

ANNUAL COUNCIL
19 May 2015 at 7.00 pm

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

7. **To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the ensuing year.** (Pages 1 - 6)
8. **Scheme of Delegations**
 - b) to note the delegations of executive functions and appointments to the Cabinet made by the Leader (Pages 7 - 14)
9. **To confirm the Calendar of Meetings for the ensuing year.** (Pages 15 - 16)
10. **To appoint representative on other organisations.** (Pages 17 - 22)
11. **Returning Officer's Report** (Pages 23 - 26)

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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**APPOINTMENT OF CHAIRMEN, VICE CHAIRMEN AND MEMBERSHIP OF COMMITTEES
2015/16**

Annual Council – 19 May 2015

Report of Chief Officer Legal and Governance

Status: For Decision

Key Decision: No

Contact Officer(s) Philippa Gibbs Ext. 7288

Recommendation to Annual Council: That the appointments of Chairmen, Vice Chairmen and membership of Committees for 2015/16, attached as an Appendix to this report, be approved.

Introduction and Background

- 1 At each Annual meeting of Council and beginning of the Municipal year, Members are asked to agree the Chairmen, Vice Chairmen and membership of Committees in line with the Council's Constitution and decision making structure.

Key Implications

Financial

None directly arising from this report.

Legal Implications and Risk Assessment Statement

None directly arising from this report.

Equality Impacts

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Appendices

Council Committee Memberships

Background Papers:

[Council's Constitution](#)

Christine Nuttall

Chief Officer for Legal and Governance

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CHAIRMEN, VICE-CHAIRMEN AND MEMBERSHIP OF COMMITTEES 2015-16

Scrutiny Committee

(11 Members: 7 Conservative, 1 Independent, 1 Labour, 1 Liberal Democrat, 1 UKIP)

Chairman: Cllr London

Vice-Chairman: Cllr Brown

Cllrs Ball, Brookbank, Clack, Hogg, Kitchener, Lindsay, McArthur, Purves and Reay

Governance Committee

(7 Members: 6 Conservative, 1 Liberal Democrat)

Chairman: Cllr Pett

Vice-Chairman: Cllr Ms Tennessee

Cllrs. Canet, Clack, Halford, Layland and London

Audit Committee

(9 Members: 8 Conservative, 1 Liberal Democrat)

Chairman: Cllr Grint

Vice Chairman: Cllr Brookbank

Cllrs. Clack, Dyball, Edwards-Winsler, Layland, Purves, Reay and a vacancy

Appointments Committee

(10 Members: 5 Conservatives 1 Liberal Democrat, plus Leader of the Council and 3 appropriate Portfolio Holders)

Cllrs. Clark, Grint, London, Purves, Scholey and Miss Stack

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

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Development Control Committee

(19 Members: 15 Conservative, 1 Independent, 1 Labour, 1 Liberal Democrat, 1 UKIP)

Chairman: Cllr Williamson

Vice-Chairman: Cllr Thornton

Cllrs. Ball, Barnes, Bosley, Brown, Clark, Cooke, Edwards-Winsor, Hunter, Hogg, Gaywood, Kitchener, Layland, Lindsay, Parkin, Purves, Raikes and Stack

Licensing Committee

(13 Members: 12 Conservative, 1 Liberal Democrat)

Chairman: Cllr Mrs Morris

Vice-Chairman: Cllr Clark

Cllrs. Abraham, Cooke, Esler, Kelly, Lake, McArthur, Parkin, Pett, Purves, Raikes and Scholey

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: 7 Conservative,)

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. Bosley, McArthur, McGregor, Morris and Reay

Homelessness Review Board

(3 Members: to be drawn from the Council)

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

Sevenoaks Joint Transportation Board

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

Chairman: Cllr London

Vice-Chairman: County Councillor tbc.

(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 District Council's turn.)

District Council Membership: Cllrs. Barnes, Clack, Edwards-Winsler, Esler, Layland and Williamson.

County Council Membership: County Councillors: Brazier, Brookbank, Chard, 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.)

