



LANCASTER
CITY COUNCIL

Promoting City, Coast & Countryside

COUNCIL MEETING

**Wednesday, 14 November 2018 -
6.00 p.m. (or at the rise of the
Extraordinary meeting, whichever
is the later).**

Morecambe Town Hall

Susan Parsonage,
Chief Executive,
Town Hall,
Dalton Square,
LANCASTER,
LA1 1PJ



LANCASTER CITY COUNCIL

Promoting City, Coast & Countryside

Sir/Madam,

You are hereby summoned to attend a meeting of the Lancaster City Council to be held in the Town Hall, Morecambe on Wednesday, 14 November 2018 commencing at 6.00 p.m. (or at the rise of the Extraordinary Meeting, whichever is the later), for the following purposes:

1. **APOLOGIES FOR ABSENCE**

2. **MINUTES**

To receive as a correct record the Minutes of the Meeting of the City Council held on 26th September 2018 (previously circulated).

3. **DECLARATIONS OF INTEREST**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

4. **ITEMS OF URGENT BUSINESS**

5. **ANNOUNCEMENTS**

To receive any announcements which may be submitted by the Mayor or Chief Executive.

6. **QUESTIONS FROM THE PUBLIC UNDER COUNCIL PROCEDURE RULE 11**

To receive questions in accordance with the provisions of Council Procedure Rules 11.1 and 11.3 which require members of the public to give at least 3 days' notice in writing of questions to a Member of Cabinet or Committee Chairman.

7. **PETITIONS AND ADDRESSES**

To receive any petitions and/or addresses from members of the public which have been notified to the Chief Executive in accordance with the Council's Constitution.

8. **PETITION - MUSICIANS CO-OPERATIVE**

To receive a petition to Council, notification of which has been received by the Chief Executive in accordance with the Council's Constitution.

Members are advised that the petition has in excess of 400 signatures and a motion relating to the same topic is already scheduled for debate at item 12.

Petition from residents of Bulk and Castle;

The Musicians' Co-op in Lodge Street has for 33 years provided up and coming bands in the Lancaster area with rehearsal rooms, technical support and equipment at minimal cost. This has supported a thriving music scene in the city, which brings in thousands of visitors annually who contribute to the local economy. The city council has served a notice of eviction on the Co-op without offering any alternative accommodation or any offer of help with the repairs the council says the Co-op must pay for, which includes re-roofing.

What we would like the City Council to do:

We, the petitioners, request that:

- 1. Lancaster City Council withdraw the notice of eviction issued to the Musicians' Co-op on 12 October 2018.*
- 2. Lancaster City Council work with the Musicians' Co-op to create an attractive, sustainable venue from which the Co-op can continue to support the music and musicians of Lancaster area.*
- 3. The City Councillors discuss this matter at the next full council meeting.*

An officer briefing note is to follow.

9. **LEADER'S REPORT** (Pages 1 - 3)

To receive the Cabinet Leader's report on proceedings since the last meeting of Council.

REPORTS REFERRED FROM CABINET, COMMITTEES OR OVERVIEW AND SCRUTINY

10. **CANAL QUARTER PROGRESS UPDATE** (Pages 4 - 11)

To consider the report for the Portfolio Holder for Regeneration and Planning.

MOTIONS ON NOTICE

11. **MOTION ON NOTICE - REDUCING CLIMATE CHANGE EMISSIONS FROM NEW-BUILD HOMES BY IMPROVING THEIR MINIMUM ENERGY EFFICIENCY STANDARD**

To consider the following motion submitted by Councillors Tim Hamilton-Cox, Caroline

Jackson, Jon Barry and Kevin Frea.

“Motion on reducing climate change emissions from new-build homes by improving their minimum energy efficiency standard.

