

BRIGHTON & HOVE CITY COUNCIL MEETING

4.30PM 17 MAY 2018

COUNCIL CHAMBER - BRIGHTON TOWN HALL

AGENDA



**Brighton & Hove
City Council**

Council Meeting

Title:	Council
Date:	17 May 2018
Time:	4.30pm
Venue	Council Chamber - Brighton Town Hall
Members:	All Councillors You are summoned to attend a meeting of the BRIGHTON & HOVE CITY COUNCIL to transact the under-mentioned business.
	Prayers will be conducted in the Council Chamber at 4.20pm by Father Robert Norbury
Contact:	Mark Wall Head of Democratic Services 01273 291006 mark.wall@brighton-hove.gov.uk

	<p>Public Involvement The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.</p> <p>Please note that the Public Gallery is situated on the second floor of the Town Hall. We have made a number of adjustments to make the venue as accessible as reasonably possible.</p> <p>If you wish to attend a meeting but are unable to use stairs please contact the Democratic Services Team (Tel: 01273 291066) in advance of the meeting to discuss your access requirements. We can then work with you to enable your attendance and also to ensure your safe evacuation from the building, in the event of an emergency.</p>
	The Town Hall has facilities for disabled people including a lift and wheelchair accessible WCs. In the event of an emergency evacuation there is a special lift which can be used as part of a managed evacuation to assist disabled people. Please refer to the Access Notice in the agenda below.
	An infra-red hearing enhancement system is available within the council chamber to assist hard of hearing people. Headsets and neck loops are provided. If you require any further information or assistance, please contact the receptionist on arrival.

This Agenda and all accompanying reports are printed on recycled paper

AGENDA

1 DECLARATIONS OF INTEREST

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

2 MAYORAL REPORT 2017/18

11 - 14

Report of the Chief Executive (copy attached).

Contact Officer: Mark Wall

Tel: 01273 291006

Wards Affected All Wards

3 MAYOR'S THANKS & PRESENTATIONS

The Mayor will give thanks for her year in office and make some presentations.

4 ELECTION OF THE MAYOR OF BRIGHTON AND HOVE FOR THE MUNICIPAL YEAR 2018/19

The Mayor will seek nominations for the new Mayor for the 2018/19 Municipal Year.

ADJOURNMENT

A short adjournment will now take place to allow for the robing of the new Mayor.

5 VOTE OF THANKS TO THE RETIRING MAYOR

The Mayor will call on Councillor Meadows to move a vote of thanks to the retiring Mayor.

6 APPOINTMENT OF THE DEPUTY MAYOR FOR BRIGHTON AND HOVE FOR THE MUNICIPAL YEAR 2018/19

The Mayor will move the appointment of the Deputy Mayor for 2018/19.

COUNCIL

7 APPOINTMENT OF THE LEADER OF THE COUNCIL FOR 2018/19

The Mayor will seek nominations for the appointment of the Leader of the Council for 2018/19.

8 APPOINTMENTS FOR 2018/19

The Mayor will move the following appointments:

- (a) To approve the appointment of the Deputy Leader of the Council:
Councillor Mitchell
- (b) To appoint the Leader of the Official Opposition:
Councillor Janio
- (c) To note the appointments to the following positions as agreed by the respective Groups represented on the Council:
 - (i) Leader of the Labour & Co-operative Group:
Councillor Yates
 - (ii) Deputy Leaders of the Labour & Co-operative Group:
*Councillor Mitchell and
Councillor Hamilton (Finance)*
 - (iii) Leader of the Conservative Group:
Councillor Janio
 - (iv) Deputy Leaders of the Conservative Group:
*Councillor Bell and
Councillor Wares*
 - (v) Convenor of the Green Group:
Councillor Mac Cafferty
 - (vi) Deputy Convenors of the Green Group:
*Councillors Greenbaum and
Councillors Littman and Knight (job share)*

9 REVIEW OF POLITICAL BALANCE 2018/19

15 - 34

Report of the Chief Executive (copy attached).

Contact Officer: *Mark Wall*

Tel: 01273 291006

Wards Affected *All Wards*

10 CLOSE OF MEETING

The Mayor will move a closure motion under Procedure Rule 17 to terminate the meeting 4 hours after the beginning of the meeting (excluding any breaks/adjournments).

COUNCIL

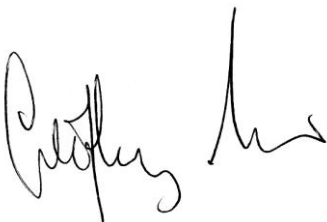
Note:

1. *The Mayor will put the motion to the vote and if it is carried will then:-*
 - (a) *Call on the Member who had moved the item under discussion to give their right of reply, before then putting the matter to the vote, taking into account the need to put any amendments that have been moved to the vote first;*
 - (b) *Each remaining item on the agenda that has not been dealt with will then be taken in the order they appear on the agenda and put to the vote without debate.*

The Member responsible for moving each item will be given the opportunity by the Mayor to withdraw the item or to have it voted on. If there are any amendments that have been submitted, these will be taken and voted on first in the order that they were received.
 - (c) *Following completion of the outstanding items, the Mayor will then close the meeting.*
2. *If the motion moved by the Mayor is **not carried** the meeting will continue in the normal way, with each item being moved and debated and voted on.*
3. *Any Member will still have the opportunity to move a closure motion should they so wish. If such a motion is moved and seconded, then the same procedure as outlined above will be followed.*

Once all the remaining items have been dealt with the Mayor will close the meeting.

