



**Council**

Members of the **Council of Gravesham Borough Council** are summoned to attend a meeting to be held in the main Auditorium of The Woodville on **Tuesday, 14 May 2024 at 7.00 pm** when the business specified in the following agenda is proposed to be transacted.

S Walsh  
Assistant Director  
(Organisational Development & Democratic Support)

**Agenda**

**Part A**

**Items likely to be considered in Public**

**Before the start of formal business, the Mayor will present awards to the Gravesham Community Awards Winners**

1. Apologies for absence
2. Declaration of Interest
3. Election of Mayor for the ensuing municipal year
  - 3.1 The Mayor will call for nominations.
  - 3.2 Members will vote on nominations.  
**(Note: Candidates may vote)**
  - 3.3 The incoming Mayor will come forward and stand to the right of the Mayor.
  - 3.4 The incoming Mayor will be asked by the Chief Executive to read aloud the Declaration of Acceptance of Office required by Section 83 of the Local Government Act 1972. The Mayor will then sign the declaration and the Chief Executive will announce the fact to the Council.

- 3.5 The outgoing Mayor will shake the hand of the incoming Mayor and vacate the Mayoral Chair.
- 3.6 The entire company will rise and the National Anthem will be played.
- 3.7 The company remain standing; the incoming Mayor will retire together with the outgoing Mayor and the platform party.
- 3.8 There will be an interval during the robing of the new Mayor.
- 3.9 The Mayor's return will be announced and the company asked to rise. The Mayor will return. The company will remain standing while the outgoing Mayor is conducted to his seat.
- 3.10 The Mayor's installation speech.
- 3.11 At the conclusion, the Mayor will move "that the best thanks of the Council be accorded to Gurdip Ram Bungar for the manner in which he has carried out the office of Mayor during the past municipal year".
- 3.12 The Leader of the Executive will second the motion.
- 3.13 The outgoing Mayor will reply.

#### 4. Presentation of the Past Mayor's Badge

The Mayor will announce that a past Mayor's Badge will be presented to the outgoing Mayor.

#### 5. Presentation of the Past Mayoress's Badge

The Mayor will announce that a past Mayoress's Badge will be presented to the outgoing Mayoress.

#### 6. Mayoress/Mayor's Escort

The Mayor will announce the Mayoress / Mayor's Escort for the ensuing municipal year.

#### 7. Appointment of the Civic Chaplain

The Mayor will announce the Civic Chaplain and invest the incumbent with the Civic Cross

#### 8. Election of Deputy Mayor for the ensuing municipal year

- 8.1 The Mayor will call for nominations.
- 8.2 Members will vote on nominations.  
**(Note:** Candidates may vote)
- 8.3 The incoming Deputy Mayor will come forward and stand to the right of the Mayor.
- 8.4 The incoming Deputy Mayor will be asked by the Chief Executive

to read aloud the Declaration of Acceptance of Office required by Section 83 of the Local Government Act 1972. The Deputy Mayor will then sign the declaration and the Chief Executive will announce the fact to the Council.

- 8.5 The Mayor will place the Chain of Office on the incoming Deputy Mayor and shake his/her hand.

#### 9. Deputy Mayoress/Escort

The Deputy Mayor will announce the Deputy Mayoress / Deputy Mayor's Escort for the ensuing municipal year.

#### 10. Presentation of Bouquets

#### 11. Minutes of the meeting of Council held on Tuesday 16 April 2024

(Pages 7 - 12)

#### 12. Confirmation of the arrangements in respect of the Cabinet - for information - details to be circulated separately

- 12.1 The Leader will decide upon the size of the Cabinet (subject to a maximum of ten, including the Leader and Deputy Leader) and will appoint Cabinet Members from among the serving Councillors;

- 12.2 The Leader will appoint the Deputy Leader from among the Cabinet Members.

#### 13. Representation on Political Groups on Committees

- 13.1 To review the representation of the political groups on the following:-

Planning Committee  
Licensing Committee  
Finance and Audit Committee  
Overview Scrutiny Committee  
Crime and Disorder Scrutiny Committee  
Appointments Board  
Standards Committee  
Appeals Sub-Committee  
Appointments Panel  
Hackney Carriage Sub-Committee  
Licensing Panel

- 13.2 Subject to the review, to determine the allocations of seats thereon to the Political Groups.

- 13.3 Subject to the Assistant Director (Organisational Development & Democratic Support), receiving notification of each Group's wishes in relation to the appointment of Members to those seats, to appoint the Council's Committees as identified in 13.1 above.

