

Special Cabinet

Supplementary Agenda

	Pages	Contact
2a To agree the terms of reference of Advisory Committees (as set out in Appendix R to the Constitution) (Annex marked to follow)	(Pages 1 - 2)	
3. To appoint Memberships of Advisory Committees and Boards for the municipal year 2023/24 (Appendix marked to follow)	(Pages 3 - 8)	
4. To appoint representatives to other organisations (Executive) (appendix marked to follow)	(Pages 9 - 10)	

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

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Cabinet Portfolios

CLlr Julia Thornton - Portfolio Holder for Improvement & Innovation

Policy, Performance, Communications, Customer Service, Business Transformation, Special Projects, Digital, Workforce, Economic Development & Regeneration, Equalities, Members, Wellbeing

CLlr Kevin Maskell- Portfolio Holder for Finance & Investments

Corporate Governance, Financial Strategy, Local Tax, Procurement, Strategic Risk, Tax & Benefits, Fraud Prevention, Operational Assets. Business Continuity, Investments, Legal, Wellbeing

CLlr Lesley Dyball - Portfolio Holder for People & Places

Community Plan, Community Safety, Town Centres, Tourism, West Kent Partnership, WK Leader, Community Grants, Safeguarding, Youth, Parishes, Leisure Activities, Wellbeing

CLlr Perry Cole - Portfolio Holder for Housing & Health

Housing Strategy & Policy, Housing Standards, Housing Needs, Homelessness, Empty Homes, Gypsy and Traveller, DFG, Health, Energy Efficiency, Fuel Poverty, HERO, Wellbeing

CLlr Margot McArthur - Portfolio Holder for Cleaner & Greener

Direct Services, Street Cleansing, Waste & Recycling, CCTV, Environmental Health, Green Spaces, Parking, Pest Control, Licensing, Emergency Planning, Air Quality, Delivery Partner Assurance, Wellbeing

CLlr Simon Reay - Portfolio Holder for Development & Conservation

Development Control, Local Plan, Planning Policy, Conservation, Development Services, Building Control, Transport Policy, Planning Enforcement, Wellbeing

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**APPOINTMENT OF MEMBERSHIPS OF ADVISORY COMMITTEES AND BOARDS
2023/24**

Special Cabinet – 23 May 2023

Report of: Deputy Chief Executive and Chief Officer Customer & Resources

Status: For Decision

Key Decision: No

Contact Officer: Charlotte Sinclair, Ext.7165

Recommendation to Annual Council: That the appointments of membership of Advisory Committees and Boards for 2023/24, attached as an Appendix to this report, be approved.

Introduction and Background

- 1 Members are asked to agree the membership of Advisory Committees and Boards 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 Assessment

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.

Net Zero 2030

The decisions recommended through this paper have a remote or low relevance to the council’s ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

Agenda Item 3

Appendices

Council Committee Memberships

Background Papers

[Council's Constitution](#)

Jim Carrington-West

Deputy Chief Executive and Chief Officer Customer & Resources

Membership of Cabinet Advisory Committees 2023/24

Improvement & Innovation Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrats, 1 Green Party, 1 Independent)

Cabinet Member: Cllr Thornton

Deputy Cabinet Member: Cllr Bayley

Cllrs Abraham, Clayton, Glynnis Darrington, Hogarth, Malone, Manamperi, Jim Morgan, Varley, Waterton and White

Finance & Investment Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrat, 1 Green Party, 1 Sevenoaks Independent)

Cabinet Member: Cllr Maskell

Deputy Cabinet Member: Cllr Grint

Cllrs. Bayley, Clayton, Hogarth, Kitchener, Lindop, Malone, Jim Morgan, Scott, Silander and Williams

People & Places Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrat, 1 Green Party, 1 Sevenoaks Independent)

Cabinet Member: Cllr Dyball

Deputy Cabinet Member: Cllr Bulford

Cllrs Alger, Barnett, Paul Darrington, Edwards-Winsor Granville, Gustard, Hogarth, Hudson, Manamperi, and Cathy Morgan

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Cleaner & Greener Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrat, 1 Green Party, 1 Sevenoaks Independent)

Cabinet Member: Cllr McArthur

Deputy Cabinet Member: Cllr Roy

Cllrs. Abraham, Alger, Barker, Clack, Glynnis Darrington, Kitchener, Cathy Morgan, Shea, Varley and White

Housing & Health Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrat, 1 Green Party, 1 Sevenoaks Independent)