Health Liaison Board

(8 Members: 7 Conservative, 1 Liberal Democrat)

Chairman: Cllr. Mrs Bosley

Vice-Chairman: Cllr. Brookbank

Cllrs. Abraham, Canet, Clark, Dyball, McArthur and Parkin

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Cabinet Membership

(7 Members: 7 Conservatives) Cllrs. Fleming, (Chairman), Dickins, Firth, Hogarth, Lowe, Piper and Searles

Portfolio Holders 2015/16 (Annex to Appendix H of the Constitution - revised May 2015)

Cllr. Peter Fleming	Leader Policy & Performance	Corporate Policy & Performance, Communications, Customer Service Standards, Business Transformation, Special Projects (Asset Acquisition, Disposal & Redevelopment), Digital, Human Resources.
Cllr. Matthew Dickins	Direct & Trading Services	Direct Services, Street Cleansing, Waste & Recycling, Emergency Planning, CCTV, Environmental Health, Markets, Parking, Pest Control
Cllr. Roddy Hogarth	Economic & Community Development	Economic Development, Business Continuity, Regeneration, Town Centres, Tourism, West Kent Partnership, West Kent Leader Programme, Community Grants, Community Plan, Community Safety, Youth, Parishes
Cllr. Tony Searles	Finance	Audit & Corporate Governance, Budget & Financial Strategy, Local Tax, Procurement Policy, Facilities Management, Strategic Risk, Housing Benefit, Fraud, Operational Assets,
Cllr. Michelle Lowe	Housing	Housing Strategy & Policy, Housing Standards, Housing Needs, Empty Homes, Gypsy and Traveller, DFG, Health, Energy Efficiency, Fuel Poverty, Leisure.
Cllr Anna Firth	Legal & Democratic	Corporate Health and Safety, Equality, Democratic Services, Elections, Legal, Licensing, Trading Company, Shared Service Programme, Governance.
Cllr. Robert Piper	Planning	Conservation, Development Services, Development Control, Local Plan, Planning Policy, Building control, Transport policy, Enforcement.

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APPENDIX U - Scheme of Delegations of Executive Functions by the Leader of the Council (May 2013)

1. Scope of the Scheme of Delegations of Executive Functions by the Leader of the Council

- 1.1 This Scheme of Delegations is made pursuant to paragraph 9.2 of Part 2 of the Council's Constitution which requires that a written record of delegations of executive functions be presented by the Leader of the Council at the first meeting of the Council following whole Council elections.
- 1.2 Thereafter this Scheme of Delegations of Executive Functions may be amended at any time by the Leader of the Council on written notice to the Chief Executive and to the person, body or Committee concerned. The notice must set out the extent of the amendment to the scheme of delegation and whether it entails the withdrawal of delegation from any body, Committee or the Cabinet as a whole. The changes will be reported to the next ordinary meeting of the Council.
- 1.3 This Scheme of Delegations has regard to the Council's Constitution and should be read in the context of the procedure rules contained in Part 4 of the Constitution. Should there be any conflict between this Scheme of Delegations and the Council's Constitution then the Constitution will prevail.

2. Role

- 2.1 The Cabinet (the Executive) will carry out all of the District Council's functions which are not the responsibility of any other part of the District Council, whether by law or under the Constitution. Please see table below for those functions delegated to Officers of the Council:

Function	Delegation of functions
Any function relating to contaminated land.	Chief Officer Environmental & Operational Services
The discharge of any function relating to the control of pollution or the management of air quality.	Chief Officer Environmental & Operational Services
The service of an abatement notice in respect of a statutory nuisance.	Chief Officer Environmental & Operational Services
The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the Authority's area.	Chief Officer Environmental & Operational Services
The inspection of the Authority's area to detect any statutory nuisance.	Chief Officer Environmental & Operational Services
The investigation of any complaint as to the existence of a statutory nuisance.	Chief Officer Environmental & Operational Services
The obtaining of information under section 330	Chief Planning Officer

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Function	Delegation of functions
of the Town and Country Planning Act 1990 as to interests in land.	
The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976.	Chief Planning Officer

3. Form and Composition

- 3.1 The Cabinet will consist of the Leader of the Council together with a further 4 Members appointed by the Leader of the Council (the Leader). The membership of the Cabinet and individual portfolios will be reported to the Annual Meeting of the Council.

