

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 24 May 2023
Time: 7.00 pm
Venue: Civic Centre, Dartford

The Agenda is set out below:

SUPPLEMENTARY A G E N D A 'TO FOLLOW' ITEMS

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)** (Pages 1 - 2)

14. **TO RECEIVE AND NOTE THE APPOINTMENT OF MEMBERS TO THE CABINET (APPENDIX B)** (Pages 3 - 4)

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)** (Pages 5 - 6)

18. **TO CONFIRM THE SIZE AND MEMBERSHIP OF THE POLITICAL GROUPS ON THE COUNCIL (APPENDIX D)** (Pages 7 - 8)

20. **TO ANNOUNCE THE STRUCTURE OF THE OTHER GROUPS ON THE COUNCIL AND THE ALLOCATIONS/DISTRIBUTION OF RESPONSIBILITIES (APPENDIX F)** (Pages 9 - 10)

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

- (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, as set out in the relevant Appendices or subsequently notified to the Proper Officer at any time, and the appointments of Chairmen and Vice-Chairmen, as set out in the relevant Appendices or subsequently notified by the political groups at any time.
- (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 or subsequently notified by the political groups at any time.
- (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 or subsequently notified by the political groups at any time.
- (e) To agree the Terms of Reference and Delegations for Committees, Sub-committees, Boards and Panels as set out in the relevant Appendices.

24. TO NOTE THE APPOINTMENTS OF COUNCILLOR REPRESENTATIVES BY EXTERNAL BODIES, AND TO OUTSIDE BODIES WHERE THE TERM OF OFFICE EXCEEDS ONE YEAR (APPENDIX V) (Pages 17 - 18)

25. TO APPOINT COUNCILLORS TO OUTSIDE BODIES AND TO LIAISON GROUPS (APPENDICES W AND X) (Pages 19 - 24)

Sarah Martin
Chief Officer &
Director of Corporate Services

18 May 2023

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DARTFORD BOROUGH COUNCIL

ANNUAL MEETING

24 May 2023

**STANDING COMMITTEES, BOARDS AND
PANELS OF THE COUNCIL**

ITEM 13 - APPOINTMENTS TO MEMBERSHIP OF THE CABINET (Appendix A)

To appoint Members to the following positions and membership on the Cabinet:

Chairman: Councillor J A Kite MBE

Vice-Chairman: Councillor C J Shippam

Membership: Councillors S H Brown, A R Lloyd, D J Mote, T A Oliver,
Mrs P A Thurlow and R J Wells

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**DARTFORD BOROUGH COUNCIL
ANNUAL MEETING****APPENDIX B**

24 May 2023

PORTFOLIO RESPONSIBILITIES WITHIN CABINET**Councillor J A KITE MBE**

Portfolio: LEADER

Councillor C J SHIPPAM

Portfolio: DEPUTY LEADER, TOWN CENTRE & CLIMATE CHANGE

Councillor S H BROWN

Portfolio: ENVIRONMENT & WASTE

Councillor A R LLOYD

Portfolio: FINANCE

Councillor D J MOTE

Portfolio: HOUSING

Councillor T A OLIVER

Portfolio: COMMUNITIES & EQUALITIES

Councillor MRS P A THURLOW

Portfolio: ARTS & CULTURE

Councillor R J WELLS

Portfolio: COMMUNITY SAFETY & YOUTH

CABINET DELIVERY TEAMS**(sitting outside the Cabinet reporting to the Leader of the Council)****LEAD MEMBERS:****Lead Member for Youth**

Councillor G R HOLT

Lead Member for Women & Girls

Councillor J A OZOG

Lead Member for Business

Councillor A S SANDHU MBE

Lead Member for Parks & Heritage

Councillor D SWINERD

ARMED FORCES CHAMPION:

Councillor P W WHAPSHOTT

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DARTFORD BOROUGH COUNCIL**ANNUAL MEETING****24 May 2023****STANDING COMMITTEES, BOARDS AND
PANELS OF THE COUNCIL****ITEM 15 - APPOINTMENTS TO MEMBERSHIP OF THE DEED, TRUST AND
OBLIGATIONS COMMITTEE (Appendix C)**

