

Annual Council

17 May 2017

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Members of the public are welcome to attend and listen to the discussion of items in the "open" part of the meeting. Please see notes at end of agenda concerning public rights to speak and ask questions.



The Council meets in the Court Room of the Town Hall which is located on the ground floor. Entrance is via the main door or access ramp at the front of the Town Hall. Parking bays for blue badge holders are available in front of the Town Hall and in the car park at the rear of the Town Hall.



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To the Members of the Borough Council

You are summoned to attend the **annual meeting** of the **Eastbourne Borough Council to be held at the Town Hall, Eastbourne**, on **Wednesday, 17 May 2017** at **6.00 pm** to transact the following business.

Agenda

1. Election of Mayor.

2. Declarations of interests by members.

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 (please see note at end of agenda).

3. Minutes of the ordinary meeting held on 22 February 2017.

Previously circulated.

4. Notification of apologies for absence.

5. Appointment of Deputy Mayor.

6. Investiture of Mayor's Consort

7. Mayor's Chaplain.

Notification of appointment.

8. Executive arrangements.

(Note: The election of Leader of the Council took place at the Annual Meeting on 27 May 2015. The Leader was appointed to a 4-year term of office in accordance with the provisions of the Local Government and Public Involvement in Health Act 2007.)

Leader of the Council to report:

(a) Any changes in respect to the names of those Councillors serving on the Cabinet and the Councillor appointed as Deputy Leader of the Council (and Deputy Chairman of the Cabinet) and the respective areas of responsibility for each member of the Cabinet.

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

(c) 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.

(1) To agree the proposed number and allocation of seats, receive nominations and vote thereon. *Please see reports 8(a) and 8(b) referred to below.*

(2) To confirm the continuation of the following bodies with terms of reference as set out in the Council's Constitution that have a fixed membership or to which members are appointed by the Chief Executive, Deputy Chief Executive or relevant Director as the need arises:

- Equality Steering Group
- Council Panels
- Recruitment Panels
- Task Groups
- Project Boards

(3) That the existing independent persons (Mr Allen Gales and Mr Neal Robinson) be re-appointed under the provisions of the Localism Act 2011 and continue to hold office for the period up to the annual

meeting in May 2018.

(a) Political balance and allocation of seats. (Pages 1 - 4)

Report of Senior Local Democracy Officer.

(b) Nominations from Group Leaders.

This paper will follow. Further, any amendments or additions proposed by Group Leaders will be reported at the meeting.

10. Programme of meetings for 2017/18. (Pages 5 - 6)

The calendar was last approved by Council on 16 November 2016.

11. Delegation of non-executive functions.

Council to approve the delegation of non-executive functions, including terms of reference, to Committees, Sub-Committees, other Council bodies as set out in the relevant sections of the Council's Constitution.

12. Scheme of delegations to officers and proper officer functions.

The Council is required each year to approve the scheme of delegations to officers and proper officer functions as set out in the relevant sections of the Council's Constitution.

13. Appointments to outside and other bodies.

To receive nominations from Group Leaders and vote thereon.

(a) Nominations by Group Leaders.

This paper will follow. Further, any amendments or additions proposed by Group Leaders will be reported at the meeting.



Robert Cottrill
Chief Executive

Please note that at the conclusion of the Annual Meeting there will be a 5 minute interval before the Special and Ordinary meetings of the Council which will follow.

Disclosure of interests - Members should declare their interest in a matter at the beginning of the meeting, and again, at the point at which that agenda item is introduced.

Members must declare the existence and nature of any interest.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

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MEETING: Annual Council

DATE: Wednesday 17 May 2017

SUBJECT: Application of political balance rules to the allocation of seats on Council bodies

REPORT OF: Senior Local Democracy Officer

Purpose: To bring before the annual meeting information governing the allocation of seats for the 2017/18 Council year in order that proposals and nominations can be put before the annual meeting of the Council.

Contact: David Robinson, Senior Local Democracy Officer.
Telephone 01323 415022 or internally on extension 5022.

Recommendations: To agree the seat allocations set out in this report.

1. Introduction

- 1.1 Whole council elections were last held on 7 May 2015. Since then one change has occurred. In January 2017 one member of the Conservative group resigned and now sits as an Independent Conservative. The total number of councillors used in the calculation of committee seat numbers is 27 and the break down of seats between the two recognised groups is 18 Liberal Democrats and 8 Conservatives. The seat allocations are set out below.