This Council notes:

- *the Government announcement in July 2018 that Council could set their own energy efficiency standards for new buildings beyond those set in Part L of the Building Regulations;*
- *the October 2018 report from the Intergovernmental Panel on Climate Change (IPCC) highlighting that we only have around 12 years to reduce climate change emissions in order to limit global warming to 1.5 C. degrees above pre-industrial levels, for the reasons set out in the IPCC's report;*
- *that local authorities are best placed to take a lead on, and implement, many of the measures needed to reduce climate change emissions.*

This Council believes:

- *that one such measure is to improve the energy efficiency standards in new buildings, not only to reduce carbon emissions, but also to keep money that would otherwise go to energy companies circulating in our local economy;*
- *that improving energy efficiency in new buildings is just one part of a strategy to reduce emissions in our district but is an important step to take that should be part of a wider strategy to be set out in a further motion in December following cross-party discussion.*

This Council resolves:

- *to instate Level 4 of the Sustainable Homes Code as the minimum standard on all new homes and include this direction in the draft Local Plan;*
- *to require a Passivhaus standard, as exemplified by the Lancaster Co-housing development in Halton, for all new homes built on council-owned land (following the lead of councils in Norwich and Cambridge, which have mandated higher standards of sustainability for homes on council-owned land);*
- *to expand the range of housing specified in the Canal Quarter section of the draft Local Plan to include social and affordable homes and that these homes match the Passivhaus standard at Halton.”*

An officer briefing note to follow.

12. **MOTION ON NOTICE - MUSICIANS CO-OPERATIVE**

To consider the following motion submitted by Councillors Kevin Frea, Cllr. Jon Barry, Cllr. Amara Betts-Patel, Cllr. Carla Brayshaw, Cllr. Dave Brookes, Cllr. Rob Devey, Cllr. Melanie Guilding, Cllr. Tim Hamilton-Cox, Cllr. Colin Hartley, Cllr. Caroline Jackson, Cllr. Abi Mills, Cllr. Jean Parr, Cllr. John Reynolds, Cllr. Oliver Robinson, Cllr. David Whitaker, Cllr. Nicholas Wilkinson and Cllr. Peter Williamson.

“This Council recognises the incredible value that the Musician's Coop has brought to the culture and economy of Lancaster for more than 30 years.

This Council resolves that:

1. *The eviction notice issued to the Musicians' Co-op on Friday 12th October is immediately rescinded.*
2. *An urgent meeting between the Musicians' Co-op and the Council, including interested Councillors, is arranged to review the situation, and explore possible future arrangements that support the long-term future of the Co-op.*
3. *An action plan is formulated to address the building condition report issues and how best the funds to pay for them could be raised, with the Council accepting responsibility for the most significant urgent structural repairs needed to make the building safe. This acknowledges the Council's position as landlord and the many years of uncertainty that the redevelopment proposals have cast over the future of this building and the wider area.*
4. *If the Musicians' Co-op has to move out in the short-term for repairs to be carried out, then the Council will work with the Musicians Co-op to find suitable alternative premises close to Lancaster City Centre."*

An officer briefing note is to follow.

OTHER BUSINESS

13. **ALLOCATION OF SEATS TO POLITICAL GROUPS** (Pages 12 - 17)

To consider the report of the Chief Executive.

14. **APPOINTMENTS AND CHANGES TO COMMITTEE MEMBERSHIP**

Group Administrators to report any changes to Committee Membership.

15. **QUESTIONS UNDER COUNCIL PROCEDURE RULE 12**

To receive questions in accordance with the provisions of Council Procedure Rules 12.2 and 12.4 which require a Member to give at least 3 working days' notice, in writing, of the question to the Chief Executive.



.....
Chief Executive

Town Hall,
Dalton Square,
LANCASTER,
LA1 1PJ

Published on Tuesday 6th November 2018.



Leader's Report

14 November 2018

Report of the Leader of the Council

PURPOSE OF REPORT

To present the Leader's report to Council.

This report is public.

RECOMMENDATIONS

- (1) To receive the report of the Leader of Council.

REPORT

1.0 Decisions required to be taken urgently

There are no decisions to report since the last Leader's Report on 26 September 2018.

2.0 Leader's Comments

Lancashire Leaders, 11 September 2018

At the Lancashire Leaders meeting on 11 September a presentation was made on Community Banking. Councillor Matthew Brown, the Leader of Preston City Council, introduced it along with two Directors.

We were told that the UK has one of the world's most concentrated banking systems, with the market dominated by only four big UK High Street banks and the Spanish owned Santander. There is much greater diversity in other parts of Europe and in the US.