Portfolio Holder: Cllr Perry Cole

Deputy Cabinet Member: Cllr Harrison

Cllrs. Bulford, Camp, Clack, Glynnis Darrington, Edwards-Winser, Gustard, Hudson, Lindop, Cathy Morgan, and Streatfeild

Development & Conservation Advisory Committee

Membership (12 Members to include Portfolio Holder: 7 Conservative, 3 Liberal Democrats, 1 Green Party, 1 1 Independent)

Cabinet Member: Cllr Reay

Deputy Cabinet Member: Cllr Williams

Cllrs. Barnett, Barker, Camp, Paul Darrington, Malone, Purves, Roy, Varley, Waterton and White

COMMUNITY INFRASTRUCTURE LEVY SPENDING BOARD

MEMBERSHIP 2023/24

Membership

15 Members: (15 Members: 9 Conservative, 4 Liberal Democrat, 1 Green Party, 1 Sevenoaks Independent)

Chairman: Cllr Esler

Vice Chairman: Cllr Grint

Cllrs: Abraham, Baker, Barker, Barnes, Barnett, Paul Darrington, Granville, Hogarth, Kitchener, Purves, Shea, Skinner and White

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Sevenoaks Joint Transportation Board 2022/23

(6 District Council Members: (6 Conservative), 6 Kent County Council Members and 3 Town/Parish Council Representatives)

Chairman: District Councillor Roy

Vice-Chairman: County Councillor Chard

(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 Baker, Ball, Clayton, Horwood, Williams

County Council Membership: Perry Cole, Brazier, Gough, McArthur and Streatfield

Town/Parish Council Representative: (nominated by the Area Committee of the Kent Association of Local Councils) Cllr Haslam, Cllr England and Cllr Parry

(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.)

APPOINTMENTS TO OTHER ORGANISATIONS 2023/24 – EXECUTIVE

Organisation	Appointed	Period of appointment	No. of Reps	Appointee(s) 23/24
Becket Trust Housing Association	yearly	May 2023- 24	1	Cllr Streatfeild
Campaign for the Protection of Rural England – Sevenoaks Branch	yearly	May 2023 - 24	1	Cllr Reay
District Councils Network Assembly	yearly	May 2023 - 24	1	Cllr Thornton
Eden Valley Museum Trust -Executive Committee	yearly	May 2023 - 24	1	Cllr J. Morgan
Governors of Sevenoaks School	4 yearly	May 2023 - 27	1	Cllr Hogarth
High Weald Area of Outstanding Natural Beauty – Joint Advisory Committee	yearly	May 2023 - 24	1	Cllr Williams
Kent & Medway Police & Crime Panel	Yearly	May 2023 – 24	1	Cllr Perry Cole
Kent Downs Area of Outstanding Natural Beauty Forum –	yearly	May 2023 - 24	1	Cllr Reay
Kent Resource Partnership Members Board	yearly	May 2023 - 24	1 (Portfolio Holder & deputy to sub)	Cllr McArthur
Local Children's Partnership Board	yearly	May 2023 - 24	1	Cllr Dyball
Local Government Association (LGA) – General Assembly	yearly	May 2023 – 24	1	Cllr Thornton
NHS Integrated Care Board: Elected Members Forum (West Kent)	Yearly	May 2023 – 24	1	Cllr Perry Cole

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Organisation	Appointed	Period of appointment	No. of Reps	Appointee(s) 23/24
Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROLAJC)	yearly	May 2023 - 24	1 (Portfolio Holder & deputy to sub)	Cllr McArthur
Public Realms Commission	Yearly	May 2023 – 24	1	Cllr Hogarth
Sevenoaks Almshouses Charity	4 yearly	May 2023-2027	1	Cllr Hogarth
Sevenoaks District Arts Council	Yearly	May 2023 - 24	6	Cllr Bulford Cllr Penny Cole Cllr Dyball Cllr Granville Cllr Haslam Cllr Robinson
Sevenoaks District Sports Council	yearly	May 2023 - 24	3	Cllr Ball Cllr Maskell Cllr Varley
Sevenoaks Town Council Town Team	yearly	May 2023 - 24	1	Cllr Clack
South East Councils Executive	Yearly	May 2023 – 24	1	Cllr Thornton
South East Employers	yearly	May 2023 - 24	1	Cllr Maskell
Upper Medway Internal Drainage Board	yearly	May 2023 - 24	1	Cllr Baker
West Kent Improvement Board Members' Forum	Yearly	May 2023 – 24	1	Cllr Perry Cole