4. Leader

- 4.1 The Leader will be a Member elected to the position of Leader by the Council at the first meeting of the Council following whole Council elections. The Leader will chair the Cabinet (if present) and will hold office until:
- (a) he/she resigns from the office; or
 - (b) he/she is no longer a Member; or
 - (c) the expiry date of his/her fixed term of office as Leader, which is the date of the post-election annual meeting which follows his/her election as Leader (e.g. for a Leader elected at the Annual Council in May 2011, the period of election will continue to the Annual Meeting in May 2015); or
 - (d) he/she is removed from office by resolution of the Council.
- 4.2 In the event of the Leader being removed from office by resolution of the Council, the new Leader may be appointed at the same or a subsequent meeting.

5. Other Executive Members

- 5.1 The Leader will appoint one member of the Executive as Deputy Leader, who will hold office until the end of the Leader's term of office, unless:
- (a) he/she resigns from the office; or
 - (c) he/she is no longer a Councillor; or
 - (d) he/she is removed from office by the Leader, who must give written notice of any removal to the Chief Executive. The removal will take effect two clear working days after receipt of the notice by the Chief Executive.
- 5.2 Where a vacancy occurs, the Leader will appoint another Deputy Leader.

- 5.3 If for any reason the Leader is unable to act or the office of Leader becomes vacant (and pending the election of a new Leader) the Deputy Leader shall discharge all roles and functions of the Leader.
- 5.4 If, for any reason, both the Leader and Deputy Leader are unable to act or both offices become vacant, the Executive shall act in the Leader's place or arrange for another Member of the Executive to act in his/her place.
- 5.5 Other Cabinet members shall be appointed by the Leader who shall notify the Council of their appointment and they shall hold office until:
- (a) they resign from office; or
 - (b) they are no longer Members; or
 - (c) they are removed from office on the expiry date of their appointed term of office, save that the Leader may remove the Cabinet Member from office at an earlier date if he/she so decides. The Leader must give written notice of any early removal of a Cabinet Member to the Chief Executive and the removal will take effect two clear working days after receipt of the notice by the Chief Executive.

6. Delegation to Executive and Portfolio Holders

Introduction

- 6.1 The Cabinet and Portfolio Holders or Officers must take all decisions within the context of the Budget and Policy Framework.

Who may Make Executive Decisions?

- 6.2 All key decisions will be taken by the Executive as a whole.
- 6.3 Individual members of the Cabinet may take decisions which are not key decisions.

Principles of Delegation

- 6.4 The Executive should focus on:
- (a) co-ordination of decisions with a corporate-wide implication;
 - (b) major or key decisions;
 - (c) decisions which are recommendations on change in policy – and hence need Council approval;
 - (d) monitoring progress on key tasks; and
 - (e) developing new policy.

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6.5 Portfolio Holders have full delegated authority from the Executive to take all decisions within the remit of their portfolio (outlined in the Annex to Appendix H of the Constitution (attached to this scheme of delegations)) except:

- (a) key decisions which:
 - (i) result in the District Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates i.e. decisions which exceed £50,000 in value (but procurement decisions within the budget e.g. refuse vehicles can be undertaken within delegated powers); or
 - (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the District Council.
- (b) decisions outside the agreed policy framework;
- (c) decisions which cut across two or more portfolios; and
- (d) proposals for new or amended policies or strategies.

Note: The fact that a decision could be made by a Portfolio Holder would not preclude that individual bringing the matter to the Cabinet for decision.

Portfolios

6.6 Portfolio Holders should be aware that the allocation of functions indicates an area of responsibility but does not automatically grant decision-making powers in that area. It is within the remit of each Portfolio Holder to:

- (a) provide direction and support to Chief Officers and Heads of Service in the management of the resources supporting their respective portfolios – including approval for filling vacancies and other minor personnel changes within agreed budgets;
- (b) oversee partnership working and external relationships within their portfolio areas; and
- (c) keeping their colleagues informed of significant or important issues as they emerge and develop.

Further Delegation of Executive Functions

6.7 Where the Cabinet, a Committee of the Cabinet (if one is established) or an individual member of the Cabinet is responsible for an executive function, they may delegate further to joint arrangements or an Officer.

6.8 Unless the Council directs otherwise, if the Leader delegates functions to the Cabinet, then the Cabinet may delegate further to a Committee of the Cabinet or to an Officer.