Regional banks in many countries were lending throughout the recession. They are customer owned and designed to meet local citizen and business banking and investment needs. Other council areas deliver community banking based on a similar model, providing economic and social benefits. Councillor Brown will carry out further work on this and report back.

Eden North, 4 October 2018

A meeting regarding the Eden North project took place at the University on 4 October. Representatives of the University, Edwin Booth (the Chair of Lancashire Enterprise Partnership) and ourselves were present, along with the County Council via telephone link.

We discussed who to lobby regarding the project and its funding and the best approach to this; we will be writing to Jake Berry (Parliamentary Under-Secretary of State for the Northern Powerhouse) and others urging them to champion the project. Lord Inglewood, Chair of Cumbria Local Enterprise Partnership, is interested as are our partners in South Lakeland District Council and Barrow Borough Council.

A meeting on 19 November of the Lancaster and District Transport Group will discuss the transport implications of the project, and a separate transport study is also required.

Discussions also took place around setting up a working capital fund, and the importance of a strategic Planning Document to encourage investment. We will be talking to the Eden Project in November about investment and wider sources of investment will be sought, e.g. ESIF, Local Enterprise Partnership and private funding.

Sir Tim Smit, founder of the Eden Project, will be making a presentation to councillors on Friday 16 November.

The briefing of the role of a Local Authority Trading Company gave councillors further specific information on its application to Salt Ayre Leisure Centre. Many useful questions were asked and answered but no decisions will be made until the business case has been fully appraised.

We met with South Lakeland District Council and Barrow Borough Council regarding the Lancaster and South Cumbria Economic Region on 10 August. We reviewed the Business Prospectus and discussed where it would be marketed and how. A launch will take place in the near future.

Concern about HS2 not stopping at Lancaster has been expressed and a letter from the County Council confirms that they will continue to make the case for Lancashire through representation on a number of Transport for the North's technical workshop groups. We are making our case strongly in partnership with other bodies, such as the Universities, and businesses to support the campaign.

On the afternoon of 10 October I attended the 'Celebrating Success Awards'. It was even better than last year. The organisation of the event was superb and I thank all who made it happen and created such a wonderful atmosphere. I hope that you all received accounts of the award winners and also the runners up, who were so good that it must have been a difficult task to choose the winners.

The Confucius Institute at the University held a reception for visiting Chinese Artists. The Mayor was present and we were privileged to meet the artists and see their work. They value the link with the city and have presented me with a picture from the International Artist Wong Ying, which is to be hung in Lancaster Town Hall.

The formal opening of the Morecambe Wave Reflection Wall took place at the Midland Hotel on 19 October. Theresa Coffey MP, the Environment Minister, came to cut the ribbon. The video of the wall and promenade from above was wonderful. It was such a good advert for Morecambe. I hope you can all see it.

The Draft Budget and Planning Timetable 2019/20 begins on November 6 with a Cabinet meeting. I know that all parties will have an opportunity to contribute ideas and I hope that you will.

3.0 Key Decisions

There following Officer Delegated Key Decisions were taken during this period:

- (1) Electoral Printing and Graphic Services.
- (2) Syrian Refugee Resettlement Programme.

COUNCIL

**Canal Quarter Progress Update
14 November 2018**

Report of Portfolio Holder for Regeneration and Planning

PURPOSE OF REPORT

To update Council on progress since the last meeting in July and note various actions undertaken to enable the Canal Quarter development proposal to proceed.

This report is public.

RECOMMENDATIONS:

That Council

- (1) **Notes progress on the emerging draft Development Framework and the work undertaken to date;**

1 INTRODUCTION

- 1.1 At its meeting held on 14 July 2018, Council made several resolutions in relation to the Lancaster Canal Quarter regeneration scheme. This report updates Council on progress made since then as required under the “Future Reporting” resolution.
- 1.2 A second meeting of the Canal Quarter Cabinet Liaison Group (CQCLG) took place on 12 September (Appendix 1). Various actions were reported to this meeting. As few substantive matters had been resolved for consideration the Portfolio Holder for Regeneration and Planning cancelled the scheduled October meeting and the group will convene again in early December.

