

# BRIGHTON & HOVE CITY

## ANNUAL COUNCIL MEETING

Date: **22 May 2019**

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 the Reverend Helen Rose.

Contact: **Mark Wall**

Head of Democratic Services

01273 291006

[mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk)

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Electronic agendas can also be accessed through our meetings app available through [www.moderngov.co.uk](http://www.moderngov.co.uk)

# AGENDA

## 1 COUNCIL BUSINESS - NEWLY ELECTED COUNCILLORS

The Mayor will invite Group Leaders to introduce their newly elected councillors who will come forward to be welcomed by the Mayor prior to taking their respective seats in the Council Chamber.

## 2 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 Monitoring Officer or Democratic Services Officer preferably before the meeting.

## 3 MAYORAL REPORT 2018-19

7 - 10

To receive the report of the Chief Executive.

Contact Officer: Mark Wall

Tel: 01273 291006

Ward Affected: All Wards

## 4 MAYOR'S THANKS AND PRESENTATIONS

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

## 5 ELECTION OF THE MAYOR OF BRIGHTON AND HOVE FOR THE MUNICIPAL YEAR 2019/20

The Mayor will seek nominations for the new Mayor for the Municipal Year 2019/20.

## ADJOURNMENT

The Mayor will call a short adjournment to allow for the robing of the new Mayor.

## **6 VOTE OF THANKS TO THE RETIRING MAYOR**

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

## **7 APPOINTMENT OF THE DEPUTY MAYOR FOR BRIGHTON AND HOVE FOR THE MUNICIPAL YEAR 2019/20**

The Mayor will move the appointment of the Deputy Mayor for the Municipal Year 2019/20.

## **8 APPOINTMENT OF THE LEADER OF THE COUNCIL FOR 2019/20**

The Mayor will seek nominations for the appointment of the Leader of the Council for the municipal year 2019/20.

## **9 APPOINTMENTS FOR 2019/20**

The Mayor will move the following appointments:

- (a) To approve the appointment of the Deputy Leader of the Council;  
*Councillor Childs*
- (b) To approve the appointment of the Leader of the Official Opposition;  
*Councillor Mac Cafferty*
- (c) To note the appointments of the following positions as agreed by the respective Groups represented on the Council:
  - (i) Leader of the Labour Group  
*Councillor Platts*
  - (ii) Deputy Leaders of the Labour Group  
*Councillor Childs and  
Councillor Yates (Finance);*
  - (iii) Convenor of the Green Group  
*Councillor Mac Cafferty;*
  - (iv) Deputy Convenors of the Green Group  
*Councillor Clare (External) and  
Councillor Shanks (Internal);*
  - (v) Leader of the Conservative Group  
*Councillor Bell*
  - (vi) Deputy Leaders of the Conservative Group  
*Councillor Mears and  
Councillor Wares.*

## REPORTS FOR DECISION

### 10 REVIEW OF POLITICAL BALANCE 2019/20

11 - 16

Report of the Chief Executive.

Contact Officer: Mark Wall

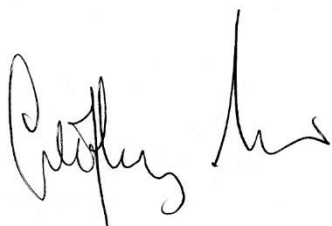
Tel: 01273 291006

Ward Affected: All Wards

### 11 CLOSE OF MEETING

The Mayor will close the meeting.

Date of Publication - Tuesday, 14 May 2019



Chief Executive  
Hove Town Hall  
Norton Road  
Hove  
BN3 3BQ

#### **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. Provision is also 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 fourth working day before the meeting.

#### **WEBCASTING NOTICE**

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Chair 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.

Therefore, by entering the meeting room and using the seats in the chamber 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.

### **ACCESS NOTICE**

The Public Gallery is situated on the second floor of the Town Hall and is limited in size but does have 3 spaces designated for wheelchair users. There is a specially designed lift to the second floor and an automatic door and ramped access to the public gallery. The lift can be used as part of a managed evacuation and there are refuge areas (in the fire protected areas where people unable to use the stairs can wait to be assisted from the building via the lift), which will accommodate 2 wheelchair users and several standing users.

We have made a number of adjustments to make the venue as accessible as possible and the seated spaces available in the public gallery can be used by disabled people who are not wheelchair users, but able to use bench style seating.

Infra-red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.

If you wish to attend a meeting but are unable to use stairs please contact the Democratic Services Team (Tel: 01273 291066 or Email: [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)) 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.

If the public gallery is full, Committee Room 1 on the ground floor can be used as 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, 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.

