

MEETING OF THE COUNCIL



Thursday, 23rd February, 2023

7.00 pm

**Council Chamber
Thanet District Council
Margate**

**www.thanet.gov.uk
01843 577000**



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Date: **16 February 2023**
Ask For: Gabriella Stewart
Direct Dial: **(01843) 577207**
Email: **gabriella.stewart@thanet.gov.uk**



You are hereby summoned to attend the meeting of the Thanet District Council to be held in the Council Chamber, Council Offices, Cecil Street, Margate, Kent on Thursday, 23 February 2023 at 7.00 pm for the purpose of transacting the business mentioned below.

A handwritten signature in black ink, appearing to read "Sander".

Interim Head of Legal and Monitoring Officer

To: The Members of Thanet District Council

FIRE ALARM PROCEDURES: If the fire alarm is activated, please vacate the offices via the stairs either through the security door to the left of the Chairman or opposite the lifts in the foyer. Please do not use the lifts. Please assemble in Hawley Square on the green. Officers will assist you and advise when it is deemed safe to return to the Chamber.

AGENDA

Item
No

1. **APOLOGIES FOR ABSENCE**

2. **ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, Members of the Cabinet or Chief Executive in accordance with Council Procedure Rule 2.2 (iv).

3. **DECLARATIONS OF INTEREST** (Pages 5 - 6)

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest advice attached to this Agenda. If a Member declares an interest, they should complete the [Declaration of Interest Form](#)

4. **MINUTES OF THE PREVIOUS MEETING**

5. **PETITIONS**

To receive petitions from the public in accordance with Council Procedure Rule 12.

6. **QUESTIONS FROM THE PRESS AND PUBLIC** (Pages 7 - 8)

To receive questions received from the press or public in accordance with Council

Item
No

Subject

Procedure Rule 13.

7. **QUESTIONS FROM MEMBERS OF THE COUNCIL** (Pages 9 - 12)

To receive questions from Members of the Council in accordance with Council Procedure Rule 14.

8. **NOTICE OF MOTION**

To receive any Notices of Motion from Members of Council in accordance with the Council Procedure Rule 3.

9. **LEADERS REPORT** (Pages 13 - 14)

To receive a report from the Leader of the Council in accordance with Council Procedure Rule 2.4.

10. **REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY PANEL**
(Pages 15 - 28)

11. **COUNCIL TAX SETTING** (Pages 29 - 36)

12. **MEMBERS ALLOWANCES SCHEME 2023/24** (Pages 37 - 50)

13. **CREATION OF AN APPOINTMENT SUB-COMMITTEE** (Pages 51 - 56)

14. **CALENDAR OF MEETINGS 2023-25** (Pages 57 - 64)

15. **CHANGES TO COMMITTEES, PANELS AND BOARDS - 2022/23**

Report to follow.

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Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or
Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

If you need to declare an interest then please complete the declaration of [interest form](#).

QUESTIONS FROM THE PRESS AND PUBLIC

Council	23 February 2023
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
Classification:	Unrestricted
Key Decision	No

Executive Summary:

The Leader and Cabinet Members will receive questions from the press and public in accordance with Council Procedure Rule 13.

Recommendation(s):

This report is for information.

Corporate Implications

Financial and Value for Money

There are no identified financial implications from this report.

Legal

There are no legal implications directly from this report.

Corporate

Council Procedure Rule 13 affords members of the public the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

Corporate Priorities

This report relates to the following corporate priorities: -

- *Communities*

1.0 Introduction and Background

- 1.1 Council Procedure Rule 13 enables members of the public may ask questions of members of the Cabinet at ordinary meetings of the Council.
- 1.2 Any questions received in accordance with the Council's constitution will be available to view on the Council website:
<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>
- 1.3 Under Council Procedure Rule 13.6, the Chairman will invite the questioner to put their question to the Member named in the notice. If the questioner is not present, the question shall not be put and shall be answered in writing.
- 1.4 Under Council Procedure Rule 13.7, if the Member to whom the question is directed is present they will provide an oral answer. If that Member is not present, the question will be answered by the Leader or another Member nominated by the Leader for the purpose unless it is inappropriate for the Leader to give an oral answer or to nominate another Member to give an oral answer, in which case the question will be dealt with by a written answer.
- 1.5 The total time devoted to questions from the press and public shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Sameera Khan (Interim Head of Legal & Monitoring Officer)

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Finance: Chris Blundell, Acting Deputy Chief Executive & S151 Officer

Legal: Sameera Khan (Interim Head of Legal & Monitoring Officer)

QUESTIONS FROM THE MEMBERS OF THE COUNCIL

Council	23 February 2023
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
Classification:	Unrestricted
Key Decision	No

Executive Summary:

The Leader, Cabinet Members and Chairman of any Committee or Sub-Committee will receive questions from Members of the Council in accordance with Council Procedure Rule 14.

Recommendation(s):

This report is for information.

Corporate Implications

Financial and Value for Money

There are no identified financial implications from this report.

Legal

There are no legal implications directly from this report.

Corporate

Council Procedure Rule 14.3 affords Members of the Council the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

Corporate Priorities

This report relates to the following corporate priorities: -

- *Communities*

1.0 Introduction and Background

1.1 Council Procedure Rule 14.3 states that a Member of the Council may ask

- a Member of the Cabinet; or
- the Chairman of any Committee or Sub-Committee

A question on any matter in relation to which the Council has powers or duties or which affects the district.

1.2 Council Procedure Rule 14.7 states that an answer may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated within three working days to the questioner.

1.3 A Member may, in accordance with Council Procedure Rule 14.8, ask one supplementary question without notice to the Member to whom the first question was asked. The supplemental question must arise directly out of the original question or the reply.

1.4 The questioner shall have two minutes for the initial question and one minute for the supplementary question and the respondent shall have five minutes for the initial reply and two minutes for the supplementary reply. (Council Procedure Rule 14.9 refers)

1.5 The total time devoted to questions from Members of the Council shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

1.6 Any questions received in accordance with the Council's constitution will be available to view on the Council's website:

<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Sameera Khan (Interim Head of Legal & Monitoring Officer)

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Finance: Chris Blundell (Director of Finance)

Legal: Sameera Khan (Interim Head of Legal & Monitoring Officer)

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LEADER'S REPORT TO COUNCIL

Council	23 February 2023
Report Author	Committee Services Manager
Portfolio Holder	Leader of the Council
Classification:	Unrestricted
Key Decision	No

Executive Summary:

To receive a report from the Leader in accordance with Council Procedure Rule 2.4

Recommendation(s):

None - This report is for information only.

Corporate Implications

Financial and Value for Money

There are no identified financial implications from this report.

Legal

There are no legal implications directly from this report.

Corporate

The Leaders report helps to contribute to the promoting open communications corporate value.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

The Council demonstrates due regard to the aims of the Public Sector Equality Duty when

conducting its business, this due regard is mirrored in the leaders report which provides an update on key issues arising since the last meeting of Council.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- Growth
- Environmental
- Communities

1.0 Introduction and Background

1.1 Council Procedure Rule 2.4 provides that:

“The Leader of the Council will make available in writing the content of his/her oral report to opposition group leaders no later than the Saturday before the meeting. The speech will not exceed ten minutes on key issues arising since the last meeting of Council.

The Leaders of any other political group may comment on the Leader’s report. The comments of the Leaders of the other political groups shall be limited each to five minutes. The other Group Leaders will comment in an order determined by the number of Councillors within those political groups, with the largest group commenting first, and so on.

The Leader has a right of reply to each Group Leader limited to two minutes, in hierarchical order, to any comments made on his/her report.

The Leader of the Council, the Leader of the Opposition and the Leader of any other political group may appoint substitutes to speak on their behalf.

No motions may be moved nor resolutions passed under this item.”

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Sameera Khan, Interim Head of Legal and Monitoring officer

Annex List

There are no Annexes with this report.

Background Papers

There are no Background Papers with this report.

Corporate Consultation

Finance: Chris Blundell, Acting Deputy Chief Executive

Legal: Sameera Khan, Interim Head of Legal and Monitoring officer

Overview & Scrutiny Panel Chair report to Council

Council	23 February 2023
Report Author	Committee Service Manager
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Wide

Executive Summary:

This report summarises activities of the Overview & Scrutiny Panel for 2022/23 and asks the Members to comment, make suggestions and note the OSP work programme.

Recommendation(s):

Members are being asked to comment on and note the report.

Corporate Implications

Financial and Value for Money

There are no financial implications arising directly from this report but elements of the suggested work programme may have financial and resource implications which would need to be managed within existing resources, or alternatively compensating savings found.

