Community Development
- Community Health Trust
- West Kent Health and Wellbeing Board
- Dartford, Gravesham and Swanley Health and Wellbeing Board
- Kent County Council Health Overview and Scrutiny Board
- Other positions of responsibility such as governors of Acute Trusts

2. Membership

2.1 Eight Members of the Council to be chosen according to political proportionality rules. The membership of Committee can be found at Appendix H - Membership of Council Committees, Cabinet and Advisory Committees.

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Cabinet Membership

(5 Members: 5 Conservatives) Cllrs. Fleming, (Chairman), Hogarth, Ramsay, Ms Lowe and Piper

Portfolio Holders 2014/15 (Annex to Appendix H of the Constitution - revised May 2014)

Cllr. Peter Fleming	Leader Strategy & Performance	Corporate Policy, Corporate Health & Safety, Communications, Customer Service Standards, Equality, Human Resources, Business Transformation, Democratic Services and Performance Management Framework
Cllr. Roddy Hogarth	Economic & Community Development	Community Grants, Community Plan, Health & Leisure, Economic Development, Emergency Planning, Building Control, Business continuity, Markets, Parking, Regeneration, Tourism, Town Centres, West Kent Partnership and West Kent Leader Programme
Cllr. Brian Ramsay	Finance & Resources	Audit and Corporate Governance, Budget & Financial Strategy, Legal, Information Technology, Local Tax, Shared Services, Procurement Policies, Property, Facilities Management and Strategic Risk
Cllr. Michelle Lowe	Housing & Community Safety	Housing Strategy/Policy, Housing Standards, Housing Needs, Empty Homes/Under Occupation, SDC Gypsy/Traveller Site Management, Unauthorised Gypsy/Traveller encampments, Disabled Facilities Grant, Housing Benefit & Benefit Fraud, Community Safety, Licensing, CCTV, Safeguarding, Children and Young People, Older People, and Environmental Health
Cllr. Robert Piper	Local Planning & Environment	Conservation, Development Control, Local Plan (formerly LDF), Planning Policy, Transport Policy, Direct Services, Climate Change, Energy Efficiency & Fuel Poverty, Street Cleansing and Waste & Recycling

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APPOINTMENTS TO OTHER ORGANISATIONS 2014/15 – NON-EXECUTIVE – TO BE APPROVED BY COUNCIL

<u>Organisation</u>	<u>No. of Reps</u>	<u>Period of Appoint- ment</u>	<u>Renewal Date</u>	<u>Appointee(s) 2014/15</u>
Age UK:				
Darent Valley	2	Annual	May 2015	Mrs. F.P. Parkin M. Fittock
Sevenoaks, Tonbridge & District	1	Annual	May 2015	R. Walshe
Biggin Hill Airport Consultative Committee	1	Annual	May 2015	R. Hogarth
Bough Beech Reservoir Recreation Consultative and Management Advisory Committee	1	Annual	May 2015	P.C.R. Cooke
Citizens Advice Bureau:				
Edenbridge & Westerham	2	Annual	May 2015	K.J. Maskell P.C.R. Cooke
Sevenoaks and Swanley CAB Ltd	2	Annual	May 2015	Mrs. A.D. Hunter Ms. I. Chetram
Health & Wellbeing Boards:				
Dartford, Gravesham and Swanley	1	Annual	May 2015	T. Searles
West Kent and Weald	1	Annual	May 2015	Mrs. A. Cook
Clinical Commissioning Groups (Observers):				
Dartford, Gravesham and Swanley	1	Annual	May 2015	T. Searles
West Kent and Weald	1	Annual	May 2015	R. J. Davison

Agenda Item 9

<u>Organisation</u>	<u>No. of Reps</u>	<u>Period of Appoint- ment</u>	<u>Renewal Date</u>	<u>Appointee(s) 2014/15</u>
Kent County Council's Health Overview and Scrutiny Committee	1	Annual	May 2015	R. J. Davison
Kent County Playing Fields Association	1	Annual	May 2015	M. Fittock
Action with Communities in Rural Kent	2	Annual	May 2015	Cam. Clark Miss. J. Thornton
RELATE: West Kent & Tunbridge Wells	1	Annual	May 2015	vacancy
Sevenoaks Churches Group for Social Concern	2	Annual	May 2015	P.R. McGarvey Mrs. A. Cook
Sevenoaks Conservation Council	4	Annual	May 2015	R.L. Piper A. E. Dawson J. Edwards-Winser R. Walshe
Sevenoaks District Access Group	5	Annual	May 2015	Mrs. A.E. Dawson Mrs. F.P. Parkin A.W.L. Pett R.L. Piper J.Underwood
Sevenoaks Leisure Board of Trustees	2	Annual	May 2015	Mrs. G.P.E. Davison Mrs. A. George
Volunteer Bureau:				
Sevenoaks Volunteer Transport Group	1	Annual	May 2015	R.J. Davison
Edenbridge Volunteer Transport Service	1	Annual	May 2015	R. Orridge
North West Kent Volunteer Centre (Swanley)	1	Annual	May 2015	T. Searles