



Jacqui Sinnott-Lacey
Chief Operating Officer
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

Tuesday, 16 June 2020

TO: THE MAYOR AND COUNCILLORS

Dear Councillor,

You are summoned to a meeting of the **COUNCIL** to be held in the **SKYPE MEETING** on **WEDNESDAY, 24 JUNE 2020 at 7.30 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be "JS", enclosed in a rectangular box.

Jacqui Sinnott-Lacey
Chief Operating Officer

AGENDA
(Open to the Public)

PAGE(S)

1. **PRAYERS**

2. **APOLOGIES**

3. **DECLARATIONS OF INTEREST**

If a member requires advice on Declarations of Interest, he/she is advised to contact the Borough Solicitor in advance of the meeting. (For the assistance of members a checklist for use in considering their position on any particular item is included at the end of this agenda sheet.)

1 - 2

4. **A. ELECTION OF MAYOR FOR ENSUING YEAR B. APPOINTMENT OF DEPUTY MAYOR FOR THE ENSUING YEAR** 3 - 4
(See attached Procedural Note.)
5. **ANNOUNCEMENTS BY THE MAYOR AND/OR THE CHIEF OPERATING OFFICER**
6. **ELECTION OF THE LEADER, THE LEADER'S APPOINTMENT OF THE DEPUTY LEADER AND CABINET, AND 'PROPER OFFICER PROVISIONS AND SCHEMES OF DELEGATION'** 5 - 20
To consider the report of the Corporate Director of Transformation & Resources.
7. **TO NOTE THE APPOINTMENT OF THE LEADER AND DEPUTY LEADER OF THE OPPOSITION GROUPS AND SHADOW CABINET**
8. **APPOINTMENT OF COMMITTEES ETC 2020/21** 21 - 22
To consider the report of the Corporate Director of Transformation & Resources.
9. **APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF COMMITTEES**
To appoint the Chairmen and Vice-Chairmen of Committees as indicated in the Appendix to be circulated as part of Agenda Item 6.

We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

MOBILE PHONES: These should be switched off or to 'silent' at all meetings.

For further information, please contact:-
Jacky Denning on 01695 585384
Or email jacky.denning@westlancs.gov.uk



REMOTE MEETINGS – GUIDANCE

This guidance is designed to assist members when attending remote meetings.

The guidance should be read in conjunction with the Council's Remote Meetings Protocol and Procedures Rules

General

1. If members wish to speak on a particular item it will assist the smooth running of the remote meeting if they indicate to the Chairman their wish to speak in advance of the meeting.
2. Please join the meeting no later than 15 minutes before the start of the meeting to ensure that the technology is working correctly.
3. It is a requirement of the remote meetings regulations that any member participating in a remote meeting must be able to be heard (and if practicable also be seen) by all other members, officers and public speakers participating in the meeting and, in turn, be able to hear (and if practicable see) those persons.
4. It is also a requirement that the meeting be live broadcast and so any camera (video-feed) should show a non-descript background and members should take care to ensure that no exempt or confidential papers can be seen in the video-feed.
5. At the start of the meeting please ensure that your microphone is muted and your video feed (if available on your device) is paused. Please remember to unmute your microphone (and unpauses your video feed if available) when invited to speak by the Chairman!
6. At the start of the meeting the Member Services Officer will read out which Members and Officers are present. The attendance of members will be recorded.

7. Please remember to mute your mic/pause your video feed when you're not talking.
8. Only speak when invited to by the Chair.
9. Please state your name before you make an address.
10. If you're referring to a specific page or slide mention the page or slide number.
11. In the event of failure of the live broadcast then the Chairman will immediately adjourn the meeting until such time as the live broadcast is restored.
12. In the event that a member's individual remote connection should fail, the Chairman will call a short adjournment to determine whether the connection can be re-established (either by video technology or telephone connection). If connection cannot be restored after a reasonable period of time then the presumption is that the meeting should continue, providing the meeting remains quorate.
13. If connection to a member is lost during discussion of an item of business at a regulatory meeting (planning and licensing committees) that member will not be able to vote on that item (unless that part of the discussion during which connection was lost is, in the view of the Chairman, capable of being repeated for the benefit of the member concerned).

