

Annual Council



Minutes of meeting held on Wednesday, 11 May 2016 at 6.00 pm

Present:-

Councillor Janet Coles (Chairman) in the Chair

Councillors Margaret Bannister, Colin Belsey, Raymond Blakebrough, Sammy Choudhury, Jonathan Dow, Penny di Cara, Tony Freebody, Pat Hearn, Gordon Jenkins, Gill Mattock, Harun Miah, Colin Murdoch, Jim Murray, Pat Rodohan, Dean Sabri, Margaret Robinson, Alan Shuttleworth, Robert Smart, Kathy Smethers, Colin Swansborough, Barry Taylor, Troy Tester, David Tutt, John Ungar and Steve Wallis.

1 Election of Mayor.

It was proposed by Councillor Swansborough and seconded by Councillor Choudhury:

"That Patricia Mary Charlotte Hearn, a Councillor of this Borough be elected Mayor for the 2016/17 municipal year and until the election of Mayor at the next Annual Meeting of the Council."

It was accordingly:-

Resolved: That Patricia Mary Charlotte Hearn, a Councillor of this Borough be elected Mayor for the 2016/17 municipal year and until the election of Mayor at the next Annual Meeting of the Council.

Councillor Hearn then made the statutory declaration of acceptance of office as Mayor.

In her speech of acceptance, the Mayor reported that her nominated charities for the 2016/17 year would be The Duke of Edinburgh Eastbourne Open Awards Centre and Refuge.

It was then proposed by Councillor Tutt, seconded by Councillor Freebody and:

Resolved: That a vote of thanks be extended to Councillor Janet Coles and her consort Jill Rutherford for the success and dedication they have brought to the office of Mayor over the past two municipal years.

2 Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None declared.

3 Minutes.

The minutes of the meeting held on 17 February 2016 were presented and the Mayor was authorised to sign them as a correct record.

4 Apologies for Absence.

An apology for absence was reported from Councillor Holt.

5 Appointment of Deputy Mayor.

It was proposed by Councillor Shuttleworth and seconded by Councillor Tester:

"That Harun Miah, a Councillor of this Borough be appointed Deputy Mayor for the 2016/17 municipal year and until the next Annual Meeting of the Council."

It was accordingly:-

Resolved: That Harun Miah, a Councillor of this Borough be appointed Deputy Mayor for the 2016/17 municipal year and until the next Annual Meeting of the Council.

Councillor Miah then made the statutory declaration of acceptance of office as Deputy Mayor and announced that his Deputy Mayoress and Deputy Mayor's Consort for the year would be Mrs Razia Begum and Mr Rajoo Harun respectively.

6 Investiture of Mayor's Consort.

The Mayor reported that Mr Philip Hearn would undertake the duty of Mayor's Consort for the 2016/17 municipal year.

7 Appointment of Mayor's Chaplain.

The Mayor reported that the Reverend Mike Blanch would be serving as the Mayor's Chaplain for the 2016/17 municipal year.

8 Executive arrangements.

Councillor Tutt reported the following:

(1) That the names of those councillors to serve on the Cabinet and the Councillor appointed as Deputy Leader of the Council (and Deputy Chairman of the Cabinet) be as shown on the schedule attached to these minutes for the 2016/17 municipal year and that the respective areas of responsibility for each member of the Cabinet be noted.

(2) That the terms of reference and constitution of the Cabinet be as set out in the Council's Constitution.

(3) That delegations to individual Cabinet members in respect of executive functions have not been made at this time.

9 Establishment of Council committees, appointment of chairmen, deputy chairmen and members to serve on Council committees, appointment of chairman and non-executive directors on boards and other appointments.

The Council noted the report of the Senior Local Democracy Officer on the allocation of seats on Council bodies for 2016/17 and a proposed schedule of nominations.

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

Resolved: (1) That the proposed number and allocation of seats and nominations as set out on the submitted schedules as attached to these minutes be approved.

(2) That the continuation of the following bodies be confirmed with terms of reference as set out in the Council's Constitution, and that they have a fixed membership to which members are appointed by the Chief Executive, Deputy Chief Executive or relevant Senior Head of Service as the need arises:

Equality Steering Group, Council Panels, Recruitment Panels, Task Groups and Project Boards

(3) That the existing independent persons (Mr Allen Gales and Mr Trevor Elliott) be re-appointed under the provisions of the Localism Act 2011, and continue to hold office for the period up to the completion of a recruitment to these positions.

