



Working in partnership with **Eastbourne Homes**

Annual Council

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 21 May 2019 at 6.00 pm

Present:

Gill Mattock (Mayor in the chair)

Councillors Caroline Ansell, Margaret Bannister, Colin Belsey, Helen Burton, Sammy Choudhury, Penny di Cara, Peter Diplock, Jonathan Dow, Tony Freebody, Stephen Holt, Jane Lamb, Robin Maxted, Paul Metcalfe, Md. Harun Miah, Amanda Morris, Colin Murdoch, Jim Murray, Pat Rodohan, Dean Sabri, Alan Shuttleworth, Robert Smart, Colin Swansborough, Barry Taylor, David Tutt, Steve Wallis, Candy Vaughan and Rebecca Whippy.

Officers in attendance:

Robert Cottrill (Chief Executive), Peter Finnis (Assistant Director for Corporate Governance) and Sarah Lawrence (Senior Committee Officer).

1 Election of Mayor.

It was proposed by Councillor Dow and seconded by Councillor Bannister that Councillor Steve Wallis be elected as Mayor for the municipal year 2019/20.

It was accordingly:-

RESOLVED (unanimously) – That Councillor Steve Wallis be elected Mayor for the 2019/20 municipal year and until the election of the Mayor at the next Annual Meeting of the Council.

Councillor Wallis then made the statutory declaration of acceptance of office as Mayor and took the chair. In his speech of acceptance, the Mayor advised that his nominated charity for 2019/20 would be 'People Matter'.

2 Declarations of Interest

No declarations of interest were made.

3 Minutes of the meeting of Council held on 20 February 2019.

The minutes of the meeting of the Council held on 20 February 2019, were confirmed as a correct record and signed by the Mayor, subject to a correction to minute 48, replacing Councillor Smith with Councillor Smart in the list of Councillors voting against the motion.

4 Notification of apologies for absence.

There were no apologies to report.

5 Appointment of Deputy Mayor.

It was proposed by Councillor Miah and seconded by Councillor Sabri that Councillor Sammy Choudhury be appointed as Deputy Mayor for the municipal year 2019/20.

It was accordingly:-

RESOLVED (unanimously) – That Councillor Sammy Choudhury be appointed as Deputy Mayor for the 2019/20 municipal year.

Councillor Choudhury then made the statutory declaration of acceptance of office as Deputy Mayor. In his speech of acceptance, the Deputy Mayor advised that Rumi Choudhury and Rugi Choudhury would act as the Deputy Mayor's consorts for the year.

6 Investiture of Mayor's Consort.

The Mayor reported that Richard Chappell and Debra Williams would act as the Mayor's consorts for the 2019/20 municipal year.

7 Mayor's Chaplain - Notification of Appointment.

The Mayor reported that Reverend Mike Blanch would serve as the Mayor's Chaplain for the municipal year 2019/20.

8 Election of Leader of the Council and Chair of Cabinet (For the 4-Year Term until May 2023).

It was proposed by Councillor Shuttleworth and seconded by Councillor Whippy that Councillor David Tutt be elected as Leader of the Council.

RESOLVED (unanimously) - That Councillor Tutt be elected as Leader of the Council and Cabinet Chair for a 4-year term of office until May 2023, to continue until a new Leader is elected.

9 Borough Elections 2019 - Returning Officer report.

The Council received the report of the Chief Executive and Returning Officer setting out the results of the elections held on 2 May 2019, and the Councillors elected until May 2023 as follows:

Ward:	Councillor: (*newly elected)
Devonshire	Margaret BANNISTER Steve HOLT Steve WALLIS
Hampden Park	James MURRAY Dean SABRI Colin SWANSBOROUGH
Langney	Harun MIAH Alan SHUTTLEWORTH Candy VAUGHAN*
Meads	Jane LAMB* Robert SMART Barry TAYLOR
Old Town	Peter DIPLOCK* Jonathan DOW Amanda MORRIS*
Ratton	Colin BELSEY Tony FREEBODY Colin MURDOCH
St Anthony's	Helen BURTON* David TUTT Rebecca WHIPPY*
Sovereign	Caroline ANSELL* Penny DI CARA Paul METCALFE
Upperton	Sammy CHOUDHURY Robin MAXTED* Pat RODOHAN

It was proposed by Councillor Tutt and seconded by Councillor Freebody and accordingly:

RESOLVED (unanimously)-

- a) That the Returning Officer's report be noted;
- b) That all new members be congratulated and welcomed onto the Council;
- c) That all returning members of the Council be congratulated on being returned for a further term; and
- d) That all retiring and outgoing members of the Council be thanked for their service:

Gordon Jenkins
Margaret Robinson
Kathy Ballard
Pat Hearn
Troy Tester
Janet Coles
John Ungar
Gill Mattock

10 Executive Arrangements.

The Leader of the Council (Councillor Tutt) announced that:

The Councillors to serve on Cabinet and the Councillor appointed as Deputy Leader of the Council (and Deputy Chair of the Cabinet) and respective areas of responsibility for each member of Cabinet would be as set out in the schedule attached (Minutes Appendix 1) for the municipal year 2019/20;

It was noted that the terms of reference and constitution of the Cabinet continued as set out in the Council's constitution.

11 Appointments to Committees, Other Bodies, Outside Bodies and Boards, and appointment of Chairs and Deputy Chairs.

The Council noted the report of the Assistant Director – Corporate Governance on the political balance and the allocation of seats prepared in consultation with Group Leaders.

Councillor Tutt proposed and Councillor Freebody seconded the proposals for allocations to Committees, other bodies, boards and appointment of Chairs and Deputy Chairs, as set out in the Appendix to the report and tabled addendum.

Councillor Tutt proposed and Councillor Shuttleworth seconded the proposals for allocations to Outside Bodies, as set out in the Appendix to the report and tabled addendum.

RESOLVED (unanimous):

- 1) That the number and allocation of seats and nominations be approved as set out in the schedule and addendum sheet circulated at the meeting (and attached as Minute Appendix 1);
- 2) That the proposed appointment of Chairs and Deputy Chairs be approved as set out in the schedule and addendum sheet circulated at the meeting (and attached as Minute Appendix 1);
- 3) 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 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; and
- 4) That the proposed appointments of members and other persons to serve on Outside Bodies be approved as set out in the schedule and addendum sheet circulated at the meeting (and attached as Minute Appendix 1).

12 Annual Pay Policy Statement

Councillor Tutt moved and Councillor Shuttleworth seconded and it was:

RESOLVED (unanimously) – That the Annual Pay Policy Statement be approved.

13 Confirmation of Programme of Meetings for 2019/20

Councillor Tutt moved and Councillor Freebody seconded and it was:

RESOLVED (unanimously) – That the programme of meetings for all bodies in the municipal year 2019/20 be confirmed in accordance with the schedule circulated with the agenda for the meeting.

The meeting ended at 7.11 pm.

Councillor Steve Wallis
The Mayor

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Eastbourne Borough Council
Schedule of Appointments 2019/20

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
2	Deputy Leader: Alan Shuttleworth (and Housing portfolio)
3	Stephen Holt – Financial Services
4	Jonathan Dow – Place Services
5	Margaret Bannister – Tourism and Leisure Services
6	Colin Swansborough – Core Support, Strategic Services and Special Projects
7	Rebecca Whippy – Disabilities and Community Safety

OPPOSITION "SHADOW CABINET" (Notification for information)

1	Opposition Leader: Tony Freebody and Shadow Cabinet Member for Disabilities
2	Deputy Leader: Penny Di Cara – Place Services
3	Robert Smart – Finance
4	Caroline Ansell – Tourism
5	Jane Lamb – Direct Assist
6	Colin Murdoch – Core Support
7	Paul Metcalfe – 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: Dean Sabri	6	Ch: Caroline Ansell
2	Pat Rodohan	7	Colin Murdoch
3	Peter Diplock	8	Robert Smart
4	Robin Maxted	Substitutes:	
5	Helen Burton		
Substitutes:		1	Barry Taylor
1	Harun Miah	2	Jane Lamb
2	Amanda Morris		

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

Licensing (General and Licensing Act) Committee (Between 10 and 15 trained Members (13 proposed for 2019/20) – not Cabinet members).

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

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

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

Audit and Governance Committee (8 Councillors)

Controlling Group		Opposition	
1	Ch: Dean Sabri	7	Barry Taylor
2	D/Ch: Robin Maxted	8	Paul Metcalfe
3	Helen Burton	Substitutes	
4	Amanda Morris	1	Jane Lamb
5	Harun Miah	2	Penny Di Cara
6	Sammy Choudhury		
Substitutes:			
1	Candy Vaughan		
2	Peter Diplock		

ADVISORY GROUPS

Conservation Area Advisory Group 4 (or 3) 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: Pat Rodohan	3	Colin Belsey
2	D/Ch: Dean Sabri	4	Robert Smart

Recommendation from Liberal Democratic Group that - Rebecca Madell (as the Council's Heritage Champion) to be an ex officio member of the Conservation Area Advisory Committee.