Date of Publication - Wednesday, 9 May 2018



Chief Executive
Hove Town Hall
Norton Road
Hove
BN3 3BQ

PUBLIC INVOLVEMENT

Provision is made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Electronic agendas can also be accessed through our meetings app available through www.moderngov.co.uk

We can provide meeting papers in alternate formats (including large print, Braille, audio tape/disc, or in different languages. Please contact us to discuss your needs.

WEBCASTING NOTICE

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 1998. Data collected during this web cast will be retained in accordance with the Council's published policy (Guidance for Employees' on the BHCC website).

Therefore by entering the meeting room and using the seats around the meeting tables you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured they should sit in the public gallery area.

If you have any queries regarding this, please contact the Head of Democratic Services or the designated Democratic Services Officer listed on the agenda.

For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email mark.wall@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk.

ACCESS NOTICE

The public gallery to the council chamber – which is on the second floor – is limited in size but does have 3 spaces designated for wheelchair users. There is a lift to the second floor and an automatic door and ramped access to the public gallery. There is a wheelchair accessible WC close by. The seated spaces available in the gallery can be used by disabled people who are not wheelchair users, but able to use bench style seating.

The Town Hall has a specially designed lift that can be used in the event of an emergency evacuation. The size of the refuge areas (in the fire protected areas where people unable to use the stairs will wait to be assisted from the building via the lift), will accommodate 2 wheelchair users and several standing users.

If the public gallery is full, Committee Room 1 on the ground floor can be used. This is an inclusive space with video conferencing facilities and AV links to the council chamber, automatic doors, level access, its own step-free fire escape, and nearby WC facilities

COUNCIL

including wheelchair accessible provision. From this room you can watch the meeting and take part in proceedings, for example if you have submitted a public question.

Please inform staff on Reception if you have any access requirements so that they can either direct you to the public gallery, or to the video-conferencing room as appropriate.

We apologise for any inconvenience caused.

FIRE / EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and

Do not re-enter the building until told that it is safe to do so.

**BRIGHTON & HOVE CITY COUNCIL
PROCEDURAL RULES AIDE MEMOIRE**

<p>Point of Order</p>	<p>A Member claiming to speak on a point of order or in personal explanation shall be entitled to be heard forthwith. The point of order shall relate only to an alleged breach of a specified statutory provision or a specified Procedure Rule, and the way in which the Member raising it considers that it has been broken.</p> <p>Personal explanation shall be confined to some material part of the speech by him/her which may appear from the current debate to have been misunderstood.</p>	<p>P.R. 15.10</p>
	<p>The ruling of the person presiding on a point of order or on the admissibility of a personal explanation shall not be open to discussion except on a motion of which due notice has been given.</p>	<p>P.R. 15.11</p>
<p>Extensions of Speaking Times</p>	<p>Any extension of time for speeches consented to by the Council shall be limited to 5 minutes. Where necessary the Mayor will call for a show of hands to ensure there is a majority in favour of the extension.</p>	<p>P.R. 16.4</p>
<p>End of meeting Closure Motion</p>	<p>Without prejudice to 17.2 below, when a period of four hours excluding adjournments has elapsed since the commencement of a meeting of the Council, the Mayor shall move, without comment, that the meeting ends and that business be concluded in accordance with Procedure Rule 17.5. Should the closure motion be carried, the Mayor will put any unfinished business to the vote without discussion. Any Member moving a report or a Notice of Motion may withdraw the report or Notice of Motion.</p>	<p>P.R. 17.1</p>
	<p>If the motion under 17.1 or 17.2 is passed then immediately after the vote (in the case of a motion under 17.1) or when the time specified in the motion arrives (in the case of a motion under 17.2):</p> <ul style="list-style-type: none"> (a) no further points of order shall be raised except by the Mayor; (b) the Mayor shall then interrupt the discussion of the question then before the meeting; (c) unless the mover of the motion then under discussion seeks leave to withdraw that motion, the Mayor shall allow him/her to reply to the debate for not more than three minutes; (d) unless the motion then under discussion is withdrawn, the Mayor shall put, without further discussion, all the questions necessary to dispose of that motion; (e) the Mayor shall put, without discussion, all the questions necessary to complete consideration of any reports which remain on the agenda for the meeting, unless the relevant Cabinet Member or Committee Chair (or a person on his/her behalf) indicates a wish to the contrary; (f) the Mayor shall call each Member who has given notice of a motion to be moved at the meeting to move (unless previously withdrawn) without comment, shall permit any motions so moved to be seconded without comment, and shall forthwith put any motions to the vote; (g) finally, the Mayor shall close the meeting. 	<p>P.R. 17.5</p>
	<p>At a time when a period of not less than four hours excluding adjournments has elapsed since the commencement of the meeting of the Council a Member of the Council may move, without comment, that the meeting shall end at a time to be specified in the motion.</p>	<p>P.R. 17.2</p>