10 Programme of meetings for Council Bodies 2016/17.

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

Resolved: That the programme of meetings for all bodies in the Council structure in the municipal year 2016/17 be confirmed in accordance with the schedule circulated with the agenda and the supplementary sheet circulated at the meeting.

11 Delegation of non-executive functions.

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

Resolved: That the delegation of non-executive functions, including terms of reference, to Committees, Sub-Committees and other Council bodies as set out in the relevant sections of the Council's Constitution be approved.

12 Scheme of delegations to officers and proper officer functions.

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

Resolved: That the scheme of delegations to officers and proper officer functions as set out in the relevant sections of the Council's Constitution be approved.

13 Appointments to outside and other bodies.

Following a proposal from Councillor Tutt, seconded by Councillor Mattock, it was:

Resolved: That the appointment of Members to serve on outside and other bodies be approved in accordance with the names listed on the schedule attached to these minutes.

The meeting closed at 7.00 pm

Councillor Pat Hearn
Mayor, Chairman

Schedule of Nominations and Appointments **2016/2017**

CABINET (Leader of the Council plus 5 additional members of the controlling group). The formal appointment of the 5 members (other than the Leader) is made by the Leader following his/her appointment by the full Council. Although the Council has previously determined that the size of the Cabinet shall be between 4 and 6 in total it is open to the Leader to recommend the Council to agree a different size. The law requires that the Cabinet shall have at least 3 but not more than 10 members (including the Leader).

1	Leader of the Council: David Tutt <i>Responsibilities aligned with Chief Executive and including the Community Strategy, Local Strategic Partnership, the Corporate Plan and economic development.</i>
2	Deputy Leader: Gill Mattock <i>Financial services including accountancy, audit, purchasing and payments.</i>
3	Alan Shuttleworth: <i>Direct assistance services including revenues and benefits, housing and community development, bereavement services and the Crime Reduction Partnership.</i>
4	Margaret Bannister: <i>Tourism and leisure services.</i>
5	Troy Tester: <i>Core support and strategic services.</i>
6	Steve Wallis: <i>Place services including cleansing and recycling, parks and Downland, engineering, building and development control, planning policy and strategy, environmental health and licensing.</i>

OPPOSITION SHADOW CABINET (Notification for information)

1	Opposition Leader: Tony Freebody <i>(to shadow Chief Executive aligned responsibilities and including strategic partnership, corporate plan and economic development).</i>
2	Deputy Leader: Penny di Cara <i>(to shadow financial services, including accountancy, audit, purchasing and payments).</i>
3	Raymond Blakebrough: <i>(to shadow direct assistance services including revenues and benefits, housing and community development, bereavement services and crime reduction partnership).</i>
4	Colin Murdoch: <i>(to shadow tourism and leisure services).</i>
5	Kathy Smethers: <i>(to shadow core support and strategic services).</i>
6	Gordon Jenkins: <i>(to shadow place services, including cleansing and recycling, parks and Downland, engineering, building and development control, planning policy and strategy, environmental health and licensing).</i>

COMMITTEES

Scrutiny Committee (7 or 8 members, not members of the Cabinet or the Mayor. Chairman to be appointed from the largest opposition group. and Deputy Chairman from the controlling group).

Controlling Group		Opposition	
1	D/Ch: Steve Holt	6	Ch: Raymond Blakebrough
2	Md Harun Miah	7	Colin Belsey
3	Jim Murray	8	Robert Smart
4	Pat Rodohan	Substitutes:	
5	Dean Sabri		
Substitutes:		1	Barry Taylor
1	Janet Coles	2	Penny di Cara
2	Margaret Robinson		

Planning Committee (12 trained Councillors - not Cabinet members. 8 as members of the Committee and 4 as substitutes).

Controlling Group		Opposition	
1	Ch: Jim Murray	6	Barry Taylor
2	D/Ch: Dean Sabri	7	Gordon Jenkins
3	Md Harun Miah	8	Colin Murdoch
4	Margaret Robinson	Substitutes:	
5	Sammy Choudhury	1	Penny di Cara
Substitutes:		2	Kathy Smethers
1	Jonathan Dow		
2	Pat Hearn		

Licensing Act and General Licensing Committees (Between 10 and 15 trained Members (13 proposed for 2016/17) – not Cabinet members).