To appoint Members to the following positions and membership on the Committee in accordance with the wishes of the political groups on the Council as set out below, or as subsequently notified to the Proper Officer:

Chairman: Councillor A R Lloyd
Vice-Chairman: Councillor M J Davis

Membership: Councillors R M Currans, L H K Edie, D A Graham, T A Oliver,
C Pearce, D Swinerd and Mrs P A Thurlow

Independent Members: Mr A R Martin and Mr K Moore. (Plus two vacancies)

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**DARTFORD BOROUGH COUNCIL
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APPENDIX D

24 May 2023

**THE DARTFORD BOROUGH COUNCIL
CONSERVATIVE GROUP
(29)**

Councillor S H Brown
Councillor J Burrell
Councillor L A Canham
Councillor R M Currans
Councillor P Cutler
Councillor M J Davis
Councillor P M Denman
Councillor C M Gale
Councillor B Garden
Councillor D A Hammock
Councillor G R Holt
Councillor J A Kite MBE
Councillor E J Lampkin
Councillor A R Lloyd
Councillor D J Mote
Councillor D T Nicklen
Councillor T Oliver
Councillor J A Ozog
Councillor R S L Perfitt
Councillor M I Peters
Councillor C Quaquamey
Councillor D J Reynolds
Councillor A S Sandhu MBE
Councillor C J Shippam
Councillor K Stealey
Councillor D Swinerd
Councillor P A Thurlow
Councillor R J Wells
Councillor P W Whapshott

**THE LABOUR
GROUP
(11)**

Councillor V Akintomide-Akinwamide
Councillor R Anne Anne
Councillor E L H Ben Moussa
Councillor A Gaskin
Councillor D A Graham
Councillor K J Grehan
Councillor J S Hawkes
Councillor R A S Jones
Councillor C Pearce
Councillor D A Povey
Councillor A M Vaduva

**THE GREEN AND RESIDENTS'
ASSOCIATION GROUP
(2)**

Councillor L H K Edie
Councillor P M Harman

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DARTFORD BOROUGH COUNCIL

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

There is nothing to report to Members at this time. Group Leaders will report on their group management structures as and when appropriate.

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**DARTFORD BOROUGH COUNCIL
ANNUAL COUNCIL**

24 MAY 2023

APPENDIX H (i)

**REVIEW OF REPRESENTATION OF POLITICAL GROUPS ON STANDING COMMITTEES, BOARDS AND PANELS AND
OTHER BODIES WITHIN THE MEANING OF THE LOCAL GOVERNMENT AND HOUSING ACT 1989 AND THE LOCAL
GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990**

COMMITTEES/BOARDS AND PANELS	THE DARTFORD BOROUGH COUNCIL CONSERVATIVE GROUP	THE LABOUR GROUP	THE GREEN AND RESIDENTS' ASSOCIATION GROUP	TOTAL
APPEALS PANEL	4	1	0	5
AUDIT BOARD	5	3	1	9
CRIME AND DISORDER (OVERVIEW AND SCRUTINY) COMMITTEE	6	2	1	9
DEVELOPMENT CONTROL BOARD	12	4	1	17
ELECTORAL PROVISIONS SUB-COMMITTEE	7	3	1	11
LICENSING COMMITTEE	12	4	1	17
POLICY OVERVIEW COMMITTEE	12	4	1	17
SCRUTINY COMMITTEE	12	4	1	17
STATUTORY OFFICER ADVISORY PANEL	4	1	0	5
TREASURY MANAGEMENT PANEL	4	2	1	7
TOTAL	78	28	8	114

**DARTFORD BOROUGH COUNCIL
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APPENDIX H (i)

OTHER COMMITTEES/BOARDS AND PANELS WHICH ARE NOT REQUIRED TO BE POLITICALLY BALANCED

COMMITTEES/BOARDS AND PANELS	THE DARTFORD BOROUGH COUNCIL CONSERVATIVE GROUP	THE LABOUR GROUP	THE GREEN AND RESIDENTS' ASSOCIATION GROUP	TOTAL
DEED, TRUST AND OBLIGATIONS COMMITTEE	6	2	1	9
JOINT TRANSPORTATION BOARD	4	2	0	6
TOTAL	10	4	1	15

