



Committee: COUNCIL BUSINESS COMMITTEE

Date: THURSDAY, 9 NOVEMBER 2006

Venue: MORECAMBE TOWN HALL

Time: 4.00 P.M.

A G E N D A

1. **Apologies for Absence**

2. **Minutes**

Minutes of meeting held on 10th August, 2006 (previously published).

3. **Items of Urgent Business Authorised by the Chairman**

4. **Declarations of Interest**

5. **Award of Honorary Freedom of the City of Lancaster (Pages 1 - 4)**

Report of Head of Democratic Services.

6. **Elected Member Development – Progress Report (Pages 5 - 10)**

Report of Head of Democratic Services.

7. **Special Council Meeting - 1st November 2006**

Feedback received from the meeting for discussion.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Susan Bray (Chairman), Evelyn Archer (Vice-Chairman), Maggie Chadwick, Anne Chapman, Geoff Knight, Joyce Pritchard and Peter Robinson

(ii) Substitute Membership

Councillors Abbott Bryning, Gina Dowding and Alex Stone

(iii) Queries regarding this Agenda

Please contact Gillian Noall, Head of Democratic Services - telephone: 01524 582060 or email gnoall@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN
CHIEF EXECUTIVE
TOWN HALL,
LANCASTER LA1 1 PJ

Published on Tuesday 30th October 2006

COUNCIL BUSINESS COMMITTEE**Award of Honorary Freedom of the City of Lancaster
to Mr John McGuinness
Thursday 9th November 2006****Report of Head of Democratic Services****PURPOSE OF REPORT**

To consider awarding of the Freedom of the City of Lancaster to Mr John McGuinness, together with the arrangements for an appropriate ceremony.

This report is public.

RECOMMENDATIONS

- (1) That in pursuance of Section 249 of the Local Government Act 1972, this Council confers the Freedom of the City of Lancaster on Mr John McGuinness at a Special Meeting of the City Council to be held in February 2007.**
- (2) That the Head of Democratic Services be authorised to make the necessary arrangements for the meeting and a celebratory reception in consultation with the Right Worshipful the Mayor of Lancaster.**

1.0 Introduction

- 1.1 John McGuinness is a man born and bred in Morecambe, and who is known the world over for his achievements in the motorcycle world.
- 1.2 2006 has been a landmark year for the 33 year old, who has increased the number of his TT wins to 11, placing him 3rd on the all time winners list. He has also shattered lap records, this year averaging speeds of over 129 miles per hour.
- 1.3 John never fails to mention his home town of Morecambe, and through his achievements he continues to put the town on the map throughout the world.

2.0 Proposal Details

- 2.1 It is proposed that with the agreement of this Committee, John McGuinness be awarded the Freedom of the City of Lancaster at a Special Meeting of the Council to be held on a date to be agreed in February 2007. Morecambe has been part of the City of Lancaster since 1974.

- 2.2 The date for the Special Meeting will be agreed between the Mayor, the Council and Mr McGuinness, but it is initially hoped that the meeting will take place at 6.00pm and will be followed by a celebration reception, both to be held in Lancaster Town Hall. A guest list will be agreed prior to the dispatch of invitations.
- 2.3 It is also an option to extend the number of invited guests to include a number of members of the public, who may apply for an invitation to attend and be selected by ballot by the Mayor. As well as being known throughout the world, John has a great number of local supporters who would be delighted to have the opportunity to be part of the event.
- 2.4 It is proposed that the resolution to be passed at the meeting in February 2007 would be as follows:

“That in pursuance of Section 249 of the Local Government Act 1972, this Council confers the Freedom of the City of Lancaster on Mr John McGuinness, in recognition of his achievements in the field of motorcycle racing being one of the most successful TT riders on record, his continued promotion of his home town, and as a demonstration of the high regard in which he is held not only in this district, but throughout the world.”

3.0 Details of Consultation

- 3.1 Mr McGuinness has indicated that he would be delighted to accept this honour should it be bestowed upon him by the City, and initial discussions with members of the Council have indicated that there is Council support for this award.
- 3.2 The Lancaster and Morecambe Citizen Newspaper held a campaign during June and July 2006, and as well as the return of over 70 coupons, they received over 700 votes in favour of this award via their website. The votes were not only cast from within the district, but also from throughout the Country.