Controlling Group		Opposition	
1	Ch: Jonathan Dow	10	Colin Belsey
2	D/Ch: Pat Rodohan	11	Tony Freebody
3	Sammy Choudhury	12	Colin Murdoch
4	Janet Coles	13	Robert Smart
5	Steve Holt		
6	Jim Murray		
7	Margaret Robinson		
8	Colin Swansborough		
9	(to be advised)		

Sub-Committee Standing Chairmen: (Between 3 and 5 members drawn from the membership of the Licensing Committees)

Controlling Group		Opposition	
1	Jonathan Dow	5	Colin Belsey
2	Steve Holt		
3	Pat Rodohan		
4	(to be advised)		

Audit and Governance Committee (8 Councillors plus one co-opted member if appointed).

Controlling Group		Opposition	
1	Ch: Colin Swansborough	6	Penny di Cara
2	D/Ch: Dean Sabri	7	Kathy Smethers
3	Sammy Choudhury	8	Barry Taylor
4	Jonathan Dow	Substitutes:	
5	Steve Holt	1	Colin Belsey
Substitutes:		2	Tony Freebody
1	Gill Mattock		
2	Troy Tester		

ADVISORY GROUPS

Conservation Area Advisory Group (4 or 3 members, not Planning Committee members, plus external advisors).

In 2015/16 the Conservation Area Advisory Group had 4 members. Past Council practice has been to allow the opposition an equality of seats.

Controlling Group		Opposition	
1	Ch: Pat Rodohan	3	Colin Belsey
2	D/Ch: Colin Swansborough	4	Robert Smart

Joint Staff Consultative Committee (3 members, 2 from the controlling group and 1 from the largest opposition group, plus staff representatives. Controlling Group's representation to include at least 1 Cabinet member. Chairmanship alternates between Employer's and Staff Sides). *N.B. Staff Side will take the chair in 2016/17.*

Controlling Group		Opposition	
1	D/Ch: Troy Tester	3	Gordon Jenkins
2	Margaret Bannister		
Substitutes:		Substitutes:	
1	Gill Mattock	1	Kathy Smethers
2	David Tutt	2	Tony Freebody

TASK GROUPS:

Grants Task Group (3 members)

Controlling Group		Opposition	
1	Ch: Alan Shuttleworth	3	Penny di Cara
2	Margaret Bannister		

Downland Forum (3 members)

Controlling Group		Opposition	
1	Gill Mattock	3	Colin Belsey
2	Pat Hearn		

Town Team Grants Panel (3 members)

Controlling Group		Opposition	
1	David Tutt	3	Tony Freebody
2	Gill Mattock		

EBC COMPANY DIRECTORSHIPS:

Eastbourne Homes - Non Executive Directors (currently 4*)

Controlling Group		Opposition	
1	Jonathan Dow	3	Kathy Smethers
2	Pat Hearn	4	Raymond Blakebrough

Welbeing (formerly Wealden and Eastbourne Lifeline) Board - Non Executive Directors (Council's Chief Executive and one "independent" external person)

1	Robert Cottrill (CE)	2	<i>Independent person</i>
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CloudConnX Board – Director (Council's Chief Executive)

1	Robert Cottrill (CE)
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Eastbourne Housing Investment Company Limited Board

1	David Tutt (Leader)
2	Alan Shuttleworth (Lead Cabinet member for Community)
3	Roger Eastwood (Chair, Eastbourne Homes Ltd)
4	Ian Fitzpatrick (Senior Head of Community and EHL MD)
5	Nazeya Hussain (Senior Head of Regeneration, Planning and Assets)

PROJECT BOARDS:

Airbourne Project Board: Cllrs Margaret Bannister, Colin Murdoch and David Tutt

At Home Eastbourne Project Board: Cllr Alan Shuttleworth

Boundary Review Working Group: Cllrs Gordon Jenkins, John Ungar and Troy Tester

Carbon Reduction Board: Cllrs Margaret Bannister, Gill Mattock and Jim Murray

Cultural Development Group: Cllrs Margaret Bannister and Colin Murdoch

Devonshire Park Project Board: Cllrs Margaret Bannister, Gordon Jenkins and David Tutt

Housing and Economic Development Project Board: Cllrs Alan Shuttleworth and David Tutt

Joint Transformation Programme Board: EBC Cllrs Tony Freebody, Gill Mattock and David Tutt. (LDC Cllrs: Elayne Merry, Sarah Osborne and Andy Smith)

Local Plan Steering Group: Cllrs Margaret Bannister, Pat Hearn, Gordon Jenkins, Jim Murray, David Tutt and Steve Wallis

Redoubt Museum Policy Group: Cllrs Steve Holt and Colin Murdoch

Strategic Property Board: Cllrs Gill Mattock, Barry Taylor and Troy Tester

Terminus Road Project Board (joint with ESCC): Cllrs Tony Freebody and David Tutt

Wish Tower Project Board: Cllrs David Tutt, Gordon Jenkins and Margaret Bannister.

