



# Welcome to Epsom & Ewell Borough Council Prospective Candidates Evening

23 November 2022

## **Hannah Dalton**

Stoneleigh Ward Councillor,  
Chair of the Residents'  
Association Group and Vice  
Chair of Strategy &  
Resources

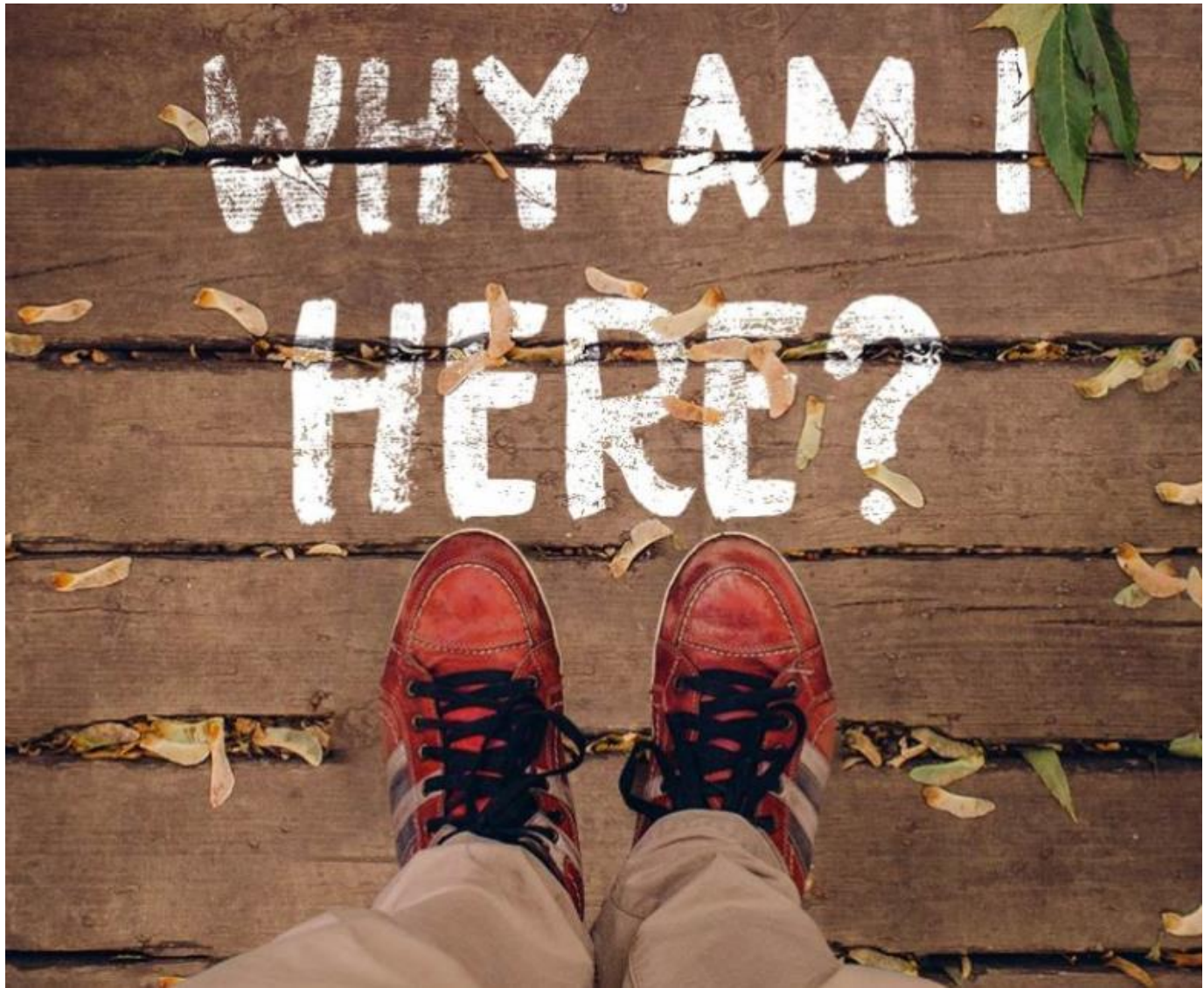


## **Andrew Bircher**

Head of Policy and  