#### 14. Appointment of Members to Committees and Boards

To appoint Members together with the Chairs and Vice-Chairs (where required) to the following Committees and Boards:-

Planning Committee  
Licensing Committee  
Finance and Audit Committee  
Overview Scrutiny Committee  
Crime and Disorder Scrutiny Committee  
Appointments Board  
Standards Committee  
Appeals Sub-Committee  
Appointments Panel  
Hackney Carriage Sub-Committee  
Licensing Panel

Joint arrangements with other local authorities:-

Joint Transportation Board  
South Thames Gateway Building Control Joint Committee

#### 15. Appointment of representatives to Outside Bodies

To make appointments to outside bodies

#### 16. Scheme of Delegation

To re-affirm the scheme of delegation relating to the Council's functions other than Cabinet functions. An electronic link to Annex 1 of the Constitution herewith:-

[Document \(1c\)Annex 1 - Responsibility of Functions – Gravesham Borough Council](#)

#### 17. Timetable of meetings for the forthcoming municipal year

(Pages 13 - 14)

To approve the timetable of meetings for the forthcoming municipal year.

#### 18. Questions

To consider any questions submitted under the Council Procedure Rules from members of the public (Rule 13) or Members of the Council (Rule 14).

**Council****Tuesday, 16 April 2024****7.30 pm****Present:**

The Worshipful the Mayor, Gurdip Bungar

Councillors	Derek Ashenden	Jordan Meade
	Helen Ashenden	Lyn Milner
	Ejaz Aslam	Shane Mochrie-Cox
	Rajinder Atwal	Emma Morley
	Gurjit Bains	Karina O'Malley
	David Beattie	Leslie Pearton
	John Burden	Tony Rana
	Deborah Croxton	Alan Ridgers
	Lee Croxton	Christina Rolles
	Dakota Dibben	Lenny Rolles
	Aaron Elliott	Peter Scollard
	Emma Elliott	Benjamin Sizer
	Gary Harding	Lauren Sullivan
	Jo Hart	Ektaveen Thandi
	Baljit Hayre	Narinderjit Singh Thandi
	Leslie Hills	Jenny Wallace
	Samir Jassal	Frank Wardle
	Gavin Larkins	

Stuart Bobby	Chief Executive
Nick Brown	Director (Environment) & Deputy Chief Executive
Daniel Killian	Director (Housing)
Sarah Parfitt	Director (Corporate Services)
Simon Walsh	Assistant Director (Organisational Development & Democratic Support)
Vicky Nutley	Head of Legal Services
Andy Rayfield	Communications Manager
Carlie Simmonds	Committee Services Manager (Minutes)
Calvin Lee	IT Projects Officer

**73. Apologies**

Apologies for absence were received from the Deputy Mayor, Councillor Daniel Adewale King and Councillors Alan Metcalf and Alison Williams.

**74. Minutes**

The Minutes of the meeting held on Tuesday 20 February 2024 were signed by the Mayor.

**75. Declarations of Interest**

Cllr Alan Ridgers declared an interest in agenda item 7 - Urgency Decision - Amendment to the 2024/25 Capital Programme and approval for 2025/26 as he is a Trustee on the Henry Pinnocks Charity.

The Chief Executive advised that, in accordance with advice received from the Council's Monitoring Officer, Members only needed to declare interests which had not already been listed within their Disclosable Pecuniary Interests form.

**76. To answer any questions received from members of the public of which notice has been given under Council Procedure Rule 13**

The following question had been submitted:-

**Question received from Tina Brooker/Catherine Marshall (on behalf of concerned residents):-**

"At the 17th October 2023 Full Council meeting a question was read out to the committee:-

"Why did the Council call a Climate Emergency in June 2019 - supplementary information was supplied (evidenced on the minutes of that meeting). A declaration made by a global network of over 1,900 international scientists and professionals stating "There is NO climate emergency" ... "climate science should be less political, policies should be more scientific. To believe the outcome of a climate model is to believe what the model makers have put in",,,

So our question is:

Did the Councillors invoking the climate emergency do their due diligence and research dissenting scientific evidence or just blindly follow IPCC Projections?

**Response by Cllr John Burden, Leader of the Council:-**

The Council's decision to declare a climate emergency was based on the evidence set out by the United Nations Intergovernmental Panel on Climate Change (IPCC).

The IPCC were created in 1988 by the World Meteorological Organisation and the United Nations Environment Programme to provide governments at all levels with scientific information that they can use to develop climate policies.

