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22 May 2024

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **COUNCIL** on Wednesday 22 May 2024 at 6.00 pm, the following reports that were unavailable when the agenda was printed.

10 **REVIEW OF THE ALLOCATION OF SEATS TO POLITICAL GROUPS** (Pages 2 - 8)

That the Council:

- (a) Appoint committees to deal with matters which are neither reserved to the Council nor are executive functions.
- (b) Review the allocation of seats to political groups and non-aligned members.
- (c) Appoint Chairmen, Vice-Chairmen, Spokespersons and Deputy Spokespersons to committees as appropriate.

Yours sincerely

A handwritten signature in black ink, appearing to be "N. Smith", written over a white background.

Chief Executive



CABINET AND COMMITTEE APPOINTMENTS 2024/25

CHAIRMAN AND VICE-CHAIRMAN OF THE COUNCIL

1	Chairman	To be elected at the Annual Meeting
2	Vice-Chairman	To be appointed at the Annual Meeting

LEADER AND CABINET (& SHADOW CABINET)

		Cabinet (LAB)	Shadow Cabinet (CON)
	Leader	K Mills	T J Bartlett
	Deputy Leader	J L Pout	C A Vinson
1	Transport, Licensing and Environmental Services	J L Pout	M Bates
2	Community and Corporate Property	C D Zosseder	O C de R Richardson
3	Finance, Governance, Climate Change and Environment	S B Blair	C A Vinson
4	Housing, Skills and Education	P M Brivio	D R Friend
5	Planning and Built Environment	E A Biggs	N S Kenton

LEAD MEMBERS (AND SHADOW LEAD MEMBERS)

	Portfolio	Labour (LAB)	Conservative (CON)
1	Transport, Licensing and Environmental Services	D J Parks	M F Hibbert
2	Community and Corporate Property	L M Wright	D G Beaney
3	Finance, Governance, Climate Change and Environment	S H Beer	M W Rose
4	Housing, Skills and Education	M J Nee	M P Porter
5	Planning and Built Environment	D G Cronk	J S Back

DOVER JOINT TRANSPORTATION ADVISORY BOARD (7 seats) *

	LAB (4)	CON (3)	NAM (0)
1	E A Biggs	M Bates	
2	G Cowan	J S Back	
3	D G Cronk	M F Hibbert	
4	D J Parks		

(*) *Chairman and Vice-Chairman are appointed on an alternating basis by Dover District Council (Cabinet) and Kent County Council. For 2024/25 the DDC Cabinet will appoint the Chairman of the Dover Joint Transportation Advisory Board.*

	KCC Representatives (7)	KALC Representatives (2) (non-voting)	Town Council Reps (3) (non-voting)
1	D G Beaney	To be advised	Dover TC
2	T A Bond	To be advised	Dover TC Substitute
3	S S Chandler		Deal TC
4	N J Collor		Deal TC Substitute
5	S C Manion		Sandwich TC
6	D P Murphy		Sandwich TC Substitute
7	O C de R Richardson		

EAST KENT SERVICES COMMITTEE (2 seats) *

	LAB (2)	CON (0)	NAM (0)
1	K Mills		
2	J L Pout		

(*) *Political balance requirements do not apply to EKSC. Nominees must be Executive Leader and Deputy Leader.*

EAST KENT SERVICES COMMITTEE NAMED SUBSTITUTES (2) *

	LAB (2)	CON (0)	NAM (0)
1	P M Brivio		
2	C D Zosseder		

(*) *Two named substitutes from the Executive (Cabinet) can be appointed.*

ELECTORAL MATTERS COMMITTEE (5 seats)

	LAB (3)	CON (2)	NAM (0)
1	S H Beer	T J Bartlett	
2	K Mills	C A Vinson	
3	J L Pout		

GENERAL PURPOSES COMMITTEE (5 seats)			Training Requirement *		
LAB (3)		CON (2)		NAM (0)	
1	S B Blair	D R Friend			
2	J L Pout	M P Porter			
3	C D Zosseder				

(*) Training is only required for Members when exercising specific functions and will be provided as needed.