Corporate Resources

## **Tim Richardson**

Democratic Services  
Manager

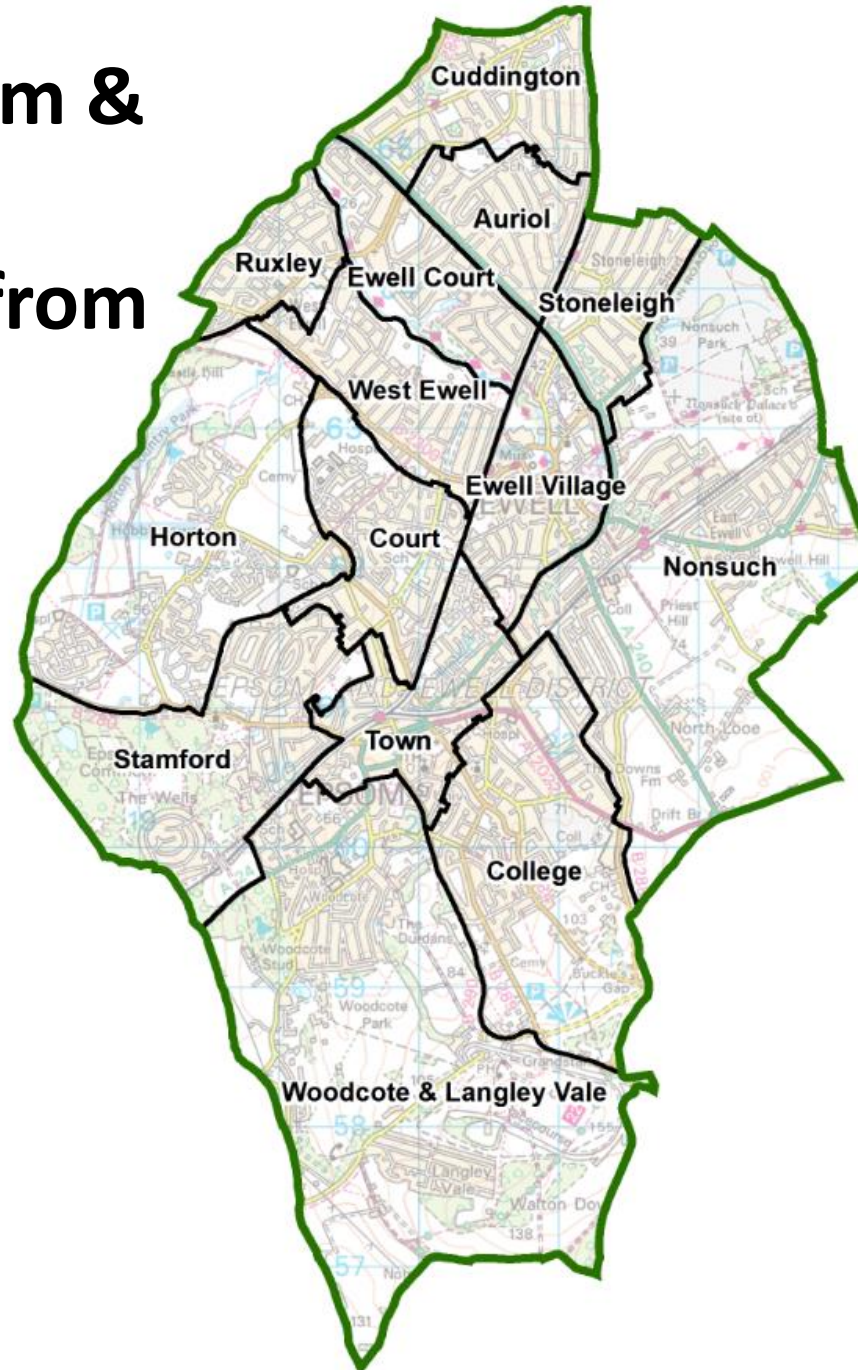


# What we will cover this evening

- Overview of Epsom & Ewell Borough Council
- The role of a Councillor
- Eligibility to stand
- Where to find out more
- Opportunity to ask questions