2 PROGRESS SINCE LAST MEETING

- 2.1 The following section addresses each of the resolutions approved by Council in July by providing a short progress update on each.

Development Proposals: Resolution (1) and (2)

Notes progress on the emerging draft Development Framework and the draft Consultation / Engagement Plan including the work undertaken to date by Planit;

Authorises the necessary changes to the Local Development Scheme to produce a Supplementary Planning Document (SPD) with responsibility delegated to Planning Policy Cabinet Liaison Group;

Progress

As previously noted officers have been working with consultants GVA and Planit on an embryonic Development Framework (DF) for the site. This work is still ongoing although nearing completion. CQCLG will be able to consider a completed version of this document at its next meeting in early December.

The DF work takes into account the community reaction to the nine principles approved at the April council meeting and explored via the "Principles Survey". It can be confirmed that the work to date stresses the importance of appreciating the site's many existing assets (such as the heritage and cultural offers), exploiting opportunities more fully (e.g. proximity to the Lancaster Canal and City Centre) in an engaging and legible format.

The initial ideas are being informed by detailed market analysis of the various potential uses, which utilise the existing topography to preserve and enhance existing vistas and scale. The final document will present high level options which are both consistent with the principles previously agreed and which comply with the council's stated aim of securing a viable project.

A tender brief has been issued to procure a specialist consultant team to follow on from this high-level work. The appointed consultant team will take this work further on towards creating a more detailed Strategic Master-planning Framework with the intention this is adopted as a Supplementary Planning Document (SPD) for the Canal Quarter. At the time of writing the tender process is still ongoing but the consultant team should be appointed by the time of Council's meeting on 14 November.

It has been a guiding principle that public consultation should be at the earliest possible stage of the scheme. CQCLG is due to liaise with key personnel involved with Winchester Council (noting council's wish to learn from their Silver Hill model of community consultation) at their next meeting. In addition, the consultant team appointed to work towards the Strategic Framework will be required to work to the broad requirements of an Engagement Plan (previously considered in the report to July Council and by CQCLG) which has recommended innovative, collaborative consultation engagement methods with a strong emphasis on social media throughout. A wide range of methods are to be considered including:

- Launch and feedback events
- Targeted meetings and workshops
- Drop in exhibitions
- Roadshows
- Community Planning Weekend
- Social media e.g. YouTube, Instagram
- Street surveys
- Online/paper forms

Events could include the use of video, mobile voting, walk-about, planning for real and visioning techniques, appreciative inquiry (building on 'best of'), world café and appropriate Leapfrog tools (Lancaster University) could also

be considered. The engagement will need to be accessible and inclusive and will target diverse communities and stakeholders to ensure representation.

Legal: Resolutions (3) and (4)

Notes the proposal that Cabinet agrees the creation of any legal entity as appropriate to facilitate the effective delivery of the overall project.

Notes the deed of termination of development agreement with British Land dated 19 June 2018.

Progress

Work is ongoing on exploring potential legal entities or investment vehicles as part of the wider approach and intent to better utilise council assets. No specific matters relating to the Canal Quarter have been progressed at the current time

In response to the termination and despite best efforts to come to an agreement with the council to secure the properties, British Land placed their holdings on the open market. The council registered as an interested party to purchase but, at the time of writing, it is known that British Land have accepted a third party offer for their portion of the Canal Quarter site. They have suggested that a deal will be completed in the next few weeks but have not revealed the identity of the purchaser although this may be available by the time of Full Council meeting.

As noted in previous reports there is now an increased likelihood that a third-party developer could submit a planning application that was not in alignment with council's or community's overall ambitions for the site. The need to progress supplementary planning guidance in good time is therefore critical.

Financial: Resolutions (5), (6) and (7)

Authorises the Chief Executive on behalf of the Council to conduct negotiations and further due diligence work in relation to the potential acquisition of land and buildings in the Canal Quarter area.

Authorises the Chief Executive on behalf of the Council to enter into negotiations with potential development partner(s) which may include any other property owner.