Legal

The role of scrutiny is set out in section 9F of the Local Government Act 2000. The council must also have regard to the statutory guidance on Overview and Scrutiny from the ministry of Housing, Communities and Local Government when exercising its functions.

Risk Management

There are risks arising directly from this report.

Corporate

The work programme should help to deliver effective policy decision making by scrutinising executive decisions before, and at times after, implementation.

The working parties assist with the work of scrutiny as they would carry-out an in-depth study of any issue referred to the groups under their terms of reference. An active Scrutiny programme is part of good governance.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

1. To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
2. To advance equality of opportunity between people who share a protected characteristic and people who do not share it
3. To foster good relations between people who share a protected characteristic and people who do not share it.

No implications arise directly but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

It was important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration has been given to the equalities impact that may be brought upon communities by the decisions made by Council.

CORPORATE PRIORITIES

This report relates to Communities.

1.0 Introduction and Background

- 1.1 At each ordinary Council meeting, the Chairman of the Overview and Scrutiny Panel presents a progress update report on the activities of the Panel since the last Council meeting. This is in accordance with Council Procedure Rule 15.1 of Part 4 of the Council Constitution. The report is subject to comment or debate by members.
- 1.2 This report updates the Council on the work of the Panel since the last Council meeting and allows for discussion of the work undertaken, therefore strengthening the Council's scrutiny function.
- 1.3 This report follows on from the update report that was presented at Council on 08 December 2022.

2.0 The Current Situation

Scrutiny Review Topics

- 2.1 During 2022/23, the Panel has been working through a number of scrutiny review topics from the list that was carried over from 2021/22. The list of scrutiny review topics was prioritised using the matrix and is attached as Annex 2 to the committee report. Whilst some of the topics would continue to be considered through conducting reviews, others would be expedited through one off reports (where appropriate).

Memorial plaques and Monuments

- 2.2 The reviewing of memorial plaques and monuments in the district was initially given priority in order to expedite the review of what was then a topical issue nationwide. Cabinet then had expressed an interest to establish a policy for managing memorial plaques and monuments in the Thanet. The Panel was approached to contribute to the establishment of that policy by Cabinet.
- 2.3 However due to the anticipated new legislation which would include new guidance on how the council could address the issue of monuments and plaques in the district, it was not possible to continue with this work stream. On 20 April 2021, the Panel decided to temporarily halt and therefore keep in abeyance the work of the Memorial Working Party until an appropriate time.
- 2.4 Now that there is some guidance from the Government on the subject, the Panel agreed to resume the work of the working party in order to offer suggestions to the proposed council policy on managing memorial plaques and monuments in the district. This project is being led by the Council's Monitoring Officer. The Interim Monitoring Officer was now working with the sub group to conclude the review. The report is expected to be ready in the first quarter of 2023. Once the report is ready, the working party will then meet to discuss the draft policy before making any recommendations for consideration by the Overview and Scrutiny Panel.

TDC & Parish/Town Councils Collaboration Working Party

- 2.5 At the meeting on 26 May 2022, the Panel set up a working party to review the working relationship between Thanet District Council and Parish and Town Councils with a view to improving that relationship.
- 2.6 This topic came about as a result of the meetings held by the Coastal Waste Scrutiny Review Working and parish and town councils. It was during these sessions that representatives from parish and town councils called for closer working relationship to tackle a number of service delivery challenges relating to maintaining the district's coastal areas clean and welcoming to visitors.
- 2.7 The sub group met on 7 July 2022 and agreed on the approach for conducting the review. The working party agreed to hold separate hearing sessions to gather evidence from parish/town council representatives (Clerks/Council Chairs), TDC officers, cabinet members (if required) and the Leader of Council. These meetings are currently ongoing.

- 2.8 The working party had three further sessions. One was with Cabinet on 27 October which was attended by the Leader of Council, Deputy Leader and Cabinet Member for Economic Development, Cabinet Member for Housing and Cabinet Member for Environmental Services and Special Projects. The other meeting was with parish and town council chairs and clerks held on 3 November and the last evidence gathering session was with TDC senior officers on 9 November. These sessions were quite useful in bringing forward some discussions that brought up a number of suggestions that will be shared by the working party in the report back to the Panel.
- 2.9 The sub group met on 24 November 2022 and agreed on the findings that came out of this investigation and recommendations to forward to the Panel. Members met again on 2 February 2023 to sign off the report which would be presented to the Panel on 14 March 2023.
- 2.10 Annex 1 details the current work programme before any new work has been added. All the scrutiny review topics that the Panel identified as ongoing work streams that would spill over into multiple municipal year periods are detailed in the Annex 2 to the report.

Watching Brief

OSP Coastal Waste Recommendations to Cabinet

- 2.11 The Panel adopted all of the recommendations from the Coastal Waste Scrutiny Review Working and forwarded the report to Cabinet for decision. Cabinet considered the report on 16 June 2022 and made the following provisional decision that:

“Cabinet notes the report and instructs officers, in conjunction with the relevant portfolio holders, to undertake a comprehensive review of all the matters raised in the OSP report and to report back to Cabinet before the end of the year.”

- 2.12 The Panel will maintain a watching brief on the issue until Cabinet makes a final decision on this matter.

Planning Enforcement Review

- 2.13 Planning Enforcement Review: On 20 April 2021, the Panel set up the Planning Enforcement Working Party held one meeting in June and reported back to the July Panel on how best Scrutiny could contribute to the current review of the Planning Enforcement protocol for Thanet.
- 2.14 An update report was presented to the Panel on 21 July 2022 by the Acting Corporate Director of Place and Members noted the progress made to date. The Panel was advised that the full review will be completed once The Levelling Up and Regeneration Bill was enacted into law, as the enforcement protocol would need to make reference to the provisions of this new Bill. As a result it is suggested that the Panel keeps a watching brief on this matter until the review is concluded.

Cabinet Presentations at OSP Meetings

- 2.15 Members requested two further cabinet member presentations on the following topics:

- a. An update on the Council's Toilet Management Strategy;
 - b. An update on the Parking Review and Enforcement Strategy.
- 2.16 Some of the presentation topics would arise as part of the Council Budget and Planning Framework and are on the forward Plan, whilst others may come from forthcoming cabinet decisions that are of significant public interest, where the Panel may feel that their contributions would enhance the decision making process.
- 2.17 Members may wish to make suggestions as to future topics for Cabinet presentations.

3.0 Options

- 3.1 Members are being asked to comment on and make suggestions to the OSP work programme for 2022/23.
- 3.2 Members may wish to simply note the report.

Contact Officer: Charles Hungwe, Senior Democratic Services Officer, Tel: 01843 577186
Reporting to: Nick Hughes, Committee Services Manager, Tel: 01843 577208

Annex List

Annex 1: Draft Overview & Scrutiny Panel Work Programme for 2022/23
Annex 2: Scrutiny Review Topics with the Scoring Matrix

Background Papers

None

Corporate Consultation

Finance: Chris Blundell (Acting Deputy Chief Executive & Section 151 Officer)
Legal: Sameera Khan (Interim Head of Legal & Monitoring Officer)

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Overview & Scrutiny Panel Work Programme for 2022/23		
Meeting Date	Indicative Agenda Items	Issue Source
16 February 2023	Corporate Performance report	Digital & Communications Item
	Tenant & Leaseholder Services Performance report	Housing Services Item
	To progress the Tower Block retrofit and refurbishment programme, including the letting of the contract	Housing Services Item
	Interruption of Water Supply - Southern Water	Panel Member Requested Item
	TDC Net Zero Strategy Presentation	OSP Chair Requested Item
	Review of OSP Work Programme for 2022/23	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
14 March 2023	Cabinet Member Presentation	Standing Agenda Item
	Collaboration Working Party report	Scrutiny Review Item
	Review of OSP Work Programme for 2022/23	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
20 April 2023	Cabinet Member Presentation	Standing Agenda Item
	Review of OSP Work Programme for 2022/23	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
30 May 2023	Cabinet Member Presentation	Standing Agenda Item
	Establishing the OSP Work Programme for 2023/24	Standing Agenda Item