The IPCC currently has 195 member countries. Thousands of people from all over the world contribute to the work of the IPCC, including the production of "Assessment Reports" which compile the key findings of the work of the IPCC for policymakers and the general public. Experts have described this work as the biggest peer review process in the scientific community, with these reports also providing a key input into international climate change negotiations.

To respond to the question posed, in declaring a climate emergency the Council did follow the evidence set out by the IPCC as an internationally recognised source of scientific research in the area of Climate Change.

## 77. Minutes of Committees

Motions that proceedings, reports and recommendations of Committees, except those reserved under Council Procedure 5.2(6) as referred to below be received and adopted and where applicable the Orders made by them be ratified and confirmed were duly proposed, seconded and resolved in each case.

- Minutes of the Cabinet held on Monday, 19 February 2024;
- Minutes of the Finance and Audit Committee held on Tuesday, 5 March 2024;
- Minutes of the Planning Committee held on Thursday, 7 March 2024;
- Minutes of the Cabinet held on Monday, 18 March 2024; and
- Minutes of the Overview Scrutiny Committee held on Monday, 25 March 2024.

## 78. Reserved Minutes

The following minutes of Overview Scrutiny Committee held on Monday, 25 March 2024 were reserved:-

- Item called-in from the Cabinet meeting of 18 March 2024: Item 11, Balancing the Budget - Gravesend Town Centre Options; and
- Item called-in from the Cabinet meeting of 18 March 2024: Item 13, Lothbury Property Fund.

The minutes were ratified and confirmed.

## 79. Urgency Decision - Amendment to the 2024/25 Capital Programme and approval for 2025/26

The Council was informed of an urgent decision taken by Director (Housing) in consultation with the Leader of the Administration, the Leader of the Opposition, and Section 151 Officer as per the Constitution, to accept government grant funding of £1,521,000 to facilitate participation in the Local Authority Fund (LAHF) Round 3 which was designed to increase the availability of nine homes of which seven were for temporary accommodation and two were affordable housing for the governments Afghan Resettlement Scheme.

Accepting the grant funding will require the amendment of the agreed 2024/25 Capital Programme. The government will pay 45% of the £1,521,000 in year 1 which means the capital budget for 2024/25 will need adjusting to reflect £684,450. The remaining 55% of the grant of £836,550 will be received in 2025/26 financial year.

It was moved by Cllr John Burden and seconded by Cllr Shane Mochrie-Cox that:-

The Council notes the urgent decision taken by Director (Housing) in consultation with the Leader of the Administration, the Leader of the Opposition, and Section 151 Officer to accept a capital grant of £1,521,000 that will amend the Council's 2024/25 agreed capital programme.

The above motion was **resolved** unanimously.

### 80. Review of the Constitution (Phase 3)

The Council was presented with proposed amendments to Annex 1: Responsibility for Functions of the Constitution for formal approval and adoption.

It was moved by Cllr John Burden and seconded by Cllr Shane Mochrie-Cox that:-

The Council approves:-

1. the amendments to Annex 1: Responsibility for Functions of the Constitution as set out in section two of the report and appendix one; and
2. delegates authority to the Monitoring Officer in conjunction with the Director for Corporate Services to make amendments which are consequential to the changes approved to ensure consistency throughout the Constitution.

The above motion was **resolved** unanimously.

### 81. Live Streaming Council Meetings - Changes to the Constitution

The Council was presented with an update on the progress of the project to Live Stream Council meetings and the installation of audio visual (AV) equipment in the Council Chamber; together with proposed amendments to the Council's Constitution, recommended to Full Council by the Cabinet.

It was moved by Cllr John Burden and seconded by Cllr Shane Mochrie-Cox that:-

The Council approves the proposed amendments to the Council's Constitution in relation to:-

1. a new Annex 3.13 'Filming, Photographing, Audio Recording at Committee meetings'; and
2. additional wording to be added to Annex 2.2, paragraph 5.3:  
*'Members of the press and public are also entitled to report on meetings of the Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law'. – The protocol and further guidance can be found in Annex 3.13 Filming, Photographing, Audio Recording at Committee meetings.'*

The above motion was **resolved** unanimously.

### 82. Working in Partnership Framework - April 2024

The Council was presented with an updated Working in Partnership Framework for Gravesham Borough Council for adoption.

It was moved by Cllr John Burden and seconded by Cllr Shane Mochrie-Cox that:-

The Council adopts the Working in Partnership Framework, attached at appendix one, for incorporation into the Council's Policy Framework.