# Map of Epsom & Ewell Ward Boundaries from May 2023



Ward name	Number of councillors
Auriol	2
College	3
Court	3
Cuddington	3
Ewell Court	2
Ewell Village	2
Horton	2
Nonsuch	3
Ruxley	2
Stamford	2
Stoneleigh	2
Town	3
West Ewell	3
Woodcote & Langley Vale	3
<b>Totals</b>	<b>35</b>

# What is the Borough Council responsible for?

Planning Applications	Council Tax Collection	Parks & Open Spaces	Building Control	Licensing
Community Safety	Local Plan	Cemetery	Housing & Homelessness	Car Parks & Off Street Parking
Economic Development	Council Venues	Allotments	Tourism & Culture	Arts & Leisure Activities
Annual Council Budget	Bin Collections	Food Hygiene	Community & Wellbeing Centre	Street Trading & Markets
Elections	Community Meals & Alarm	Pest Control	Council Strategy	Working with health

# What is the Borough Council not responsible for?

Highways & Transport

Schools & Education

Libraries

Registration of Births & Deaths

Adult Social Care

Children's Social Care

Cared for Young People

Trading Standards

# The Role of Councillors (Members)

## Members

- Set Council strategy and direction
- Set and agree Council policies
- Set the Council budget and agree budget spend
- Represent the Council
- Link with the community
- Quasi judicial role

## Officers

- Operational and day to day running of the Council
- Develop policy proposals and implement agreed policies
- Carry out Statutory functions
- Have professional abilities
- Ensure Council acts lawfully and within financial propriety

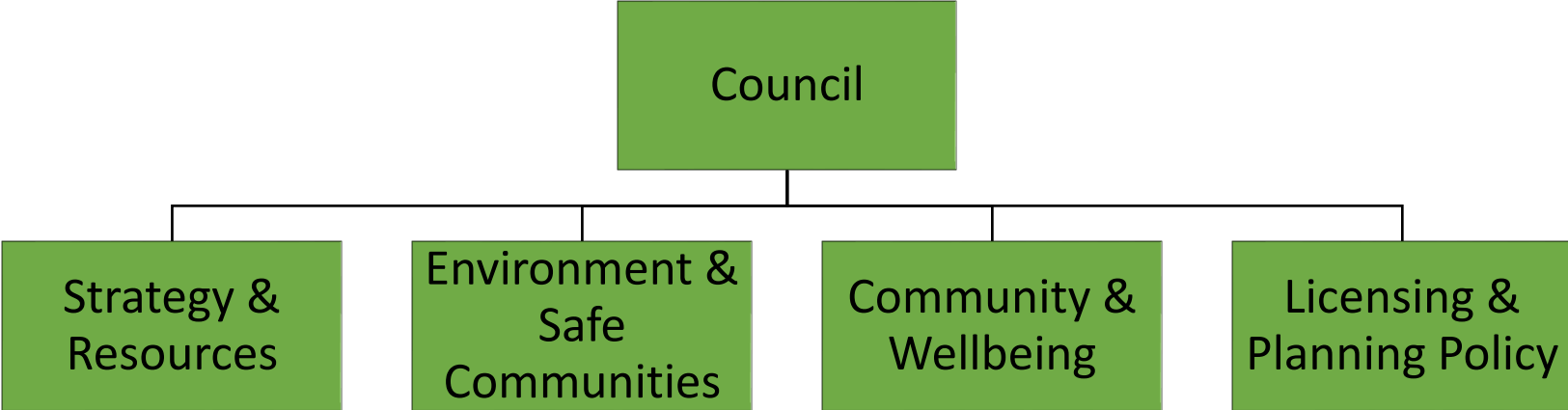
## MEMBER - OFFICER PROTOCOL



# Key Member decisions

- Agree Council strategy and plans:
  - Annual Plan
  - 4 Year Plan
  - Longer Term Vision
  - Local Plan
  - Other plans i.e. Climate Change Action Plan
- Corporate Plan
- Medium Term Financial Plan