	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

Agenda Item 10

Annex 1

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Table as at February 2023

Title Of the Scrutiny Review	Review Type	Date added to the scoring table	Membership	Is the topic related to a priority or value within the Council's Corporate Plan?	Is the topic of high public concern?	Is the topic currently under performing as per the Council's quarterly performance monitoring?	Will the topic result in recommendations that save that Council money or generate income?	Time on the list?	Implications for officer resource allocation	Total	Rank	Completion Status
Empty Properties: Why does Thanet have the highest number of empty properties in Kent and what approaches can be used to put these properties to use in a timely manner?	A	14/8/20	TBC	10	10	0	10	20	20	70	=1st	
Managing anti-social behaviour on Thanet beaches: Are beach inspectors the best way to control or manage beach behaviour?	B	14/8/20	TBC	10	20	-	10	20	10	70	=1st	
Working with Town and Parish Councils How can TDC work more closely and efficiently with Town and Parish Councils to maximise benefits and opportunities for the residents of Thanet?	B	21/4/22	TBC	20	10	0	20	0	10	60	=3rd	A working party was established on 26 May and had its first meeting on 7 July. Officers were tasked with creating a questionnaire from the main questions that were signed off by the sub group. A questionnaire for focusing separately on parish/town council representatives (Clerks and Chairs), TDC lead Members and TDC officers had been sent out and responses were still being received by the Democratic Services team. A session each was held separately with cabinet members and parish/town council chairs and clerks on 27 October and 3 November respectively. On 9 November the working party rounded off its information gathering exercise with a

												session with TDC officers. The working party met on 2 February 2023 and finalised the report which will now be presented to the Panel meeting on 14 March.
Private rented sector: How does TDC regulate private landlords and letting agencies in Thanet?	B	14/8/20	TBC	10	10	-	10	20	10	60	=3rd	
Weed killer usage: What is the best approach for managing grass and hedges in public open spaces in the district that can be used to replace the use of weed killers?	B	14/8/20	TBC	10	10	-	10	20	10	60	=3rd	
Camper Vehicles being parked on the street for too long: What is the impact of parked Camper vans on the Thanet roads and can this be regulated by Thanet District Council?	B	14/8/20	TBC	10	10	-	10	20	10	60	=3rd	
Promenades - safety concerns cyclists speeding and sharing the footpath: Would a dedicated cycle path (or markings) along the promenade help control bike/pedestrian placement (and cyclist speed)?	B	14/8/20	TBC	10	20	-	0	20	10	60	=3rd	
Statues and Blue Plaques: What would be the best approach for managing the discussion on and review of suitability of statues and plaques in the district?	B	14/8/20	S Piper	10	20	-	0	20	10	60	=3rd	Panel received three update reports via the Memorials Working Group Chair. Panel agreed on 20 April to keep this activity in abeyance until after new legislation national monuments and heritage was enacted. Now that the national guidance is available, the working party activities have been revived. The working party will meet towards the end of September and conclude their work before reporting back to the Panel on 25 October. The meeting was postponed as officers were working on the draft policy. A

													new date for the meeting will be arranged once the draft document is ready for sharing with the sub group.
Water user group regulation: What role does TDC have in ensuring the safety of swimmers and other water users from the behaviour of boat and jet ski users in Thanet bays?	C	14/8/20	TBC	10	20	-	0	20	0	50	=9th		
Rough Sleepers: what are we doing about this as a long term plan of addressing the issue (post COVID-19)?	C	14/8/20	TBC	10	10	0	10	20	0	50	=9th		
Shellfish collection enforcement: How is the collection of shellfish from Thanet beaches regulated and how can enforcement be best managed?	C	14/8/20	TBC	10	10	-	0	20	0	40	=11th		

A:1 Day – 4 weeks Review: **limited officer resource allocations required** for a successful review

B:More than 4 weeks and up to 3 months – **significant officer resource allocations required** for a successful review

C:More than 3 months: **very significant officer resource allocation required** for a successful review

Completed Reviews

Title Of the Scrutiny Review	Review Type	Date added to the scoring table	Membership	Is the topic related to a priority or value within the Council's Corporate Plan?	Is the topic of high public concern?	Is the topic currently under-performing as per the Council's quarterly performance monitoring?	Will the topic result in recommendations that save that Council money or generate income?	Time on the list?	Implications for officer resource allocation	Total	Rank	Completion Status
Coastal waste clearance: How does Thanet ensure that its coastal promenades and beaches are kept clear of rubbish and in the best condition for both residents and visitors?	B	14/8/20	Fellows Keen Austin Rattigan Tomlinson	10	20	20	10	20	10	70	1st	Review complete. Recommendations forwarded to Cabinet by the Panel on 19 April 2022. Cabinet to consider the recommendations on 16 June 2022. review completed.
Replacement bins for litter/dog waste: What is the council's reasoning behind complete removal of damaged bins and not replacing them?	A	14/8/20	As above	10	20	-	10	20	20	60	2nd	This topic is being covered together with the coastal waste items above. Review complete. Recommendations forwarded to

													Cabinet by the Panel on 19 April 2022. Cabinet to consider the recommendations on 16 June 2022. review completed.
Selective Licensing - Is selective licensing the best way forward for the improvement of the privately rented sector Thanet and if so, could it be replicated in other areas of the district?	C	14/8/20	All members of the panel	10	10	-	20	0	0	40	=5th	officer report considered. review completed.	
Planning enforcement in the district is slow: Why is the planning enforcement process seemingly so slow in Thanet and how can it be made more efficient?	C	14/8/20	All members of the panel	10	10	-	20	0	0	40	=5th	officer report considered. Further scrutiny proposals being considered. A Planning Enforcement Review Working Party was set up on 20 April 2021 and will have its first meeting on 25 June. Working party recommendations were adopted by the Panel on 20 July 2021. review completed. However a report will be brought to osp on 21 July 2022 to report on the results of the protocol review.	
Modern Slavery: - hand car washes. Is there any intervention the council can do to address the issue of modern slavery?	C	14/8/20	All members of the panel	10	10	-	0	20	0	20	11th	Kent Police made a presentation on 18 January 2022 and the Panel decided to take no further action on this topic. review completed.	

Council Tax Resolution 2023-24

Meeting	23 February 2023
Report Author	Chris Blundell (Acting Deputy Chief Executive)
Portfolio Holder	Cllr David Saunders, Cabinet Member for Finance
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Reasons for Key	Budget and Policy Framework
Ward:	All Wards

Executive Summary:

This report enables the Council to set the Council Tax for 2023-24 for each part of its area, after taking into account the precepts of the Kent County Council, Kent Police and Crime Commissioner and Kent and Medway Fire and Rescue Service.

Recommendation(s):

- (i) That Members approve the Thanet District Council element of Council Tax charges as set out below for the listed property bands:

COUNCIL TAX PER PROPERTY BAND FOR 2023-24								
BAND	A	B	C	D	E	F	G	H
Proportion of band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
Annual Charge	170.36	198.75	227.15	255.54	312.33	369.11	425.90	511.08

- (ii) That Members approve the determinations at Section 1 of this report.

Corporate Implications

Financial and Value for Money

The financial implications for the General Fund are laid out in the budget report that went to Council on 9th February 2023.

Legal

The Local Government Finance Act 1992 requires that the above statutory resolution be made.

The requirements of other relevant statute have been referenced within the body of this report, where relevant.

Corporate

Corporate priorities can only be delivered with robust finances. The budget and the level of reserves recommended are believed to be sufficient to meet these priorities and develop Services.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

No direct equality implications are recognised in this report.

Corporate Priorities

This report relates to the following corporate priorities: -

- Growth
- Environment
- Communities

1.0 Council Tax Setting

- 1.1 At the Cabinet meeting on 12 January 2023, Cabinet approved the formal resolution determining the Council Tax Base for 2023-24. It has been determined that the Council Tax Base for the whole Council area is 45,759.46, calculated in accordance with Section 31B(3) of the Local Government Finance Act 1992, The calculation of the Tax Base has been undertaken in accordance with the current Regulations, "Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI: 2012:2914)", which came into force in November 2012 as amended (the "Act").
- 1.2 The Council's budget for 2023-24 was approved by Council on 9 February 2023. The budget is predicated on a Council Tax requirement for the council's own purposes for 2023-24 (excluding Parish precepts) of £11,693,370. This is determined after taking into account the council's net budget requirement and other available funding sources including our share of retained business rates, government grants and the council's share of the Collection Fund deficit. The calculation for 2023-24 is set out in Table 1.