Approves the budgetary framework as set out in the exempt Appendix C of the report and authorises its use for progressing the scheme, providing for:

- *the renaming of the Canal Corridor Reserve to the Canal Quarter Reserve;*
- *a £186K transfer from the Capital Support Reserve to the Canal Quarter Reserve;*
- *an increase in the Council's underlying need to borrow (known as the Capital Financing Requirement) (as set out in the table at paragraph 1 of Appendix C);*
- *Cabinet being granted delegated authority to acquire the two landholdings identified in Appendix C of the report which are part of the Canal Quarter development, and to authorise any associated works;*
- *the Chief Executive, in consultation with the s151 and Monitoring Officers, being granted delegated authority to pursue relevant external funding bids,*

subject to any such opportunities being in line with the overall budget and development framework for the scheme; and

- *the Chief Executive being granted delegated authority for commissioning professional consultancy in support of progressing the scheme.*

Progress

The previous report to Council addressed the key financial issues that needed to be resolved and agreed to enable the project to proceed. This included the key question of what role the council might play in assembling land for development and how this will influence future master planning and project delivery. However, as the revised scheme develops the Council has begun without prejudice discussions with occupiers and operators who would be suitable - and welcome - in the regeneration of the Canal Quarter.

No external funding bids have been submitted since the last meeting.

It is not intended, at the present time, to make any amendments to the authorities granted at the last meeting.

3 CONCLUSION

- 3.1 Since Council's July meeting, work has centred around monitoring and assisting consultants with preparing the high-level strategic document and preparing for a consultant team to take on this work to the adoption of an SPD through a comprehensive consultation strategy. Having said this engagement with the wider property market has been undertaken and discussions are in place with a number of key occupiers and operators.
- 3.2 Council is now asked to note progress and the various actions to enable progress to be maintained on this key project.

RELATIONSHIP TO POLICY FRAMEWORK

The Canal Quarter Site is a long-standing allocation within the Lancaster Local Plan and is identified via Policies ER4 and ER5 of the Lancaster District Core Strategy (adopted in 2008) and the emerging Policy SG5 of the Strategic Policies & Land Allocations DPD, which is at an advanced stage and was Submitted to the Government in May 2018.

Both adopted and emerging policy for the Canal Corridor Site recognise its potential for:

- a sustainable extension to the current city centre to facilitate growth;
- accommodating a range of uses, including retail, leisure, residential, cultural and wider commercial uses;
- retaining Lancaster City Centre's role and function serving both the district and the North Lancashire / South Cumbria sub-region
- retention of historic buildings of significance, views and the creating of public open space.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability etc.)

The Council has committed to understand a wide range of stakeholder views on what the Canal Quarter scheme should include and how this might look. This will help to inform the future of the development scheme.

The Council aims to engage with a diverse range of stakeholders including councillors, community groups, voluntary organisations, businesses, land owners, public bodies and other key stakeholders. Targeted publicity will help engagement with children and young people, students, older people, LGBT, people with disabilities, from ethnic backgrounds and faith communities.

Visitors will also be included to gain insight on what attracts people to the city and how the current offer could be improved.

LEGAL AND GOVERNANCE IMPLICATIONS

There are no new legal implications arising from this report.

FINANCIAL IMPLICATIONS

There are no further budget implications arising from this report. Spending this year is within budget and future financial implications will depend on proposals and will be considered by council at future meetings.

OTHER RESOURCE IMPLICATIONS

Human Resources / Information Services / Property / Open Spaces:

Referred to in the report as appropriate.

SECTION 151 OFFICER'S COMMENTS

Section 151 Officer has been consulted and has no further comments

MONITORING OFFICER'S COMMENTS

Monitoring Officer has been consulted and has no further comments

BACKGROUND PAPERS

Previous council reports

Contact Officer: Richard Crompton

Telephone: 01524 582331

E-mail: rcrompton@lancaster.gov.uk

**Notes of the Canal Quarter Cabinet Liaison Group Meeting
held on 12th September 2018 at 5.00 p.m.**

Attendance: Councillors Janice Hanson (Chairman), Eileen Blamire, Abbott Bryning, Kevin Frea, Tim Hamilton-Cox, Andrew Kay, Ronnie Kershaw, Margaret Pattison, Malcolm Thomas, Anne Whitehead and Nicholas Wilkinson

Officers in Attendance: Kieran Keane Assistant Chief Executive
Richard Crompton Interim Regeneration Manager
Mark Cassidy Planning Manager
Anne Marie Harrison Economic Development Manager
Jane Glenton Democratic Support Officer

Also in Attendance: Anna Couch Principal Urban Designer, Planit
Helen Buckle Urban Designer, Planit
Nicola Rigby Director, GVA Property Consultancy

8 Notes

The Notes of the meeting held on 11th July 2018 were accepted by the Group.