The above motion was **resolved** unanimously.



**83. Development of the Corporate Risk Register 2024-2025**

The report informed the Council of the outcome of the annual risk identification and analysis exercise and presented the Corporate Risk Register for 2024-2025 for approval.

It was moved by Cllr John Burden and seconded by Cllr Shane Mochrie-Cox that:-

The Council approves the Corporate Risk Register for 2024-2025.

The above motion was **resolved** unanimously.

**84. To consider questions from Members of the Council of which notice has been given under Council Procedure Rule 14.**

No questions had been received.

**85. To receive the Mayor's Announcements**

The Leader stated that this will be the last meeting of the Council to be attended by Mr Nick Brown, Director (Environment) & Deputy Chief Executive, who will be retiring.

On behalf of the Council, the Leader of the Council, Deputy Leader of the Council and Leader of the Opposition paid tribute to Mr Brown on the work undertaken during his tenure at Gravesham Borough Council.

Mr Brown in his response thanked Members for the support they had given to him and stated that it had been a privilege to work for Gravesham Borough Council.

The Mayor thanked those that had attended the Vaisakhi celebrations/procession which took place on 13 April 2024.

The Mayor invited Members to attend the following events:-

- the Mayor's Coffee Morning which would be taking place on 17 April 2024; and
- the Mayor's retirement Curry Night at The Woodville which would be taking place on Friday 10 May 2024.

The Mayor invited those present to join him in the Parlour for refreshments.

**Close of meeting**

The meeting ended at 8.20 pm.

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**GRAVESHAM BOROUGH COUNCIL - SCHEDULE OF MEETINGS 2024-2025**

Cycle 1	
<b>May</b>	
Mon 13	CE Briefing
Tues 14	<b>ANNUAL COUNCIL</b>
Wed 15	Parish Chairs Meeting
Mon 20	SC Advisory Cttee
Tues 21	Conservative Group Meeting
Wed 22	Planning Cttee
Thurs 23	Labour Group Meeting
Tues 28	Cabinet
Wed 29	Gravesham JTB ( <i>In-Person</i> )
Thurs 30	C&L Cabinet Cttee
<b>June</b>	
Mon 3	OS Cabinet Cttee
Tues 4	P&A Cabinet Cttee
Wed 5	HS Cabinet Cttee
Thurs 6	Overview Scrutiny Cttee
Mon 10	CE's Briefing
Tues 11	Conservative Group Meeting
Wed 12	Planning Cttee
Thurs 13	Labour Group Meeting
Mon 17	SE Cabinet Cttee
<b>Tues 18</b>	<b>COUNCIL</b>

Cycle 2	
<b>June</b>	
Wed 19	Conservative Group Meeting
Thurs 20	Labour Group Meeting
Mon 24	Cabinet
Tues 25	Northfleet Harbourside SG
Thurs 27	STGBC
Thurs 27	Rosherville Shareholder AB
<b>July</b>	
Wed 03	Planning Cttee
Thurs 04	Overview Scrutiny Cttee
Tues 16	Finance & Audit Cttee
Wed 31	Planning Cttee
<b>August</b>	
Mon 19	CE's Briefing
Wed 28	Gravesham JTB ( <b>V</b> )
Thurs 29	SC Advisory Cttee
<b>September</b>	
Mon 02	Licensing Cttee
Tues 03	Parish Chairs Meeting
Wed 04	Northfleet Harbourside SG
Wed 04	Conservative Group Meeting
Thurs 05	Labour Group Meeting
Mon 09	Cabinet
Tues 10	C&L Cabinet Cttee
Wed 11	HS Cabinet Cttee
Thurs 12	OS Cabinet Cttee
Mon 16	CE's Briefing
Tues 17	Finance & Audit Cttee
Wed 18	P&A Cabinet Cttee
Thurs 19	Overview Scrutiny Cttee
Mon 23	SE Cabinet Cttee
Tues 24	Conservative Group Meeting
Wed 25	Planning Cttee
Thurs 26	STGBC
Thurs 26	Labour Group Meeting
Mon 30	Cabinet
<b>October</b>	
Mon 07	Climate Change Advisory Board
Tues 8	Conservative Group Meeting
Wed 9	Labour Group Meeting
Thurs 10	Overview Scrutiny Cttee
<b>Tues 15</b>	<b>COUNCIL</b>