DARTFORD BOROUGH COUNCIL**ANNUAL MEETING****24 May 2023****STANDING COMMITTEES, BOARDS AND
PANELS OF THE COUNCIL****ITEM 22 - APPOINTMENTS TO MEMBERSHIPS OF COMMITTEES, SUB-COMMITTEES, BOARDS, PANELS AND OTHER BODIES**

To appoint Members to the following positions and committees etc in accordance with the wishes of the political groups on the Council as set out below, or as subsequently notified to the Proper Officer:

Appendix I – Policy Overview Committee

Chairman: Councillor E J Lampkin

Vice-Chairman: Councillor D T Nicklen

Membership: Councillors R Anne, E H L Ben Moussa, J Burrell, L A Canham, R M Currans, M J Davis, P M Denman, L H K Edie, D A Graham, J S Hawkes, G R Holt, T A Oliver, M I Peters, C Quaqumey and A S Sandhu

Appendix J(i) – Scrutiny Committee

Chairman: Councillor K Stealey

Vice-Chairman: Councillor B Garden

Membership: Councillors V Akintomide-Akinwamide, R Anne, J Burrell, R M Currans, P Cutler, P M Denman, C M Gale, K J Grehan, P M Harman, J S Hawkes, G R Holt, E J Lampkin, D J Reynolds, A S Sandhu and P W Whapshott

Appendix J(ii) – Crime & Disorder (Overview & Scrutiny) Committee

Chairman: Councillor A S Sandhu

Vice-Chairman: Councillor M J Davis

Membership: Councillors V Akinwamide-Akintomide, PM Denman, B Garden, K J Grehan, P M Harman, Mrs J A Ozog, and P W Whapshott

Appendix K – Treasury Management Panel

Chairman: Councillor D A Hammock

Vice-Chairman: Councillor J Burrell

Membership: Councillors E H L Ben Moussa, K J Grehan, P M Harman, G R Holt and C Quaqumey

Observer: Councillor A R Lloyd

Appendix L(i) – Audit Board

Chairman: Councillor D A Hammock

Vice-Chairman: Councillor Mrs J A Ozog

Membership: Councillors V Akintomide-Akinwamide, L A Canham, D A Graham, P M Harman, J S Hawkes, C Quaqumey and K Stealey

Independent Member: Mr Mo Chughtai

Observer: Councillor A R Lloyd

Appendix M – Development Control Board

Chairman: Councillor R S L Perfitt

Vice-Chairman: Councillor S H Brown

Membership: Councillors J Burrell, P M Denman, C M Gale, B Garden, P M Harman, R A S Jones (Shadow Chairman), D T Nicklen, C Pearce, M I Peters, D A Povey, C Quaqumey, D J Reynolds, A S Sandhu, A M Vaduva and P W Whapshott

Appendix N(i) – Licensing Committee

Chairman: Councillor J Burrell
Vice-Chairman: Councillor R J Wells

Membership: Councillors R Anne, L A Canham, R M Currans, P Cutler, M J Davis, L H K Edie, C M Gale, A Gaskin, D A Hammock, E J Lampkin, Mrs J A Ozog, D A Povey, C Quaumeay, A M Vaduva and P W Whapshott

Appendix O – Appeals Panel

Chairman: Councillor J A Kite
Vice-Chairman: Councillor C J Shippam

Membership: Councillors J S Hawkes, M I Peters and Mrs P A Thurlow

Appendix P – Statutory Officer Advisory Panel

Chairman: Councillor J A Kite
Vice-Chairman: Councillor C J Shippam

Membership: Councillors J S Hawkes and A R Lloyd

Appendix R – Electoral Provisions Sub-Committee

Chairman: Councillor C J Shippam
Vice-Chairman: Councillor D Swinerd

Membership: Councillors L H K Edie, C M Gale, A Gaskin, J S Hawkes, R A S Jones, E J Lampkin, D J Reynolds, K Stealey and R J Wells

Appendix S – Cabinet Advisory Panels***(a) Cabinet Advisory Panel A***

Chairman: Councillor B Garden

Vice-Chairman: Councillor G R Holt

Membership: Councillors V Akintomide-Akinwamide, R Anne, E L H Ben Moussa, L A Canham, P Cutler, P M Denman, K J Grehan, P M Harman, R A S Jones, E J Lampkin, D T Nicklen, Mrs J A Ozog, C Quaqueme, D J Reynolds and K Stealey.