Table 1 - CALCULATION OF COUNCIL TAX REQUIREMENT FOR 2023-24

	£'000
Net Budget Requirement for 2023-24	20,755
Less:	
Government Funding (including RSG and New Homes Bonus)	-1,317
Retained Business Rates & Section 31 Grants	-8,060
Collection Fund Deficit	312
Council Tax Requirement	11,690
Divided by Tax Base	45,759
Council Tax for Band D property 2023-24	£255.54
Compared to Council Tax for Band D in 2022-23	£248.13
Increase in Council Tax charge (at Band D)	£7.41
Percentage Increase	(2.99%)

- 1.3 The following amounts have been calculated for the year 2023-24 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:-
- 1.3.1 £93,910,479 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
- 1.3.2 £79,794,080 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- 1.3.3 £14,116,399 being the amount by which the aggregate at 1.3.1 above exceeds the aggregate at 1.3.2 above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year.
- 1.3.4 £308.49 being the amount at 1.3.3 above divided by the tax base of 45,759.46 calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- 1.3.5 £2,423,027 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.
- 1.3.6 £255.54 being the amount at 1.3.4 above less the result given by dividing the amount at 1.3.5 above by the tax base of 45,759.46 calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

1.3.7 Table 2 - Part of the Council's Area (District and Parish combined at Band D)

Parish/Charter Trustees of

	£
Acol	338.79
Birchington	293.79
Broadstairs	330.96
Cliffsend	284.97
Manston	284.07
Margate	266.88
Minster	325.11
Monkton	308.64
Ramsgate	337.80
St Nicholas-at-Wade and Sarre	304.50
Westgate	329.34

Being the amounts given by adding to the amount at 1.3.6 above the amounts of special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the appropriate tax base calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its

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Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

1.3.8 Table 3 - Part of The Council's Area Valuation Bands

Parish/Charter Trustees	A £	B £	C £	D £	E £	F £	G £	H £
Acol	225.86	263.50	301.15	338.79	414.08	489.36	564.65	677.58
Birchington	195.86	228.50	261.15	293.79	359.08	424.36	489.65	587.58
Broadstairs	220.64	257.41	294.19	330.96	404.51	478.05	551.60	661.92
Cliffsend	189.98	221.64	253.31	284.97	348.30	411.62	474.95	569.94
Manston	189.38	220.94	252.51	284.07	347.20	410.32	473.45	568.14
Margate	177.92	207.57	237.23	266.88	326.19	385.49	444.80	533.76
Minster	216.74	252.86	288.99	325.11	397.36	469.60	541.85	650.22
Monkton	205.76	240.05	274.35	308.64	377.23	445.81	514.40	617.28
Ramsgate	225.20	262.73	300.27	337.80	412.87	487.93	563.00	675.60
St Nicholas-at-Wade and Sarre	203.00	236.83	270.67	304.50	372.17	439.83	507.50	609.00
Westgate	219.56	256.15	292.75	329.34	402.53	475.71	548.90	658.68

Being the amounts given by multiplying the amounts at 1.3.6 and 1.3.7 above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 1.3.9 Members should note that for the year 2023-24 Kent County Council, Kent Police and Crime Commissioner and Kent and Medway Fire and Rescue have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown in Table 4.

Table 4 - Precepting Authorities Valuation Bands

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Kent County Council	1,022.82	1,193.29	1,363.76	1,534.23	1,875.17	2,216.11	2,557.05	3,068.46
Kent Police and Crime Commissioner	162.10	189.12	216.13	243.15	297.18	351.22	405.25	486.30
Kent Fire and Rescue	58.20	67.90	77.60	87.30	106.70	126.10	145.50	174.60
Total	1,243.12	1,450.31	1,657.49	1,864.68	2,279.05	2,693.43	3,107.80	3,729.36

1.3.10 Having calculated the aggregate in each case of the amounts at 1.3.8 and 1.3.9 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of Council Tax for the year 2023-24 for each of the categories of dwellings shown in Table 5.

Table 5 - Part of the Council's Area Valuation Bands

Parish/ Charter Trustees	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Acol	1,468.98	1,713.81	1,958.64	2,203.47	2,693.13	3,182.79	3,672.45	4,406.94
Birchington	1,438.98	1,678.81	1,918.64	2,158.47	2,638.13	3,117.79	3,597.45	4,316.94
Broadstairs	1,463.76	1,707.72	1,951.68	2,195.64	2,683.56	3,171.48	3,659.40	4,391.28
Cliffsend	1,433.10	1,671.95	1,910.80	2,149.65	2,627.35	3,105.05	3,582.75	4,299.30
Manston	1,432.50	1,671.25	1,910.00	2,148.75	2,626.25	3,103.75	3,581.25	4,297.50
Margate	1,421.04	1,657.88	1,894.72	2,131.56	2,605.24	3,078.92	3,552.60	4,263.12
Minster	1,459.86	1,703.17	1,946.48	2,189.79	2,676.41	3,163.03	3,649.65	4,379.58
Monkton	1,448.88	1,690.36	1,931.84	2,173.32	2,656.28	3,139.24	3,622.20	4,346.64
Ramsgate	1,468.32	1,713.04	1,957.76	2,202.48	2,691.92	3,181.36	3,670.80	4,404.96
St Nicholas-at-Wade and Sarre	1,446.12	1,687.14	1,928.16	2,169.18	2,651.22	3,133.26	3,615.30	4,338.36
Westgate	1,462.68	1,706.46	1,950.24	2,194.02	2,681.58	3,169.14	3,656.70	4,388.04

Council Tax Increases

- 2.1 The average Council Tax for the Council for a Band D property for 2023-24 will be £2,173.17
- 2.2 Kent County Council, Kent Police and Crime Commissioner and Kent and Medway Fire and Rescue Service have issued precepts of £70.206m, £11.126m and £3.995m respectively. KCC have increased their Council Tax charge by 5.00%, whereas Kent Police and Kent Fire have increased their Council Tax charges by 6.57% and 6.01% respectively.
- 2.3 The average total tax at Band D is summarised in table 6, showing an overall increase of £102.82. This is primarily due to changes to KCC, Kent Police and Kent Fire precepts. Thanet's share of the bill represents only 11.76% of the overall total.

Table 6 - Average Total Council Tax at Band D

	2023-23 £	2022-23 £	Increase £	Increase %
Thanet District Council	255.54	248.13	7.41	2.99
Town & Parish Councils	52.95	50.48	2.47	4.90
Total District Council	308.49	298.61	9.88	3.31
Kent County Council	1,534.23	1,461.24	72.99	5.00
Kent Police and Crime Commissioner	243.15	228.15	15.00	6.57
Kent and Medway Fire & Rescue Service	87.30	82.35	4.95	6.01
Overall Total	2,173.17	2,070.35	102.82	4.97

Contact Officer: Joanne Kemp (Finance Manager)

Reporting to: Chris Blundell (Acting Deputy Chief Executive)

Annex List

N/A

Background Papers

N/A

Corporate Consultation

Finance: N/A

Legal: Sameera Khan (Interim Head of Legal & Monitoring Officer)

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MEMBERS ALLOWANCES SCHEME 2023/24

Council	23 February 2023
Report Author	Nicholas Hughes – Committee Services Manager
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

This report is provided to allow the Council to agree the members allowances scheme for the 2023/24 financial year.

Once the scheme is agreed it will be forwarded to the East Kent Joint Independent Remuneration Panel for them to comment on. These comments will then be considered by Council at a future meeting.

Recommendation(s):

To adopt the proposed 2023/24 Members allowances scheme as set out at annex 1 to this report and to refer the scheme to EKJIRP for them to consider.

Any recommendations from the EKJIRP altering the proposed scheme will be reported back to Council for consideration.

If no recommendations are received from the EKJIRP, Council delegates the authority to approve the final scheme to the S.151 Officer.

Corporate Implications

Financial and Value for Money

If Members agree to the scheme of Members allowances as outlined at Annex 1 to this report, then there will be no direct financial implications as a result of this report.

If Members agree to increase the rate of Members' Allowances to more than that set out in the report, additional budget or commensurate savings would need to be identified within the 2023/24 budget to cover this increase.

Legal

The Council is required to have regard to the recommendations of EKJIRP in making a scheme of allowances.

Section 18 of the Local Government and Housing Act 1989 permits the Secretary of State, by regulations, to make a scheme providing for the payment of a basic allowance, an attendance allowance and a special responsibility allowance to members of a local authority. Section 100 of the Local Government Act 2000 permits the Secretary of State, by regulations, to provide for travelling and subsistence allowances for members of local authorities, allowances for attending conferences and meetings and reimbursement of expenses. In exercise of these powers the Secretary of State has made the Local Authorities (Members' Allowances) (England) Regulations 2003.