OTHER:

Armed Forces Covenant Champion: Cllr Steve Holt

Black and Minority Ethnic (BME) Champion: Cllr Md Harun Miah

Councillors appointed to hold a Youth Brief: Cllrs Tony Freebody, Steve Holt, Dean Sabri and Troy Tester

Disability Champion: Cllr Janet Coles

Faiths Champion: Mrs Carolyn Heaps

Heritage Champion: Mrs Rebecca Madell

Hospitals Champion: Hon. Freeman Mrs Elizabeth Walke

Representation on Outside and Other Bodies 2016/2017

Organisation	Council's Representative(s)
3VA (Voluntary Action Eastbourne), observer.	Cllr Steve Holt
Age Concern	Cllr Pat Hearn (Board Member)
BHT Advice Eastbourne (formerly Eastbourne Housing Aid and Legal Centre)	Cllr Alan Shuttleworth
British Destinations (Annual Conference)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
British Destinations (nomination to Policy Committee if election arises)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Cavendish Sports Centre Joint Liaison Committee	Cllrs Colin Murdoch and Janet Coles
Citizens Advice Bureau	Cllr Colin Swansborough
Community Environment Partnership for Eastbourne	Relevant Cabinet Member (Cllr Steve Wallis) and relevant Shadow Cabinet member (Cllr Gordon Jenkins) (or their respective nominees)
Community Safety Partnership	<i>See separate listing for this partnership and its linked groups and forums at end of this schedule.</i>
Cultural Involvement Group	Cllrs Dean Sabri and Harun Miah
Disability Involvement Group	Council's Disability Champion (Cllr Coles) and Cllr Ray Blakebrough
Driving Devonshire Forward	Devonshire Ward Councillors
East Sussex Gypsy and Traveller Forum	Relevant Cabinet Member (Cllr Steve Wallis) and relevant Shadow Cabinet member (or their respective nominees). Opposition nominee is Cllr Barry Taylor.
East Sussex Gypsy and Traveller Members' Group	Relevant Cabinet Member (Cllr Steve Wallis) or nominee

East Sussex Health and Wellbeing Board	<p>Cllr Margaret Robinson is nominee. Two voting members rotate between districts and boroughs on an annual basis</p> <p>If not a voting member, can attend as an observer with speaking rights.</p>
East Sussex Health Overview and Scrutiny Committee (co-opted member) (N.B. law requires nomination to be a member of the Council's Scrutiny Committee)	Janet Coles (substitute member to be advised)
East Sussex Joint Waste Committee (Must be Cabinet members)	<p>Relevant lead Cabinet members (Cllrs Gill Mattock and Alan Shuttleworth)</p> <p>(Substitutes: Cllrs David Tutt and Steve Wallis)</p>
East Sussex Strategic Forum (Supporting People)	<p>Relevant Cabinet Member or nominee.</p> <p>Nominee is Cllr Alan Shuttleworth</p>
East Sussex Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee. Council is represented by the Chief Executive
East Sussex Strategic Planning Member Group	Cllr Steve Wallis
Eastbourne Amalgamated Charities (Trustees)	<p>Council nominated trustees:</p> <p>Mr B R Etheridge (until 31 May 2019)</p> <p>Councillor Janet Coles (until 31 May 2017)</p>
Eastbourne and Wealden YMCA Board	Cllr Jim Murray
Eastbourne and District Enterprise Agency Limited (EDEAL)	Cllr David Tutt (or nominee)
Eastbourne Cultural Communities Network (ECCN)	Cllr Jim Murray
Eastbourne Education Business Partnership	Mr Robert Cottrill (Council's Chief Executive)
Eastbourne Housing Forum	Relevant Cabinet Member (Cllr Alan Shuttleworth) or nominee
Eastbourne Leisure Trust	<p>Cllr Jim Murray</p> <p>(N.B. observer/adviser without voting rights.)</p>