(b) Cabinet Advisory Panel B

Chairman: Councillor M J Davis

Vice-Chairman: Councillor D Swinerd

Membership: Councillors J Burrell, R M Currans, L H K Edie, C M Gale, A Gaskin, D A Graham, D A Hammock, J S Hawkes, C Pearce, R S L Perfitt, M I Peters, D A Povey, A S Sandhu, A M Vaduva and P W Whapshott.

Appendix T – Joint Transportation Board

Chairman: Councillor B Garden- Appointed on rotation by DBC and KCC (DBC appointment in 2023-24):

Vice-Chairman: To be appointed by KCC (in 2023-24)

Membership:

Dartford Borough Council Members:

Councillors T A Oliver, Mrs J A Ozog, C Pearce, D A Povey and R J Wells.

Kent County Council Members:

Kent County Councillors for the 6 Dartford electoral divisions.

Parish/Town Council Representatives:

Two representatives to be nominated by the Parish/Town Councils.

**DARTFORD BOROUGH COUNCIL
ANNUAL MEETING****APPENDIX V**

24 May 2023

APPOINTMENTS BY EXTERNAL BODIES**Ebbsfleet Urban Development Corporation Board**

Councillor J A Kite MBE [by continued appointment of the Secretary of State]

Kent County Council NHS Overview and Scrutiny Committee – North Kent Health Economy (appointed by Kent Districts on rotation).

[DBC representation in 2023-24 municipal year on rotating basis]

Councillor A S Sandhu MBE

APPOINTMENTS TO OUTSIDE BODIES OVER ONE YEAR TERM**Dartford Almshouse Charity (4 Members as trustees*)**

Councillor Mrs J A Ozog May 2022 to May 2026

Councillor M I Peters May 2023 to May 2027

Councillor R M Currans May 2023 to May 2027

* Currently one vacancy for a trustee to serve the remainder of the May 2022 to May 2026 period of office.

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DARTFORD BOROUGH COUNCIL
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APPENDIX W

24 May 2023

REPRESENTATION ON OUTSIDE BODIES**ACTION WITH COMMUNITIES IN RURAL KENT** *(2 Members as Observers)*Councillor B Garden
Councillor M I Peters**BECKET SPORTS CENTRE AT DARTFORD GRAMMAR SCHOOL –
MANAGEMENT COMMITTEE** *(1 Member on the Management Committee)*

Councillor J A Ozog

OASIS [formerly CHOICES] DOMESTIC ABUSE SERVICE *(1 Member on the
Management Committee)*

Councillor C M Gale

CITIZENS ADVICE in NORTH & WEST KENT *(1 Member as Trustee)*

Councillor C M Gale

COUNCIL FOR VOLUNTARY SERVICE – NORTH WEST KENT *(1 Member as an
ordinary member)*

Councillor A Sandhu MBE

1051 (DARTFORD)SQUADRON AIR TRAINING CORPS *(1 Member for liaison purposes)*

Councillor D J Mote

DARTFORD AND DISTRICT TOWN TWINNING ASSOCIATION *(2 Members as
observers)*Councillor J Burrell
Councillor R M Currans**DARTFORD COMMUNITY SAFETY PARTNERSHIP** *(Leader as Chairman)*Councillor J A Kite MBE
Councillor R J Wells**DARTFORD AND GRAVESHAM NHS TRUST** *(1 Member as an ordinary member and 1
substitute)*Councillor M I Peters
Councillor A S Sandhu MBE(*substitute*)**DARTFORD LOCAL CHILDREN'S PARTNERSHIP GROUP** *(1 Member ex officio)*