- 6.9 Unless the Leader directs otherwise, a Committee of the Cabinet to whom functions have been delegated by the Leader may delegate further to an Officer.
- 6.10 Even where executive functions have been delegated, that fact does not prevent the discharge of delegated functions by the person or body who delegated.
- 6.11 The Leader may amend the scheme of delegation relating to executive functions at any time during the year. To do so, the Leader must give written notice to the Chief Executive and to the person, body or Committee concerned. The notice must set out the extent of the amendment to the scheme of delegation, and whether it entails the withdrawal of delegation from any person, body, Committee or the Executive as a whole. The Chief Executive will present a report to the next ordinary meeting of the Council setting out the changes made by the Leader.
- 6.12 Where the Leader seeks to withdraw delegation from a Committee, notice will be deemed to be served on that Committee when he/she has served it on its Chairman.
- 6.13 Where a Cabinet member would normally exercise executive functions delegated to him/her in respect of any matter but is unable to do so because of absence or indisposition, a decision on the matter may be taken by the Leader, by the Cabinet or by a Committee of the Cabinet.
- 6.14 Where a Cabinet member would normally exercise executive functions delegated to him/her in respect of any matter but has a prejudicial interest in that matter as defined in the Members' Code of Conduct he/she shall not exercise those delegated powers in respect of that matter. A decision on the matter shall be taken by the Cabinet or a Committee of the Cabinet and the normal rules for declaration of interests at meetings shall apply.

Conflicts of Interest

- 6.15 Where the Leader has a conflict of interest this should be dealt with as set out in the Members' Code of Conduct.
- 6.16 If every member of the Cabinet has a conflict of interest this should be dealt with as set out in the Members' Code of Conduct.
- 6.17 If the exercise of an executive function has been delegated to a Committee of the Cabinet, an individual Member or an Officer, and should a conflict of interest arise, then the function will be exercised in the first instance by the person or body by whom the delegation was made and otherwise as set out in the Member' Code of Conduct.

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SEVENOAKS DISTRICT COUNCIL - DRAFT CALENDAR OF MEETINGS 2015/16

As at 18.05.15

	APRIL 2015		MAY 2015				JUNE 2015				JULY 2015				
MONDAY	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27
			Public Holiday			Public Holiday							Governance Committee (6pm)		
TUESDAY	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28
					Annual Council Sp. Cabinet		Finance Advisory Committee	Policy & Performance Advisory Cttee	Housing Advisory Committee	Audit Committee	Direct & Trading Advisory Cttee	Planning Advisory Cttee	Scrutiny Committee	Council	
WEDNESDAY	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29
		Health Liaison Board						Licensing Committee (6pm)				Health Liaison Board (2pm)			
THURSDAY	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30
	Economic & Community Development Advisory Cttee	DCC	ELECTIONS			DCC	Cabinet	Sevenoaks District Joint Transportation Board	DCC	Economic & Community Development Advisory Cttee	Legal & Democratic Advisory Cttee	DCC	Cabinet	Cricket Match	DCC
FRIDAY	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31

	AUGUST 2015			SEPTEMBER 2015					OCTOBER 2015				NOVEMBER 2015		
MONDAY	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9
TUESDAY	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10
					Finance Advisory Committee	Audit Committee	Policy & Performance Advisory Cttee	Housing Advisory Committee	Licensing Committee (6pm)	Direct & Trading Advisory Cttee	Planning Advisory Cttee	Governance Committee		Council	
WEDNESDAY	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11
									Health Liaison Board (2pm)						
THURSDAY	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12
			DCC		Sevenoaks District Joint Transportation Board	DCC	Cabinet	Economic & Community Development Advisory Cttee	DCC	Legal & Democratic Advisory Cttee	Cabinet	DCC		Cabinet	DCC
FRIDAY	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13

Key (Most meetings start at 7pm and are held at the Council Offices in Argyle Road - please check the Council website for details.)

