



THE ANNUAL MEETING OF THE COUNCIL WILL BE

HELD AT GUILDHALL ON WEDNESDAY 20TH MAY 2026 AT 7.00 PM

to which you are hereby summoned to attend.

1. Election of the Lord Mayor

In accordance with Standing Order 2 of the constitution:

- (1) The Lord Mayor shall be elected at the Annual Meeting of the Council.

2. Appointment of the Deputy Lord Mayor

In accordance with Standing Order 2 of the constitution:

- (2) The Deputy Lord Mayor shall then be appointed at the Annual Meeting of the Council.

3. Confirmation of the Leader of the Council and the Leader's Appointment of the Deputy Leader of the Council

In accordance with Article 7 of the constitution:

7.03 Leader

- The Leader will be a councillor elected to the position of Leader by the Council.
- The Leader's term of office starts on the day of his/her election to that office and ends on the day when the Council holds its first Annual Meeting after the Leader's normal day of retirement as a Councillor unless:
 - a) he/she resigns from the office; or
 - b) he/she is suspended from being a councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
 - c) he/she is no longer a councillor; or
 - d) he/she is removed from office by resolution of the Council.

4. Leader's Appointment of the Executive and Portfolio Holders

In accordance with Article 7 of the constitution:

To Follow

7.02 Form and composition

- a) The Executive is made up of the Leader of the Council and up to 9 other Members, he/she shall appoint.

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- b) The Executive members will be appointed by Council on nomination by the Leader.
- c) No member of the Executive shall serve on any of the Council's Scrutiny Committees, the Audit and Governance Committee or the Scrutiny Programme Board

5. Appointment of Committees and Appointments to Outside Bodies

To consider the report of the Strategic Director for Corporate Resources.

3 - 8

Order of Proceedings

Date: Tuesday 12 May 2026

**Bindu Arjoon
Chief Executive**

NOTE: Members are asked to sign the Attendance Register

REPORT TO COUNCIL

Date of Meeting: 20 May 2026

Report of: Strategic Director for Corporate Resources

Title: Appointment of Members to the Council's Committees

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

- 1.1 To confirm the political proportionality, distribution and appointments to Council committees.
- 1.2 To receive and confirm the nominations from political group leaders to committees and outside bodies for the 2026/27 municipal year.

2. Recommendations:

- 2.1 That Council approves the allocation of proportional committee seats as set out in Appendix A of the report.
- 2.2 That Council approves committee memberships in accordance with the nominations submitted by the political group leaders at Appendix B.
- 2.3 That Council approves the appointments to Outside Bodies submitted by the political group leaders at Appendix C
- 2.4 That Council delegate authority to the Democratic Services Manager to amend the constitution to reflect Portfolio Holder appointments and any amendments to these appointments made during the municipal year.

3. Reasons for the recommendation:

- 3.1 At its Annual Meeting, Council is required to confirm its political proportionality and allocate places to the committees of the Council.
- 3.2 Section 15 of the Local Government and Housing Act 1989 (the 1989 Act) sets out the duty to allocate seats to political groups. This requires Committees to reflect the political balance of the Council. Where there are changes within the municipal year the legislation states that changes should be made "as soon as practicable". In general, this would be at the next scheduled meeting of Council.
- 3.3 Section 15(5) of the Act sets out the following four principles to be applied in order to determine the allocation of seats on each Council Committee:
 - a. Not all the seats on the body shall be allocated to the same political Group;
- 3.4 b. The majority of the seats on the body shall be allocated to a particular Political Group if the number of persons belonging to that group is the majority of the Authority's membership;
 - c. Subject to paragraphs (a) and (b) above the number of seats on the ordinary Committees of the Council which are allocated to each Political Group shall bear

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the same proportion to the total of all the seats on the ordinary Committees of the Council as is borne by the number of Members of that Group to the membership of the Council;

d. Subject to paragraphs (a), (b) and (c) above, the number of seats on the body which are allocated to each Political Group shall bear the same proportion to the number of all the seats on that body as is borne by the number of Members of that group to the membership of the Authority.

3.5 These four principles are set in order of precedence, with (a) having first precedence and each subsequent principle being met in so far as it does not counteract the preceding principle.

