

To all Members of the Council

16 May 2023

You are hereby summoned to attend the **Annual Meeting of Rother District Council** to be held at the **Town Hall, Bexhill** on **Wednesday 24 May 2023** at 6:30pm when it is proposed to transact the business stated below.

At 6:25pm, prior to the commencement of the meeting, you are invited to join the Chair in prayer which will be led by her Chaplain, Father Robert Coates.

1. The Chairman (K.M. Harmer) to take the Chair.
2. To receive apologies for absence.
3. The Chair to announce first business to be the election of Chair of the Council for the ensuing year. The Chair to call for nominations. If there is more than one nomination there will be a ballot in accordance with Council Procedure Rule 17.4(a).
4. If there is only one nomination, the Chair to put that nomination to the meeting and subsequently to declare the Councillor elected.
5. The retiring Chair and the elected Chair to retire to the Chair's Room.
6. The elected Chair to take the Chair and the retiring Chair to take the seat reserved for them.
7. The Chair to read and sign the Declaration of Acceptance of Office.
8. The Chair to thank the Council for their election.
9. The Chair to seek nominations for the appointment of Vice-Chair of the Council. The Chair to call for nominations. If there is more than one nomination there will be a ballot in accordance with Council Procedure Rule 17.4(a).
10. If there is only one nomination, the Chair to put that nomination to the meeting and subsequently to declare the Councillor appointed.
11. The Chair to invest the Vice-Chair with the Badge of Office.
12. The Vice-Chair to take the seat on the right of the Chair.
13. The Vice-Chair to read and sign the Declaration of Acceptance of Office.
14. The Vice-Chair to thank the Council for their appointment.
15. To approve as a correct record and to authorise the Chair to sign the Minutes of the Council Meeting held on 20 February 2023.

16. Chair's Communications.
17. The following vote of thanks to the retiring Chair for past services to be moved and seconded: "That the Council record its gratitude to Kathy Harmer for her conscientious and impartial discharge of the duties of the Chair during her term of office."
18. The Chair to put the motion to the Council for approval.
19. The retiring Chair to reply to the vote of thanks.
20. The Chair to seek nominations for the election of the Leader of the Council. A Councillor to move that Councillor Doug Oliver be elected as Leader of the Council. To be seconded. The Chair to ask if there are any further nominations. If there is more than one nomination there will be a ballot in accordance with Council Procedure Rule 17.4(a).
21. If there is only one nomination, the Chair to put that nomination to the meeting and subsequently declare the Councillor elected.
22. The Leader of the Council to confirm that Councillors Christine Bayliss and Sue Prochak have been appointed as Deputy Leaders of the Council.
23. The Leader of the Council to confirm that Cabinet will comprise the Leader and the following 9 other Members with the following portfolios:

Councillors	Portfolios
Oliver (Leader)	Corporate Policy, Communications, Improvement, Devolution, HR and strategic issues
Bayliss (Deputy Leader)	Regeneration and Economic Development
Prochak (Deputy Leader)	Planning, Joint Waste Contract +Member Training Champion
Byrne	Digital Transformation & Customer Services and Armed Forces Champion
Coleman	Wellbeing, Equalities and Age Friendly Communities
Field	Environmental, Licensing, Community Safety and Climate Strategy
Jeeawon	Finance and Governance
McCourt	Housing
Rathbone Ariel Timpe	Cross-Cutting Climate Change Neighbourhood Services, Tourism, Joint Waste Contract

(Note: In accordance with Article 7 of the Constitution, the Cabinet will consist of the Leader together with at least two, but not more than ten, Councillors appointed by the Leader).

24. The Leader of the Council to confirm that Councillors Prochak and Field have been appointed as the Council's representatives on the Joint Waste and Recycling Committee with Councillors Rathbone Ariel and Timpe as substitutes.
25. The Leader of the Council to confirm that Councillors Clark and Gray have been appointed as Cabinet Spokespersons on Older Persons and Promoting Liveable Neighbourhoods (Cycling/ walking) respectively.
26. The Leader of the Council to confirm that Councillors Bayliss, Byrne, Jeeawon, Oliver, Osborne and Thomas have been appointed as Members of the Property Investment Panel.
27. To consider and approve as detailed in Appendix 1: (Pages 5 - 8)
 - the committees to be established for the municipal year;
 - the size and terms of reference for those committees;
 - the allocation of seats to political groups in accordance with the political balance rules or as otherwise determined by the Council; and
 - the nominations of Group Leaders as to the Councillors to serve on each committee.
28. To receive the report of the Chief Executive, as Returning Officer, on the District and Parish Ordinary Elections held on 4 May 2023. (Pages 9 - 14)
29. Disclosure of Interest - To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question.
30. To receive the report of the Cabinet on matters for determination by the full Council at its meetings held on 27 February and 27 March 2023, as under:
(Pages 15 - 22)

27 February 2023

- Capital, Investment and Treasury Management Strategy 2023-24 (CB22/77)

27 March 2023

- Recommendations of the Anti-Poverty Task and Finish Group (CB22/89)
- Changing Places Toilets for Pebsham Community Centre and Camber Central Toilets (CB22/90)
- Electric Vehicle Charging Points in Council Owned Car Parks (CB22/91)

31. To receive the report of the Head of Paid Service, in accordance with paragraph 17a of the Overview and Scrutiny Procedure Rules and paragraph 4 of the Budget and Policy Framework Procedure Rules, of any urgent decisions taken at Cabinet meetings held on 27 February and 27 March 2023. (Pages 23 - 24)
32. To receive the report of the Audit and Standards Committee on the following matter for determination by the full Council considered at its meeting held on 20 March 2023, as under: (Pages 25 - 38)
 - Proposed Code of Conduct (AS22/51)
 - Amendment to the Constitution - Delegations to Officers (AS22/52)
33. To receive the report of the Chief Executive on the Appointment of Representatives to Outside Bodies. (Pages 39 - 50)
34. To receive the Annual Report of the Member Development Task Group. (Pages 51 - 56)
35. To receive the Annual Report of the Overview and Scrutiny Committee submitted in accordance with Article 6 of the Constitution. (Pages 57 - 70)
36. To receive the report of the Chief Executive on the appointment of an Interim Chief Executive. (Pages 71 - 72)



Malcolm Johnston
Chief Executive

Town Hall
Bexhill-on-Sea
East Sussex, TN39 3JX

NOTE: The Annual Meeting will be followed by meetings of each of the Committees to elect their Chair and Vice Chair (see procedural note overleaf) and to appoint any relevant Sub-Committees. If a Committee is unable to elect its Chair and Vice-Chair, the Annual Meeting shall be resumed in order that such appointment(s) may be determined by full Council.