- Council**
- Development Control Committee**
- Licensing Committee 6pm**
- Audit Committee**
- Scrutiny Committee**
- Governance Committee**
- Standards Committee**
- Cabinet**
- Finance Advisory Committee**
- Policy & Performance Advisory Committee**
- Housing Advisory Committee**
- Economic & Community Development Advisory Committee**
- Direct & Trading Advisory Committee**
- Legal & Democratic Advisory Committee**
- Planning Advisory Committee**
- Joint Transportation board**
- Health Liaison Board - 2pm**

SEVENOAKS DISTRICT COUNCIL - DRAFT CALENDAR OF MEETINGS 2015/16

As at 18.05.15

	NOVEMBER 2015			DECEMBER 2015				JANUARY 2016				FEBRUARY 2016		
MONDAY	16	23	30	7	14	21	28 Public Holiday	4	11	18	25 Finance Advisory Committee	1	8	15
TUESDAY	17 Finance Advisory Committee	24 Scrutiny Committee	1 Housing Advisory Committee	8 Sevenoaks District Joint Transportation Board	15	22	29	5 Licensing Committee (6pm)	12 Audit Committee	19 Economic & Community Development Advisory Cttee	26 Legal & Democratic Advisory Cttee	2 Planning Advisory Cttee	9 Standards Committee	16 Council (Budget)
WEDNESDAY	18	25	2 Health Liaison Board (2pm)	9	16	23	30	6	13	20	27	3	10	17
THURSDAY	19	26 Policy & Performance Advisory Cttee	3 Cabinet	10 DCC	17	24	31	7 DCC	14 Cabinet	21 Direct & Trading Advisory Cttee	DCC	4 Cabinet	11	18 DCC
FRIDAY	20	27	4	11	18	25 Public Holiday	1 Public Holiday	8	15	22		5	12	19

	FEB 2016		MARCH 2016					APRIL 2016				MAY 2016		
MONDAY	22	29	7	14	21	28 Easter Monday	4	11	18	25	2 Public Holiday	9	16	23
TUESDAY	23 Scrutiny Committee (Reserve Budget)	1 Policy & Performance Advisory Cttee	8 Sevenoaks District Joint Transportation Board	15 Audit Committee	22 Housing Advisory Committee	29	5	12 Direct & Trading Advisory Cttee	19 Planning Advisory Cttee	26 Council	3 Scrutiny Committee	10	17 Annual Council Cabinet	24
WEDNESDAY	24 Health Liaison Board (2pm)	2	9	16	23	30	6	13 Governance Committee	20	27 Health Liaison Board (2pm)	4	11	18	25
THURSDAY	25 Finance Advisory Committee	3 Cabinet	10 DCC	17 Licensing Committee (6pm) E&CD Advisory Cttee	24	31	7 DCC	14 Legal & Democratic Advisory Cttee	21 Cabinet	28 DCC	5 Police & Crime Commissioner Elections	12	19 DCC	26
FRIDAY	26	4	11	18	25 Good Friday	1	8	15	22	29	6	13	20	27

Key (Most meetings start at 7pm and are held at the Council Offices in Argyle Road - please check the Council website for details.)

- Council
- Development Control Committee
- Licensing Committee 6pm
- Audit Committee
- Scrutiny Committee
- Governance Committee
- Standards Committee

- Cabinet
- Finance Advisory Committee
- Policy & Performance Advisory Committee
- Housing Advisory Committee
- Economic & Community Development Advisory Committee
- Direct & Trading Advisory Committee
- Legal & Democratic Advisory Committee
- Planning Advisory Committee
- Joint Transportation board
- Health Liaison Board - 2pm

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APPOINTMENTS TO OTHER ORGANISATIONS 2014/15 – NON-EXECUTIVE

Annual Council – 19 May 2015

Report of Chief Officer Legal and Governance

Status: For Consideration

Key Decision: No

Portfolio Holder Cllr. Fleming

Contact Officer(s) Philippa Gibbs Ext. 7288

Recommendation: That the attached Appendix setting out appointments to other organisations for the municipal year 2015/16 be confirmed.

Introduction

- 1 It is the responsibility of the Annual Meeting of the Council to confirm the Council's non-executive appointments to other organisations.

Key Implications

Financial

Attendance at meetings of Outside Bodies to which an Elected Member has been appointed by the Council constitutes an approved duty and there are costs involved.

Legal Implications and Risk Assessment Statement.

Appointments to represent the Council on outside bodies are made in accordance with s.111 Local Government Act 1972 where the Council is satisfied that such appointments are necessary to, conducive to, or calculated to facilitate the discharge of their statutory functions. In not appointing to those Outside Bodies listed within the Appendix, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

Equality Impacts

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Conclusions

Members are requested to consider and approve the attached appointments.