3.6 Under the Act, whilst the Council determines the number of seats on each Committee, the responsibility for nominating Members rests with the political groups concerned. Council is obliged to accept the nominations put forward by the political group leaders, provided that the four principles governing the allocation of seats are followed as much as possible in the order shown.

- Due to its size, the Labour Group have been allocated 25 seats on committees.
- Due to its size, the Green Group have been allocated 14 seats on committees.
- Due to its size, the Liberal Democrat Group have been allocated 7 seats on committees.
- Due to its size, the Reform UK Group have been allocated 4 seats on committees.
- Due to its size, the Equity Independent Group have been allocated 3 seats on committees.
- The Conservative Member has been allocated 1 seat based on the remaining availability of seats.

3.7 To ensure compliance with (c), that the overall distribution is equitable, it can be necessary for political groups and Independent councillors to be overrepresented on some committees and under-represented on others. For the larger political groups this could involve giving up seats and part seat entitlements so that whole seats can be assigned to the smaller political groups which would otherwise not have adequate representation.

3.8 The Act does not apply to membership of the Executive. In accordance with the Local Government Act 2000, the Leader makes appointments to the Executive.

3.9 Members will note that in accordance with Section 21(9) of the Local Government Act 2000, members of the Executive cannot include members of the Council's Scrutiny Committees. In accordance with Article 9 Executive members are excluded from sitting on the Audit and Governance Committee.

3.10 The proportionality rules apply, broadly speaking, to all committees or sub committees of the Council. For the purpose of proportionality, the Council's two scrutiny committees and all regulatory committees.

3.11 Proportionality rules set out in the Act can only be disapplied by resolution of the Council with no Member voting against.

3.12 The table at Appendix A sets out the proportionality calculation. It is based on the size of the Council's political groups.

3.13 The political group leaders have been invited to make their nominations to Committees according to the above allocation.

4. What are the resource implications including non-financial resources:

4.1 There are no resource implications resulting from the recommendations.

5. Section 151 Officer comments:

5.1 There are no financial implications for Council to consider.

6. What are the legal aspects?

6.1 Legal considerations are set out above.

7. Monitoring Officer's comments:

7.1 The content of this report raises no issues for the Monitoring Officer.

8. Equality Act 2010 (The Act)

8.1 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because it seeks only to make nominations to Council committees.

9. Carbon Footprint (Environmental) Implications:

9.1 No direct carbon/environmental impacts arising from the recommendations.

10. Report details:

10.1 Contained in Section 3 above.

11. How does the decision contribute to the Council's Corporate Plan?

11.1 Ensuring appointments to committees will contribute to a Well-Run Council.

12. What risks are there and how can they be reduced?

12.1 No risks have been identified.

13. Are there any other options?

13.1 None

Strategic Director of Corporate Resources

For enquiries please contact: democratic.services@exeter.gov.uk

Author: Liz Smith, Democratic Services Manager

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:

The Local Government and Housing Act 1989

Local Government Act 2000

List of Appendices:

- Appendix A – Proportionality Calculation
- Appendix B – Committee Allocations – TO FOLLOW
- Appendix C – Outside Bodies – TO FOLLOW

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Party	Number	Proportion	No of Seats
Labour	18	46%	25
Conservative	1	3%	1
Liberal Democrat	5	13%	7
Green	10	26%	14
Reform	3	8%	4
Equity Independent	2	5%	3
Independent	0	0%	0
Trade Unionist & Socialist Coalition	0	0%	0
TOTAL	39	100%	55

2026

Allocation per Committee

Committee	Size	Labour	Round	Con	Round	Lib Den	Round	Green	Round	Reform	Round	Eq Ind	Round	Indep	Round	TUSC	Round	
Planning	11	5.08	5	0.28	0	1.41	2	2.82	3	0.85	0	0.56	1	0.00	0	0.00	0	11
Licensing	11	5.08	5	0.28	0	1.41	1	2.82	2	0.85	2	0.56	1	0.00	0	0.00	0	11
Audit and Governance	11	5.08	5	0.28	0	1.41	2	2.82	3	0.85	1	0.56	0	0.00	0	0.00	0	11
Customer Focus Scrutiny	11	5.08	5	0.28	1	1.41	1	2.82	3	0.85	1	0.56	0	0.00	0	0.00	0	11
Strategic Scrutiny	11	5.08	5	0.28	0	1.41	1	2.82	3	0.85	1	0.56	1	0.00	0	0.00	0	11
TOTAL	55	25		1		7		14		5		3		0		0		55
		45%		2%		13%		25%		9%		5%		0%		0%		100%
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Agenda Annex

