



ANNUAL COUNCIL MEETING

21 May 2015

**Annual Council Meeting
21 May 2015**

The Council Chamber, Civic Centre,
Ham Road, Shoreham-by-Sea

7:00pm

ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:

Part A

1. Apologies for Absence

2. Election of the Chairman

To elect a Chairman of the Council until the Annual Meeting of the Council in 2016.

The Chairman to declare their acceptance of office.

3. Appointment of the Vice Chairman

To appoint a Vice Chairman of the Council until the Annual Meeting of the Council in 2016.

The Vice Chairman to declare their acceptance of office.

4. Declarations of Interest

Members and Officers are invited to make any declarations of disclosable pecuniary interests that they may have in relation to any items on this Agenda. The declaration should refer both to the nature of the interest as well as its existence.

Members and Officers may seek advice upon any relevant interest from a Legal Officer prior to the meeting.

5. Confirmation of Minutes

To approve the minutes of the meeting held on 16 April 2015, copies of which have been previously circulated.

6. Vote of thanks to outgoing Chairman and presentation of past Chairman's insignia

7. Items Raised Under Urgency Provisions

To consider any items the Chairman of the meeting considers to be urgent.

8. Announcements by the Chairman and / or Head of Paid Service

9. Appointments 2015/16:

**Appointment of Leader of the Main Opposition,
Appointment of Members to Non-Executive Committees and Sub-Committees including substitute members;
Appointment of Chairman and Vice-Chairman of Committees**

To consider a report by the Director of Communities, attached as item 9.

Part B - Not for Publication – Exempt Information Reports

None.



Director for Communities

For Democratic Services enquiries relating to this meeting please contact:

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Appointments 2015/16:

Appointment of Leader of the Main Opposition,

Appointment of Members to Non-Executive Committees and Sub Committees including substitute members;

Appointment of Chairman and Vice-Chairman of Committees

Report by the Director for Communities

1.0 Summary

1.1 To agree the Appointments for 2015/16

2.0 Background

2.1 The business conducted at the Annual Meeting of Council is governed by the Local Government Act 1972, the Local Government and Housing Act 1989, the Local Government Act 2000 and Local Government and Public Involvement in Health Act, 2007 where this relates to executive arrangements.

2.2 The Procedure Rules for the Annual Meeting of Council are set out in Part 4 of the Council's Constitution. These procedure rules were reviewed and confirmed by the Council during the last municipal year.

2.3 Appointments to the Executive are made by the Leader and notified to the Proper Officer.

3.0 Proposals

3.1 That the Council confirm the items relating to the appointments as set out in Annex A to this report

3.2 That the Council appoints a Leader of the Main Opposition as the criteria for this position as set out in the Constitution is met namely:

39.0 (b) Where there is a political group or combination of political groups forming the administration, the Leader of the Main Opposition shall be the leader of the next largest political group

(c) where the next largest political group does not wish to nominate a member to be the Leader of the Main Opposition, the Council shall not appoint any members to that office.

- 3.3 That the appointment of the Council's representative to the West Sussex Health and Adult Social Care Select Committee be made from the membership of the Council's Overview and Scrutiny committee.

4.0 Legal

- 4.1 s106 Local Government Act 1972 provides that councils may make standing orders for the regulation of their proceedings and business
- 4.2 s111 Local Government Act 1972 provides that the Council shall have the power to do anything which is calculated to facilitate or is conducive or incidental to the discharge of any of their functions.
- 4.3 s15, 16 and 17 of the Local Government and Housing Act 1989 set out powers and duties in relation to political balance on Committees and the exceptions and exemptions therein.
- 4.4 Local Government Act 2000 as amended by the Local Government and Public Involvement in Health Act 2007 sets out regulations regarding appointments to Cabinet and Committees in Councils that have adopted Executive arrangements.
- 4.5 The Local Choice Functions are listed in the Constitution at Part 3 Section 3.

5.0 Financial implications

- 5.1 There are no direct financial implications arising from this report.

6.0 Recommendation

- 6.1 That in accordance with Council procedure rule 39, an appointment to the Leader of the Main Opposition for 2015/16, be made with the Leader of the UKIP group on the Council taking this position;
- 6.2 That the Council agree the membership of the Council's Non-Executive Committees, and appointment of Chairman and Vice Chairman as appropriate, for 2015/16 as set out in Annex A of this report;
- 6.3 That the Council note the Substitute Members for 2015/16 as included in the Annex A of this report;
- 6.4 That the Council's representative on the West Sussex Health and Adult Social Care Committee appointed from the membership of the Overview and Scrutiny Committee.