4.0 Options and Options Analysis (including risk assessment)

- 4.1 The options available to the Council are to confer the title of Honorary Freeman on John McGuinness at a Special Meeting of the Council with or without a celebratory reception to follow, or not to confer the title.
- 4.2 It is recommended that the City Council confer the title of Honorary Freeman of the City of Lancaster as outlined in the report. All arrangements for the event will be made by the Head of Democratic Services, in consultation with the Mayor and other interested parties..
- 4.3 It is normal practice following such events for the Mayor to host a celebration reception, and the cost of this can be met from within existing budgets. The Mayor has agreed that the Council will present Mr McGuinness with a Freedom Scroll, and is willing to meet the cost of the event from within the Mayoral Hospitality Budgets. The level of expenditure will be agreed in consultation with her to fit in with her hospitality programme for the year.

5.0 Conclusion

- 5.1 There is a definition that a person being considered for the status of Honorary Freeman should be a person of distinction who has, in the opinion of the Council, rendered eminent services to the City. Mr McGuinness is a leader in his chosen

field, and has continually recognised his home town which has given publicity to this district across the world. The response to the campaign in one of our local newspapers has demonstrated the high regard in which he is held in the district, the country and throughout the world, and it would be fitting to reward his achievements in this way.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None.

FINANCIAL IMPLICATIONS

The 2006/2007 budget for Civic Hospitality is £12,100. The maximum estimated cost of the Freedom Ceremony would be in the region of £3,000 which would include the production of an illuminated certificate (Scroll) and a celebration reception in the Town Hall for a number of invited guests following the special meeting of the City Council. These costs can be contained from within existing budgets.

SECTION 151 OFFICER'S COMMENTS

The S151 Officer has been consulted and has no comments to add

LEGAL IMPLICATIONS

Section 249 (5) of the Local Government Act 1972 allows a principal Council of a district having the status of a City, by a resolution passed by not less than two-thirds of the Members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, admit to be Honorary Freemen of the City persons of distinction and persons who have in the opinion of the Council rendered eminent services to the City.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments

BACKGROUND PAPERS

Letter from Mr M Donlan, Lancaster and Morecambe Citizen dated 07 July 2006.

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Ref:

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COUNCIL BUSINESS COMMITTEE

Elected Member development – Progress Report

9th November, 2006

Report of Head of Democratic Services

PURPOSE OF REPORT

To update Members on the progress made to date with elected Member development and offer feedback and suggestions for the way forward.

This report is public

RECOMMENDATIONS

- 1) That the Committee notes the progress made to date with elected Member development and offer feedback.
- 2) That an informal meeting of the Council Business Committee be held to discuss the Member Development Strategy and the Member induction programme for 2007.

1.0 Report

Ruth Ashworth from North West Employers Organisation is due to meet with officers and members on Wednesday 8th November at 10.00 a.m. to discuss how Lancaster City Council can work towards the North West Charter for Elected Member Development.

The content of this report will form the basis for this discussion with North West Employers. This report sets out the steady progress made in many areas of the work in elected Member development. Feedback from the meeting with NWEO and any required changes to the programme for Member development will be reported at the meeting.

1.1 Learning and development events

The following learning and development events and conferences have taken place:

Event	Date	Venue	Attended
Tree Preservation	27 June	Lancaster Town Hall Maxine Knagg	7

Annual Scrutiny Conference	28 June	London	1
Corporate Plan & Council Priorities	3 July	Lancaster Town Hall Mark Cullinan	11
Code of Conduct	12 July	Morecambe Town Hall Sarah Taylor & Gill Noall	13
LGA Delivering Affordable Rural Housing Conference	13 July	London	1
Time Management	21 July	St Leonard's House Nigel Parrish	1
Race Awareness	15 Aug	Lancaster Town Hall Pradeep Passi	5
Planning Summer School	1 - 5 Sept	Canterbury	1
Be Aware, Be Safe	11 Sept	St Leonard's House North West Employers	2
LGA Rural Commission and Annual Rural Conference	12 – 13 Sept	Chester Race Course	1
Child Protection	26 Sept	Lancaster Town Hall Mary Bunting	11
Data Protection & Freedom of Information	2 Oct	Lancaster Town Hall Caroline Thompson	2
NWDA Annual Conference & AGM	4 Oct	Manchester	1
5 th Annual Assembly of Standards Committee	16 – 17 Oct	Birmingham	1
Regeneration and Renewal	24 - 25 Oct	Rotherham	1