2. Current Structure

- 2.1 This paper is based on the current structure, however the Council's current constitutional arrangements allow for either a 7 or an 8 member Scrutiny Committee. An 8 seat option was chosen in 2015/16. This paper assumes the continuation of the 8 seat option. Similarly, the size of the 2 Licensing Committees may be between 10 and 15. This paper assumes that membership of these committees will be 13 for 2017/18 (as in previous years). Leaders have submitted nominations on this basis.

2.2 **Base percentages:-**

<i>No. of Councillors: 27</i>	<i>%</i>
<i>Liberal Democrats 18</i>	66.66
<i>Conservatives 8</i>	29.63
<i>Independent Conservative 1</i>	3.70

2.3 **Committees.** The allocation of seats in accordance with the rules is as follows:-

Committee	No. of Seats	Controlling Group	Opposition Group
Planning	8	5	3
General Licensing	13	9	4
Audit and Governance	8	5	3
Totals:	29	19	10

Note: Committee seats are allocated to groups. An independent councillor is not a group. A minimum of 2 councillors are required to form a group under the rules.

2.4 **Scrutiny Committee.** This committee is not listed above as although the political balance rules apply the calculation and allocation of seats is required to be done separately. The reason for this has to do with the legislation under which "Scrutiny and Overview" committees are constituted. Although there is provision for an 8 seat committee, the practice before 2015/16 had been to have 7 members. Given the change in political proportions following the 2015 elections the 8 seat option was chosen. The proposed allocation of seats in accordance with the rules is therefore as follows for the 2 options:-

No. of Seats	Controlling Group	Opposition
7	5	2
8	5	3

2.5 **Licensing Act Committee.** This committee is not listed above as the political balance rules do not apply. It is however politically balanced as a matter of local discretion. See the paragraph below as to committee membership numbers.

2.6 **General Licensing Committee and Licensing Act Committee.** The law requires there to be not less than 10 members and not more than 15 members of a Licensing Act Committee. The Council has previously agreed that the membership of both the Licensing Committees should be the same and that the same member should

chair both committees. There is some benefit in being able to select members for sub-committees from as wide a pool as possible. The nominations made last year were for a 13 member committee. 5 members are appointed as chairs of Licensing sub-committees.

2.9 **Advisory Bodies**

Body	No. of Seats	Controlling Group	Opposition
Conservation Area Advisory Group	4 (or 3)	2	2 (or 1)
Downland Forum	3 (or 4)	2 (or 3)	1

In 2016/17 the Conservation Area Advisory Group had 4 members. Past Council practice has been to allow the opposition an equality of seats.

In 2016/17 the Downland Forum had 3 members and nominations have been made on the basis that this continues.

2.10 **Other Task Groups and Boards.** So far as is possible, groups are recommended to retain existing membership so as to maintain continuity and allow members to continue or complete work already begun.

David Robinson
Senior Local Democracy Officer

9 May 2017

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Calendar of Meetings May 2017 - June 2018

MEETING:-	Time	2017								2018					
		May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Annual Council	6pm	17												9	
Council (*motions deadline 11am)	6pm	17 (*8)		19 (*10)				15 (*6)			21 (*12)		(*27)	9	
Cabinet	6pm	24		12		13	18		13		7	21		23	
Scrutiny Committee	6pm		5			4	+9		4		5				4
Planning Committee	6pm	30	20	25	29	26	24	21	12	23	27	27	24	29	26
Conservation Area Advisory Group	6pm	23		4	22		3	28		9	20		3	22	
Licensing Committees	6pm			10			2			8		12			
Audit and Governance Committee	6pm		21			20		29				7			
Joint Staff Committee	2.30pm			12		13		29			14				
Joint Waste Committee	2pm		9 Hstgs					10 (Lewes)							
Other		4 County Election		4-6 LGA Ann Conf											

Notes:

Council in May – Change from previously approved calendar: Meeting moved from 10 May (to avoid clash with Lewes DC council meeting). Ordinary Council follows Annual Council (with a short interval in-between).

Scrutiny Committee – +9 October 2017 - Annual finance briefing.

Draft submitted to Council on 16 November 2016 (subject to final confirmation at the Annual Meeting on 17 May 2017)

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