Local Government Act 1972

Background Papers:

Returns of information from Group Leaders

Contact Officer:

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Schedule of Other Matters

1.0 Council Priority

1.1 Matter considered and no issues identified

2.0 Specific Action Plans

2.1 (A) Matter considered and no issues identified
(B) Matter considered and no issues identified

3.0 Sustainability Issues

3.1 Matter considered and no issues identified

4.0 Equality Issues

4.1 Committees must take proper account of the Council's duties to promote compliance with the convention rights scheduled in the Human Rights Act 1988, to reduce crime and disorder and to promote equalities

5.0 Community Safety Issues (Section 17)

5.1 Matter considered and no issues identified

6.0 Human Rights Issues

6.1 Matter considered and no issues identified

7.0 Reputation

7.1 Matter considered and no issues identified

8.0 Consultations

8.1 Matter considered and no issues identified

9.0 Risk Assessment

9.1 Matter considered and no issues identified

10.0 Health & Safety Issues

10.1 Matter considered and no issues identified

11.0 Procurement Strategy

11.1 Matter considered and no issues identified

12.0 Partnership Working

12.1 The Committee structure of Adur District Council contains a number of Joint Committees with Worthing, Horsham and Mid-Sussex Councils

**JOINT COMMITTEE MEMBERSHIP / APPOINTMENTS
2015-2016**

This Annex will be updated and circulated prior to the Annual Council Meeting.

**JOINT COMMITTEE MEMBERSHIP / APPOINTMENTS
2015-2016**

Joint Strategic Committee Membership is the Leader and their Executive <i>(no requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	Conservative
2	Vice-Chair:	Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
Adur District Council		
1	Chair: Neil Parkin	Conservative
2	Vice-Chair: Angus Dunn	Conservative
3	Pat Beresford	Conservative
4	Keith Dollemore	Conservative
5	Jim Funnell	Conservative
6	David Simmons	Conservative

Joint Governance Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		
7		
8		
Adur District Council		
1	Chair:	Conservative
2	Vice-chair	Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		UKIP
8		Labour

Note: *Not more than one member to be an Executive Member*

For Standards matters:

Independent Members: Tony Case, John Todd, Susan Clarke

Parish representatives: Lancing Parish Council (1) – Sompting Parish Council (1)

Joint Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3		
Adur District Council		
1	Chair:	Conservative
2	Vice-Chair:	Conservative
3		UKIP

Joint Senior Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3		
Adur District Council		
1	Chair:	Conservative
2	Vice-Chair:	Conservative
3		UKIP

Note: Each Council must have one Executive member

Joint Senior Staff Appeals Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3		
Adur District Council		
1	Chair:	Conservative
2	Vice-Chair:	Conservative
3		UKIP

Note:
Each Council must have one Executive Member
Each Council must have one non-Executive Member

Joint Overview & Scrutiny Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		
7		
8		
Adur District Council		
1		Shoreham Beach Residents' Association
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		UKIP
8		UKIP

Chair and Vice-Chair to be appointed at Council

**EXECUTIVE / NON-EXECUTIVE COMMITTEE MEMBERSHIPS
2015-2016**

Executive, appointed by the Leader		
No	Councillor	Title
1	Neil Parkin	Leader
	Angus Dunn	Deputy Leader
2	Pat Beresford	Executive Member for Regeneration
3	Keith Dollemore	Executive Member for Environment
4	Angus Dunn	Executive Member for Resources
5	Jim Funnell	Executive Member for Customer Services
6	David Simmons	Executive Member for Health & Wellbeing
Policy Advisors to Executive Members		
1	<i>Emma Evans</i>	To Leader
2	<i>Ann Bridges</i>	To Executive Member for Customer Services (Homelessness)
3	<i>James Butcher</i>	To Executive Member for Regeneration
4	<i>David Donaldson</i>	To Executive Member for Customer Services (Adur Homes)
5	<i>Emma Evans</i>	Executive Member for Health & Wellbeing
6	<i>Carson Albury</i>	Executive Member for Environment

These are not Council appointments; these are made by the individual Executive Member, advised to the Director of Communities.

CenSus Committee (With Worthing Borough Council, Mid Sussex District Council and Horsham District Council (membership is from the Executive))	
Councillor	
Jim Funnell	Executive Member for Customer Services
Neil Parkin	Leader

Adur Planning Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair:	Conservative
2	Vice-chair:	Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		UKIP
8		SBRA
	Substitute Members List	
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		UKIP
8		SBRA

It is a requirement that Members and Substitute members of this Committee must receive appropriate training.

Licensing Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair:	Conservative
2	Vice-chair:	Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		Conservative
8		UKIP
9		UKIP
10		SBRA

It is a requirement that Members of this Committee must receive appropriate training.

Overview and Scrutiny Committee (requirement for political balance)		
No	Councillor	Political Group
1		SBRA
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative
7		UKIP
8		UKIP

This membership becomes the Adur membership on the Joint Overview and Scrutiny Committee

Chair and Vice-Chair appointed by Council

Adur representative on the West Sussex Adult and Social Care Select Committee (membership is from the Scrutiny Committee)	
Councillor	