The following learning and development events are scheduled in the next few weeks:

Managing Casework Effectively

Wednesday 25th October 2006 from 10.00 am to 12 noon at Blackpool Town Hall. The event will be facilitated by Emma Taylor from Successful Speeches.

Lancashire Leadership Academy

9th and 10th November – Personal Leadership and 25th and 26th January – Leadership in a Lancashire Context.

Lancashire Leadership Programme – Member Development Modules

Five modules between November and March.

Local Government Finance Uncovered

Monday 27th November 2006 from 1.00 pm to 4.00 pm at Lancaster Town Hall.

Child Protection

Thursday 14th December 2006 from 1.30 pm to 4.00 pm at St Leonard's House. This training has also been offered to Barrow Borough Council.

IT training

Following the one to one interviews held with 32 members, four members highlighted a need for basic computer training. One member has since already had training on an individual basis and would like further training. The remaining three members will be asked if they want to have similar sessions.

Leadership training

As per the results of the one to one interviews, several members expressed an interest in undertaking Leadership training. Following which each political party has been offered places on a proportional basis on the IDEA national Leadership Academy Programme.

1.2 Members information area on the Intranet

The dedicated Members information area on the Intranet has been established and is developing quite rapidly. It now includes:

- Member Training Programme
- Members' Library
- Members' Allowance Claim Form
- Charter for Elected Development
- Forward Plan
- Scrutiny Handbook
- Councillor contact details
- Members' newsletters

This page also gives details of the forthcoming learning and development events. If there are any other links or documents that members would like on this area or have any feedback on this site then please let Members Services know.

1.3 Members Notice Board

There is now also a Members Notice Board in the middle office of Members Services to promote learning and development opportunities and members of the Council Business Committee as 'Member Development Champions' are encouraged to promote these events.

1.4 Members Web Pages

Members now have the facility to create and update their own web pages on the Council's web site. Training on how to use the web pages will be offered.

1.5 Councillors Newsletter

Two editions of the Councillors Newsletter have been published. This newsletter is sent out by email and is also available online on the Members information area of the Intranet. It is hoped that this will continue to be published monthly as long as there is sufficient information coming forward to be included. Members might want to

consider how to develop and improve the newsletter and whether to expand it to include Council and ward related information.

1.6 Member Development Surgeries

Officers from Democratic Services were available for an hour before the last Council meeting to be on hand to answer members queries, collect mail delivery bags and forms etc. Officers will do this again at the next Council meeting.

1.7 Induction programme

Some preparatory work has started on an induction handbook for newly elected and returning members as well as considering the type of information to be made available to members prior to the election, on the election day and following their election.

1.8 Member Development Strategy

Some preparatory work has been done to produce a Member Development Strategy but this now requires members' input. It is suggested that this be in the form of an informal meeting of the Council Business Committee with officers of Democratic Services. Further advice on this will be sought from North West Employers at the meeting.

1.9 Information for potential Councillors

Work will be done to produce information in a booklet format and on the Council's web site on the role of a Councillor and how to become a Councillor.

2.0 Conclusion

Members are requested to note the progress made in elected Member development and offer feedback that has been received.

Members are also asked to delegate further work on the induction programme and the Member Development Strategy to officers for consideration and discussion at an informal meeting of the Council Business Committee

<p>CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)</p> <p>No direct implications</p>

<p>FINANCIAL IMPLICATIONS</p> <p>None arising from this report. The cost of training courses and events is met from the Member training budget held by Legal and HR Services.</p>
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<p>SECTION 151 OFFICER'S COMMENTS</p> <p>The S151 Officer has been consulted and has no comments to add.</p>

LEGAL IMPLICATIONS

There are no legal comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

None

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