Cycle 3	
<b>October</b>	
Mon 21	CE's Briefing
Wed 23	Planning Cttee
Thurs 24	Crime & Disorder Scrutiny Cttee
Wed 30	Conservative Group Meeting
Thurs 31	Labour Group Meeting
<b>November</b>	
Mon 04	Cabinet
Tues 05	Licensing Cttee
Wed 06	Finance & Audit Cttee
Thurs 07	C&L Cabinet Cttee
Mon 11	HS Cabinet Cttee
Tues 12	Rosherville Shareholder AB
Wed 13	SC Advisory Committee
Thurs 14	Overview Scrutiny Cttee
Mon 18	P&A Cabinet Cttee
Tues 19	SE Cabinet Cttee
Wed 20	Planning Cttee
Thurs 21	OS Cabinet Cttee
Mon 25	Parish Chairs Meeting
Tues 26	Conservative Group Meeting
Wed 27	Gravesham JTB ( <b>V</b> )
Thurs 28	Labour Group Meeting
<b>December</b>	
Mon 02	CE Briefing
<b>Tues 03</b>	<b>COUNCIL</b>

Cycle 4	
<b>December</b>	
Wed 04	Northfleet Harbourside SG
Weds 11	Conservative Group Meeting
Thurs 12	STGBC
Thurs 12	Labour Group Meeting
Mon 16	Cabinet
<b>January</b>	
Thurs 2	Overview Scrutiny Cttee
Wed 8	Planning Cttee
Wed 15	Parish Chairs Meeting
Mon 20	CE Briefing
Wed 29	Conservative Group Meeting
Thurs 30	Labour Group Meeting
<b>February</b>	
Mon 03	Cabinet
Wed 05	Planning Cttee
Mon 10	CE Briefing
Tues 11	Finance & Audit Cttee
Thurs 13	Overview Scrutiny Cttee
Wed 19	Conservative Group Meeting
Thurs 20	Labour Group Meeting
<b>Tues 25</b>	<b>COUNCIL</b>

Cycle 5	
<b>February</b>	
Mon 24	Cabinet
Wed 26	Licensing Cttee
Thurs 27	Gravesham JTB (V)
<b>March</b>	
Mon 03	CE Briefing
Tues 04	Finance & Audit Cttee
Wed 05	Planning Cttee
Thurs 06	Overview Scrutiny Cttee
Mon 10	Parish Chairs Meeting
Tues 11	C&L Cabinet Cttee
Wed 12	Northfleet Harbourside SG
Wed 12	Conservative Group Meeting
Thurs 13	STGBC
Thurs 13	Labour Group Meeting
Mon 17	Cabinet
Tues 18	HS Cabinet Cttee
Wed 19	OS Cabinet Cttee
Thurs 20	P&A Cabinet Cttee
Mon 24	SC Advisory Cttee
Tues 25	Crime & Disorder Scrutiny Cttee
Wed 26	SE Cabinet Cttee
Thur 27	Overview Scrutiny Cttee
<b>April</b>	
Mon 07	Climate Change Advisory Board
Tues 08	Conservative Group Meeting
Wed 09	Planning Cttee
Thurs 10	Labour Group Meeting
<b>Tues 15</b>	<b>COUNCIL</b>

AB	Advisory Board
Cttee	Committee
SC	Special Cabinet
C&L	Community & Leisure
HS	Housing Services
OS	Operational Services
SE	Strategic Environment
JTB	Joint Transportation Board
CE's	Chief Executive's Briefing
SG	Steering Group
STGBC	South Thames Gateway Building Control
(V)	Virtual meeting

<b>Notes:</b>	
	Meeting not open to the public
(C)	Meeting cancelled
	10am start - date highlighted
	6.30pm start - date highlighted
	7pm start - date highlighted
STGBC - subject to change due to joint arrangements	
JTB - All meetings will be virtual except for the meeting in May which will be a physical meeting	

<b>Annual Council</b>	14 May 2024
<b>Bank Holidays</b>	06 May 2024 27 May 2024 05 August 2024 26 August 2024 25 and 26 December 2024
<b>Bank Holidays 2025</b>	01 January 2025 18 April 2025 21 April 2025 05 May 2025 26 May 2025

<b>KCC School Holidays (May 2023- April 2024)</b>	
27 May 2024 - 31 May 2024	
24 July 2024 - 30 August 2024	
28 October 2024 - 1 November 2024	
23 December 2024 - 3 January 2025	
17 February 2025 - 21 February 2025	
07 April 2025 - 21 April 2025	
<b>Conferences 2024</b>	
Labour - 22 September - 25 September 2024	
Conservative - 29 September - 2 October 2024	

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