The Regulations require the council to make a scheme before the beginning of each year for the payment of basic allowance. The scheme must also make provision for the authority's approach to special responsibility allowance, dependants' carers' allowance, travelling and subsistence allowance and co-optees' allowance. The scheme may also provide for other matters of the kind dealt with in the proposed scheme.

When considering the scheme, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't (the public sector equality duty). This consideration should be supported by a proportionate level of equality analysis.

Corporate

The level of allowances may be seen as both impacting on the public's perception of the Council and a factor in making public services as a Councillor attractive to a broad range of potential candidates.

Equalities Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

Although it does not directly relate to protected groups, the draft scheme contains the ability to pay a dependent carers allowance to Councillors. This contributes to aims 1 and 2 of the Equality Act as it removes barriers to Councillors standing who have relatives that may be in need of dependent care.

Corporate Priorities

This report relates to the following corporate priorities: -

- Communities

1.0 Introduction and Background

- 1.1 This paper gives Council the opportunity to adopt a Members' Allowances Scheme for the 2023/24 financial year.

2.0 Basic Allowance

- 2.1 Whilst it proposed to retain the current level of basic allowance for members, the list below details a history of the basic allowance over the last ten years with effect from 1 April:

2023/24: £4,570
2022/23: £4,570
2021/22: £4,570
2020/21: £4,570
2019/20: £4,570
2018/19: £4,570
2017/18: £4,570
2016/17: £4,570
2015/16: £4,570
2014/15: £4,570
2013/14: £4,570
2012/13*: £4,570
2012/13: £4,360
2011/12: £4,360

*allowance increased on 12/7/2012

**Proposed basic allowance

- 2.2 The scheme states that the amount payable for dependent carers allowance is paid at the rate of £8.91 or the national living wage, whichever is the higher. The national living wage will rise to £10.42 from 1 April 2023, therefore the scheme has been amended to reflect this change.

- 2.3 The full scheme is attached to the report at Annex 1.

3.0 Options

- 3.1 Council can choose;

- a) To adopt the proposed 2023/24 Members' Allowances Scheme as set out at annex 1 to this report and to refer the scheme to EKJIRP to consider, with any amendments being reported back to Council.
- b) To propose an alternative scheme of allowances for 2023/24 and to refer that scheme to EKJIRP to consider, with any amendments being reported back to Council.

4.0 Next Steps

- 4.1 It is for Council to agree the Members' Allowances Scheme. However the scheme and any amendments made would need to be the subject of consultation with the East Kent Joint Independent Remuneration Panel. The Remuneration Panel can then make recommendations back to Council, any recommendations will then be considered by Council at a future meeting. If no recommendations are received from the EKJIRP, the Council is asked to delegate the authority to approve the final scheme to the S.151 Officer

Contact Officer: Nick Hughes, Committee Services Manager
Reporting to: Sameera Khan, Interim Head of Legal and Monitoring Officer

Annex List

Annex 1: 2023/24 Draft Scheme of Members Allowances.

Background Papers

There are no background papers with this report.

Corporate Consultation

Finance: Chris Blundell (Acting Deputy Chief Executive)

Legal: Sameera Khan, Interim Head of Legal and Monitoring Officer

Part 6 - Members' Allowances

Scheme 2023/24

- 1.1 This scheme is made in exercise of the powers conferred by The Local Authorities (Members' Allowances) (England) Regulations 2003 and of all other enabling powers, the Council having had regard to the recommendations made to it by an independent remuneration panel.
- 1.2 This scheme shall take effect on and from the 1 April 2023 and shall remain effective for the purposes of the determination and payment of any allowances to Members until it is next reviewed by Council.
- 1.3 Where a Member of the Council is also a Member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.
- 1.4 This scheme shall be construed in accordance with the meanings contained within the above Regulations.

Basic Allowance

- 1.5 The annual entitlement to Basic Allowance for each Member is the amount detailed in **Schedule 1**.

Special Responsibility Allowance

- 1.6 The annual entitlement to a Special Responsibility Allowance for each Member having a special responsibility is the relevant amount in relation to that responsibility detailed in **Schedule 1**.
- 1.7 Where a Member would otherwise be entitled to claim more than one Special Responsibility Allowance only one shall be payable, normally the higher unless the member gives notice in writing to the Committee Services Manager that he or she wishes to receive the lower.
- 1.8 Where Members of the Council are divided into at least two political groups and a majority belong to the same political group a Special Responsibility Allowance shall be paid to at least one person who is not a member of the controlling group.

Dependants' Carers' Allowance

- 1.9 Members are entitled to claim Dependants' Carers' Allowance for expenses necessarily incurred in arranging care on account of any 'Approved Duty'. The current allowance is included in **Schedule 1**.
- 1.10 The definition of a dependant for the purpose of payment of this allowance is that used in S57A (3) of the Employment Rights Act 1996. This is a spouse or partner, a child, a parent, a person who lives in the same household but who is not an employee, tenant, lodger or boarder.

- 1.11 Additionally the secondary carer must not be a member of the claimant's immediate family i.e. spouse or partner, other children of the Member or the Member's spouse or any member of the Member's family who lives at the same address as the Member. Nor can it be an employee, tenant, lodger or boarder who lives at that address.
- 1.12 Payment of Dependants' Carers' Allowances will be on the production of invoices and is limited to no more than one hundred hours per quarter. [**Note:** To avoid excess administration in processing claims, these should be submitted on a quarterly basis.]

Travelling and Motor Mileage Allowances

- 1.13 Members will be reimbursed car mileage only from their home to place of duty and return in respect of attendance at Approved Duties, or as the Council's representative, in accordance with the rates set out in **Schedule 1**.
- 1.14 If a Member visits the vicinity of the place of duty for some other purpose and then goes directly to the approved duty, a claim should not be made.
- 1.15 Subject to paragraph 1.16 below, for journeys outside the District, car mileage reimbursement will be capped at the cost of an equivalent journey by public transport (meaning the standard open rail fare together with reasonable taxi/bus fares, parking charges and underground fares incurred, or which would have been incurred if the Member had travelled by public transport). If, however, the costs of an equivalent journey by public transport equals or exceeds car mileage costs, full mileage costs will be reimbursed.
- 1.16 Notwithstanding that the cost of car mileage reimbursement would exceed the cost of an equivalent journey by public transport, a Member will nevertheless be entitled to claim mileage for out of district travel:-
- (i) If he or she car shares with either an officer or one or more members, any of whom would have been entitled to make a mileage claim had they travelled independently; or
 - (ii) If the Committee Services Manager agrees in writing that the meeting, seminar, conference, event, presentation, service or other approved duty that necessitated the journey was not reasonably practical to make by public transport due to any or a combination of the following factors:-
 - the distance from the members home to the nearest railway station;
 - the location of the meeting;
 - the start or finish time of the meeting;
 - the amount of luggage to be taken; and
 - the overall journey time on public transport compared to travel by car.
- 1.17 The written agreement of the Committee Services Manager under paragraph 1.16 above should normally be sought in advance of the intended journey but in exceptional circumstances may be obtained subsequently. In addition, where it is

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Annex 1

likely that a Member will be travelling to the same destination one more than one occasion, the Committee Services Manager shall be entitled to give the Member his agreement in writing to all such journeys.

- 1.18 Travelling and motor mileage allowances may be payable for attendance at any official meetings of the Council to which members of more than one party are invited to attend and also for representation on those bodies included in **Schedule 2**.

Subsistence

- 1.19 Payment of subsistence allowances in connection with any approved duty shall be in accordance with the provisions, including the maximum amounts payable, set out in **Schedule 1**.

Explanation of "Approved Duty"

- 1.20 Approved Duties comprise the following:-
- a) a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee of such a body;
 - b) any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee, provided that –
 - i) where the authority is divided into two or more political groups, it is a meeting to which members of at least two such groups have been invited, or
 - ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
 - c) a meeting of any association of authorities of which the authority is a member.
 - d) the carrying out of any other duty approved by the Council, or any duty of a class so approved, for the purpose of or in connection with the discharge of the functions of the Council or any of its committees or sub-committees. [Attendances at meetings of the bodies listed in Schedule 2 have been approved.]
 - e) There is also a general duty permitting the Leader or nominated deputy to represent the Council at formal meetings not specified elsewhere, with other authorities, official bodies or agencies for the purposes of any function of the Council, but excluding meetings organised by private individuals or commercial organisations.
- 1.21 Scrutiny Panel Members attending meetings of the Cabinet are entitled to claim travelling allowance and any Member speaking on an issue relevant to their Ward at a meeting of the Cabinet with the consent of the Leader or in accordance with Council rules is also entitled to claim travelling allowance.