COUNCIL

	Subject to the Mayor's discretion to refuse a Member's closure motion under PR17.2 (Mayor may refuse to accept the motion if a similar motion has been rejected earlier in the same meeting), any Member has the right to move a closure motion under Council Procedure Rule 17.2	P.R. 17.3
Quorum	¼ of whole number of Councillors (14).	P.R. 6.1
Interpretation of Procedural Rules	The ruling of the Mayor or person presiding at the meeting as to the construction or application of any of these Procedure Rules shall not be challenged at any meeting.	P.R. 1.4
Councillor Written Questions	Written questions can be submitted in accordance with the set deadlines and will be taken as read along with the answer given in the addendum papers which are circulated at the meeting.	P.R. 9.3 P.R. 9.5
Councillor Oral Questions	A period of not more than 30 minutes shall be allowed for oral questions from Members. Oral questions are limited to general policy matters and only the Member asking the question may ask one supplementary question. Members will be restricted to one oral question per meeting.	P.R. 9.7 P.R. 9.14
Timing of speeches	Councillor moving proceedings or Motion 5 minutes. A Member moving an amendment is not moving a motion and therefore has 3 minutes as do all other speakers.	P.R. 16.4
Right to Reply	3 minutes to mover of proceedings or Motion at the end of the debate prior to the vote. The mover of an amendment shall have no right of reply to the debate on the amendment.	P.R. 16.6
Amendment of proceedings or Motions	More than one amendment may be moved and discussed at any one time and will be dealt with at the discretion of the Mayor or Chair. If an amendment is not carried, other amendments may be moved to the original motion. If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the motion to which any further amendment may be moved.	P.R. 15.5
Notices of Motion	Councillor moving Notice of Motion has right to reply at close of debate. If amendment moved, mover of original Motion also has right to reply at close of debate on amendment. Councillor moving an amendment has no right of reply.	P.R. 16.6
Seconding Motions or Amendments	When seconding a motion or amendment, a Member may reserve his/her speech until a later period of the debate by declaring his/her intention to do so.	P.R. 15.3
Recorded vote	Support of not less than 1/5 of whole number of Councillors needed (11). Voting may be by roll call or by an electronic method.	P.R. 27.3
Rescinding decision within 6 months	Not permitted unless recommended by a Committee or Sub-Committee or Notice given by ¼ of whole number of Council Members, i.e. a quorum (14).	P.R. 13.7

Annual Council17th May 2018**Agenda Item 2**

Brighton & Hove City Council

Subject:	Mayoral Report 2017-18		
Date of Meeting:	17 May 2018		
Report of:	Chief Executive		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	Email:	mark.wall@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report informs Council of the activities of the Mayor, Councillor Mo Marsh during the civic year 2017-18.

2. RECOMMENDATIONS

- 2.1 That the report be noted.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Mayor is the first citizen of Brighton and Hove and carries out a range of civic and ceremonial duties, representing the council at hundreds of events across the city and around the region.
- 3.2 Many organisations contact the Mayor's office to request mayoral presence at their events. The Mayors presence helps raise profile, generates publicity and increases opportunities for fund raising.
- 3.3 In addition, during their year of office the Mayor supports local charities; raising funds and boosting profile.
- 3.4 The Mayor of Brighton and Hove is not directly elected, holds no direct power and is politically neutral during their term of office. The role is purely civic and ceremonial.
- 3.5 The Mayor undertakes many different duties including:
- Chairing meetings of Full Council, including the council's budget setting meeting;
 - Supporting the main aims of the council;
 - Representing the council at public, civic and ceremonial events both in and outside of the city;
 - Acting as an ambassador for the city and working with a wide range of local organisations.

- 3.6 This year the Mayor chose to offer her support to 5 charities that were able to use the Mayoral name to promote events and to encourage support for the mayoral charities.
- 3.7 During her Mayoral year (2017-18) the Mayor carried out in excess of three hundred and eighty seven engagements of which approximately;
- 52 were events or receptions in the Mayor's Parlour
 - 25 involved Faith or Faith Communities
 - 11 involved sport or sporting activities
 - 53 were traditional or heritage events
 - 45 were meetings
 - 29 involved the Arts or creative communities
 - 40 were charity, fundraising or volunteer events
 - 20 involved aspects of health, age or well-being
 - 32 involved young people
 - 17 supported the economy
 - 63 were in support of neighbourhoods, inclusion, communities and equalities
- 3.8 The Mayor was particularly pleased to have been able to attend and take part in a number of the events:
- Remembrance Day Commemorations,
 - The Children Parade,
 - Citizenship Ceremonies,
 - Pride
 - The B Right On LGBT Community Festival
 - School visits
 - The Brighton Marathon, Half Marathon
 - University Graduation Ceremonies
 - Events to raise funds for the Mayors chosen charities,
 - Brighton & Hove Albion V Leicester City Game and charity collection
- 3.9 The Mayor's Parlour has been used on many occasions throughout the year, including;
- Civic Receptions
 - All Meetings of the Mayors Charity Committee
 - All meetings of the Brighton Fund
 - Meetings of the Police Cells Museum Committee
- 3.10 The Mayor wishes to thank the Charity Committee for their support. Funds raised for charity are yet to be confirmed but are expected to exceed a total 45K, with the proceeds of the Brussels2Brighton Cycle Ride contributing in excess of £24k of the total raised to date.
- 3.11 The Mayor wishes to thank Father Robert Norbury for his work as Chaplain and support throughout the year.