9 Declarations of Interest

There were no declarations of interest.

10 Project Development Team - Personnel Update

It was reported that the incoming Director of Economic Growth and Regeneration would oversee the management of Canal Quarter; the Senior Regeneration Officer would project lead; and the Planning and Housing Policy Manager would report to the Planning Manager until the appointment was made.

That the Cabinet Member for Economic Regeneration and Planning be recommended to:

Note the personnel update.

The Chairman advised that the agenda would be re-ordered. Agenda Item No. 6 would be brought forward as the next item of business.

11 High-Level Optioneering and Viability Update

It was reported that Planit had been working with GVA to evaluate the high level options for a new development and financial framework for Canal Quarter and their viability.

Members were guided through progress to-date. A number of themes had emerged from the work carried out, which included the importance of working with the site's heritage and cultural buildings, and fully exploring other opportunities and looking at ways of improving viability, including a mix of uses and phasing.

The next stage in the process would be to complete the Spatial Strategy, which would set out the level and type of development considered appropriate for Canal Quarter. Details would be presented to the Cabinet Liaison Group in October and progress reported to Full Council in November.

It was reported that the Masterplan for the site would be constructed through continuous consultation with the public and finalised in October. The Supplementary Planning Document and Community Engagement Strategy would be commenced from October onwards.

Following the update, a question and answer session took place.

That the Cabinet Member for Economic Regeneration and Planning be recommended to:

Note the update and endorse the work being completed within the timescales reported.

12 Communications and Engagement Strategy Update

Planit gave a detailed presentation, which set out their approach and advised of an iterative process. Called "You Said, We Did", comments collected from the public would be responded to and developed.

Members were advised that the public would be provided with balanced and objective information to assist them in understanding the problems, alternatives and solutions relating to the Canal Quarter.

Working directly with the public throughout the process would ensure that public concerns and aspirations were consistently understood and considered. The public would be involved in the development of alternatives and identification of a preferred solution.

The Communications and Engagement Strategy would be informed by best practice, including consideration of Winchester's central regeneration and elsewhere. Lessons learned would feature in the Consultation and Engagement Plan.

It was reported that Winchester City Council were offering a video conferencing session, which would be arranged for the next meeting of the Group in October. Members were asked to submit questions in advance of the session.

Following the presentation, Members had the opportunity to raise questions, which were suitably answered.

That the Cabinet Member for Economic Regeneration and Planning be recommended to:

Note the work being undertaken on the Communications and Engagement Strategy.

13 Other Site-Specific Land and Property Matters

It was reported that it had not been possible to reach agreement with British Land

regarding acquiring their land and property interests, which had been placed on the open market.

Members noted that, should British Land's land and property holdings be sold to a third party, there was a risk that a developer could submit a planning application that was at odds with the overall ambitions for the site, and more detailed planning guidance would be needed.

Discussions had taken place with local key stakeholders, which included The Dukes, The Grand, The Musicians' Co-operative and Lancaster University. The University's Masterplan advised of the need for further student accommodation in the city. Greater clarity was needed from them and this would be sought.

With regard to the Musicians' Co-operative, it was intended that their presence be retained within the development scheme and discussion had taken place with them. R. G. Parkins & Partners Ltd had produced a structural report on the building and a number of items had been identified, which required urgent work. An update would be requested from Property Group regarding the works and the lease to the property.

It was reported that dialogue had been entered into in connection with property in third party ownership. The retention of existing buildings included the old Mitchell's Brewery site, which would be developed for arts/cultural purposes.

That the Cabinet Member for Economic Regeneration and Planning be recommended to:

Note the report.