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Annex 1

- 1.22 If any Overview or Scrutiny Panel requires a Member of the Cabinet to attend before it in relation to matters within that Member's remit, then that Member is entitled to claim travelling expenses.
- 1.23 Where Cabinet Members attend non-executive meetings to observe only this is not deemed to be an approved duty and travelling expenses will not be paid.
- 1.24 Where any Member attends any Committee to speak on an item with the Chairman's consent, this attendance will be an approved duty for payment of travelling expenses.
- 1.25 Members are entitled to claim travelling expenses for Committee briefings and for all Partnership meetings or Chairman and Vice-Chairman meetings with the Lead Officer and these meetings are therefore approved duties.
- 1.26 This Scheme does not allow for travelling expenses to be paid to individual Members arranging meetings with officers as this is deemed to be part of the Member's role and Members' allowances paid are calculated to reflect these extra duties.
- 1.27 For any other ad hoc briefings e.g. on major developments, Members from all political groups with in excess of 5 Members will need to be invited to these briefings in order for travelling allowances to be paid.
- 1.28 No allowance shall be payable if such payment would be contrary to provision made by or under any enactment.
- 1.29 Members who attend committee meetings of which they are not a member (under Council Procedure Rule 20(1)) shall be entitled to claim travelling expenses.
- 1.30 Co-opted and Independent members shall be treated as Members of the Council for the purposes of Approved Duties.

Renunciation

- 1.31 A Member may, by notice in writing given to the Democratic Services and Scrutiny Manager, elect to forego any part of his/her entitlement to an allowance under this scheme.

Part Year Entitlements

- 1.32 The provisions of this paragraph shall have effect to regulate the entitlements of a Member to Basic and Special Responsibility Allowances where in the course of the year
 - The Scheme is amended; or
 - That Member becomes, or ceases to be, a Member, or
 - He/she accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable
- 1.33 If an amendment, or amendments, to this scheme change(s) the amount of the Basic Allowance or a Special Responsibility Allowance to which a Member is entitled, then for each period in a particular year during which the relevant amounts are applicable, the entitlement to such allowance(s) shall be calculated on the basis of the equivalent

daily rate(s) that is/are applicable to the relevant periods.

- 1.34 Where the term of office of a Member begins or ends at any time other than at the beginning or end of a year, the entitlement of that Member to a Basic Allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant period.
- 1.35 Where both:
- this Scheme is amended as described in sub-paragraph 1.32; and
 - the term of office of a Member begins and/or ends as described in paragraph 1.33; then
 - the entitlement of any such Member to a basic allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant periods.
- 1.36 Where a Member has during part of, but not throughout, a year such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlement shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.
- 1.37 Where this scheme is amended as mentioned in paragraph 1.32 and a Member has during part, but does not have throughout the whole, of any period mentioned in paragraph 1.33 any such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlements shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.

Repayment and Withholding of Allowances

- 1.38 Where payment of any Basic Allowance or Special Responsibility Allowance has already been made after a Member, ceases to be a Member of the Council or is in any other way not entitled to receive any such allowance in respect of that period, the Council may require that such part of the allowance as relates to any such period be repaid.

Payments and Claims

- 1.40 Allowances will be paid in instalments of one-twelfth of the amounts specified in this scheme by BACS transfer on the 19th of the month, one month in arrears.
- 1.41 Where a payment of one-twelfth of the amount specified in this scheme in respect of a Basic Allowance or a Special Responsibility Allowance would result in the Member receiving more than the amount to which, by virtue of paragraph 1.33, he/she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he/she is entitled.
- 1.42 Claims for Dependants' Carers' Allowances, Travel and Subsistence Allowances and Co-optee's Allowance (if applicable) shall be made within three months from the date on which an entitlement arises.
- 1.43 Nothing in the above paragraph shall prevent the Council from making a payment where an allowance is not claimed within that period.

Pensions

- 1.44 In accordance with the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, no Member of Thanet District Council is entitled to be a member of the Local Government Pension Scheme after 11 May 2015.

With effect from the 1st day of April 2023 pursuant to a resolution of the Thanet District Council passed on the 23 February 2023.

SCHEDULE 1

MEMBERS' ALLOWANCES SCHEME – 2023/24

Basic Allowance

£4,570 each Member x 56 = £255,920

Special Responsibility Allowances

Position	Number	Allowance £	Possible maximum expenditure £
Executive			
Leader	1	18,082	18,082
Deputy Leader	1	10,776	10,776
Cabinet Portfolio Holder	4	7,990	31,960
Non-Executive			
Chairman of Council	1	2,188	2,188
Vice Chairman of Council	1	1,530	1,530
Opposition Group Leader	1	7,990	7,990
Deputy Opposition Group Leader	1	2,862	2,862
Opposition Spokesperson	4	2,862	11,448
Scrutiny Panel Chairman	1	7,990	7,990
Scrutiny Panel Vice-Chairman	1	3,216	3,216
Planning Committee Chairman	1	5,204	5,204
Planning Committee Vice-Chairman	1	1,216	1,216
Licensing Committee Chairman	1	3,216	3,216
Licensing Committee Vice-Chairman	1	805	805
Governance and Audit Committee - Chairman	1	5,204	5,204
Governance and Audit Committee – Vice-Chairman	1	1,216	1,216
Standards Committee - Chairman	1	1,216	1,216
Standards Committee – Vice-Chairman	1	400	400
Standards Committee – other Independent	2	250	500

Agenda Item 12

Annex 1

Member			
"Independent Person"	1	250	250
Substitute "Independent Person"	1	100	100
JTB Chairman	1	1,216	1,216
TOTAL SRAs only			£118,485

Total basic + SRAs = £374,405

(1) Co-optees and "independent" Members shall be treated as Members of Thanet District Council for this purpose.

Dependants' Carers' Allowances

An allowance for any approved duty of ~~£8.94~~ £10.42 per hour (*or the national living wage whichever is higher*) subject to the conditions set out in paragraph 4 of the 'Members Allowances Scheme'.

Motor Mileage Allowance

Payable in accordance with the Mileage rates as set out in the TDC staff travel plan:

For the duration of this scheme the rates are as follows:

- (i) For journeys within the District (casual user rate)
 - 21.69 pence per mile
- (ii) In exceptional circumstances and provided approval of the Committee Services Manager is obtained prior to the journey (see paragraph 1.16 of the Scheme) for journeys outside the District (essential user rate)
 - 45 pence per mile*
- (iii) Journeys by rail outside the District
 - standard open class rail fare
- (iv) Cycling Allowance (HMRC Guidance)
 - 20.4p per mile

* Normally for journeys outside of the district the equivalent of a standard open class rail will be paid.

Subsistence Allowances

Subsistence allowances will be payable to Members who are prevented by their official duties from taking a meal at their home, or place of work where they normally take their meals, and thereby incur additional expenditure. A Member will be required to submit receipts in order for reimbursement to be made.

Overnight Accommodation

Agenda Item 12

Annex 1

Members who are required to make overnight stays in the performance of their official duties should, whenever possible, pre-book accommodation of an appropriate standard and obtain approval from the Head of Legal and Democratic Services. Arrangements should be made for an invoice to be submitted directly to the Council. If this is not possible, a detailed VAT receipt MUST be obtained to substantiate the claim.

Out of Pocket Expenses

Expenses are claimable if a Member is required to stay away from home overnight. They cover such items as newspapers and personal telephone calls.

