

Despatched: 14.11.19

## COUNCIL - 19 November 2019

### SUPPLEMENTARY AGENDA

- |   |    |   |                              |
|---|----|---|------------------------------|
| 6 | a) | Christmas Parking 2019  | Replacement<br>Page 5        |
| 7 | a) | Review of Polling Districts, Polling Places and Polling Stations  | Replacement<br>Page 11       |
| 7 | b) | Report of the 'Chairman Role' Working Group   | Replacement<br>Page 41       |
| 7 | c) | To approve the minutes of the Appointments Committee held on 7 November 2019  | Replacement<br>Pages 51 - 52 |
| 8 | b) | Draft Calendar of meetings 2020/21  | Replacement<br>Pages 63 - 64 |
| 9 |    | To consider any questions by Members under paragraph 19.3 of Part 2 (The Council and District Council Members) of the Constitution, notice of which have been duly given. |                              |

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 Contact Officer named on a report prior to the day of the meeting.



## **Item 6 (a) - Christmas Parking 2019**

The attached report was considered by Cabinet on 7 November 2019, and the relevant minute extract is below:

### Cabinet (Minute 32, Christmas Parking 2019)

The Cleaner & Greener Portfolio Holder presented the report which requested free concessionary parking on select dates at Christmas 2019. She advised that the Cleaner & Greener Advisory Committee had agreed to recommend the report.

### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That

- a) the proposal for free parking (subject to the standard requirement to observe maximum periods of stay in car parks and on street, and a reduced stay in Blighs from 4 to 3 hours to improve turnover) in Sevenoaks town and Westerham on Saturdays 14 & 21 December 2019, and, in Blighs car park on Sundays 15 & 22 December 2019 be agreed; and
- b) it be recommended to Council that the cost of funding be met from Supplementary Estimates be authorised.



## **Item 7 (a) - Review of Polling Districts, Polling Places and Polling Stations**

The attached report was considered by the Governance Committee on 5 November 2019, and the relevant minute extract is below:

### Governance Committee (Minute 9, Review of Polling Districts, Polling Places and Polling Stations)

The Chief Officer Customer & Resources introduced the Electoral Services Manager and the Electoral Consultant Richard Beesley who presented the report on a statutory consultation regarding the polling districts and polling places within the District. The report made recommendations to confirm the location of every polling place throughout the district, and requested that a minor change to one existing polling district be implemented.

In response to a Member's concerns that the response to the consultation comments with regards to St John's Church Hall causing lower turnout due to the disadvantage experienced by voters from the Hillingdon (BV) end of the ward, the reasoning set out at paragraph 18 of the report was reiterated. Whilst the current venue was not ideal for all electors it still represented the best location that could currently be provided, and there would always be some electors who would need to travel further than others. The promotion of postal voting was suggested by other Members.

Resolved: That it be recommended to Council that

- a) the minor adjustment the boundary between polling districts BZ (Lower St. John's) and CC (Upper St. John's) be agreed, such that all properties are included in the same polling district;
- b) all other polling district boundaries be retained and unchanged;  
and
- c) the proposed polling places as set out in Appendix C to the report, be agreed.



## **Item 7(b) - Report of the 'Chairman Role' Working Group**

The attached report was considered by the Governance Committee on 5 November 2019, and the relevant minute extract is below:

### Cabinet (Minute 10, Report of the 'Chairman Role' Working Group)

The Head of Legal & Democratic Services introduced the report by the Members working group on the roles of the Chairman and Vice Chairman of the Council. The Chairman explained the findings of the Working Group and responded to questions, using his discretion to allow the current Chairman of the Council, Councillor Edwards-Winser, to address the Committee.

Resolved: That

- a) the report of the Members working group and its recommendations be noted;
- b) it be recommended to Council that the Member working group recommendations be adopted subject to any necessary growth item being approved through the formal budget-making progress; and
- c) any recommendations for growth be referred to the next meeting of the Finance Advisory Committee for consideration.





