



WORTHING BOROUGH
COUNCIL

Annual Council
19 May 2017

**Annual Council Meeting
19 May 2017**

The Council Chamber, Town Hall,
Chapel Road, Worthing

12 noon

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

Part A

1. Apologies for Absence

2. Election of the Mayor

To elect the Mayor of the Borough until the Annual Meeting of the Council in 2018.

The Mayor to declare their acceptance of office.

3. Appointment of the Deputy Mayor

To appoint a Deputy Mayor of the Borough until the Annual Meeting of the Council in 2018.

The Deputy Mayor 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 25 April 2017, copies of which have been previously circulated.

6. Vote of thanks to outgoing Mayor and presentation of past Mayor and Mayoress' insignia

7. Items Raised Under Urgency Provisions

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

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

9. Decision making by Worthing Borough Council in 2017/18

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

The report seeks Council's approval for the following:

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

Appointment of Chairman and Vice-Chairman of Committees

Details of the actual committee memberships will be forwarded when these are received from each of the Groups.

12. Youth Mayor

To note the Youth Mayor and Deputy Youth Mayor for 2017/18, Josh Davies and Katie Waters.

Part B - Not for Publication – Exempt Information Reports

None.



Director for Communities
11 May 2017

Members are requested to be in Robes for this meeting.

Recording of this meeting

The Council will be voice recording the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:

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Decision making by Worthing Borough Council in 2017/18

Report by the Director for Communities

1.0 Summary

- 1.1 The report outlines a number of decisions required by Council to ensure that the decision making structure for 2017/18 is determined according to the Council's Constitution, this includes:

Noting the Political balance on the Council

In accordance with Political Group nominations to appoint Members to seats on Committees for 2017/18

To appoint the various Chairman and Vice-chairman to the Committees for 2017/18

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 and 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.
- 2.3 To streamline the business of the Annual Meeting of Council the items relating to Political Balance, decision making structure, appointments to Committees and the Chairman and Vice-Chairman roles are included within this single report.

3.0 Proposals

- 3.1 That the Council notes the decision making structure of the Council as set out in the Constitution and the Joint Committee agreement; the Council's decision making structure is the strong leader with cabinet model. Full details are in the Council's constitution in the Articles and in Parts 3 and 4.
- 3.2 That the Council notes that there is no change to the Political Balance on the Council since the Borough Election results of 5 May 2016, namely:

Number of seats on Council:		Proportion of seats
31	Conservative	83.78%
2	Lib Dem	5.41%
2	UKIP	5.41%
1	Green	2.70%
1	Independent Conservative	2.70%

3.3 Group Leaders have been consulted regarding their proposed nominations to the various seats in the decision making structure, Council must agree the the non-executive committee memberships. These are contained in Annex A. As Group Meetings had not be held prior to the publication of the agenda, this Annex will be updated and circulated in due course.

3.4 That the Council appoints the Chairman and Vice-chairman to the non-executive committees as indicated on Annex A which are the wishes of the largest group on the Council.

3.5 In accordance with the Constitution, CPR 39 (appointment of the Leader of the Main Opposition), the criteria has not been met therefore the Council can not appoint a Leader of the Main Opposition

3.6 The Proper Officer has been notified of a change of Group Leader and Deputy Group leader for the UKIP Group on the Council, Councillor Withers becomes Group Leader, Councillor Jelliss becomes the Deputy Group Leader.

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.

5.0 Financial implications

- 5.1 The financial implications arising from this report, any Special Responsibility Allowances that may be payable, have been taken into account in the 2017/18 budget.

6.0 Recommendation

- 6.1 That the Council notes the decision making structure of the Council and the political balance of the Council as paragraphs 3.1 and 3.2 above.
- 6.2 That the Council confirm the Terms of Reference of the Council, Executive, Committees and Sub-Committees as outlined in Part 3 of the Constitution including those relating to Joint Committee Agreements;
- 6.3 That the Council appoints to the Committees in accordance with the wishes of the Political Groups on the Council detailed in Annex A
- 6.4 That the Chairman and Vice-Chairman indicated on Annex A be appointed until the Annual Meeting of the Council in 2018.
- 6.5 Under Council Procedure Rule 39, Council does not appoint a Leader of the Main Opposition.
- 6.6 Council notes the change of Group Leader and Deputy Group Leader for the UKIP group on the Council