Allowances payable as at 01/04/2023

	Subsistence Allowances (£)	
Subsistence	Breakfast	7.36
	Lunch	10.17
	Tea	4.03
	Evening Meal	12.59
Out of pocket expenses	Per night	5.73
	Per week	22.90

**DUTIES WHICH ARE APPROVED FOR THE PURPOSE OF
CLAIMING TRAVELLING & SUBSISTENCE**

Representation on the following bodies

Action with Communities in Rural Kent (T)
Age UK: Thanet (T)
British Ports Association (TS)
British Destinations (AGM, Annual Conference and Executive meetings) (TS)
British Resorts Association (AGM, Annual Conference and Executive Meetings) (TS)
Campaign to Protect Rural England (T)
Canterbury Festival (T)
Citizens' Advice Bureau, Thanet (T)
Community Safety Partnership (T)
Domestic Violence Forum (T)
East Kent Housing Board (T)
East Kent Opportunities Ltd (T)
East Kent Spatial Development Company (T)
Kent Coast Volunteering (T)
Kent and Medway Independent Persons Forum (T)
Kent Police and Crime Panel (T)
Local Government Association Coastal Special Interest Group (TS)
Local Government Association Strategic Aviation Specialist Interest Group
Local Government Association District Council's Network (TS)
Local Government Association (General Assembly) (TS)
Margate Town Partnership (T)
Millmead Children's Centre Partnership (T)
Multiple Sclerosis Society (T)
Parking and Traffic Regulation Outside London (Adjudication Joint Committee) (T)
Powell Cotton Museum and Quex House (T)
River Stour (Kent) Internal Drainage Board (T)
Sandwich and Pegwell Bay National Nature Reserve Steering Group (T)
South East England Councils (SEEC) (TS)
Supporting People in Kent Commissioning Body (T)
Thanet Countryside Trust (T)
Thanet Harbour Users' Groups (T)
Thanet Quality Bus Partnership (T)
Thanet Rural Regeneration Group (T)
Thanet Sports Network (T)
The Friends of Margate Cemetery Trust (T)
Trust for Thanet Archaeology (T)
Tourism South East (T)
Your Leisure Thanet Sub-Group (T)
Youth Advisory Group (T)

(TS) Travel and Subsistence allowance may be claimed.

(T) Travel allowance only may be claimed.

Creation of an Appointment Sub-Committee

Council	23 February 2023
Report Author	Sameera Khan, Interim Head of Legal and Monitoring Officer
Portfolio Holder	Cllr Ash Ashbee, Leader of the Council
Status	For Decision
Classification:	Unrestricted
Key Decision	No

Executive Summary:

This report considers a recommendation from the General Purposes Committee regarding the creation of an Appointments Sub-Committee for the appointment of senior officers of the Council. It asks the Council to agree to such a Sub-Committee and further asks it to agree the terms of reference for the Sub-committee.

Recommendation(s):

Council is requested to:

1. To appoint an Appointment Sub-Committee and approve its terms of reference as set out in Annexe A to this report.

Corporate Implications

Financial and Value for Money

There are no direct financial implications arising from the recommendations contained within this report.

Legal

Establishing an Appointments Sub-Committee as described above will allow the recruitment and appointment of Senior Officers of the Council, including Head of Paid Services, S151 and Monitoring Officer in accordance with the Council's Constitution and The Local Authorities (Standing Orders) (England) Regulations 2001.

Corporate

Adoption of these processes gives clarity to all parties regarding the recruitment process of senior officers of the Council. Having a clear policy and appropriate procedures also provides protection to senior officers of the Council.

Equality Act 2010 & Public Sector Equality Duty

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

Appointment of these committees promotes and protects equality among senior and other officers by putting in place clear procedures regarding the appointment of senior officers.

1.0 Introduction and Background

1.1 At its meeting on 24 January the General Purposes Committee considered a report from the Chief Executive regarding the senior management structure of the Council. At that meeting the General Purposes Committee (GPC) made the following recommendation:

“8. To recommend to Council the creation of a politically balanced Appointment Sub Committee of the General Purposes Committee as soon as possible with terms of reference to oversee the process of recruitment to the posts of Chief Executive and Directors, including the final decision on successful candidates; and to take on the responsibility of hearing Grievances at this level;”

1.2 This report allows Full Council to consider the request of the GPC and to create an appointments panel if it chooses.

2.0 The Current Situation

2.1 The minutes of the GPC meeting of the 24 January will be subject to correction when they are agreed at the next meeting of the Committee. The corrected minutes will be as follows:

To recommend to Council the creation of a politically balanced Appointment Sub Committee ~~of the General Purposes Committee~~ as soon as possible with terms of reference to oversee the process of recruitment to the posts of Chief Executive and Directors, including the final decision on successful candidates *where applicable*. ~~and to take on the responsibility of hearing Grievances at this level~~

2.2 These corrections are being made for the following reasons; as the Appointments Panel needs to be a Sub-Committee of Council in order to undertake the functions that are outlined in the recommendation; Full Council by law must make the appointment of the Statutory Officers posts (head of paid service, S.151 officer and monitoring officer - as outlined in the Council's Officer Procedure Rules); The Council already has a grievance panel for Senior Officers which was created by Full Council on 14 October 2021.

- 2.3 Officers have created a draft set of terms of reference for the Appointments Sub-Committee, taking into consideration the recommendation from GPC and the corrections referenced above. The terms of reference are attached at Annex 1 to this report.
- 2.4 If the Appointments Sub-Committee is created, then nominations to sit on the Sub-Committee will need to either be made under the Committees, Panels and Boards item elsewhere on this agenda or subsequent to the meeting.

Contact Officer: Sameera Khan, Interim Head of Legal and Monitoring Officer

Reporting to: Colin Carmichael, Interim Chief Executive

Annex

Annex 1 - Terms of Reference for Appointments Sub-Committee

Corporate Consultation

Finance: Chris Blundell (Acting Deputy Chief Executive)

Legal: Sameera Khan (Interim Head of Legal & Monitoring Officer)

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Appointments Sub-Committee Terms of Reference

Status

The Appointment Panel is a Sub-Committee of the Council with the purpose of dealing with the appointments of Directors and Statutory Officers.

Membership and Method of Appointment

The Council will appoint the membership to the Sub-Committee which will include at least one Cabinet Member. The Panel will consist of three members adhering to the proportionality of the Council.

Chair and Vice-Chair

The appointment, by election, of the Chair of the Appointments Panel amongst those Members present shall be the first item of business of the Appointments Panel.

Attendance by Councillors Who Are Not Members of the Panel

There is no provision for attendance by non-members, in addition members are not permitted to speak under CPR 20.1.

Frequency of Meetings

Meetings of the Appointments Panel will be convened by the Chief Executive as required.

Agenda

Prior to the meeting of the Panel, the Chief Executive will, via Democratic Services, circulate to all Members on the Panel the Agenda and Reports to be considered. The provisions of Schedule 12A of the Local Government Act 1972, as amended, in respect of exempt information will apply.

Functions

1. To interview and appoint Officers to the posts at Director level within the Authority, with the exception of the S.151 Officer and the Monitoring Officer.
2. To interview and make recommendations to the Full Council for the permanent appointment of the Chief Executive as Head of Paid Service; Chief Finance Officer and the Council's Monitoring Officer role, subject to no objections being submitted by the Executive.

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CALENDAR OF MEETINGS 2023-25

Council	23 February 2023
Report Author	Senior Democratic Services Officer
Portfolio Holder	Councillor Ashbee, Leader of Council
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	Thanet Wide

Executive Summary:

Before the end or at the beginning of each municipal year the Council should agree a calendar of meetings for at least the following year in order to help plan the council's business more efficiently. This report presents proposals for a calendar of meetings to cover the period beginning May 2023 to May 2025.

Recommendation(s):

That Council agrees the proposed calendar of meetings for May 2023 to May 2025 as set out at Annex 1 to the report.

Corporate Implications

Financial and Value for Money

There are no financial implications arising directly from this report.

Legal

There are no financial legal implications arising directly from this report. However it should be noted that only Full Council can finalise the decision on adopting an annual schedule of council meetings.

In making any decision, the Council must give due regard to section 149 of the Equality Act 2010.

Risk Management

There are no specific risks arising directly from this report.

Corporate

In order to enable the efficient administration of council business and delivery of council services, there needs to be planned activities that cover the period of a municipal/financial year. Planned schedule of meetings advises both officers and Members on when to carry out given council activities and to that end enhances the decision making process.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

There are no equity and equalities issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

Corporate Priorities

This report relates to the following corporate priorities: -

- Growth
- Environment
- Communities

1.0 Introduction and Background

1.1 Previously the council has approved a multi year calendar of meetings. This has proven to be the best way of planning ahead for a programme of ordinary meetings of the Council and it enables both officers and Members to have a predictable programme of meetings which they would need for organising and conducting council business.

1.2 This approach enables Council service areas to plan their work ahead of time. It is therefore proposed in the report that Members agree the calendar of meetings at this February meeting.

- 1.3 It is worth noting however that Council has the ability to make changes to the programme of meetings as and when necessary, via report to Council.

2.0 The Current Situation

- 2.1 The current calendar of meetings runs up to the end of May 2023.
- 2.2 It is being proposed for the first time that moving forward, the General Purposes Committee meetings be scheduled rather than leave the committee to meet on an ad-hoc basis. This is in order to allow planned work activities to be carried out by this committee, which is now going to meet four times a year (i.e quarterly; in January, April, June and October).
- 2.2 Council is asked to approve the amended calendar of meetings for 2023 and 2025 as set out in Annex 1.

