

13 May 2021

Dear Members

Annual Full Council - 19 May 2021

I am now able to enclose, for consideration, the following documents for the above meeting that were unavailable when the agenda was printed.

**Item Item
No**

10 Appointments – Appendix 1 (Pages 3 - 12)

1. To approve the proposed number and allocation of seats and nominations to Committees, Other Bodies and Boards.
2. To approve the appointment of Chairs and Deputy Chairs
3. To approve the appointments of Members to serve on Outside Bodies.
4. To agree that the following bodies be confirmed with terms of reference as set out in the Council's Constitution, and that they 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 and Project Boards.

11 Confirmation of the Calendar of Meetings for 2021/22 (Pages 13 - 14)

To approve the updated calendar of meetings for 2021/22.

Additional amendments are highlighted:

- **Planning Committee to move to 26 May (from 25 May – to allow for the meeting to be held at a larger venue) and to 29 June (from 22 June) to allow the meeting to be held after the anticipated change in social distancing restrictions).**

Yours sincerely

Committee Services
committees@lewes-eastbourne.gov.uk
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Eastbourne Borough Council

Appointments Summary

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 to be 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: Cllr David Tutt (and Community Safety, Local Strategic Partnership, The Economic Development)
2	Deputy Leader: Stephen Holt (and Financial Services)
3	Margaret Bannister – Tourism and Leisure Services
4	Jonathan Dow – Climate Change
5	Alan Shuttleworth – Direct Assistance Services
6	Colin Swansborough – Place Services and Special Projects
7	Rebecca Whippy – Disabilities and Community Safety

OPPOSITION "SHADOW CABINET" (Notification for information)

1	Opposition Leader: Robert Smart (and Finance)
2	Deputy Leader: Penny Di Cara (and Climate Change) Tbc
3	Colin Belsey – Disabilities
4	Jane Lamb – Direct Assistance Services
5	Kshama Shore – Place Services
6	Paul Metcalfe – Tourism and Community Safety

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 Wallis	6	Ch: Tony Freebody
2	Josh Babarinde	7	Jane Lamb
3	Helen Burton	8	Robert Smart
4	Peter Diplock	Substitutes:	
5	Amanda Morris		
Substitutes:		1	Colin Murdoch
1	Harun Miah	2	Barry Taylor

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	Jane Lamb
2	D/Ch: Peter Diplock	7	Colin Murdoch
3	Robin Maxted	8	Barry Taylor
4	Md. Harun Miah	Substitutes:	
5	Candy Vaughan	1	Penny Di Cara
Substitutes:		2	Paul Metcalfe
1	Sammy Choudhury		
2	Amanda Morris		

Licensing Committee (Between 10 and 15 trained Members - 12 currently – not normally Cabinet members – but if so maximum of 2 and should not chair the Committee).

Controlling Group		Opposition	
1	Ch: Robin Maxted	9	Colin Belsey
2	D/Ch: Peter Diplock	10	Penny Di Cara
3	Josh Babarinde	11	Colin Murdoch
4	Sammy Choudhury	12	Barry Taylor
5	Amanda Morris		
6	Jim Murray		
7	Colin Swansborough		
8	Candy Vaughan		

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

Controlling Group		Opposition	
1	Peter Diplock	5	Colin Belsey
2	Robin Maxted		
3	Amanda Morris		
4	Candy Vaughan		

Audit and Governance Committee (8 Councillors)

Controlling Group		Opposition	
1	Ch: Robin Maxted	7	Tony Freebody
2	D/Ch: Amanda Morris	8	Kshama Shore
3	Helen Burton	Substitutes	
4	Sammy Choudhury	1	Penny Di Cara
5	Peter Diplock	2	Jane Lamb
6	Md Harun Miah		
Substitutes:			
1	Josh Babarinde		
2	Candy Vaughan		

2 Independent Persons: Graham Branton and Neal Robinson appointed for a 4 year term from 2019.

JOINT COMMITTEE

Joint Staff Advisory Committee

(Comprises 3 members from Eastbourne Borough Council including at least 1 Cabinet Member and 1 Opposition Member, and 3 members from Lewes District Council and 4 staff representatives (2 from the recognised union and 2 from the staff group).

Chair to be appointed at the first meeting.

Eastbourne Borough Council Members:

Controlling Group		Opposition	
1	Stephen Holt	1	Jane Lamb
2	Colin Swansborough		
Substitutes:		Substitutes:	
1	Jonathan Dow	1	Tony Freebody
2	Alan Shuttleworth	2	Penny Di Cara

ADVISORY AND TASK GROUPS:

Conservation Area Advisory Group

3 or 4 members, not Planning Committee members, plus external advisors). Past Council practice has been to allow the opposition an equality of seats.

Controlling Group		Opposition	
1	Ch: Steve Wallis	3	Ksama Shore
2	Dep Ch: Helen Burton	4	Robert Smart

Non-voting co-opted advisors (up to 4 including the Council's Heritage Champion):

Rebecca Madell (the Council's Heritage Champion), Richard Crook (Royal Institute of British Architects) and Nicolas Howell (Eastbourne Society).