- 3.12 The Mayor wishes to thank Councillor Dee Simson (Deputy Mayor) for deputising at many events; and for her support and flexibility.
- 3.13 The Mayor would like to extend particular thanks to Robert Brown MBE for his support as her Consort. She also wishes to thank friends, family and fellow councillors for their support.
- 3.14 The Mayor is grateful for the support of officers and particularly wishes to thank the staff in the Civic Office and those involved in helping to manage the council meetings.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 As this is an annual report of the Mayor there is no need for any consideration of alternative options.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 There has been no other consultation required.

6. CONCLUSION

- 6.1 That the information contained in the report should be noted.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are none arising from this report.

Legal Implications:

- 7.2 There are none arising from this report.

Equalities Implications:

- 7.3 There are none arising from this report.

Sustainability Implications:

- 7.4 There are none arising from this report.

Any Other Significant Implications:

- 7.5 There are none arising from this report.

SUPPORTING DOCUMENTATION

None

Subject:	Review of Political Balance 2018/19		
Date of Meeting:	17 May 2018		
Report of:	Chief Executive		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	Email:	mark.wall@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT:**

- 1.1 The Council is required at, or as soon as practicable after, each Annual Meeting of the Council to review the allocation of seats to political groups.
- 1.2 The purpose of this report is to appoint and/or re-appoint the Committees, Sub- Committees, Joint Committees, Boards, Forums and Panels of the Council and membership thereof and to appoint council representatives to various outside bodies for the 2018/19 municipal year.

2. RECOMMENDATIONS:

- 2.1 That the Council appoints/re-appoints its committees with the sizes and allocation of seats between political groups as set out in Appendix 1 to the report;
- 2.2 That the allocation of seats as detailed in the report and in Appendix 2 to the report be approved;
- 2.3 That having received nominations to the committees from the 3 political groups, as detailed in Appendix 2 to the report, such nominations be agreed and the committee places filled accordingly;
- 2.4 That those Members listed as Chair, Deputy Chair and Opposition Spokesperson of the respective committees and sub- committees in Appendix 2 be appointed to those positions;
- 2.5 That an urgency sub-committee for each committee be appointed in accordance with Procedure Rule 22 (such committee being politically balanced but not included in the total number of seats for the purpose of allocating seats);
- 2.6 That having regard to 2.2. above, it be agreed that for the purpose of enabling meetings of the Personnel Sub-Committee Appeals Panel and Licensing Panels to be convened without disproportionate difficulty, the make-up of such panels need not be politically proportionate, although every effort will be taken to achieve it and the Council further agrees:

- (i) Although the Panels have the Members referred to in Appendix 2 as their standing Members, the Council agrees that, where any of the 3 Members are not available,
 - (a) any Member of the Council who has received appropriate training shall be eligible to sit on the Personnel Appeal Panel; and
 - (b) any Member of the Licensing Committee who has received the appropriate training shall be eligible to sit on the Licensing Panel
 - (ii) That the Head of Democratic Services be authorised to set up the Panel(s), as and when needed with the permanent Members or, where any of them is not available, by including any other eligible Member of the Council or Committee as appropriate, having regard to the need, where possible, to secure cross party representation;
 - (iii) The above arrangements, and those set out in paragraph 2.5 above, are intended to operate as "alternative arrangements" pursuant to section 17 of the Local Government & Housing Act 1989 and Regulation 20 of the Local Government (Committees and Political Groups) Regulations 1990.
- 2.7 That the various Lead Members' roles and the designated Members listed against those roles as detailed in Appendix 3 to the report, be agreed; and
- 2.8 That Council appoints Members/representatives to various bodies as listed in Appendix 4 to the report.

3. CONTEXT / BACKGROUND INFORMATION:

- 3.1 The political composition of the Council is Labour & Co-operative (22 Members), Conservative (20 Members), Green (11 Members) with 1 Independent Member. Section 15(1) of the Local Government & Housing Act 1989 requires the Council to review the representation of the different political groups on committees and sub-committees:
- At, or as soon as practicable after, the Annual Meeting of the Council or,
 - Where notice is received of a change in the composition of political groups.
- 3.2 The Chief Executive is under a duty; whenever such a review takes place, to submit a report to the Council showing what allocation of seats would in his opinion best meet the requirements of Section 15 of the 1989 Act.
- 3.3 The Council's duty to determine the allocation of seats is prescribed by Section 15 of the Local Government & Housing Act 1989 (specifically sub-sections (3) to (5). These do not impose any specific requirement on the Council to consult the political groups as to which committee seats should be allocated to which group – this only applies to the actual appointment of Members to particular seats once they are allocated to political groups.
- 3.4 It is clearly preferable if all Groups have an agreed position as to which committee allocations are to be adjusted, provided that the agreed position does not conflict with the Council's duty, which is "to make only such determinations as

give effect, so far as reasonably practicable, to the principles specified in sub-section (5).”