GOVERNANCE COMMITTEE (7 seats)				Training Requirement	
LAB (4)		CON (3)		NAM (0)	
Name	Trained?	Name	Trained?	Name	Trained?
1	S H Beer	<input checked="" type="checkbox"/>	M Bates	<input checked="" type="checkbox"/>	
2	J P Loffman	<input checked="" type="checkbox"/>	S C Manion	<input checked="" type="checkbox"/>	
3	H M Williams	<input checked="" type="checkbox"/>	R M Knight	<input checked="" type="checkbox"/>	
4	L M Wright	<input checked="" type="checkbox"/>			

GOVERNANCE COMMITTEE TRAINED					
LAB		CON		NAM	
Name	Trained?	Name	Trained?	Name	Trained?
1	S H Beer	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	T J Bartlett	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	
2	S B Blair	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	M Bates	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	
3	P M Brivio	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	R M Knight	<input checked="" type="checkbox"/> (8/6) (13/6)	
4	J P Loffman	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	S C Manion	<input checked="" type="checkbox"/> (8/6) training completed 4/12 <input checked="" type="checkbox"/> (13/6)	
5	S M S Mamjan	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)	C A Vinson	<input checked="" type="checkbox"/> (8/6) (13/6)	
6	H M Williams	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)			
7	L M Wright	<input checked="" type="checkbox"/> (8/6) <input checked="" type="checkbox"/> (13/6)			

JOINT STAFF CONSULTATIVE FORUM (5 seats + 5 staff)

	LAB (3)	CON (2)	NAM (0)
1	S Hill	D G Beaney	
2	K Mills	M P Porter	
3	L M Wright		

The Joint Staff Consultative Forum is responsible for electing its Chairman and Vice-Chairman. In addition, there are 5 Staff Representatives are also appointed from Unison & GMB.

JOINT HEALTH, SAFETY & WELFARE CONSULTATIVE FORUM (5 seats + 5 staff)

	LAB (3)	CON (2)	NAM (0)
1	S Hill	D G Beaney	
2	K Mills	M P Porter	
3	L M Wright		

The Joint Health, Safety and Welfare Consultative Forum is responsible for electing its Chairman and Vice-Chairman. In addition, there are 5 Staff Representatives are also appointed from Unison & GMB.

LICENSING COMMITTEE (15 seats) *

Training Requirement

	LAB (8)		CON (7)		NAM (0)	
	Name	Trained?	Name	Trained?	Name	Trained?
1	S B Blair	<input checked="" type="checkbox"/>	J S Back	<input checked="" type="checkbox"/>		
2	P M Brivio	<input checked="" type="checkbox"/>	M Bates	<input checked="" type="checkbox"/>		
3	G Cowan	<input checked="" type="checkbox"/>	D G Beaney	<input checked="" type="checkbox"/>		
4	D G Cronk	<input checked="" type="checkbox"/>	M F Hibbert	<input checked="" type="checkbox"/>		
5	S Hill	<input checked="" type="checkbox"/>	S C Manion	<input checked="" type="checkbox"/>		
6	J P Loffman	<input checked="" type="checkbox"/>	M P Porter	<input checked="" type="checkbox"/>		
7	D J Parks	<input checked="" type="checkbox"/>	O C de R Richardson	<input checked="" type="checkbox"/>		
8	C F Woodgate	<input checked="" type="checkbox"/>				

(* This committee does not have to be politically balanced. The Committee is responsible for electing its own Chairman and Vice-Chairman.

LICENSING COMMITTEE TRAINED						
	LAB		CON		NAM	
	Name	Trained?	Name	Trained?	Name	Trained?
1	E A Biggs	✓	J S Back	✓	M Moorhouse	✓
2	S B Blair	✓	D G Beaney	✓		
3	P M Brivio	✓	T J Bartlett	✓		
4	G Cowan	✓	M F Hibbert	✓		
5	D G Cronk	✓	S C Manion	✓		
6	S Hill	✓	D P Murphy	✓		
7	J P Loffman	✓	M P Porter	✓		
8	S M S Mamjan	✓	O C de R Richardson	✓		
9	D J Parks	✓				
10	H M Williams	✓				
11						