14 Future Format of the Liaison Group

Members were asked to consider how the Cabinet Liaison Group might work in the future and to come back with a shared view.

15 Any Other Business

None.

16 Date and Time of the Next Meeting

The next meeting of the Canal Quarter Cabinet Liaison Group was scheduled for Tuesday, 16th October 2018, starting at 5.00 p.m. at The Storey. The meeting was subsequently rescheduled to Tuesday, 23rd October 2018, starting at 5.00 p.m. at The Storey.

(The meeting ended at 6.51 p.m.)

**Any queries regarding these Notes, please contact
Jane Glenton - Democratic Services - 01524 582068 or email jglenton@lancaster.gov.uk**

COUNCIL**Allocation of Seats to Political Groups
14 November 2018****Report of Chief Executive****PURPOSE OF REPORT**

To advise Council of the calculations relating to the allocation of seats in accordance with the Local Government and Housing Act 1989 and the Council's agreed protocol, following a recent change to the number in the Conservative Group.

This report is public

RECOMMENDATIONS

- (1) That in accordance with Section 15 of the Local Government and Housing Act, 1989 and Part 4 of the Local Government (Committees and Political Groups) Regulations, 1990, the City Council approves the calculations and allocation of seats set out in Appendices B and C of the report.
- (2) That, in accordance with the calculations, the following adjustments to Committees are made at this meeting:
 - a) The Conservative Group to pass as seat on either the Overview and Scrutiny Committee or the Budget and Performance Panel to the Green Group;
 - b) The Labour Group to take back a seat on the Audit Committee from Councillor Thynne
 - c) The Conservative Group to pass two seats from the Regulatory and Standing Committee grouping; one to Councillor Thynne and one to Councillor Cooper.

1.0 Introduction

- 1.1 On 20 September 2018, Councillor Brett Cooper resigned from the Conservative Group. As a result, the political composition of the Council has changed and this requires a new proportional representation (PR) calculation to be made and approved.
- 1.2 Members are requested to approve the calculations set out in this report and make the necessary adjustments to committees, to reflect the revised make-up of the Council.

2.0 Political Composition of the Council

- 2.1 The Council's political composition is set out below.

Labour	31
Conservatives	17
Green	7
Independent	2
Councillor Scott	1
Councillor Thynne	1
Councillor Cooper	1
	60

2.2 Various appendices give full details of the calculations: **Appendix A** shows the methodology of Council's agreed calculation of PR; the calculations in relation to numbers from 1 to 15 are attached at **Appendix B** and **Appendix C** gives the grouping calculations used in this report.

3.0 Adjustments

3.1 The adjustments required at this meeting are set out in recommendation (2) above and the detailed explanation is contained in Appendix C.

4.0 Conclusion

4.1 Members are requested to approve the re-calculation after the recent change to group numbers.

**CONCLUSION OF IMPACT ASSESSMENT
(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

There are no direct implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a direct result of this report.

LEGAL IMPLICATIONS

This report has been prepared in accordance with the provisions of Section 15 of the Local Government and Housing Act, 1989 and Part 4 of the Local Government (Committees and Political Groups) Regulations 1990.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

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

BACKGROUND PAPERS

Contact Officer: Debbie Chambers
Telephone: 01524 582057
E-mail: dchambers@lancaster.gov.uk

METHOD OF CALCULATION**APPENDIX A**

- 1 The following is provided as a reminder for Members of the method used to calculate proportional representation (PR) at Lancaster City Council:-
- 2 At its meeting on 11th May 2006 Council agreed the following protocol and groupings for the calculation of PR on the Council's Cabinet*, Overview & Scrutiny and Committees:
 - (i) the calculation be undertaken using 4 decimal places;
 - (ii) the allocation of a final seat to a Group with the same residual be to the largest under-represented Group provided that this does not result in the largest over-representation; and
 - (iii) In the event that the foregoing rules do not resolve the situation, either because of a tie, or because the allocation would result in the largest over-representation, the seat be allocated by drawing lots under the supervision of the Mayor.
 - (iv) the calculation should be undertaken in relation to the following groupings:
 - Overview and Scrutiny (2 x 9)
 - Regulatory and other timetabled Committees (1 x 20(Planning)*, 1 x 15 (Licensing Act), 1 x 9 (Licensing Regulatory) and 2 x 7 (Personnel and Audit)
 - Remaining Standing and Joint Committees to be calculated separately and individually.