Public speaking

14. Any member of the public participating in a meeting remotely in exercise of their right to speak must be able to be heard (and if practicable also be seen) by members, officers and public speakers participating in the same item of business and, in turn, be able to hear (and if practicable see) those persons.
15. The Member Services Officer will mute the member of the public once they have spoken and remove them from the remote meeting on the instruction of the Chairman once the relevant item of business has been dealt with. Note: members of the public will be able to view/listen to the remainder of the meeting via the live broadcast.

Voting

16. Unless a recorded vote is called by a member, the method of voting will be, at the discretion of the Chairman, by:
 - General assent by the meeting (where there is no dissent); or
 - By the Member Services Officer calling out the name of each member present with members stating "for", "against" or "abstain" to indicate their vote when their name is called. The Member Services Officer will then clearly state the result of the vote (to be confirmed by the Chairman)
17. Details of how members voted will not be minuted, unless a recorded vote is called for prior to the vote taking place.

Declarations of Interest

18. Any member participating in a remote meeting who declares a disclosable pecuniary interest, or pecuniary interest that would normally require them to leave the room in which the meeting is taking place must leave the remote meeting. Their departure will be confirmed by the Member Services Officer who will invite the relevant member to re-join the meeting at the appropriate time.

Exclusion of the Press and Public

19. There are times when council meetings are not open to the public when confidential, or "exempt" items (as defined in Schedule 12A of the Local Government Act 1972) are under consideration. The Member Services Officer will ensure that there are no members of the public in remote attendance and the live broadcast is ended, once the exclusion has been agreed by the meeting for that item(s).
20. Every Member in remote attendance must ensure there are no other persons present in their remote location who are able to hear, see or record the proceedings (unless those such persons are also entitled to be so present). Members must declare to the meeting, if at any point during discussion of the item, this requirement is not met.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;

"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;

"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;

"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;

"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;

"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

'non pecuniary interest' means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

'a connected person' means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

'body exercising functions of a public nature' means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

NB Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

<p style="text-align: center;">ANNUAL COUNCIL MEETING – 24 JUNE 2020 PROCEDURE FOR THE INVESTITURE OF MAYOR AND DEPUTY MAYOR</p>
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1.0 INVESTITURE OF MAYOR

- 1.1** After the Mayor's Chaplain has led the Council in prayer, the Mayor, Councillor Owen will invite the submission of apologies for absence from the meeting.

The Mayor will then take the opportunity of thanking those who have helped her during her term of office.

The Mayor will then thank her Mayoress, Lisa Packer for all her help and support during the last year.

- 1.2** The Mayor will invite nominations for the office of Mayor.

A motion will then be moved and seconded in the following terms:

"That Councillor Terry Aldridge be elected Mayor for the ensuing Municipal Year."

- 1.3** The Mayor will then ask if there are any other nominations and, provided there are none, the motion will be put to Councillor Aldridge to signify his assent to the resolution.

If there are any further nominations, an election will take place.

2.0 DECLARATION OF ACCEPTANCE OF OFFICE - MAYOR

The newly elected Mayor will make the Declaration of Acceptance of Office.

3.0 MAYOR'S MAYORESS

The Mayor will then announce who his Mayoress/Consort will be for the year.

4.0 MAYOR'S SPEECH AND VOTE OF THANKS

The newly elected Mayor will then make a short speech thanking the Council for electing him and will propose a vote of thanks to the retiring Mayor.

5.0 INVESTITURE OF DEPUTY MAYOR

- 5.1** The newly elected Mayor will then invite nominations for the appointment of Deputy Mayor.

- 5.2** A motion will then be moved and seconded in the following terms:

"That Councillor Maureen Nixon be appointed Deputy Mayor of the Council for the ensuing Municipal Year."

The Mayor will ask Councillor Nixon whether she accepts the nomination.

- 5.3** The Mayor will ask if there are any amendments and providing there are no other nominations, the motion will be put to the meeting.
(If there is an amendment, then the Mayor will first put the amendment to the vote).

6.0 DECLARATION OF ACCEPTANCE OF OFFICE – DEPUTY MAYOR

6.1 The newly appointed Deputy Mayor will make the Declaration of Acceptance of Office and a short speech of thanks.

6.2 The Deputy Mayor will then announce who the new Deputy Mayoress/Deputy Consort will be.

7.0 REMAINING ITEMS OF BUSINESS

The Council will then proceed to the remaining items of business on the agenda.