3.4.1 In summary, these principles of determination (“principles”), are that:

- (a) All seats are not allocated to the same Group,
- (b) The majority of the seats go to the Group (if any) which has an overall majority on the Council (i.e. more than 27 seats),
- (c) Subject to the above two principles, that the number of seats on the total of all the committees/sub-committees allocated to each Group bears the same proportion to the proportion on the Full Council, and
- (d) Subject to (a) and (c), that the number of seats on each committee/sub-committee allocated to each Group bears the same proportion to the proportion on the Full Council.

Overall Political Group split on the Council

3.5 The political groups have the following seats on the Council:

<u>Party</u>	<u>Seats</u>	<u>Calculation</u>	<u>%</u>
Labour & Co-op	22	22/54	40.74
Conservative	20	20/54	37.03
Green	11	11/54	20.37
Independent	1	1/54	1.85
Total	54		99.99%

Committee Sizes

3.6 The total number of committee places used for the determination of the allocation of seats to the political groups is 108 as detailed in Appendix 1. (Note that the Political Balance Regulations do not apply to the Licensing Committee (2003 Act) and therefore only the 15 seats for the Licensing Committee are included in the 108 seats to be allocated).

3.7 The proposed allocation of places on each of the committees as detailed in Appendix 2 to the report takes into account the principles referred to in paragraph 3.4.1 in that:

- (a) The Labour & Co-operative Group’s overall allocation equals 45 seats,
- (b) The Conservative Group’s overall allocation equals 40 seats,
- (c) The Green Group’s overall allocation equals 22 seats; and
- (d) That in having regard to the convention that the Council has abided to whenever there has been an Independent Member, one seat is allocated to the Independent Member.

- 3.8 In seeking to allocate the 108 available seats, and allowing for the Independent Member to be offered a seat; the initial allocation across all the committees results in 107 seats being allocated as follows:
- the Labour & Co-operative Group being under allocated by 1 seat,
 - the Conservative Group being over allocated by 2 seats, and
 - one seat not being allocated.
- 3.9 In seeking to address the imbalance from the initial allocation, it is proposed that the Conservative Group reduce their allocation by 2 seats as was the previous situation by only taking 3 seats on the Children, Young People & Skills and Tourism, Development & Culture Committees. These 2 seats then being taken by the Labour & Co-operative Group. The remaining unallocated seat for the Planning Committee then being offered to the Independent Member in line with the convention to offer a seat to an Independent Member.
- 3.10 The Lead Member Roles listed in appendix 3 and the designated Member for each role is anticipated to be the spokesperson for that area on behalf of the Council and the Administration. This will be reviewed by the Chief Executive and Leader of the Council to determine whether they are sufficient or if there is a need to make any changes to the roles or designations.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The proposed committee allocations have been raised with the respective Group Leaders and are in keeping with the Regulations governing the political balance of committees.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Leaders of the three political groups have been consulted on the proposed allocations and notification of nominations for committee membership and Lead Member roles will be provided after the respective Annual Group Meetings. Details of these nominations will be listed in appendices 2 and 3, which will be tabled at the Council meeting as part of the addendum papers.

6. CONCLUSION

- 6.1 Having taken into consideration the number of committees and seats available for the distribution of places between the three Groups represented on the Council, the allocations proposed are considered to be the most appropriate.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 All associated costs for the payment of Members Allowances relating to the changes outlined in the above report, are expected to be met within the existing members allowances budget (£0.939m in 18/19)..

Finance Officer Consulted: Peter Francis Date: 03/05/2018

Legal Implications:

- 7.2 The proposals in this report comply with Section 15(1) of the Local Government & Housing Act 1989, which sets out the duty and principles regarding the allocation of seats to political groups.

Lawyer Consulted: Abraham Ghebre-Ghiorghis Date: 03/05/2018

Equalities Implications:

- 7.3 The regulations provide for the distribution of seats amongst the political groups on an equitable basis.

Sustainability Implications:

- 7.4 There are no sustainability issues arising from the report.

Risk and Opportunity Management Implications:

- 7.5 The allocation of seats across the various parties is required by statute and the failure to comply with the requirements could place the council at risk and subject to review from the Secretary of State.

Corporate / Citywide Implications:

- 7.6 The appointments process needs to be completed to enable the various decision making bodies to have their memberships confirmed so that meetings can then be called in accordance with regulations. The failure to appoint to the bodies would prevent decisions from being taken and therefore could result in the authority failing to undertake its duties and responsibilities.