Grants Task Group (3 members)

Controlling Group		Opposition	
1	Ch: Alan Shuttleworth	3	Colin Murdoch
2	Margaret Bannister		

Downland Forum (3 members)

Controlling Group		Opposition	
1	Amanda Morris	3	Colin Belsey
2	Jonathan Dow		

EBC COMPANY DIRECTORSHIPS:**Aspiration Homes LLP (Executive Members) (3 Councillors)***(Note - Appts do not have to be specific portfolio holders)*

Controlling Group		Opposition	
1	David Tutt	3	Barry Taylor
2	Alan Shuttleworth		

Eastbourne Homes – Non-Executive Directors (currently 2)

Controlling Group		Opposition	
1	Candy Vaughan	2	Colin Belsey

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	Margaret Bannister (Cabinet Member)

In addition to Roger Eastwood (Chair, Eastbourne Homes Ltd), Ian Fitzpatrick (Director of Regeneration and Planning), Tim Whelan (Director of Service Delivery).

South East Environmental Services Ltd Board (SEESL)

Controlling Group		Opposition	
1	Leader of the Council – David Tutt	3	Leader of the Opposition – Robert Smart
2	Cabinet Member whose portfolio includes waste services – Jonathan Dow		

PROJECT BOARDS:

Airbourne Project Board: (Leader, Cabinet Member and Shadow Cabinet Member for Tourism and Enterprise) Cllrs: David Tutt, Margaret Bannister and Paul Metcalfe.

Devonshire Park Project Board: Closed

Local Plan Steering Group: Cllrs Margaret Bannister, Penny Di Cara, Jim Murray, Colin Swansborough and David Tutt.

Strategic Property Board: Cllrs Margaret Bannister, David Tutt and Robert Smart.

Terminus Road Project Board (joint with ESCC): Cllrs David Tutt and Robert Smart.

Wish Tower Project Board: Closed

OTHER:

Armed Forces Covenant Champion: Mayor or nominee

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

Councillors appointed to hold a Youth Brief: Cllrs Penny Di Cara, Stephen Holt, Jim Murray and Rebecca Whippy

Disability Champion: Equalities and Mental Health Champion: Cllr Rebecca Whippy, (Becky Cooke Officer Mental Health)

Energy Champion: Cllr Jonathan Dow

Faith Champion: Carolyn Heaps

Heritage Champion: Mrs Rebecca Madell

Hospitals Champion: Hon. Freeman Mrs Elizabeth Walke

Walking Champion: Gill Mattock

Representation on Outside and Other Bodies 2019/20

Organisation	Council's Representative(s)
3VA (Voluntary Action Eastbourne), observer.	Cllr Alan Shuttleworth
Age Concern (Eastbourne)	Kathy Ballard
BHT Advice Eastbourne (formerly Eastbourne Housing Aid and Legal Centre)	Cllr Alan Shuttleworth
British Destinations (Annual Conference)	Relevant Cabinet Member (Cllr Margaret Bannister)
British Destinations (nomination to Policy Committee if election arises)	Relevant Cabinet Member (Cllr Margaret Bannister)
Cavendish Sports Centre Joint Liaison Committee	Cllrs Colin Murdoch and Peter Diplock
Citizens Advice Bureau	Kathy Ballard
Climate Change Strategic Panel	Cllrs Jonathan Dow (Chair), Penny Di Cara, Peter Diplock, Jim Murray, Robert Smart and Colin Swansborough. 2 external reps from the Eastbourne Eco-Action Network - Miles Berkley and Andrew Durling.
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	Josh Babarinde, Harun Miah and Rebecca Whippy
Disability Involvement Group	Council's Disability Champion (Cllr Rebecca Whippy)
East Sussex Building Control Partnership	Relevant Cabinet Member (Cllr Colin Swansborough) NB: Lead officer to deputise.

East Sussex Gypsy and Traveller Forum	Relevant Cabinet Member (Cllr Colin Swansborough) and relevant Shadow Cabinet member (or their respective nominees). Opposition nominee is Cllr Barry Taylor (substitute is Cllr Robert Smart)
East Sussex Gypsy and Traveller Members' Group	Relevant Cabinet Member (Cllr Colin Swansborough)
East Sussex Health and Wellbeing Board	Cllr Rebecca Whippy Two voting members rotate between districts and boroughs on an annual basis
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)	Cllr Amanda Morris
East Sussex Joint Waste Committee (Must be Cabinet members)	Eastbourne no longer members
East Sussex Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee (Currently – Cllr Helen Burton) + Chief Executive
East Sussex Strategic Planning Member Group	Cllr Colin Swansborough
Eastbourne Air Quality Partnership	Tim Whelan (Director of Service Delivery)
Eastbourne Amalgamated Charities (Trustees)	Council nominated trustees: Mr B R Etheridge Cllr Helen Burton
Eastbourne and Wealden YMCA Board	Cllr Jim Murray
Eastbourne and District Enterprise Agency Limited (EDEAL)	Cllr David Tutt (or nominee)
Eastbourne Defibrillator Partnership	Cllr Alan Shuttleworth (Chair)
Eastbourne Education Business Partnership	Mr Robert Cottrill (Council's Chief Executive) and Gill Mattock
Eastbourne Housing Forum	Relevant Cabinet Member (Cllr Alan Shuttleworth) or nominee