ANNUAL COUNCIL: 24 JUNE 2020

Report of: Corporate Director of Transformation and Resources

Contact for further information: Mrs J Denning (Extn. 5384)
(E-mail: jacky.denning@westlancs.gov.uk)

SUBJECT: ELECTION OF THE LEADER, THE LEADER'S APPOINTMENT OF THE DEPUTY LEADER AND CABINET, AND 'PROPER OFFICER PROVISIONS AND SCHEMES OF DELEGATION'

Borough-wide interest

1.0 PURPOSE OF THE REPORT

1.1 To elect the Leader of the Council until the Annual Meeting in 2021, to note the Leader's appointment of a Deputy Leader for the same term and of Cabinet for the Municipal Year 2020/21, and to confirm/note the 'Proper Officer Provisions and Schemes of Delegation'.

2.0 RECOMMENDATIONS

- 2.1 That a Councillor be elected as the Leader of the Council for a term of office expiring on the date of the Annual meeting in 2021.
- 2.2 That the Member appointed by the Leader as Deputy Leader for the same term of office, and the Members appointed by the Leader as Members of the Cabinet for 2020/21, with the Portfolios identified by the Leader, as circulated on the updated Appendix 1 to be circulated at the meeting, be noted.
- 2.3 That the 'Proper Officer Provisions and Scheme of Delegation to Chief Officers', insofar as they are Council functions be confirmed and insofar as they are Cabinet functions it be noted that the Leader has delegated these to the officers stated therein.
- 2.4 That the Leader's Scheme of Delegation to Cabinet members, as updated to reflect the Portfolios/Portfolio Holders now appointed, be noted.
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3.0 BACKGROUND

3.1 The Council has been operating executive arrangements under the Local Government Act 2000 since May 2002. The Council's Constitution was first

adopted at that time and continues to be updated to take account of changes since then. On 15 December 2010 the Council resolved to change its executive arrangements from May 2011, as required by the Local Government Public Involvement in Health Act 2007, and adopt the Leader and Cabinet Executive (England) model.

- 3.2 The Localism Act 2011 recast the local governance arrangements in the Local Government Act 2000. The key points were that the Leader and Cabinet Executive arrangements kept the Strong Leader features but the Council could move to the Committee system, if it wished, with one or more overview and scrutiny committees, but this was not obligatory. The legal requirement for the Leader to be elected for a 4-year term was removed and the Council returned to a 12-month term of office for the Leader.
- 3.3 The Council should therefore elect a Leader of the Council until the day of the next Annual Meeting. The Leader remains a member of the Council until that date unless he/she resigns from the office; is disqualified from being a Councillor; or the Council so resolve. This provision would be applicable in circumstances such as the Leader wishing to step down, political change or the Council wishing to remove a Leader from office.
- 3.4 The Leader determines the size of the Cabinet, appoints the Deputy Leader for the same term as his own and appoints Members of the Cabinet and allocates portfolios or areas of responsibility to the various Cabinet Members. He also allocates decision-making powers to the Cabinet and individual Cabinet Members and is responsible for removing and replacing Cabinet Members. In addition, it is the Leader who approves the Scheme of Delegation of executive (Cabinet) powers to officers. Under the Local Government Act 2000, the Cabinet is to consist of the Leader, together with at least 2, but not more than 9 Councillors.

4.0 FINANCIAL IMPLICATIONS

- 4.1 Appropriate resources are in place to provide support for the current political management system.

5.0 SUSTAINABILITY IMPLICATIONS

- 5.1 The Local Government Act 2000 and supporting legislation and guidance requires the Council to maintain a Constitution setting out the working rules and procedures of the Council.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