## APPOINTMENTS COMMITTEE

Minutes of the meeting held on 7 November 2019 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllrs. Bayley, Dickins, Hunter, Maskell, McArthur, Piper, Purves and Thornton

Apologies for absence were received from Cllr. Dyball

Cllrs. Dr Canet, Osborne-Jackson and Pender were also present.

### 6. Minutes

Resolved: That the Minutes of the meeting held on 30 October, be approved and signed as a correct record.

### 7. Declarations of interest

There were no additional declarations of interest.

### 8. Appointment of the Chief Officer People & Places

The Chairman asked the Chief Executive provide a verbal report on the outcome of the agreed interview procedure.

The Chief Executive set out that the candidates had undergone a full and rigorous process involving a number of exercises over more than one day. All Officers and Members involved had provided feedback on each candidate. The Chief Executive summarised the outcomes of each stage and how the candidates performed.

The Chief Executive explained that all references had been returned in a satisfactory manner.

Members discussed the appointment and asked the Chief Executive a number of questions. Members considered all the information available, including the papers from the meeting of 30 October and interview scoring.

The Chairman moved and it was

Resolved: That

- a) the Chief Executive's verbal report on the agreed interview procedure, be noted; and

## Appointments Committee - 7 November 2019

- b) the candidate known as Candidate 2 be appointed Chief Officer People & Places.

Cllr Thornton abstained as she was not part of the earlier selection.

THE MEETING WAS CONCLUDED AT 7.07 PM

CHAIRMAN

# SEVENOAKS DISTRICT COUNCIL - CALENDAR OF MEETINGS 2020/21

As at 11 November 2019

	APRIL 2020		MAY 2020				JUNE 2020					JULY 2020			
MONDAY	20	27	4	11	18	25 PUBLIC HOLIDAY	1	8	15	22	29	6	13	20	27
TUESDAY	21 Council	28	5	12 Annual Council SP. Cabinet SP. Licensing SP. Audit	19	26	2 Finance & Investment Advisory Cttee	9 Housing & Health Advisory Committee	16 People & Places Advisory Cttee	23 Governance Committee	30 Cleaner & Greener Advisory Cttee	7 Development & Conservation Advisory Cttee	14 Scrutiny Committee	21 Council	28
WEDNESDAY	22	29	6	13	20	27	3 Health Liaison Board (12pm)	10 Sevenoaks District Joint Transportation Board	17	24	1	8	15	22	29
THURSDAY	23 DCC	30	7 Police & Crime Commissioner Elections	14	21 DCC	28	4 Cabinet	11 DCC	18 Licensing Committee	25 Improvement & Innovation Advisory Committee	2 DCC	9 Cabinet	16 Audit Committee	23 DCC	30
FRIDAY	24	1	7 PUBLIC HOLIDAY	15	22	29	5	12	19	26	3	10	17	24	31

	AUGUST 2020				SEPTEMBER 2020					OCTOBER 2020				NOVEMBER 2020	
MONDAY	3	10	17	24	31 Public Holiday	7	14	21	28	5	12	19	26	2	9 Governance Committee
TUESDAY	4	11	18	25	1	8 Finance & Investment Advisory Cttee	15 Sevenoaks District Joint Transportation Board	22 Licensing Committee	29 Housing & Health Advisory Committee	5 6	13 People & Places Advisory Cttee	20 Cleaner & Greener Advisory Cttee	27 Development & Conservation Advisory Cttee	3 Audit Committee	10 Scrutiny Committee
WEDNESDAY	5	12	19	26	2	9 Health Liaison Board (12pm)	16	23	30	7	14	21	28	4 Health Liaison Board (12pm)	11
THURSDAY	6	13	20 DCC	27	3	10 DCC	17 Cabinet	24	1 DCC	8 Improvement & Innovation Advisory Committee	15 Cabinet	22 DCC	29	5 Cabinet	12 Finance & Investment Advisory Cttee
FRIDAY	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13

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

Council	Cabinet	Development & Conservation Advisory Committee
Development Control Committee	Finance & Investment Advisory Committee	Joint Transportation board
Licensing Committee	Improvement & Innovation Advisory Committee	Health Liaison Board - 12pm
Audit Committee	Housing & Health Advisory Committee	
Scrutiny Committee	People & Places Advisory Committee	
Governance Committee	Cleaner & Greener Advisory Committee	
Standards Committee		