Eastbourne Open Bowling Tournament Management Committee	Cllr Pat Hearn
Eastbourne Seniors Club (appointment of trustee)	The Mayor or her nominee.
Eastbourne Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee
Equality and Fairness Steering Group	Relevant Cabinet Member or nominee (Cllr Margaret Bannister is the nominee)
Redoubt Fortress Access Group	Cllr Steve Holt
Hampden Park Sports Centre Joint Liaison Committee	Cllrs Pat Hearn and Colin Swansborough
iESE Limited (General Meeting Representative)	Cllr Gill Mattock
iESE Transformation Limited (General Meeting Representative)	Cllr Gill Mattock
Local Government Association	Leader of the Council (with voting rights), plus Deputy Leader and Opposition Leader (or their respective nominees – Opposition nominee is Cllr Gordon Jenkins); all of whom should be Cabinet or Shadow Cabinet members
Local Government Association – East Sussex Branch	Leader and Deputy Leader of the Council
Local Government Association Coastal Issues Special Interest Group	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Pevensy and Cuckmere Water Level Management Board (Shadow Board from June 2016, substantive board from 1 October 2016)	6 members Cllrs Tony Freebody, Pat Rodohan, Dean Sabri and Robert Smart (2 Lib Dem nominations to be advised)
Royal Project (in support of the Royal Hippodrome Theatre)	Council nominated trustee: Cllr Steve Holt
Salvation Army Eastbourne Steering Group	Cllr Margaret Bannister
South Downs National Park Authority	Cllr Gill Mattock (until May 2019)

Sussex Police and Crime Panel	Cllr John Ungar (until May 2019) (Cllr Margaret Bannister is the named substitute)
South East England Councils	Relevant Cabinet Member or nominee. Nominee is Cllr Gill Mattock (with Cllr David Tutt as substitute)
Sussex Downs College	Cllr Dean Sabri in the event that the college seek a nomination from the Council.
Sussex Area Environment Group (Environment Agency)	Cllr Steve Wallis to be nominated in event of vacancy arising.
Taxi and Private Hire Forum	All members of the Licensing Committee are invited to attend. (N.B. meets only as and when required.)
Team East Sussex	Leader of the Council (Cllr David Tutt). Cllr Mattock is the substitute.
Towner Charitable Trust	Mr John Madell and Mr Julian Sutherland-Beatson
University of Sussex Court	The Mayor and Chief Executive

COMMUNITY CENTRE MANAGEMENT COMMITTEES

Hampden Park	Cllr Jim Murray (N.B. Understood that Cllr Hearn normally attends)
Langney	Cllrs Alan Shuttleworth (Langney ward) and David Tutt (St Anthony's ward)
Old Town	Cllr Jonathan Dow
The Trees	Cllrs Sammy Choudhury, Pat Hearn and Colin Murdoch.
Regency Park	Cllr Steve Wallis

NEIGHBOURHOOD MANAGEMENT PARTNERSHIP GROUPS

East Hampden Park (Co-ordinated by EBC and Sussex Police)	Ward councillors are invited to attend all these groups.
Kingsmere Operations Group (Co-ordinated by Amicus Horizon Housing Association)	

Old Town
(Co-ordinated by Eastbourne Homes)

Shinewater Operations Group
(Co-ordinated by EBC)

Willingdon Trees
(Co-ordinated by Places for People)

COUNCILLOR REPRESENTATION ON THE EASTBOURNE COMMUNITY SAFETY PARTNERSHIP AND LINKED GROUPS AND FORUMS

Partnership Group	Representation	Councillor(s)
Community Safety Partnership Main Board	Portfolio holding Cabinet Member or nominee	Cllr Alan Shuttleworth
Joint Action Group (JAG)	Leader of the Council, Portfolio holding Cabinet Member, Opposition Leader and Opposition Shadow Cabinet spokesperson or respective nominees.	Cllrs David Tutt, Alan Shuttleworth, Tony Freebody and Gordon Jenkins
Neighbourhood Watch Committee	One Member from either Group	Cllr Margaret Bannister
Overseas Students Advisory Committee	Two Councillors, one from each Group	Cllrs Margaret Bannister and Colin Murdoch
Nightwatch	One Member from either Group	Cllr Alan Shuttleworth
Shopwatch	One Member from either Group	Cllr Alan Shuttleworth
Neighbourhood Panels (Co-ordinated by Sussex Police)	Ward Councillors are invited to attend	

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