SUPPORTING DOCUMENTATION

Appendices:

- Appendix 1 Committee seat allocations;
- Appendix 2 Chairs, Deputy Chairs, Opposition Spokespersons and Committee membership nominations;
- Appendix 3 List of Lead Members roles and nominees
- Appendix 4 Appointments to Council and Outside Bodies

Documents in Members' Rooms

None

Background Documents

None

**ALLOCATIONS OF COMMITTEES
2018/2019**

Agenda Item 9 Appendix 1

Committees, Sub-Committees, Boards and Joint Committees	No. Seats	Labour & Co-operative	Conservative	Green	
Policy Resources & Growth	10	4	4	2	
Children, Young People & Skills	10	5	3	2	Co-optees
Environment, Transport & Sustainability	10	4	4	2	
Housing & New Homes	10	4	4	2	
Neighbourhoods, Inclusion, Communities & Equalities	10	4	4	2	
Tourism, Development & Culture	10	5	3	2	
Audit & Standards	8	3	3	2	2 x Independent Co-optees
Licensing*	15	6	6	3	
Planning	12	5	4	2	Independent Member
Health Overview & Scrutiny	10	4	4	2	
Personnel Appeals Sub (Panel)	3	1	1	1	
Total	108	45	40	22	1

Other Bodies	No. Seats	Labour & Co-operative	Conservative	Green	
Not included in the equation for the allocation of seats:					
Health & Wellbeing Board	5	2	2	1	5 x CCG Representatives
Asset Management Board	5	2	2	1	
Corporate Parenting Board	5	2	2	1	
Procurement Board	5	2	2	1	
Strategic Delivery Board	5	2	2	1	
Royal Pavilion Shadow Trust Board	3	1	1	1	
Urgency Sub-Committees	3	1	1	1	
<i>Licensing 2003Act* - has the same membership as Licensing Committee</i>	15	6	6	3	
<i>Licensing Panels</i>	3	1	1	1	
Joint Committees					
Greater Brighton Economic Board	2	1	1		
Orbis Joint Committee	1	1			
Orbis Public Law Joint Committee	1	1			

**MEMBERSHIP OF COMMITTEES, SUB-COMMITTEES FORUMS and PANELS
2018/2019**

POLICY COMMITTEES:**POLICY, RESOURCES & GROWTH COMMITTEE (10)**

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Yates (Chair)	Cllr Janio (Opp Spokes)	Cllr Mac Cafferty (Spokes)
Cllr Hamilton (Deputy Chair: Finance)	Cllr Wealls (Finance Spokes)	Cllr Sykes (Finance Spokes)
Cllr Daniel	Cllr Bell	
Cllr Mitchell	Cllr Peltzer Dunn	

PERSONNEL APPEALS SUB-COMMITTEE (3)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Allen	Cllr Wares	Cllr Littman

Personnel Appeals Panels – (Taken from the Sub-Committee and a pool of trained Members)

CHILDREN, YOUNG PEOPLE & SKILLS COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group	Independent Co-optees
Cllr Chapman (Chair)	Cllr Brown (Opp Spokes)	Cllr Phillips (Spokes)	TBC
Cllr Penn (Deputy Chair)	Cllr Taylor	Cllr Knight	
Cllr Allen	Cllr Wealls		
Cllr Hamilton			
Cllr O'Quinn			

ENVIRONMENT TRANSPORT & SUSTAINABILITY COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Mitchell (Chair)	Cllr Wares (Opp Spokes)	Cllr Littman (Spokes)
Cllr Horan (Deputy Chair)	Cllr Brown	Cllr West
Cllr Atkinson	Cllr Miller	
Cllr Robins	Cllr Peltzer Dunn	

HOUSING & NEW HOMES COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Meadows (Chair)	Cllr Mears (Opp Spokes)	Cllr Gibson (Spokes)
Cllr Hill (Deputy Chair)	Cllr Barnett	Cllr Druitt
Cllr Atkinson	Cllr Bell	
Cllr Moonan	Cllr Lewry	

NEIGHBOURHOODS, INCLUSION, COMMUNITIES & EQUALITIES COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group	Independent Co-optees
Cllr Daniel (Chair)	Cllr Nemeth (Opp Spokes)	Cllr West (Spokes)	TBC
Cllr Marsh (Deputy Chair)	Cllr A. Norman	Cllr Phillips	
Cllr Cattell	Cllr K. Norman		
Cllr Morgan	Cllr Peltzer Dunn		

TOURISM DEVELOPMENT & CULTURE COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Robins (Chair)	Cllr A. Norman (Opp Spokes)	Cllr Druitt (Spokes)
Cllr Platts (Deputy Chair)	Cllr Mears	Cllr Mac Cafferty
Cllr Allen	Cllr Nemeth	
Cllr Cattell		
Cllr Morris		

REGULATORY COMMITTEES:

AUDIT & STANDARDS COMMITTEE (8) (with 2 Independent Co-optees)

Labour & Co-operative Group	Conservative Group	Green Group	Independent Co-optees
Cllr Gilbey (Spokes)	Cllr Miller (Chair)	Cllr Sykes	Dr D Home
Cllr Morris	Cllr Cobb	Cllr Greenbaum	Ms. D. Bushell
Cllr Robins	Cllr Lewry		