OVERVIEW AND SCRUTINY COMMITTEE (10 seats)			
	LAB (6)	CON (4)	NAM (0)
1	S H Beer	T J Bartlett	
2	S Hill	M Bates	
3	J P Loffman	D R Friend	
4	M J Nee	M W Rose	
5	D J Parks		
6	L M Wright		

- *The Chairman and Vice-Chairman of the Council and Cabinet Members cannot serve on scrutiny.*
- *In accordance with the Constitution, the Overview and Scrutiny Committee will be chaired by a councillor who is not a member of the largest group on the Council.*

PLANNING COMMITTEE (10 seats)				Training Requirement		
	LAB (6)		CON (4)		NAM (0)	
	Name	Trained?	Name	Trained?	Name	Trained?
1	D G Cronk	✓	J S Back	✓		
2	S Hill	✓	D G Beaney	✓		
3	J P Loffman	✓	N S Kenton	✓		
4	M J Nee	✓	R M Knight	✓		
5	H M Williams	✓				
6	C F Woodgate	✓				

PLANNING COMMITTEE TRAINED

	LAB		CON		NAM	
	Name	Trained?	Name	Trained?	Name	Trained?
1	E A Biggs ¹	✓	J S Back ¹	✓	M W Moorhouse ¹	✓
2	S B Blair ¹	✓	M Bates ¹	✓		
3	P M Brivio ²	✓	D G Beaney ¹	✓		
4	D G Cronk ²	✓	D R Friend ¹	✓		
5	S Hill ¹	✓	N S Kenton ¹	✓		
6	J P Loffman ¹	✓	R M Knight ¹	✓		
7	S M S Mamjan ¹	✓	M P Porter ¹	✓		
8	K Mills ¹	✓	O C de R Richardson ¹	✓		
9	M J Nee ²	✓	C A Vinson ¹	✓		
10	J L Pout ¹	✓				
11	H M Williams ¹	✓				
12	C F Woodgate ¹	✓				
13	L M Wright ¹	✓				
14						
15						

(1) Training held on 30 May 2023

(2) Training held on 21 June 2024

REGULATORY COMMITTEE (5 seats)

Training Requirement

	LAB (3)		CON (2)		NAM (0)	
	Name	Trained?	Name	Trained?	Name	Trained?
1	P M Brivio	☑	M F Hibbert	☑		
2	G Cowan	☑	O C de R Richardson	☑		
3	J P Loffman	☑				

REGULATORY COMMITTEE TRAINED

	LAB		CON		NAM	
	Name	Trained?	Name	Trained?	Name	Trained?
1	E A Biggs	✓	T J Bartlett	✓	M Moorhouse	✓
2	S B Blair	✓	D G Beaney	✓		
3	P M Brivio	✓	M F Hibbert	✓		
4	G Cowan	✓	S C Manion	✓		
5	D G Cronk	✓	D P Murphy	✓		
6	S Hill	✓	M P Porter	✓		
7	J P Loffman	✓	O C de R Richardson	✓		
8	S M S Mamjan	✓				
9	H M Williams	✓				
10						

COMMITTEE CHAIRMEN AND VICE-CHAIRMEN

Committee Name	Chairman	Vice-Chairman
Dover Joint Transportation Advisory Board*	E A Biggs	KCC Cabinet to appoint
Electoral Matters Committee	K Mills	J L Pout
General Purposes Committee	J L Pout	C D Zosseder
Governance Committee	S H Beer	H M Williams
Joint Staff Consultative Forum	Elected by Committee	Elected by Committee
Joint Health, Safety & Welfare Consultative Forum	Elected by Committee	Elected by Committee
Licensing Committee	Elected by Committee	Elected by Committee
Overview and Scrutiny Committee	T J Bartlett	M W Rose
Planning Committee	M J Nee	J P Loffman
Regulatory Committee	G Cowan	P M Brivio

(*) KCC/DDC Cabinet Appointment

SPOKESPERSONS

Committee Name	Spokesperson	Deputy Spokesperson (if applicable)
Planning Committee	J S Back	
Overview and Scrutiny Committee	L M Wright	S Hill