Local Government Act 1972

Background Papers:

Local Government Act 1972

Local Government and Housing Act 1989

Local Government Act 2000

Local Government and Public Involvement in Health Act 2007

Knowles on Local Authority Meetings – A manual of Law and Practice

Worthing Borough Constitution various updates

Council decision February 2017

Result of Poll(s) Elections held on 5 May 2016

Emails from Councillors Jelliss and Withers April 2017

Contact Officers:

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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 Group Leaders have been consulted regarding their nominations for membership of non-executive committees

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 Worthing Borough Council contains a number of Joint Committees with Worthing, Horsham and Mid-Sussex Councils



ADUR & WORTHING
COUNCILS

Item 9
Annex A

**JOINT COMMITTEE MEMBERSHIP / APPOINTMENTS
2017-2018**

Joint Strategic Committee Membership is the Leader who appoints their Executive <i>(no requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Dan Humphreys	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Clive Roberts	Conservative
4	Val Turner	Conservative
5	Mark Nolan	Conservative
6	Heather Mercer	Conservative
Adur District Council		
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative

Joint Governance Committee <i>(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
7		Conservative
8	Mark Withers	UKIP
Adur District Council		
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		UKIP
7		UKIP
8		Labour

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

For Standards matters:

Independent Members: John Todd, Simon Norris-Jones and Susan Clark

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:	Conservative
2	Vice-Chair:	Conservative
3	Ant Baker	Ind Cons
Adur District Council		
1		Conservative
2		Conservative
3		Labour

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

By convention these places are taken by the Leader and Deputy Leader of the Council and the Main Opposition Leader

Note: *Each Council must have one Executive member*

Joint Overview & Scrutiny Committee <i>(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
7		Conservative
8	Bob Smytherman	Lib Dem
Adur District Council		
1	Chair:	Conservative
2	Vice-Chair:	Conservative
3		Conservative
4		Conservative
5		Conservative
6		UKIP
7		UKIP
8		Shoreham Beach Residents' Association



WORTHING BOROUGH
COUNCIL

COMMITTEE MEMBERSHIP / APPOINTMENTS 2017-2018

Executive, appointed by the Leader		
	Councillor	Title
1	Daniel Humphreys	Leader (to May 2019)
2	Bryan Turner	Deputy Leader Executive Member for Regeneration
3	Mark Nolan	Executive Member for Resources
4	Heather Mercer	Executive Member for Customer Services
5	Clive Roberts	Executive Member for Environment
6	Val Turner	Executive Member for Health and Wellbeing
Policy Advisors to Executive Members These are not Council appointments; these are made by the individual Executive Member, advised to the Director of Communities.		
1	Vicky Vaughan	Leader
2		Executive Member for Regeneration
3		Executive Member for Resources
4		Executive Member for Customer Services
5		Executive Member for Environment
6		Executive Member for Health and Wellbeing

CenSus Committee (With Adur District Council, Mid Sussex District Council and Horsham District Council) (membership is from the Executive)	
Councillor	
Daniel Humphreys	Leader
Mark Nolan	Executive Member for Resources

Worthing 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		Conservative
8	Hazel Thorpe	Lib Dem
Substitute Member Nomination		Political Group
	Councillors with relevant training as listed on the website	Conservative
	Bob Smytherman	Lib Dem

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

Overview and Scrutiny 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		Conservative
9		Conservative
10		Conservative
11		Conservative
12	Bob Smytherman	Lib Dem
13	Ant Baker	Independent Conservative
14	James Doyle	Green
15	Susan Jelliss	UKIP

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

Licensing and Control Committees 'A' and 'B' (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		Conservative
9		Conservative
10		Conservative
11		Conservative
12		Conservative
13		Conservative
14	Bob Smytherman	Lib Dem
15	Susan Jelliss	UKIP
Substitute Member Nomination		Political Group
1	Bob Smytherman	Lib Dem
2	Mark Withers	UKIP

Note:

Although two separate Committees operating under different rules, it is suggested that Membership/Chairman/Vice-Chairman are the same for both.

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

Substitutes are not permitted for 'B' Committee.

Requirement for Political balance is dependent on which Committee is meeting. Officers will ensure this is correct in each case.

Notified Group Leaders (Regulation 8(3)) - change

UKIP

- Cllr Mark Withers (Leader)

Cllr Susan Jelliss (Deputy)