### **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.

### **FURTHER INFORMATION**

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



|                          |                               |                                |                          |
|--------------------------|-------------------------------|--------------------------------|--------------------------|
| <b>Subject:</b>          | <b>Mayoral Report 2018-19</b> |                                |                          |
| <b>Date of Meeting:</b>  | <b>22 May 2019</b>            |                                |                          |
| <b>Report of:</b>        | <b>Chief Executive</b>        |                                |                          |
| <b>Contact Officer:</b>  | <b>Name:</b>                  | <b>Mark Wall</b>               | <b>Tel:</b> 01273 291006 |
|                          | <b>Email:</b>                 | mark.wall@brighton-hove.gov.uk |                          |
| <b>Ward(s) affected:</b> | <b>All</b>                    |                                |                          |

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

- 1.1 This report informs Council of the activities of the Mayor, Councillor Dee Simson during the civic year 2018-19.

**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 actively supported and raised funds for her 4 named charities and was able to use the Mayoral name to promote events and encourage support for many more.
- 3.7 During her Mayoral year (2018-19) the Mayor carried out in excess of four hundred and thirty engagements of which approximately;
- 52 were events or receptions in the Mayor's Parlour
  - 43 involved Faith or Faith Communities
  - 20 involved sport or sporting activities
  - 50 were traditional or heritage events
  - 30 were meetings
  - 19 involved the Arts or creative communities
  - 50 were charity, fundraising or volunteer events
  - 36 involved aspects of health, age or well-being
  - 62 involved young people
  - 21 supported the economy
  - 35 were in support of neighbourhoods, inclusion, communities and equalities
  - 7 interviews
- 3.8 Highlights of the year include:
- Remembrance Day Commemorations,
  - The Children Parade,
  - Citizenship Ceremonies,
  - Pride
  - University Graduation Ceremonies
  - Mayor's CEO Sleepout at the i360
  - Bowling woods with the Chelsea Pensioners (Royal Hospital Bowling Club),
  - Visiting patients at the Royal Sussex County hospital on Christmas Day
- 3.9 The Mayor's Parlour has been used on many occasions throughout the year to welcome;
- Students of different ages and backgrounds including Cadets from the Armed Forces
  - International business delegations
  - Civic receptions
  - Charity receptions
  - Community groups
- 3.10 The Mayor wishes to thank the Charity Committee for their support. Funds raised for charity are yet to be confirmed but will be used to purchase equipment from a wish list provided by each charity.
- 3.11 The Mayor wishes to thank Reverend Helen Rose for her work as Chaplain and support throughout the year.
- 3.12 The Mayor wishes to thank Councillor Alex Phillips (Deputy Mayor) for deputising at many events; and for her support and flexibility.



3.13 The Mayor would like to extend particular thanks to Paul Simson 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



22 May 2019

Brighton &amp; Hove City Council

|                          |  |  |                          |
|--------------------------|--|--|--------------------------|
| <b>Subject:</b>          | <b>Review of Political Balance 2019/20</b> |  |                          |
| <b>Date of Meeting:</b>  | <b>22 May 2019</b>                         |  |                          |
| <b>Report of:</b>        | <b>Chief Executive</b>                     |  |                          |
| <b>Contact Officer:</b>  | <b>Name:</b>                               | <b>Mark Wall</b>   | <b>Tel:</b> 01273 291006 |
|                          | <b>Email:</b>                              | <a href="mailto:mark.wall@brighton-hove.gov.uk">mark.wall@brighton-hove.gov.uk</a> |                          |
| <b>Ward(s) affected:</b> | <b>All</b>                                 |  |                          |

**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 2019/20 municipal year and until 2023 were appropriate.

**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 (20 Members), Green (19 Members), Conservative (14 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       | 20           | 20/54              | 37.03         |
| Green        | 19           | 19/54              | 35.18         |
| Conservative | 14           | 14/54              | 25.92         |
| Independent  | 1            | 1/54               | 1.85          |
| <b>Total</b> | <b>54</b>    |                    | <b>99.98%</b> |

Committee Sizes and Review of Committees

3.6 Following consideration of the committee structure and how it matches to the directorates and areas of responsibility at the Leaders Group, it was agreed that the Constitution Review Working Group should be asked to meet as soon as possible to review the arrangements and make recommendations to the July Council meeting. The Planning Committee Working Group had also recommended that the committee should be brought into line with the size of the policy committees and therefore it has been reduced from 12 to 10 councillors.

3.7 The total number of committee places used for the determination of the allocation of seats to the political groups is 106 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 106 seats to be allocated).

- 3.8 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.
- 3.9 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 1, 2, 3 and 4, 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 19/20).

*Finance Officer Consulted: Peter Francis Date: 13/05/2019*

##### 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: 13/05/2019*

##### 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:**

**Note:** The appendices will follow as part of an addendum to the agenda.

- 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