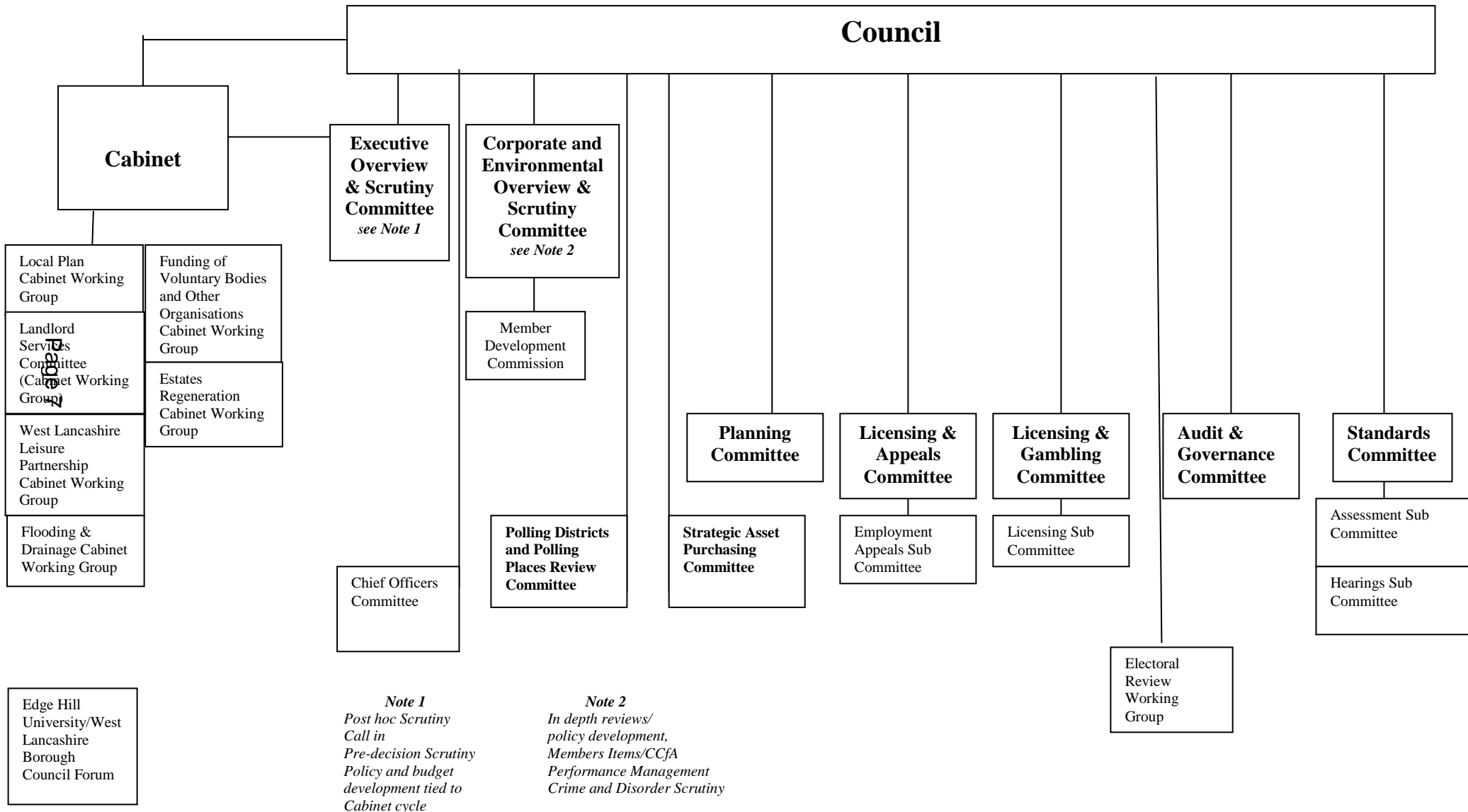
The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices:

1. Constitution 4.1A – Membership of the Cabinet

WEST LANCASHIRE BOROUGH COUNCIL – STRUCTURE JUNE 2020

APPENDIX 1



APPENDIX 1

**Appendix to Section 4.1
MEMBERSHIP OF CABINET FOR THE MUNICIPAL YEAR 2020/2021**

CABINET

Minimum 3, maximum 10, including the Leader, may not include Mayor or Deputy Mayor - Section 11(7).

Leader	Councillor	I Moran
Deputy Leader	Councillor	Y Gagen
Portfolio Holder (1)	Councillor	V Cummins
Portfolio Holder (2)	Councillor	J Wilkie
Portfolio Holder (3)	Councillor	K Wilkie
Portfolio Holder (4)	Councillor	A Yates
Portfolio Holder (5)	Councillor	D Evans
Portfolio Holder (6)	Councillor	K Wright
Portfolio Holder (7)	Councillor	G Dowling

The Leader has appointed the above Cabinet Members with the following Portfolios i.e. Areas of Responsibility

Leader -	Economic Regeneration
Deputy Leader -	Leisure and Human Resources
(1)	Health and Wellbeing
(2)	Housing and Landlord Services
(3)	Street Scene
(4)	Resources and Transformation
(5)	Planning
(6)	Emergency Planning, Preparation and Implementation
(7)	Communities and Community Safety

The Leader has appointed the Cabinet Committees and Working Groups set out below.

