



**Meeting:** Council

**Date:** Wednesday 20 February 2013

**Subject:** Executive regulations – Delegation arrangements

**Report of:** Councillor Troy Tester on behalf of the Cabinet

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The Council is asked to consider the minute and resolution of the Cabinet meeting held on 6 February 2013 as set out below.

Further copies of the report to Cabinet are available on request – please see end of this report. A copy may be seen on the Council’s website at:

<http://www.eastbourne.gov.uk/council/meetings/cabinet/>

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**The Council is recommended to:-**

**To approve the Cabinet’s decisions in so far as they relate to amendments to the Council’s Constitution.**

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**\*95 Executive regulations – Delegation arrangements**

95.1 Cabinet considered the report of the Head of Corporate Development on new statutory regulations which imposed additional administrative duties on the Council’s executive arm. In order that these could be undertaken in a timely and efficient manner it was desirable that delegation arrangements and proper officer appointments were put in place. The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 applied to the conduct of executive business by the Cabinet, committee or sub-committee of the Cabinet or individual on behalf of the Cabinet. The regulations made provision for public access to meetings and to information relating to decisions of executives/cabinets and their committees and for public access to documents where executive decisions were made by individual members or officers.

- \*95.2 **Resolved:** (1) That the delegations and proper officer appointments set out in section 5 of the report be agreed, including:
- Issue of all notices required in respect of private business, key decisions, time and place of meetings and urgency (paragraph 5.2).
  - Duties in respect of the exclusion of part or all of a report from the public part of a meeting, key decisions and written statements of decisions (paragraph 5.3).
  - Grant of dispensations in relation to conflicts of interest (paragraph

5.4).

(2) That the Council's Monitoring Officer make all necessary amendments to the Council's constitution in so far as is necessary to ensure wording is consistent with the requirements of the regulations.

(3) That the Head of Corporate Development be authorised to approve any necessary changes to public notice and provision of information procedures under these regulations (such as that indicated in paragraph 3.3 of the report regarding key decisions) that might be required as a consequence of the Council implementing a "back-office" IT system for member and meeting related activities.

(4) That full Council be asked to approve the foregoing recommendations in so far as they relate to amendments to the Council's Constitution.

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For a copy of the report please contact Local Democracy at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415022 or 415021.  
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