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Appendices

List of proposed appointments to other organisations

Christine Nuttall

Chief Officer for Legal and Governance

**APPOINTMENTS TO OTHER ORGANISATIONS 2015/16 – NON-EXECUTIVE –
TO BE APPROVED BY COUNCIL**

<u>Organisation</u>	<u>Appointed</u>	<u>Period of appointment</u>	<u>No. of Reps</u>	<u>Appointee(s) 2015/16</u>
Action with Communities in Rural Kent	yearly	May 2015 - 2016	2	Cllr. Clark Cllr. Thornton
Age UK:				
Darent Valley	yearly	May 2015 - 2016	2	Cllr. Mrs. Parkin Cllr. Gaywood
Sevenoaks, Tonbridge & District	yearly	May 2015 - 2016	1	Cllr. Edwards-Winser
Biggin Hill Airport Consultative Committee	yearly	May 2015 - 2016	1	Cllr. Hogarth
Bough Beech Reservoir Recreation Consultative and Management Advisory Committee	yearly	May 2015 - 2016	1	Cllr. Cooke
Citizens Advice Bureau:				
Edenbridge & Westerham	yearly	May 2015 - 2016	2	Cllr. Maskell Cllr. Cooke
North & West Kent	yearly	May 2015 - 2016	1	Cllr. Mrs. Hunter (Reserve: Cllr. Dyball)
Health & Wellbeing Boards:				
Dartford, Gravesham and Swanley	yearly	May 2015 - 2016	1	Cllr. Searles
West Kent and Weald	yearly	May 2015 - 2016	1	Cllr. Mrs. Bosley
Clinical Commissioning Groups (Observers):				
Dartford, Gravesham and Swanley			1	Cllr. Searles

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<u>Organisation</u>	<u>Appointed</u>	<u>Period of appointment</u>	<u>No. of Reps</u>	<u>Appointee(s) 2015/16</u>
West Kent and Weald			1	Cllr. Mrs. Bosley
Kent County Council's Health Overview and Scrutiny Committee	On rota system	Next appt. not to be made until May 2016	-	-
Kent County Playing Fields Association	yearly	May 2015 - 2016	1	Cllr. Abraham
Local Democracy & Accountability Network for Councillors (SEE)	yearly	May 2015 - 2016	1 (+ 1 deputy)	Cllr. Raikes (Cllr. Stack)
RELATE: West Kent & Tunbridge Wells	yearly	May 2015 - 2016	1	Cllr. Esler
Sevenoaks Churches Group for Social Concern	yearly	May 2015 - 2016	2	Cllr. Mrs. Hunter Cllr. McGarvey
Sevenoaks Conservation Council	yearly	May 2015 - 2016	4	Cllr. Clack Cllr. Edwards-Winser Cllr. Piper Cllr. Purves
Sevenoaks District Access Group	yearly	May 2015 - 2016	5	Cllr. McArthur Cllr. Mrs. Parkin Cllr. Pett Cllr. Piper Cllr. Canet
Sevenoaks Leisure Board of Trustees	yearly	May 2015 - 2016	2	Cllr. Lowe Cllr. Canet
Volunteer Bureau:				
Sevenoaks Volunteer Transport Group	yearly	May 2015 - 2016	1	Mr. R.J. Davison
Edenbridge Volunteer Transport Service	yearly	May 2015 - 2016	1	Cllr. Layland

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<u>Organisation</u>	<u>Appointed</u>	<u>Period of appointment</u>	<u>No. of Reps</u>	<u>Appointee(s) 2015/16</u>
North West Kent Volunteer Centre (Swanley)	yearly	May 2016	1	Cllr. Pett

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RETURNING OFFICER'S REPORT

Annual Council – 19 May 2015

Report of Chief Executive

Status: For Information

Key Decision: No

This report supports the Key Aim of effective management of council resources

Recommendation to Annual Council: That the report be noted.

Reason for recommendation: To provide Members of the Committee with details of Councillors elected in the District Council elections.

Introduction and Background

At the four yearly election of District Councillors held on Thursday, 7th May 2015, the persons listed in the appendix to this report were duly elected to serve on the Sevenoaks District Council.

