



Council Meeting

**Council Offices
White Cliffs Business Park
Dover**

Wednesday, 20 July 2022

Summons and Agenda

Nadeem Aziz
Chief Executive



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12 July 2022

To the Members of the Council,

You are hereby summoned to attend a meeting of the **COUNCIL** to be held in the Council Chamber at these Offices on Wednesday 20 July 2022 at 6.00 pm for the transaction of the business set out in the Agenda.

Chief Executive

Members of the Council:

M D Conolly (Chairman)	N J Collor	K Mills
D Hannent (Vice-Chairman)	D G Cronk	D P Murphy
J S Back	D R Friend	O C de R Richardson
T J Bartlett	J P Haste	M Rose
M Bates	D A Hawkes	C A Vinson
D G Beaney	M F Hibbert	R S Walkden
S H Beer	S J Jones	P Walker
E A Biggs	P D Jull	H M Williams
T A Bond	L A Keen	C F Woodgate
P M Brivio	N S Kenton	C D Zossedder
S S Chandler	S C Manion	

AGENDA

1 **APOLOGIES** (Page 7)

To receive any apologies for absence.

2 **MINUTES** (Pages 8 - 17)

To confirm the Minutes of the meeting held on 18 May 2022 (to follow).

3 **DECLARATIONS OF INTEREST** (Page 18)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **ANNOUNCEMENTS** (Page 19)

To receive any announcements from the Chairman of the Council, the Leader of the Council, Members of the Cabinet or the Head of Paid Service.

5 **LEADER'S TIME** (Page 20)

To receive an oral report at the meeting from the Leader (and Cabinet) on the business of the Executive or on any topic or subject that it is felt should be brought to the attention of the Council.

In accordance with Council Procedure Rule 10 (Leader's Time):

- (a) The Leader (and Cabinet) shall have up to 15 minutes to make within this report any statements that they wish on any topic or subject that they feel should be drawn to the attention of the Council.
- (b) The Leader of the Main Opposition Group (or their nominee) shall be allowed up to 10 minutes to respond.
- (c) The Leader of the Council shall be allowed up to 5 minutes to exercise a right of reply (or 25% of the time given to the Opposition Group Leader(s), whichever is the greatest).

6 **SEAT ALLOCATION AND GROUP APPOINTMENTS** (Page 21)

To receive from Group Leaders any changes to seat allocations or appointments.

(Note: Any changes must be within the approved allocation of seats to political groups in accordance with the political balance rules (where applicable).)

7 **QUESTIONS FROM THE PUBLIC** (Page 22)

To receive answers in respect of questions from the public to Members of the Executive asked in accordance with Rule 11 of the Council Procedure Rules.

- (a) Questions will be asked in the order in which notice of them was received, except that the Chairman may group together similar questions.
- (b) The period for questions by the public shall be limited so that no further questions shall be put after the elapse of 15 minutes from the commencement of the first question.
- (c) A maximum of three minutes is allowed for the each question to be read.
- (d) A questioner who has put a question in person may also put one supplementary question without notice to the member who has replied to his or her original question. A supplementary question must arise directly out of the original question or the reply.
- (e) Afterwards, any other Member at the Chairman's discretion may speak for up to two minutes on a question or reply.

Questions from the Public

The questions received during the notice period are set out in the agenda papers.

8 **COMPLAINTS POLICY** (Pages 23 - 37)

To consider the attached report of the Head of Governance and HR.

9 **BROADCAST AND RECORDING OF MEETINGS** (Pages 38 - 51)

To consider the attached report of the Monitoring Officer.

10 **QUESTIONS FROM MEMBERS** (Pages 52 - 53)

Up to 60 minutes is allowed for this part of the meeting unless extended by the Chairman of the Council or on a motion moved, duly seconded and approved by the Council. Members may ask one supplementary question in addition to their original question.

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The questions received are set out in the order received in the agenda papers.

11 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 54)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

12 **APPOINTMENT OF INDEPENDENT PERSONS**

The Council at its meeting held on 18 May 2022 resolved:

- (a) That the Council appoint two Independent Persons with effect from 22 July 2022.
- (b) That the Monitoring Officer be authorised to advertise the vacancies in accordance section 28 Localism Act 2011.
- (c) That a panel comprised of the Chairman of the Governance Committee, the Democratic and Corporate Services Manager and the Monitoring Officer be requested to shortlist and interview applicants for the vacancies and make recommendations for the appointment of two applicants to the Council meeting on 20 July 2022.

The Monitoring Officer will advise the outcome of the deliberations of the interview panel and its recommendations for the appointment of two Independent Persons.

13 **URGENT BUSINESS TIME** (Page 55)

To consider any other items deemed by the Chairman of the Council to be urgent in

accordance with the Local Government Act 1972.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is step free access via the Council Chamber entrance and an accessible toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- In order to facilitate the broadcast of meetings there have been cameras set up in the Council Chamber that communicate with Microsoft Teams Live. This enables meetings held in the Council Chamber to be broadcast for public viewing through the Council's website. These meetings are only available for viewing live and the Council does not retain copies of the broadcast.

The meetings in which these cameras will be used include meetings of: (a) Council; (b) Cabinet; (c) General Purposes Committee; (d) Governance Committee; (e) Planning Committee; and (f) Overview and Scrutiny Committee.

- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
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