HEALTH OVERVIEW & SCRUTINY COMMITTEE (10)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Allen (Spokes)	Cllr K. Norman (Chair)	Cllr Greenbaum
Cllr Bewick	Cllr Barnet	Cllr Deane
Cllr Marsh	Cllr Bennett	
Cllr Morris	Cllr C. Theobald	

LICENSING & LICENSING (2003) COMMITTEES (15)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr O'Quinn (Chair)	Cllr Hyde (Opp Spokes)	Cllr Deane (Spokes)
Cllr Morris (Deputy Chair)	Cllr Bennett	Cllr Knight
Cllr Cattell	Cllr Cobb	Cllr Page
Cllr Gilbey	Cllr Lewry	
Cllr Horan	Cllr C. Theobald	
Cllr Marsh	Cllr Wares	

Licensing Panels – (These are a Sub-Committee and membership is taken from the Committee Members)

PLANNING COMMITTEE (12)

Labour & Co-operative Group	Conservative Group	Green Group	Independent
Cllr Cattell (Chair)	Cllr C. Theobald (Opp Spokes)	Cllr Mac Cafferty (Spokes)	Cllr Inkpin-Leissner
Cllr Gilbey (Deputy Chair)	Cllr Bennett	Cllr Littman	
Cllr Morgan	Cllr Hyde		
Cllr Morris	Cllr Miller		
Cllr O'Quinn			

Substitutes taken from a pool of trained Members

Committees and Forums not included in the political balance calculations, but where the proportional balance is applied:

HEALTH & WELLBEING BOARD (5)

Labour & Co-operative Group	Conservative Group	Green Group	CCG Reps
Cllr Barford (Chair)	Cllr Taylor (Opp Spokes)	Cllr Page (Spokes)	
Cllr Moonan (Deputy Chair)	Cllr Wealls		

GREATER BRIGHTON ECONOMIC BOARD (2)

Labour & Co-operative Group	Conservative Group
Cllr Yates	Cllr Janio

**GREATER BRIGHTON ECONOMIC BOARD
CALL-IN PANEL (1)**

Green Group
Cllr Mac Cafferty

JOINT COMMITTEES:

ORBIS JOINT COMMITTEE (1)

Labour & Co-operative Group	Conservative Group
Cllr Hamilton	Cllr Wealls

ORBIS LAW JOINT COMMITTEE (1)

Labour & Co-operative Group
Cllr Hamilton

ASSET MANAGEMENT BOARD (5)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Cattell	Cllr Mears	Cllr Gibson (Chair)
Cllr Hamilton	Cllr Miller	

CORPORATE PARENTING BOARD (5)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Chapman (Chair)	Cllr Bell	Cllr Knight
Cllr Hill	Cllr Bennett	

PROCUREMENT BOARD (5)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Meadows (Chair)	Cllr Wealls (Opp Spokes)	Cllr Sykes (Spokes)
Cllr Platts	Cllr Miller	

STRATEGIC DELIVERY BOARD (5)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Yates (Chair)	Cllr Janio (Opp Spokes)	Cllr Gibson (Spokes)
Cllr Mitchell	Cllr G. Theobald	

ROYAL PAVILION SHADOW TRUST BOARD (3)

Labour & Co-operative Group	Conservative Group	Green Group
Cllr Robins	Cllr A. Norman	Cllr Mac Cafferty

OTHER BODIES

	Area Housing Panels 2015/16		Appropriate Ward Councillors
1	Central Area Housing Panel Hanover & Elm Grove Preston Park Queen's Park Regency St. Peter's & North Laine	Cllrs Cllrs Cllrs Cllrs Cllrs	Daniel, Gibson, Page Allen, Cattell, Littman Barford, Chapman, Morris Druitt, Phillips Deane, Greenbaum, West
2	East Area Housing Panel East Brighton Rottingdean Coastal Woodingdean	Cllrs Cllrs Cllrs	Mitchell, Morgan, Platts Hyde, Mears, Miller Bell, Simson
3	North Area Housing Panel Hollingdean & Stanmer Moulsecoomb & Bevendean Patcham Withdean	Cllrs Cllrs Cllrs Cllrs	Hill, Inkpin-Leissner, Penn Marsh, Meadows, Yates C. Theobald, G. Theobald, Wares A. Norman, K. Norman, Taylor
4	West Area Housing Panel Brunswick & Adelaide Central Hove Goldsmid Hangleton & Knoll Hove Park North Portslade South Portslade Westbourne Wish	Cllrs Cllrs Cllrs Cllrs Cllrs Cllrs Cllrs Cllrs Cllrs	Mac Cafferty, Sykes Moonan, Wealls Horan, Knight, O'Quinn Barnett, Janio, Lewry Bennett, Brown Atkinson, Gilbey Hamilton, Robins Bewick, Cobb Nemeth, Peltzer Dunn

5	Adoption & Permanence Panel	1 Cllr	Cllr	O'Quinn
6	Brighton & Hove Foster Panel	1 Cllr	Cllr	Hamilton
7	Staff Consultation Forum	3 Labour & Co-operative 2 Conservative 1 Green	Cllrs Cllrs Cllr	Yates, Cattell, Hamilton Janio, Wealls Mac Cafferty
8	Member Development Working Group	2 Labour & Co-operative 2 Conservative 2 Green	Cllrs Cllrs Cllrs	Moonan, O'Quinn K. Norman, Miller Knight, Page

Lead Member Roles

Appointments for 2018/19

The following list indicates the Lead Member role that Chairs and Deputy Chairs have as designated by Leader.