# Policy Committees



# Why would you want to be a Councillor?

- Make a difference
- Help shape the future of our local community
- Ensure the community gets the right services
- Represent the views of local people
- Ensure that community interests are taken into account
- Contribute your skills
- Build on other community work you are doing
- Pursue your political ambitions and contribute to your community
- Develop leadership and analytical skills and to obtain practical and managerial work experience

# What does a Councillor do?

- Develop strategies and plans for the area
- Serve their community – helping with problems and ideas
- Represent the community
- Decide and review decisions around the services which the Council provides
- Talk to the community about their needs and what the council is doing
- Casework - helping people who want advice about local services, action to deal with issues or provide information
- Work with other organisations to improve the lives of local people e.g. police, Surrey CC, voluntary groups
- Civic & Ceremonial Events
- Other voluntary activities

# What is the time commitment?

It will depend on what Committees and Panels you sit on, as well as your Ward case work...

- Municipal year runs from May to April, with no meetings in August
- Council and Committee meetings start at 7.30pm. Some Panels and Working Group meetings take place at different times of day
- Member Briefing evenings – schedule throughout the year. Attendance is recommended but not obligatory
- May have political group meetings
- Time spent on Ward issues, casework and other activities can vary and is down to the individual to manage

# What does casework involve?

- Parking on a grass verge
  - Anti-social neighbour disputes
  - Fly-tipping
  - Faulty streetlight
  - Noisy party
  - Request to clear weeds and dog mess from an alleyway
  - Help with housing
  - Borough Council flower beds
  - Street cleaning request
  - Advice on advertising local community events
- ...and anything else that comes your way!

# Picking up case work

Your casework can come from a variety of sources:

- Letters/emails
- Telephone calls
- Social media - Facebook, Twitter etc.
- Councillor surgeries and advice sessions
- Doorstep calls
- Campaigning and other political activity
- In the supermarket, local cafe, out walking the dog!

# Being an effective ward councillor

Understand your  
Ward

Community Leader  
- bridge between  
your community  
and the council

Manage your  
casework

Supporter and  
champion your  
community's  
aspirations

Visible, accessible  
and accountable

Relationship  
management

Representative on  
other bodies –  
volunteer &  
community groups

Proactive and gets  
things done

Listen,  
communicate and  
influence





# Next steps for standing as a Councillor

# The Election Process

- Get involved as soon as possible
- Check your eligibility to stand
- Deadline for Nominations – Tuesday 4 April
- Nomination Form and accompanying paperwork
- Election Agent
- Campaign spending limits
- Verification and Count

# Eligibility to stand

You can become a councillor as long as you are:

- British or a citizen of the Commonwealth or European Union
- At least 18 years old
- Registered to vote in the area or have lived, worked or owned property there for at least 12 months before an election.

You can't stand for election if you:

- Work for Epsom and Ewell Borough Council, or for another local authority in a political restricted post
- Are the subject of a bankruptcy restrictions order or interim order
- Have been sentenced to prison for three months or more (including suspended sentences) during the five years before election day
- Have been convicted of a corrupt or illegal practice by an election court

If you are in any doubt about whether you are eligible to stand as a councillor, you should contact Democratic Services team for further advice

# Elections Act 2022 - proposed changes to the UK election process

The Elections Act 2022 proposes changes which will be in place for the 2023 elections:

- Inclusion of the 'imprint' on all campaign material, including social media posts
- Voter ID will be required for anyone voting in person at a polling station.

More information is available at  
<https://www.electoralcommission.org.uk/>

# What happens after you are elected?

- Declaration of acceptance of office
- Set up as a Councillor
- Induction & training programme and you will need to make yourself available to attend mandatory training through May 2023
- Vacation of Office by failure to attend meetings

## Further information and support



- Speak to a currently elected Councillor. Their details are here:  
<https://democracy.epsom-ewell.gov.uk/mgMemberIndex.aspx?bcr=1>
- Find out more on the Council's website:  
<https://www.epsom-ewell.gov.uk/leaders>

Use other resources available to you:

<https://www.local.gov.uk/be-councillor>

<https://www.electoralcommission.org.uk/>

# MAKE A DIFFERENCE

Questions?