3.0 Options

- 3.1 That Council agrees the calendar of meetings for May 2023 to May 2025.
- 3.2 That Members suggest any appropriate amendments to the proposed calendar of meetings for 2023 to 2025.

Contact Officer: Charles Hungwe, Senior Democratic Services Officer
Reporting to: Nick Hughes, Committee Services Manager

Annex List

Annex 1: Calendar of council meetings for May 2023 - May 2025

Background Papers

None

Corporate Consultation

Finance: *(Chris Blundell, Acting Deputy Chief Executive & S151 Officer)*

Legal: *(Sameera Khan, Interim Head of Legal & Monitoring Officer)*

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Agenda Item 14

Annex 1

Calendar of Meetings 2023/25

May 2023

Monday, 01	Offices closed
Monday, 08	Offices closed
Thursday, 18	Annual Council
Monday, 29	Office closed
Tuesday, 30	Overview & Scrutiny Panel
Wednesday 31	Standards Committee

June 2023

Thursday 08	Joint Transportation Board
Tuesday 13	Licensing Board
Wednesday 14	Planning Committee
Thursday, 15	Cabinet
Tuesday, 20	Members Briefing
Tuesday, 27	General Purposes Committee

July 2023

Tuesday, 11	Members Briefing
Thursday, 13	Council
Wednesday, 19	Planning Committee
Thursday, 20	Overview & Scrutiny Panel
Tuesday, 25	Licensing Board
Wednesday, 26	Governance & Audit Committee
Thursday, 27	Cabinet

August 2023

Wednesday, 16	Planning Committee
Monday, 28	Offices closed

September 2023

Tuesday, 05	Licensing Board
Tuesday, 05	Members Briefing
Tuesday, 12	Standards Committee
Thursday, 14	Joint Transportation Board
Wednesday, 20	Planning Committee
Thursday, 21	Cabinet
Monday, 25	Members Briefing
Tuesday, 26	Overview & Scrutiny Panel
Wednesday, 27	Governance & Audit Committee

October 2023

Tuesday 03	Licensing Board
Thursday, 12	Council
Tuesday, 17	Members Briefing
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Tuesday, 24	General Purposes Committee

November 2023

Tuesday, 07	Members Briefing
Thursday, 09	Standards Committee
Wednesday, 15	Planning Committee
Thursday, 16	Cabinet
Tuesday, 21	Licensing Board
Tuesday, 21	Overview & Scrutiny Panel
Tuesday, 28	Members Briefing
Wednesday, 29	Governance & Audit Committee

Agenda Item 14

Annex 1

December 2023

Thursday, 07	Council
Tuesday, 12	Joint Transportation Board
Wednesday, 13	Planning Committee
Thursday, 14	Cabinet
Tuesday, 19	Members Briefing
Monday, 25	Offices closed
Tuesday, 26	Offices closed
Wednesday, 27	Offices closed

January 2024

Monday, 01	Offices Closed
Thursday, 04	Licensing Board
Tuesday, 09	Members Briefing
Thursday, 11	Cabinet (budget)*
Thursday, 16	Overview & Scrutiny Panel (budget)*
Wednesday, 17	Planning Committee
Thursday, 25	Cabinet (budget)*
Monday, 29	Members Briefing
Tuesday, 30	General Purposes Committee

February 2024

Thursday, 08	Council (budget)*
Tuesday, 13	Licensing Board
Wednesday, 14	Planning Committee
Thursday, 15	Overview & Scrutiny Panel
Tuesday, 20	Members Briefing
Thursday, 22	Council (Council Tax)

March 2024

Wednesday, 06	Governance & Audit Committee
Thursday, 07	Standards Committee
Monday, 11	Members Briefing
Tuesday, 12	Overview & Scrutiny Panel
Wednesday, 13	Planning Committee
Thursday, 14	Cabinet
Tuesday, 19	Licensing Board
Thursday, 21	Joint Transportation Board
Thursday, 28	Council
Friday, 29	Offices closed

April 2024

Monday, 01	Offices closed
Tuesday, 02	Members Briefing
Wednesday, 17	Planning Committee
Thursday, 18	Overview & Scrutiny Panel
Tuesday, 23	Members Briefing
Thursday, 25	Cabinet
Tuesday, 30	General Purposes Committee

May 2024

Monday, 06	Offices closed
Thursday, 09	Annual Council
Tuesday, 14	Members Briefing
Wednesday, 22	Planning Committee
Monday, 27	Office closed
Tuesday, 28	Overview & Scrutiny Panel
Wednesday, 29	Standards Committee

Agenda Item 14

Annex 1

June 2024

Tuesday, 04	Members Briefing
Thursday 06	Joint Transportation Board
Tuesday 11	Licensing Board
Tuesday, 18	Members Briefing
Wednesday 19	Planning Committee
Thursday, 20	Cabinet
Tuesday, 25	Members Briefing
Thursday, 27	General Purposes Committee

July 2024

Thursday, 11	Council
Tuesday, 16	Members Briefing
Wednesday, 17	Planning Committee
Thursday, 18	Overview & Scrutiny Panel
Tuesday, 23	Licensing Board
Wednesday, 24	Governance & Audit Committee
Thursday, 25	Cabinet

August 2024

Wednesday, 21	Planning Committee
Monday, 26	Offices closed

September 2024

Tuesday, 03	Licensing Board
Tuesday, 03	Members Briefing
Thursday, 12	Joint Transportation Board
Tuesday, 17	Standards Committee
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Monday, 24	Members Briefing
Tuesday, 25	Overview & Scrutiny Panel
Wednesday, 25	Governance & Audit Committee

October 2024

Tuesday 01	Licensing Board
Thursday, 10	Council
Tuesday, 16	Members Briefing
Wednesday, 16	Planning Committee
Thursday, 24	Cabinet
Tuesday, 29	General Purposes Committee

November 2024

Tuesday, 05	Members Briefing
Thursday, 07	Standards Committee
Wednesday, 20	Planning Committee
Thursday, 21	Cabinet
Monday, 25	Members Briefing
Tuesday, 26	Licensing Board
Tuesday, 26	Overview & Scrutiny Panel
Wednesday, 27	Governance & Audit Committee

December 2024

Tuesday, 10	Members Briefing
Thursday, 12	Council
Tuesday, 17	Joint Transportation Board
Wednesday, 18	Planning Committee
Thursday, 19	Cabinet
Wednesday, 25	Offices closed
Thursday, 26	Offices closed
Friday, 27	Offices closed
Monday, 25	Offices closed
Tuesday, 31	Offices closed

Agenda Item 14

Annex 1

January 2025

Wednesday, 01	Offices Closed
Thursday, 09	Licensing Board
Tuesday, 14	Members Briefing
Wednesday, 15	Planning Committee
Thursday, 16	Cabinet (budget)*
Thursday, 23	Overview & Scrutiny Panel (budget)*
Tuesday, 27	General Purposes Committee
Thursday, 30	Cabinet (budget)*

February 2025

Thursday, 06	Members Briefing
Thursday, 13	Council (budget)*
Tuesday, 18	Licensing Board
Wednesday, 19	Planning Committee
Thursday, 20	Overview & Scrutiny Panel
Monday, 25	Members Briefing
Thursday, 27	Council (Council Tax)

March 2025

Wednesday, 05	Governance & Audit Committee
Thursday, 06	Standards Committee
Thursday, 13	Joint Transportation Board
Monday, 17	Members Briefing
Tuesday, 18	Licensing Board
Tuesday, 18	Overview & Scrutiny Panel
Wednesday, 19	Planning Committee
Thursday, 20	Cabinet
Thursday, 27	Council

April 2025

Tuesday, 08	Members Briefing
Friday, 18	Offices closed
Monday, 21	Offices closed
Tuesday, 22	Overview & Scrutiny Panel
Wednesday, 23	Planning Committee
Thursday, 24	Cabinet
Monday, 29	Members Briefing
Tuesday, 30	General Purposes Committee

May 2025

Monday, 05	Offices closed
Thursday, 15	Annual Council
Tuesday, 20	Members Briefing
Wednesday, 21	Planning Committee
Monday, 26	Office closed
Tuesday, 27	Overview & Scrutiny Panel
Wednesday, 28	Standards Committee

Times of Meetings

All meetings, except for those of the Licensing Board and Licensing Sub-Committees are held at 7.00 pm. The Licensing Board meetings are held at 10.00 am.

Licensing Sub-Committee meetings are held either at 10.00 or 11.00 am.

Members' Briefings are held at 5.15 pm

*To consider the council budget