Key Implications

Financial

There are no specific financial implications arising from this report.

Legal Implications and Risk Assessment Statement.

There are no specific legal implications arising from this report.

Equality Assessment

The recommendations in this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Sources of Information: District Council Elections 2015

Appendices Appendix A – District Councillors (District Warding Arrangements)

Dr Pav Ramewal
Chief Executive

Agenda Item 11

Appendix A

DISTRICT COUNCILLORS - District Warding Arrangements

<u>WARD</u>		<u>MEMBERS</u>
ASH AND NEW ASH GREEN	3	Cameron Ian Clark (Conservative) Claire Louise Pearsall (Conservative) Alan William Leslie Pett (Conservative)
BRASTED CHEVENING & SUNDRIDGE	3	Anna Firth (Conservative) James Frederick Justin London (Conservative) Robert Lund Piper (Conservative)
COWDEN & HEVER	1	Matthew Charles Fitzalan Dickins (Conservative)
CROCKENHILL & WELL HILL	1	Stephen Lindsay (UKIP)
DUNTON GREEN & RIVERHEAD	2	Kim Sarah Bayley (Conservative) Cameron Kennedy Duncan Brown (Conservative)
EDENBRIDGE NORTH & EAST	2	Stuart McGregor (Conservative) John Scholey (Conservative)
EDENBRIDGE SOUTH & WEST	2	Alan Sydney Layland (Conservative) Margot Virginia McArthur (Conservative)
EYNSFORD	1	Michael Horwood (Conservative)
FARNINGHAM, HORTON KIRBY & SOUTH DARENTH	2	Ingrid Tennessee (was Chetram) (Conservative) Phillip Roy McGarvey (Conservative)
FAWKHAM & WEST KINGSDOWN	3	Ian Trevor Bosley (Conservative) Patricia Anne Bosley (Conservative) Faye Pamela Parkin (Conservative)
HALSTEAD, KNOCKHOLT & BADGERS MOUNT	2	John Leslie Martin Grint (Conservative) Gary Charles Williamson (Conservative)
HARTLEY & HODSOLL STREET	3	Larry Abraham (Conservative) James Gaywood (Conservative) John Kelly (Conservative)
HEXTABLE	2	Darren Kitchener (Independent) Dee Morris (Conservative)

KEMSING	2	Simon Reay (Conservative) Lorraine Theresa Stack (Conservative)
LEIGH & CHIDDINGSTONE CAUSEWAY	1	Peter William Ariel Lake (Conservative)
OTFORD & SHOREHAM	2	John Edwards-Winser (Conservative) Michelle Jane Maria Lowe (Conservative)
PENSHURST, FORDCOMBE & CHIDDINGSTONE	1	Paddy Cooke (Conservative)
SEAL & WEALD	2	Roddy Hogarth (Conservative) Julia Lucy Thornton (Conservative)
SEVENOAKS EASTERN	2	Elizabeth Ann Purves (Liberal Democrat) Edward Parson (Conservative)
SEVENOAKS KIPPINGTON	2	Andrew Wake Eyre (Conservative) Avril Doreen Hunter (Conservative)
SEVENOAKS NORTHERN	2	Merilyn Canet (Liberal Democrat) Jonathan Krogdahl (Conservative)
SEVENOAKS TOWN & ST. JOHN'S	3	Graham Robert Clack (Conservative) Peter Mountford Fleming (Conservative) Simon Raikes (Conservative)
SWANLEY CHRISTCHURCH & SWANLEY VILLAGE	3	John Barnes (Conservative) Robert Eaton Brookbank (Conservative) Tony Searles (Conservative)
SWANLEY ST. MARY'S	2	Lesley Diane Dyball (Conservative) Michael James Hogg (Labour)
SWANLEY WHITE OAK	3	Laurence Ball (Conservative) James Halford (Conservative) Nina Katherine Lucy Rosen (Conservative)
WESTERHAM & CROCKHAM HILL	2	Diana Lesley Esler (Conservative) Kevin John Maskell (Conservative)

Agenda Item 11

Political Composition:

Conservative	49
Labour	1
Liberal Democrat	2
UK Independence Party	1
Independent	1
TOTAL	54