# SEVENOAKS DISTRICT COUNCIL - CALENDAR OF MEETINGS 2020/21

As at 11 November 2019

	NOVEMBER 2020			DECEMBER 2020				JANUARY 2021				FEBRUARY 2021		
MONDAY	16	23	30	7	14	21	28 PUBLIC HOLIDAY	4	11	18	25	1	8	15
TUESDAY	17	24 Council Housing & Health Advisory Committee	1 People & Places Advisory Cttee	8 Sevenoaks District Joint Transportation Board	15	22	29	5 Licensing Committee	12 Scrutiny Committee	19 Cleaner & Greener Advisory Cttee	26 Audit Committee	2 Standards	9 Housing & Health Advisory Committee	16
WEDNESDAY	18	25	2	9	16	23	30	6	13	20	27 Health Liaison Board (12pm)	3	10	17
THURSDAY	19	26 DCC Improvement & Innovation Advisory Committee	3 Development & Conservation Advisory Cttee	10 Cabinet	17 DCC	24 Concessionary Day	31	7 DCC	14 Cabinet	21 Finance & Investment Advisory Cttee	28 DCC	4 Governance Committee	11 Cabinet	18 DCC
FRIDAY	20	27	4	11	18	25 PUBLIC HOLIDAY	1 PUBLIC HOLIDAY	8	15	22	29	5	12	19
				MARCH 2021				APRIL 2021				MAY 2021		
MONDAY	22	1	8	15	22	29	5 PUBLIC HOLIDAY	12	19	26	3 PUBLIC HOLIDAY	10	17	23
TUESDAY	23 Council (Budget)	2 (Reserve) Council People & Places Advisory Cttee	9 Sevenoaks District Joint Transportation Board	16 Cleaner & Greener Advisory Cttee	23 Scrutiny Committee	30 Audit Committee	6	13	20 Council	27	4	11 Annual Council Sp. Cabinet SP. Licensing Sp Audit	18	24
WEDNESDAY	24	3	10	17	24 Licensing Committee	31 DCC	7	14	21	28	5	12	19	25
THURSDAY	25 Improvement & Innovation Advisory Committee	4 Development & Conservation Advisory Cttee	11 DCC	18 Cabinet	25 Finance & Investment Advisory Cttee	1	8	15	22 Cabinet	29 DCC	6	13	20 DCC	26
FRIDAY	26	5	12	19	26	2 GOOD FRIDAY	9	16	23	30	7	14	21	27

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- Council
- Development Control Committee
- Licensing Committee
- Audit Committee
- Scrutiny Committee
- Governance Committee
- Standards Committee
- Cabinet
- Finance & Investment Advisory Committee
- Improvement & Innovation Advisory Committee
- Housing & Health Advisory Committee
- People & Places Advisory Committee
- Cleaner & Greener Advisory Committee
- Development & Conservation Advisory Committee
- Joint Transportation board
- Health Liaison Board - 12pm

**Item 9 - To consider any questions by Members under paragraph 19.3 of Part 2 (The Council and District Council Members) of the Constitution, notice of which have been duly given.**

1. 'What consultation has Sevenoaks District Council taken in preparing its response to the Climate Emergency declared by National Government and KCC, and will the District Council support and promote the measures identified in more local initiatives such as the Sevenoaks Neighbourhood Plan and the Otford Neighbourhood and Traffic Plans which aim to bring together action closer to individual communities? Is the Leader, like myself, dismayed by the decision of the United Kingdom electorate to leave the European Union? '

Could he outline how a loss of European support and funding will affect the operation of the Council and specific projects within the District?'

Cllr. Tony Clayton  
Sevenoaks Eastern

2. 'What measures can this Council action to encourage the development of diverse housing for the needs of residents. Particularly, suitable housing for older private owner residents to enable them to manage the extra needs of their increasing age, without the necessity of being in a care home?'

Cllr Dr Canet  
Sevenoaks Northern