MACE BEARER

LORD MAYOR ELECT
(Councillor G. Rolstone)

LORD MAYOR
(Councillor A. Jobson)

DEPUTY LORD MAYOR ELECT
(Councillor L. Haigh)

DEPUTY LORD MAYOR
(Lord Mayor Elect)

CHIEF EXECUTIVE

LORD MAYOR ELECT'S CONSORT

LORD MAYOR'S CONSORT

LORD MAYOR'S CHAPLAIN

DEPUTY LORD MAYOR ELECT'S
CONSORT

HONORARY ALDERMEN
(In order of seniority)

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EXETER CITY COUNCIL

ANNUAL MEETING OF COUNCIL - ORDER OF PROCEEDINGS

TUESDAY 20 MAY 2026

1. The Civic Party will process from the Lord Mayor's Parlour, and relevant members of the Party will take their seats upon the Dais.
2. Before the formal meeting commences, the Lord Mayor will call on their Chaplain to say Prayers.
3. The first business of the Annual Meeting is to elect a Lord Mayor for the ensuing year, and the nomination, and seconding, of a Member to fill that office will be made.
4. The Lord Mayor will declare the election to the Office of Lord Mayor.
5. The elected Lord Mayor will then retire to the Robing Room to be invested with the Chain and Robe of Office. Upon return, the Lord Mayor will make a Declaration of Acceptance of Office, take the Chair, return thanks, and announce the name of their Charity and Chaplain.
6. The next business of the meeting is to appoint a Deputy Lord Mayor for the ensuing year and a nomination, and seconding, of a Member to fill that office will be made.
7. The Lord Mayor will declare the appointment to the Office of Deputy Lord Mayor.
8. The Deputy Lord Mayor will then retire to the Robing Room to be invested with the Chain and Robe of Office. Upon return, the Deputy Lord Mayor will make a Declaration of Acceptance of Office and return thanks.
9. A vote of thanks will be made to the Retiring Lord Mayor (and Retiring Lord Mayor's Consort), and the proposer will present badges to the Retiring Lord Mayor and Retiring Lord Mayor's Consort.
10. The Retiring Lord Mayor will return thanks.
11. A vote of thanks will be made to the Retiring Deputy Lord Mayor and their Consort.
12. Agenda items 4, 5 and 6 will follow.
13. At the close of the meeting the Civic Party will process to the Parlour for an informal ceremony at which the Lord Mayor's Consort and Deputy Lord Mayor's Consort will be invested with their Badges of Office.
14. Upon their return, the Civic Party will process from the Dais to the Parlour in the same order in which they arrived.
15. All persons invited to attend the Annual Meeting are invited to remain in the Hall for tea and coffee.

You are requested to vacate your seat at the close of the meeting, in order that the chairs may be cleared away.

May 2025

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SEATING IN THE GUILDHALL

HON. ALDERMEN

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LORD
MAYOR

LORD MAYOR'S CHAPLAIN	DEPUTY LORD MAYOR ELECT	DEPUTY LORD MAYOR	LORD MAYOR ELECT'S CONSORT		CHIEF EXECUTIVE	LORD MAYOR ELECT	LORD MAYOR'S CONSORT	
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HON. ALDERMEN/COUNCIL OFFICERS

DEMOCRATIC SERVICES
MANAGER

COUNCIL OFFICERS

Labour Group	Labour Group	Labour Group	MACE	Green Group	Green Group
Labour Group	Labour Group	Labour Group		Green Group	Conservative Member Equity Independent Member

Liberal Democrat Group

Reform Group

ROW A (8)

ROW B (8)

ROW C (8)

ROW D (8)

ROW E (8)

MAIN ENTRANCE

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