Other ex officio representatives are: Richard Crook (Royal Institute of British Architects) and Nicolas Howell (Eastbourne Society).

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. Employer's Side will take chair in 2019/20*

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

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	Helen Burton	3	Colin Belsey
2	Jonathan Dow		

Town Team Grants Panel (3 members) - *Recommendation from Liberal Democrat Group that this be abolished.*

Controlling Group		Opposition	
1		3	Tony Freebody
2			

EBC COMPANY DIRECTORSHIPS:

Aspiration Homes (3 Councillors)

Controlling Group		Opposition	
1	David Tutt	3	Tony Freebody
2	Alan Shuttleworth		

Eastbourne Homes - Non Executive Directors (currently 4)

Controlling Group		Opposition	
1	Candy Vaughan	2	Barry Taylor

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	Stephen Holt (Cabinet Member)

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

PROJECT BOARDS:

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

Carbon Reduction Board: Cllrs: Margaret Bannister, Jonathan Dow and Jim Murray.

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

Homes First Working Group: Cllr Alan Shuttleworth

Local Plan Steering Group: Cllrs Margaret Bannister, Jonathan Dow, Dean Sabri, Penny Di Cara, Jim Murray and David Tutt

Redoubt Museum Policy Group: Cllrs Steve Holt and Caroline Ansell.

Strategic Property Board: Cllrs Caroline Ansell, David Tutt and Steve Holt

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

Wish Tower Project Board: Cllrs David Tutt, Margaret Bannister and Caroline Ansell.

OTHER:

Armed Forces Covenant Champion: Cllr Amanda Morris

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

Councillors appointed to hold a Youth Brief: Cllrs Penny Di Cara, Steve Holt, Dean Sabri and Rebecca Whippy.

Disability Champion: Cllr Rebecca Whippy

Heritage Champion: Mrs Rebecca Madell

Hospitals Champion: Hon. Freeman Mrs Elizabeth Walke

Energy Champion: Cllr Jonathan Dow

Faith Champion: Carolyn Heaps

Equalities Champion: Cllr Helen Burton

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)	Cllr Pat Rodohan (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)
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	Cllr Robin Maxted
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 Rebecca Whippy) and Cllr Tony Freebody
East Sussex Building Control Partnership	Relevant Cabinet Member (Cllr Jonathan Dow) NB: Lead officer to deputise
East Sussex Equality and Involvement Network – Community Tension	Relevant Cabinet Member (Cllr Rebecca Whippy)
East Sussex Gypsy and Traveller Forum	Relevant Cabinet Member (Cllr Jonathan Dow) 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 Jonathan Dow)
East Sussex Health and Wellbeing Board	Cllr Margaret Robinson is nominee 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)	Relevant lead Cabinet members (Cllrs Jim Murray and Jonathan Dow) (Substitutes: Cllrs Alan Shuttleworth and David Tutt)
East Sussex Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee + Chief Executive

East Sussex Strategic Planning Member Group	Cllr Jonathan Dow
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	Cllr Jim Murray (N.B. observer/adviser without voting rights.)
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 (formally Steering Group)	Relevant Cabinet Member - Cllr Rebecca Whippy
Hampden Park Sports Centre Joint Liaison Committee	DELETE
iESE Limited (General Meeting Representative)	Cllr Alan Shuttleworth
iESE Transformation Limited (General Meeting Representative)	Cllr Alan Shuttleworth

Local Government Association	Leader of the Council (with voting rights), plus Deputy Leader and Opposition Leader (or their respective nominees – Opposition nominee is Cllr Penny di Cara); all of whom should be Cabinet or Shadow Cabinet members
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 Shuttleworth
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, Colin Swansborough, Pat Rodohan, Robert Smart and Barry Taylor
Royal Project (in support of the Royal Hippodrome Theatre)	DELETE
Salvation Army Eastbourne Steering Group	Cllr Margaret Bannister
South Downs National Park Authority	Cllr Helen Burton
South East Environmental Services Board	Councillor Jonathan Dow, Councillor David Tutt, Councillor Tony Freebody. (+ 2 Directors)
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.	Leader or their nominee (if required)
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) Cllr Alan Shuttleworth is substitute
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 Colin Swansborough
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 Dean Sabri
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	