Eastbourne Leisure Trust	Closed
Eastbourne Open Bowling Tournament Management Committee	Cllr Sammy Choudhury
Eastbourne Seniors Club (appointment of trustee)	The Mayor or his/her nominee.
Lewes and Eastbourne Equality and Fairness Stakeholders Forum	Relevant Cabinet Member - Cllr Rebecca Whippy
iESE Limited (General Meeting Representative)	Cllr Steve Holt
iESE Transformation Limited (General Meeting Representative)	Cllr Steve Holt
Local Government Association	Leader of the Council (with voting rights)
Local Government Association District Council Network	Leader- Cllr Tutt
Local Government Association – East Sussex Branch	Leader and Deputy Leader of the Council – Cllrs Tutt and Holt.
Local Government Association Coastal Issues Special Interest Group	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee + 1 officer.
Pevensey and Cuckmere Water Level Management Board	6 members Cllrs Helen Burton, Jonathan Dow, Penny di Cara, Amanda Morris, Jim Murray and Robert Smart. Barry Taylor.
Salvation Army Eastbourne Steering Group	Cllr Margaret Bannister
South Downs National Park Authority	Cllr Amanda Morris
Sussex Police and Crime Panel	Cllr Rebecca Whippy (Cllr Colin Swansborough is the named substitute)
South East England Councils	Relevant Cabinet Member or nominee. Nominee is Cllr Stephen Holt (with Cllr David Tutt as substitute)

South East Local Enterprise Partnership (LEP) and its subsidiary bodies.

Council no longer has a place

Sussex Downs College

Cllr Colin Swansborough in the event that the college seek a nomination from the Council.

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) Deputy Leader is substitute (Cllr Stephen Holt)

Towner Charitable Trust

Cllr Colin Swansborough and Ms Kay Cadell

University of Sussex Court

The Mayor and Chief Executive

COMMUNITY CENTRE MANAGEMENT COMMITTEES

Hampden Park

Cllr Josh Babarinde

Langney

Cllrs Alan Shuttleworth (Langney ward) and David Tutt (St Anthony's ward)

Old Town

Cllr Amanda Morris

Regency Park

Cllr Margaret Bannister

Sovereign

Cllr Penny Di Cara

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 Rebecca Whippy
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, Rebecca Whippy, Barry Taylor and Paul Metcalfe (Opposition group substitute is Penny Di Cara)
Neighbourhood Watch Committee	One Member from either Group	Cllr Rebecca Whippy
Overseas Students Advisory Committee (OSAC)	1 Councillor	Cllr Steve Holt
Nightwatch and Shopwatch (Eastbourne Crime Group – Steering Group)	Relevant Cabinet Member	Cllr Rebecca Whippy
Neighbourhood Panels (Co-ordinated by Sussex Police)	Ward Councillors are invited to attend	

Calendar of Meetings

May 2021 - May 2022

EASTBOURNE
Borough Council



Working in partnership with **Eastbourne Homes**

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MEETING:	Day	Time	May 2021	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 2022	Feb	Mar	Apr	May
Annual Council	W	6pm	19*												18
Council	W	6pm	19*		21				17			23			18
Cabinet	W	6pm		2	14		15		3	1		9	16, 21(m)		
Scrutiny Committee	M	6pm			12		13		29			7			
Planning Committee	Tu	6pm	25 26*(w)	22 29	20	24	21	19	23	14	25	22	22	19	31
Licensing Committee	M	6pm	24	28				11			17		28		
Audit and Governance Committee	W	6pm			28		4 29		24				2		
Conservation Area Advisory Group	Tu	6pm		8	6	10	7		9		11		8		
Joint Staff Advisory Committee**	M(L) / W(E)	2.30pm		14(M)			22(W)			6(M)			2(W)		
Bank Holidays			3, 31			30				27, 28	3			15, 18	2, 30
Elections+			6 (PCC) (ESCC)												
Other				LGA Ann. Conf. 29 - 30	LGA Ann. Conf.1										

Agenda Item 11

Notes:

* To be held in the Shackleton Hall, Welcome Building

**Meetings of Joint Staff Advisory Committee will alternate venues and days between Eastbourne (E) and Lewes (L).

+ Scheduled Elections during 2021/22 – Police and Crime Commissioner (PPC), East Sussex County Council (ESCC) and local by-elections May 2021.

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