

DARTFORD

BOROUGH COUNCIL



Summons and Agenda

Wednesday 24 May 2023

S. Martin

Chief Officer & Director of Corporate Services
Tuesday 16 May 2023

This page is intentionally left blank

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:

A G E N D A

- 1. ELECTION OF THE WORSHIPFUL THE MAYOR OF DARTFORD FOR THE ENSUING YEAR AND ANNOUNCEMENT OF THE MAYOR'S ESCORT AND THE 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 the Chief Officer & Director of Corporate Services.

- 7. TO RECEIVE APOLOGIES FOR ABSENCE**

8. CONFIRMATION OF MINUTES

(Pages 1 - 22)

To confirm the minutes of the meeting of the General Assembly of the Council (Budget) held on 27th February 2023 as an accurate record.

9. TO NOTE THE RESULTS OF THE ELECTIONS HELD ON 4 MAY 2023

(Pages 23 - 24)

To note the results of the elections held on 4 May 2023.

10. TO NOTE THE APPOINTMENT OF THE LEADER OF THE COUNCIL

To appoint the Leader of the Council until the May 2027 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.

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)

(Pages 25 - 30)

Appointments to membership of the Cabinet are '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)**

(Pages 31 - 34)

Appointments to the membership of this committee are '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 Mrs Sarah Jane Martin as the Head of Paid Service (pursuant to Section 4 of the Local Government and Housing Act 1989), Mr Tim Sams as the Chief Finance Officer (pursuant to Section 151 of the Local Government Act 1972) and Mr Ravinder Johal as the interim Monitoring Officer (pursuant to Section 5 of the Local Government and Housing Act 1989), pending the appointment of a permanent successor.

- 17. MAYOR'S ANNOUNCEMENTS**

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

This item is 'to follow.'

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

(Pages 35 - 36)

- 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 37 - 42)

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 43 - 90)

- (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.

Appointments to the membership of these committees are ‘to follow’.

23. TO AGREE THE CALENDAR OF COUNCIL AND COMMITTEE MEETINGS FOR 2023/24 AND TO NOTE THE PROVISIONAL CALENDAR FOR 2024/25 (APPENDIX U)

(Pages 91 - 94)

- 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)**

This item is 'to follow'.

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

This item is 'to follow'.

Sarah Martin
Chief Officer &
Director of Corporate Services