The Leader has also approved the Scheme of Delegation to Cabinet Members as set out in Constitution 4.3 and the Scheme of Delegation to Chief Officers insofar as they are Cabinet functions as set out in Constitution 4.2 to 4.2F.

Leader

Dated **24 June 2020**

MEMBERSHIP OF COMMITTEES, SUB COMMITTEES, PANELS, WORKING GROUPS ETC FOR THE MUNICIPAL YEAR 2020/2021**CABINET WORKING GROUPS****1. LOCAL PLAN CABINET WORKING GROUP**

(7 Members - 4 Lab 2 Con 1 OWL)

Labour: **(Chairman) Councillor D Evans**
(Vice Chairman) Councillor V Cummins

Councillors C Coughlan and S Gregson

Conservative: Councillors E Pope and D Westley

OWL: Councillor I Rigby

2. FUNDING OF VOLUNTARY BODIES AND OTHER ORGANISATIONS CABINET WORKING GROUP

(5 Labour Members)

Labour: **(Chairman) Councillor G Dowling**
(Vice Chairman) Councillor Y Gagen

Councillors C Coughlan, S Evans and K Lockie

3. LANDLORD SERVICES COMMITTEE (CABINET WORKING GROUP)

(11 Members – 4 Lab, 3 Con, 4 Tenants)

Labour: **(Chairman) Councillor J Wilkie**
(Vice Chairman) Councillor N Furey

Councillors C Coughlan and M Nixon

Conservative: Councillors Mrs M Blake, C Evans and Mrs D Stephenson

Tenants

Representatives: Ms. J. Killey, Ms. L. Mangan, Mr B Povey and Vacancy

- N.B.** (i) tenant representatives have voting rights
(ii) substitutes are not allowed on the Working Group

4. ESTATES REGENERATION CABINET WORKING GROUP
(6 Members – 4 Lab 2 Con)

Labour: **(Chairman) Councillor I Moran**
(Vice Chairman) Councillor J Wilkie

Councillors S Gregson and K Wilkie

Conservative: Councillors T Blane and Mrs D Stephenson

5. WEST LANCASHIRE LEISURE PARTNERSHIP CABINET WORKING GROUP
(6 Members - 4 Lab 2 Con)

Labour: **(Chairman) Councillor I Moran**
(Vice-Chairman) Councillor Y Gagen

Councillor V Cummins and A Yates

Conservative: Councillor D Westley (Conservative Leader):
Councillor J Cairns

6. FLOODING AND DRAINAGE CABINET WORKING GROUP
(5 Members – 3 Labour, 2 Conservative)

Labour: **(Chairman) Councillor A Yates**
(Vice-Chairman) Councillor A Pritchard

Councillor D Evans

Conservative: Councillors J Gordon and D Westley

7. COMMUNITY WEALTH BUILDING CABINET WORKING GROUP
(7 Members – 4 Lab 2 Con 1 OWL)

Labour: **(Chairman) Councillor R Cooper**
(Vice-Chairman) M Mills

Councillors J Finch and A Pritchard

Conservative: Councillors Mrs D Stephenson and A Sutton

OWL: Councillor A Owens

COMMITTEES**1. EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**
(11 Members – 6 Lab 4 Con 1 OWL Co-optees)

Labour: **(Chairman) Councillor D West**
(Vice-Chairman) Councillor M Nixon
Councillors R Cooper, S Evans, M Mills and G Owen

Conservative: Councillors

Our West Lancashire: Councillor A Owens

Co-optees;

The Senior Overview and Scrutiny Chairman is the Chairman of the Executive Overview and Scrutiny Committee

2. CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE
(11 Members - 6 Lab 4 Con 1 OWL Co-optees)

Labour: **(Chairman) Councillor C Coughlan**
(Vice-Chairman) Councillor C Dereli

Councillors J Finch, N Furey, S Gregson and P O'Neill

Conservative: Councillors

Our West Lancashire: Councillor K Mitchell

Co-optees:

3. PLANNING COMMITTEE

(11 Members - 6 Lab 4 Con 1 OWL)

Labour: **(Chairman) Councillor G Owen**
(Vice-Chairman) Councillor A Pritchard
 Councillors N Delaney, T Devine, S Evans and
 J Finch

Conservative: Councillors

Our West Lancashire: Councillor J Thompson

The Portfolio Holder for Planning will not be Chairman, other portfolio holders should not normally be Chairman.

