

# **DARTFORD**

## **BOROUGH COUNCIL**



# **Summons and Agenda**

Wednesday 22 May 2019

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Managing Director  
*Tuesday 14 May 2019*

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# **DARTFORD**

## **BOROUGH COUNCIL**

Civic Centre, Home Gardens, Dartford, Kent, DA1 1DR

To: All Members of the Dartford Borough Council

A meeting of the Council will be held on:

Date: Wednesday 22 May 2019  
Time: 7.00 pm  
Venue: Civic Centre, Dartford

The Agenda is set out below:

### **A G E N D A**

- 1. ELECTION OF THE WORSHIPFUL THE MAYOR OF DARTFORD FOR THE ENSUING YEAR AND ANNOUNCEMENT OF THE MAYORESS AND MAYOR'S CHAPLAIN**
- 2. PRAYERS - MAYOR'S CHAPLAIN**
- 3. APPOINTMENT OF DEPUTY MAYOR FOR THE ENSUING YEAR AND ANNOUNCEMENT OF THE DEPUTY MAYORESS**
- 4. VOTE OF THANKS TO THE RETIRING MAYOR IN RESPECT OF SERVICES RENDERED DURING THE PAST YEAR**
- 5. PRESENTATION OF A PAST MAYOR'S BADGE**
- 6. TO RECEIVE ANY DECLARATIONS OF INTEREST MEMBERS MAY WISH TO MAKE**

To receive declarations of interest from Members including the term(s) of the Grant of Dispensation (if any) by the Audit Board or Managing Director.

- 7. TO RECEIVE APOLOGIES FOR ABSENCE**

**8. CONFIRMATION OF MINUTES**

(Pages 1 - 26)

To confirm the minutes of the meeting of the General Assembly of the Council held on 14 January 2019 and of the meeting of the General Assembly of the Council (Budget) held on 25 February 2019 as an accurate record.

**9. TO NOTE THE RESULTS OF THE ELECTIONS HELD ON 2 MAY 2019**

(Pages 27 - 36)

To note the results of the elections held on 2 May 2019.

**10. TO APPOINT THE LEADER OF THE COUNCIL**

To appoint the Leader of the Council until the May 2023 Annual Council meeting.

**11. TO NOTE THE APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL**

To note the appointment of the Deputy Leader of the Council until the May 2023 Annual Council meeting.

**12. TO NOTE THE ANNOUNCEMENT OF THE SHADOW LEADER OF THE COUNCIL, GROUP LEADERS AND THEIR DEPUTIES**

To note the announcement of the Shadow Leader of the Council and the Shadow Deputy Leader of the Council and the appointment of Group Leaders and their Deputies.

**13. TO RECEIVE AND NOTE THE SIZE OF THE CABINET AND TO ALLOCATE ALL EXECUTIVE FUNCTIONS TO THE CABINET AND DETERMINE THE TERMS OF REFERENCE OF THE CABINET AND TO ALLOCATE ALL EXECUTIVE FUNCTIONS TO THE CABINET AND DETERMINE THE TERMS OF REFERENCE OF THE CABINET (APPENDIX A)**

*This item is 'to follow'.*

**14. TO RECEIVE AND NOTE THE APPOINTMENT OF MEMBERS TO THE CABINET (APPENDIX B)**

*This item is 'to follow'.*

15. **TO RECEIVE AND NOTE THE ESTABLISHMENT OF THE DEED, TRUST AND OBLIGATIONS COMMITTEE UNDER THE LOCAL GOVERNMENT ACT 2000, ITS MEMBERSHIP, FUNCTIONS AND TERMS OF REFERENCE (APPENDIX C)**

*This item is 'to follow'.*

16. **TO NOTE THE APPOINTMENT OF THE HEAD OF PAID SERVICE, CHIEF FINANCE OFFICER AND THE MONITORING OFFICER**

To note the appointment of Mr Graham John Harris as the Head of Paid Service (pursuant to Section 4 of the Local Government and Housing Act 1989), Mrs Sarah Jane Martin as the Chief Finance Officer (pursuant to Section 151 of the Local Government Act 1972) and Mrs Sheralyn Ann Green as the Monitoring Officer (pursuant to Section 5 of the Local Government and Housing Act 1989).

#### **17. MAYOR'S ANNOUNCEMENTS**

18. **TO CONFIRM THE SIZE AND MEMBERSHIP OF THE POLITICAL GROUPS ON THE COUNCIL (APPENDIX D)** (Pages 37 - 38)

19. **TO ADOPT THE RULES FOR SUBSTITUTION FOR COMMITTEES, SUB-COMMITTEES, BOARDS AND PANELS (APPENDIX E)** (Pages 39 - 40)

20. **TO ANNOUNCE THE STRUCTURE OF THE OTHER GROUPS ON THE COUNCIL AND THE ALLOCATIONS/DISTRIBUTION OF RESPONSIBILITIES (APPENDIX F)**

*This item is 'to follow'.*

21. **TO CONSIDER AND AGREE THE TERMS OF REFERENCE FOR THE GENERAL ASSEMBLY OF THE COUNCIL (APPENDIX G)** (Pages 41 - 50)

22. **TO CONSIDER AND ESTABLISH COMMITTEES, SUB-COMMITTEES, BOARDS, PANELS AND OTHER BODIES, APPOINT REPRESENTATIVES TO OTHER BODIES AND DETERMINE THE TERMS OF REFERENCE OF AND DELEGATIONS TO SUCH COMMITTEES, BOARDS, PANELS AND OTHER BODIES, AS SET OUT IN THE RELEVANT APPENDICES** (Pages 51 - 54)

- (a) To note the review of the representation of the political groups on Standing Committees, Boards and Panels (as it affects the

Council) and other “bodies” within the meaning of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 as set out in Appendix H(i) in accordance with the principles detailed in Appendix H(ii).

- (b) To adopt the Licensing Committee and its Sub-committee respectively under Section 102(1)(a) of the Local Government Act 1972 and the Licensing Act 2003, to adopt other Committees, Sub-committees, Boards and Panels under Section 102(1)(a) of the Local Government Act 1972 and, as applicable, the Local Government Act 2000, and to note the appointments to membership made in accordance with the wishes of the political groups on the Council and the appointments of Chairmen and Vice-Chairmen, as set out in the relevant Appendices.
- (c) To adopt the Cabinet Advisory Panels and note the appointments to membership made in accordance with the wishes of the political groups on the Council, as set out in the relevant Appendices.
- (d) To adopt the Joint Transportation Board as a non-statutory forum and note the appointments to membership made in accordance with the wishes of the political groups on the Council, as set out in the relevant Appendices.
- (e) To agree the Terms of Reference and Delegations for Committees, Sub-committees, Boards and Panels as set out in the relevant Appendices.

*These Terms of Reference are ‘to follow’.*

**23. TO AGREE THE CALENDAR OF COUNCIL AND COMMITTEE MEETINGS FOR 2019/20 AND TO NOTE THE PROVISIONAL CALENDAR FOR 2021/22)**

(Pages 55 - 58)

**24. TO NOTE THE APPOINTMENTS OF COUNCILLOR REPRESENTATIVES BY EXTERNAL BODIES, AND TO OUTSIDE BODIES WHERE THE TERM OF OFFICE EXCEEDS ONE YEAR**

*This item is ‘to follow’.*

**25. TO APPOINT COUNCILLORS TO OUTSIDE BODIES AND TO LIAISON GROUPS**

*This item is ‘to follow’.*

Graham Harris  
Managing Director