Councillor J A Kite MBE

DISTRICT COUNCIL NETWORK ASSEMBLY *(1 Member as an ordinary member)*

Councillor J A Kite MBE

EBBSFLEET UDC PLANNING COMMITTEE *(1 Member as an ordinary member)*

Councillor D J Mote [by appointment of the Secretary of State]

DARTFORD BOROUGH COUNCIL
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APPENDIX W

24 May 2023

ELTHAM CREMATORIUM JOINT COMMITTEE *(1 Member and 1 substitute, both members of the Dartford Borough Council Executive)*

Councillor R J Wells

Councillor S H Brown (substitute)

DARTFORD HEALTH INEQUALITIES GROUP *(1 Member for the Management Committee)*

Councillor M I Peters

INGRESS PARK (GREENHITHE) MANAGEMENT LTD *(1 Member as a director)*

Councillor C M Gale

JOYDENS WOOD RESIDENTS COMMUNITY ASSOCIATION *(1 Member as an ordinary member)*

Councillor M I Peters

KENT & MEDWAY BUSINESS FUND *(1 Member as ordinary member)*

Councillor J A Kite MBE

KENT THAMESIDE STRATEGIC TRANSPORT PROGRAMME – STEERING GROUP *(1 Member as an ordinary member)*

Councillor B Garden

KENT RESOURCE PARTNERSHIP MEMBERS BOARD *(1 Member for the Management Committee and 1 substitute)*

Councillor S Brown

Councillor J A Kite MBE *(substitute)***LOCAL ECONOMIC PARTNERSHIP (ESSEX, KENT & EAST SUSSEX)** *(1 Member as an ordinary member)*

Councillor J A Kite MBE

LOCAL GOVERNMENT ASSOCIATION GENERAL ASSEMBLY *(1 Member as an ordinary member and 1 substitute)*

Councillor J A Kite MBE

Councillor C J Shippam *(substitute)***MICK JAGGER CONSULTATIVE COMMITTEE** *(1 Member as an ordinary member)*

Councillor D Swinerd

Councillor Mrs J A Ozog *(Substitute)***PATROL (Parking and Traffic Regulations outside London) Adjudication Joint Committee** *(1 member as an ordinary Member and 1 substitute)*

Councillor M I Peters

Councillor B Garden *(Substitute)***POLICE AND CRIME PANEL FOR KENT AND MEDWAY (JOINT COMMITTEE)***(1 Member as an ordinary member)*

Councillor R J Wells

RELATE MEDWAY & NORTH KENT *(1 Member as an ordinary member)*

Councillor M I Peters

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SAMARITANS (BEXLEY & DARTFORD) *(1 Member as an ordinary member)*
Councillor M I Peters

SOUTH EAST DISTRICT LEADERS STEERING GROUP *(1 Member as an ordinary member)*
Councillor J A Kite MBE

TOWN CENTRE BOARD *(2 Members as ordinary members)*
Councillor J A Kite MBE
Councillor C J Shippam

UK SHARED PROSPERITY FUND STEERING GROUP
Councillor J A Kite MBE
Councillor A S Sandhu MBE

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**DARTFORD BOROUGH COUNCIL
ANNUAL MEETING****APPENDIX X**

24 May 2023

REPRESENTATION ON LIAISON GROUPS

- **Friends of Darenth Country Park**

Councillor P M Denman
Councillor D Hammock
Councillor D Swinerd
Councillor Mrs P A Thurlow (Chairman)

- **Friends of Dartford Heath**

Councillor B Garden
Councillor A R Lloyd (Chairman)
Councillor Mrs P A Thurlow
Councillor K Stealey

- **Friends of Hesketh Park**

Councillor R M Currans (Chairman)
Councillor J A Ozog
Councillor D Swinerd
Councillor Mrs P A Thurlow

- **Housing Maintenance Contract Partner Board**

Councillor L H K Edie
Councillor J A Kite MBE
Councillor D J Mote
Councillor C Pearce

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