	Lead Member		
1	Adult Social Care		Councillor Moonan
2	Community Safety		Councillor Marsh
3	Economic Development and Social Value		Councillor Platts
4	Health & Wellbeing		Councillor Barford
5	Mental Health		Councillor Penn
6	Planning Policy		Councillor Cattell
7	Private Rented Sector		Councillor Hill
8	Rough Sleeping		Councillor Moonan
9	Sustainability		Councillor Horan
10	Tourism		Councillor Robins

	Name of Organisation	Description and Legal Position	Members Appointed	Term of Office	Allocations	Nominations for 2018/19
	Appointments to Council Bodies:					
1	INTERREG	Managed by the International Team, oversees project bids for international funding. Elected member involvement ensures democratic oversight of the programme.	<i>Cllr Morgan</i>	Annual	1 Labour & Co-operative Cllr	Cllr Yates
2	Members Advisory Group on Grants (MAG)	The delegations to the Assistant Chief Executive require grants in excess of £3000 to be approved following consultation with the Members' Advisory Group for grants.	<i>Cllr Hamilton</i> <i>Cllr Simson</i> <i>Cllr Littman</i>	Annual	1 Labour & Co-operative Cllr 1 Conservative Cllr 1 Green Cllr	Cllr Hamilton Cllr Janio Cllr Littman
3	Brighton & Hove Legacy Fund	To oversee the Brighton Community Fund, with grants made under the following two objectives: (i) Awards to community and voluntary organisations supporting children and young people across Brighton and Hove; and (ii) Awards to support aims and objectives of libraries.	<i>Cllr Marsh</i> <i>Cllr Taylor</i> <i>Cllr Littman</i>	Annual	1 Labour & Co-operative Cllr 1 Conservative Cllr 1 Green Cllr	Cllr Marsh Cllr Taylor Cllr Littman
4	The Brighton Fund	The primary objective of the Brighton Fund (approx. £1m) is the relief of Brighton residents who are over the age of 60 and who are in need, hardship or distress. The Charity's articles list the Mayor and 4 Councillors as making up the Board of Trustees.	<i>The Mayor, Cllr Marsh plus:</i> <i>Cllrs Meadows, Moonan,</i> <i>Cllr A. Norman</i> <i>Cllr Deane</i>	Annual	The Mayor 2 Labour & Co-operative Cllrs 1 Conservative Cllr 1 Green Cllr	Cllr Simson Cllrs Marsh, Cattell Cllr A. Norman Cllr Deane

	Appointments to Partnerships:					
5	Arts & Creative Industries Commission	The purpose of the Commission is to support, promote and develop the arts and creative industries in Brighton & Hove.	<i>Cllr Morris</i> <i>Cllr Peltzer Dunn</i> <i>Cllr Mac Cafferty</i>	Annual	1 Labour & Co-operative Cllr 1 Conservative Cllr 1 Green Cllr	Cllr Morris Cllr Peltzer Dunn Cllr Mac Cafferty
6	Brighton & Hove Connected	Responsible for producing Sustainable Community Strategy and managing family of partnerships.	<i>Cllr Morgan</i> <i>Cllr G. Theobald</i> <i>Cllr Mac Cafferty</i>	Annual	1 Labour & Co-operative Cllr 1 Conservative Cllr 1 Green Cllr	Cllr Yates Cllr Janio Cllr Mac Cafferty
	Appointments to Outside Bodies:					
7	Brighton & Hove Music Trust	Approximately £125k fund invested to advance education by promoting the study and practice of music amongst students of all ages normally resident in Brighton in Hove.	<i>Cllr Allen</i> <i>Cllr A. Norman</i> <i>Cllr Mac Cafferty</i>	Annual	1 Labour & Co-operative Cllr 1 Conservative Cllr 1 Green Cllr	Cllr Allen Cllr A. Norman Cllr Mac Cafferty
8	Brighton Dome & Festival Limited	Charitable Trust with 2 Cllrs appointed to the Board of Trustees.	<i>Cllr Morris</i> <i>Cllr C. Theobald</i>	3-years	1 Labour & Co-operative 1 Conservative	Cllr Morris C. Theobald
9	East Sussex Pension Board	A new Board required to be established by The Local Government Pension Scheme (Amendment) (Governance) Regulations 2015.	<i>Cllr Allen</i>	Annual	1 Labour & Co-operative	Cllr Allen
10	Local Government Association	Representatives attend the LGA Annual Conference and membership provides access to seminars/information.	<i>Cllrs Morgan, Mitchell</i> <i>Cllr G. Theobald</i> <i>Cllr Mac Cafferty</i>	Annual	2 Labour & Co-operative Cllrs 1 Conservative Cllr 1 Green Cllr	Cllrs Yates, Mitchell Cllr G. Theobald Cllr Mac Cafferty