4. LICENSING AND APPEALS COMMITTEE

(11 Members - 6 Lab 4 Con 1 OWL)

Labour: **(Chairman) Councillor T Devine**
(Vice-Chairman) Councillor N Delaney
 Councillors G Hodson, J Monaghan, M Mills and
 P O'Neill

Conservative: Councillors S Currie, C Evans, J Mee and Mrs J
 Witter

Our West Lancashire Councillor G Johnson

5. LICENSING AND GAMBLING COMMITTEE

(15 Members - 8 Lab 6 Con 1 OWL)

Labour: **(Chairman) Councillor N Delaney**
Vice-Chairman) Councillor T Devine
 Councillors G Hodson, K Lockie, J Monaghan, M
 Mills, P O'Neill and D West

Conservative: Councillors J Cairns, S Currie, J Gordon, Mrs J
 Marshall, J Mee and

Our West Lancashire: Councillors G Johnson

6. STANDARDS COMMITTEE

(8 Members - 3 Lab 2 Con 1 OWL 2 Parish Councillors)

Chairman: Councillor I Moran (Leader of Labour Group)
Vice Chairman: Councillor D Westley (Leader of Conservative Group)

Labour: Councillors D Evans and K Wright

Conservative: Councillor Mrs J Marshall

Our West Lancashire: Councillor I Davis

Parish Councillor Parish Councillor J Stopford
 Representatives: Parish Councillor L Webster
(Note term of office until May 2023)

The Chairman should be the Leader of the Council and the Vice Chairman should be the Leader of the Main Opposition Group.

(Note: Independent Person: Mr Stuart Ibbs (Appointed 1 July 2012)
 Reserve Independent Person: Mr Stephen Garvey (Appointed 1 July 2012)

7. INVESTIGATING COMMITTEE

(5 Members - 3 Lab 1 Con 1 OWL)

Labour: **(Chairman) Councillor J Wilkie**
(Vice-Chairman) Councillor K Wilkie
 Councillor N Pryce-Roberts

Conservative: Councillor J Gordon

Our West Lancashire: Councillor I Davis

Must include at least one Member of the Cabinet.

8. INDEPENDENT PANEL

Independent Person: Mr. Stuart Ibbs
 Independent Person: Mr. Stephen Garvey
 And if advice requires it 5 Members – 3 Lab 2 Con
 Names to be nominated by the Group Leaders to the Legal & Democratic Services Manager

9. CHIEF OFFICERS COMMITTEE

(5 Members - 3 Lab 1 Con 1 OWL)

Labour: **(Chairman) Councillor Y Gagen**
(Vice-Chairman) Councillor I Moran
Councillor K Wright

Conservative: Councillor I Ashcroft

Our West Lancashire: Councillor I Davis

Must include at least one Member of the Cabinet.**10. AUDIT AND GOVERNANCE COMMITTEE**

(11 Members - 6 Lab 4 Con 1 OWL)

Labour: **(Chairman) Councillor N Furey**
(Vice-Chairman) P O'Neill
Councillors C Dereli, G Dowling, A Pritchard and N Pryce-Roberts

Conservative: Councillors T Blane, J Gordon, J Mee and E Pope

Our West Lancashire: Councillor I Davis

CIPFA Guidance - Chairman should not be a member of the Cabinet**11. CCTV IMAGES COMMITTEE**

(8 Members - 4 Lab 3 Con 1 OWL)

Labour: **(Chairman) Councillor N Pryce-Roberts**
(Vice-Chairman) Councillor K Wilkie
Councillor S Evans and D West

Conservative: Councillors S Currie, J Gordon and

Our West Lancashire: Councillor G Johnson

12. POLLING DISTRICTS AND POLLING PLACES REVIEW COMMITTEE
(6 Members - 3 Lab 2 Con 1 OWL)

Labour: **(Chairman) Councillor D Evans**
(Vice-Chairman) Councillor G Dowling
Councillor G Owen

Conservative: Councillors I Ashcroft and S Currie

Our West Lancashire: Councillor A Owens

13. STRATEGIC ASSET PURCHASING COMMITTEE
(6 Members - 3 Lab 2 Con 1 OWL)

Labour: **(Chairman) Councillor I Moran**
(Vice-Chairman) Councillor D Evans
Councillor A Yates

Conservative: Councillors D Westley and D Whittington

Our West Lancashire: Councillor I Rigby

**LICENSING AND APPEALS COMMITTEE –
SUB-COMMITTEE**

1. EMPLOYMENT APPEALS SUB-COMMITTEE

The Sub-Committee to consist of 3 members, the membership to be determined by the Legal & Democratic Services Manager, in consultation with the Chairman of the Licensing and Appeals Committee.

(Note: For Chief Officers and Officers on JNC conditions, JNC guidance requires that Membership must include at least one member of Cabinet, not to be a member of the Investigating Committee).

**LICENSING AND GAMBLING COMMITTEE –
SUB COMMITTEE**

1. LICENSING SUB COMMITTEE

The Sub-Committee to consist of 3 members, the membership to be determined by the Borough Solicitor, in consultation with the Chairman of the Licensing and Gambling Committee.

Either the Chairman, Vice Chairman or Opposition Spokesperson of the Licensing and Gambling Committee to act as Chairman.

STANDARDS COMMITTEE – SUB COMMITTEES

1. ASSESSMENT SUB-COMMITTEE

The Sub-Committee to consist of 3 Members, selected by the Legal & Democratic Services Manager, in consultation with the Chairman of the Standards Committee.

2. HEARINGS SUB-COMMITTEE

The Sub-Committee to consist of a maximum of 5 Members selected by the Legal & Democratic Services Manager, in consultation with the Chairman of the Standards Committee.

3. RECRUITMENT OF INDEPENDENT MEMBERS PANEL

The Panel to consist of 3 Members selected by the Legal & Democratic Services Manager in consultation with the Chairman of the Standards Committee.

WORKING GROUP OF COUNCIL

1. ELECTORAL REIVEW WORKING GROUP

(6 Members - 3 Lab 2 Con 1 OWL)

Labour: **(Chairman) Councillor I Moran**
(Vice-Chairman) Councillor A Yates
Councillors G Dowling

Conservative: Councillors I Ashcroft and D Westley

Our West Lancashire: Councillor A Owens

JOINT COMMITTEES

1. POLICE AND CRIME PANEL

(18 Elected Members (1 from West Lancashire) plus 2 independent co-opted members)

Councillor G Dowling

See Constitution 4.1 Appendices 3A – 3C .

OVERVIEW AND SCRUTINY COMMISSIONS AND WORKING GROUPS

1. MEMBER DEVELOPMENT COMMISSION

(6 Members 4 Lab 2 Con)

Labour: **(Chairman) Councillor C Dereli**
(Vice-Chairman) Councillor G Dowling
 Councillor Y Gagen and I Moran

Conservative: Councillors Mrs J Marshall and D O'Toole

Additional Member/
 Co-optees: To be appointed by the Commission/Committee if required

LIAISON GROUPS

1. SKELMERSDALE TOWN CENTRE BOROUGH/COUNTY LIAISON GROUP (6 Borough Members - 4 Lab 2 Con and 2 County Council Members)

Labour: **(Chairman) Councillor D Evans**
(Vice Chairman) Councillor I Moran
 Councillors C Coughlan and Y Gagen

Conservative: Councillors I Ashcroft and D Westley

County Councillors: County Councillor D O'Toole and E Pope

(2 County Council Appointments)

FORUMS

1. EDGE HILL UNIVERSITY/WEST LANCASHIRE BOROUGH COUNCIL FORUM

10 Forum Members – 4 Borough Councillors (3 Lab 1 Con), 4 Board University Members, Chief Operating Officer (or her nominee), Vice-Chancellor (or his nominee)

Labour: Councillors G Dowling, I Moran and A Yates

Conservative: Councillor D Westley

The Member of Parliament for West Lancashire and the President of the Students Union will be invited to attend meetings of the Forum.

2. HACKNEY CARRIAGE AND PRIVATE HIRE FORUM

Membership – please refer to paragraphs 1 and 2 of the Forum's Constitution attached at 4.1 Appendix 2.

WEST LANCASHIRE ARMED FORCES COMMUNITY COVENANT WORKING GROUP

(2 Members)

Labour: Councillor T Devine

Substitute: Councillor I Moran

Conservative: Councillor J Gordon

Substitute: Councillor S Currie

Partners

Jobcentre Plus, North & West Lancashire Chamber of Commerce, NHS West Lancashire Clinical Commissioning Group, West Lancashire Community Leisure, Council for Voluntary Service, One West Lancashire Board, Lancashire West CAB, Parish Councils), Army, British Legion, Soldiers', Sailors' and Airmen's Families Association, Veterans Council, West Lancashire College, Edge Hill University, Help Direct Lancs

**INDEPENDENT REMUNERATION PANEL /
PARISH INDEPENDENT REMUNERATION PANEL**

Mrs G Stanley: until May 2021 (Chairman)

Mr J Boardman: until May 2023

Mr I Thompson: until May 2022

CHAMPIONS

Armed Forces: Councillor T Devine

Older People: Councillor

Role Descriptions – Constitution 3.2 Article 2



ANNUAL COUNCIL: 24 June 2020

Report of: Corporate Director of Transformation & Resources

Contact for further information: Mrs J Denning (Extn. 5384)
(E-mail: jacky.denning@westlancs.gov.uk)

SUBJECT: APPOINTMENT OF COMMITTEES etc 2020/21

Borough wide interest

1.0 PURPOSE OF REPORT

1.1 To consider the appointment of Committees etc and their terms of reference and the allocation of seats thereon to the political groups for the Municipal Year 2020/21.

2.0 RECOMMENDATIONS

- 2.1 That, for the period ending with the next Annual Meeting of the Council, or such lesser period should the political balance or allocation to political groups change during the year requiring a review under the provisions of the Local Government and Housing Act 1989, the Committees, Sub-Committees etc be appointed as detailed in the attached Appendix 1 and that the allocation of seats to the political groups be as indicated.
- 2.2 That the representatives of the political groups on the Committees etc now appointed shall be as indicated on Appendix 1 and the appointment of the Independent Person and Reserve Independent Person & the 2 Parish Council Representative on the Standards Committee, be as detailed in the appendix.
- 2.3 That the terms of reference for the Committees etc now appointed be agreed as set out in the Constitution.
- 2.4 That it be noted that the Leader has appointed Cabinet Working Groups as indicated on Appendix 1, with the terms of reference included in the Constitution.
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3.0 APPOINTMENT OF COMMITTEES, SUB-COMMITTEES etc

3.1 At its Annual Meeting, the Council is under an obligation, under Section 15(1) of the Local Government and Housing Act 1989, to review the representation of the Political Groups on Committees and Sub-Committees. Under the Act, the numbers of seats on ordinary Committees have to be aggregated and allocated to the proportion that each political group bears to the total members of the Council, in so

far as reasonably practicable. The current elected membership of the Council is 54. The Labour Group has 29 members – 53.70% of the total membership, the Conservative Group has 19 members – 35.19% of the total membership and 'Our West Lancashire' has 6 members (11.11%).

- 3.2 There is no legal requirement under the 1989 Act to aggregate the number of seats on ordinary sub-committees. The Act simply requires the seats on such sub-committees to be allocated to the political groups in the same proportion as each group bears to the whole Council. Political balance rules do not apply to Working Groups or Commissions.
- 3.3 The entitlement to seats under the Council's Political Management Structure is set out in the attached Appendix 1.
- 3.4 The Terms of Reference for each of the Committees etc are set out in the Council's Constitution 4.1: Responsibility for Functions.

4.0 APPOINTMENT OF CABINET COMMITTEES, WORKING GROUPS etc

- 4.1 It is for the Leader to appoint Cabinet Committees and Working Groups to assist it in its work and details of the same are included on Appendix 1 for noting.
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Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices

1. Constitution 4.1A 'Membership of Committees, Sub-Committees, etc. (See item 6)