**The Cabinet is no longer a PR Cabinet, and the composition of the Planning Committee has since reduced to 15 Members.*

PR CALCULATION

APPENDIX B

		Labour	Conservative	Green	Independent Group	Cllr Scott	Cllr Thynne	Cllr Cooper
1	=	1	-	-	-	-	-	-
2	=	1	1	-	-	-	-	-
3	=	2	1	-	-	-	-	-
4	=	2	1	1	-	-	-	-
5	=	2	2	1	-	-	-	-
6	=	3	2	1	-	-	-	-
7	=	4	2	1	-	-	-	-
8	=	4	3	1	-	-	-	-
9	=	5	3	1	-	-	-	-
10	=	5	3	1	1	-	-	-
11	=	6	3	1	1	-	-	-
12	=	6	3	2	1	-	-	-
13	=	6	4	2	1	-	-	-
14	=	7	4	2	1	-	-	-
15	=	8	4	2	1	-	-	-

Labour	31
Conservative	17
Green	7
Independent Group	2
Councillor Scott	1
Councillor Thynne	1
Councillor Cooper	1

TOTAL **60**

As at 1 October 2018

COMMITTEE GROUPING CALCULATIONS

APPENDIX C

1 OVERVIEW AND SCRUTINY GROUPING

The PR Calculation for a single 9 Member Committee is 5:3:1:0:0:0 and the grouping of Overview & Scrutiny Committee and Budget & Performance Panel is as follows:-

9 + 9 = 18 (-:- 60) = 0.3 seats per Member.

L	31	x 0.3	=	9.3	=	9
C	17	x 0.3	=	5.1	=	5
G	7	x 0.3	=	2.1	=	3
I	2	x 0.3	=	0.6	=	1
Cllr Scott	1	x 0.3	=	0.3	=	0
Cllr Thynne	1	x 0.3	=	0.3	=	0
Cllr Cooper	1	x 0.3	=	0.3	=	0

There is a change to this grouping. Using the PR calculation for two single 9 Member Committees, the Labour Group would have had 10 seats overall, the Conservative Group 6 seats overall, the Green Group two seats overall and the Independent group would not have had a seat at all. The grouping gives the Labour Group 9 seats overall and the Conservative Group 5 seats. Under the last PR calculation, the Labour Group passed a seat on the Overview and Scrutiny Committee to Cllr Ashworth of the Independent Group and that still stands. Now, as a result of the new calculation, **the Conservative Group must pass a seat on either Overview and Scrutiny Committee or Budget and Performance Panel to the Green Group** (as you can see from the calculation above, both groups have the same residual and “the allocation of a final seat to a Group with the same residual be to the largest under-represented Group provided that this does not result in the largest over-representation”).

2 REGULATORY AND STANDING COMMITTEES OF COUNCIL GROUPING

The PR calculation for 15 Member Committees (Planning and Highways Regulatory and Licensing Act) is 7:5:2:1:0:0:0. The 9 Member Licensing Regulatory Committee is 5:3:1:0:0:0:0 and the 7 Member Committee calculation (for Personnel and Audit) is 4:2:1:0:0:0:0. The total seats to be allocated for the grouping comprising Planning and Highways Regulatory, Licensing Act, Licensing Regulatory, Personnel and Audit Committees are:-

15 + 15 + 9 + 7 + 7 = 53 (-:- 60) = 0.8833 seats per Member.

L	31	x 0.8833	=	27.3823	=	27
C	17	x 0.8833	=	15.0161	=	15
G	7	x 0.8833	=	6.1831	=	6
I	2	x 0.8833	=	1.7666	=	2
Cllr Scott	1	x 0.8833	=	0.8833	=	1
Cllr Thynne	1	x 0.8833	=	0.8833	=	1
Cllr Cooper	1	x 0.8833	=	0.8833	=	<u>1</u>
						53

There is a change to this grouping. On the basis of single committees, the PR calculation would have given the Labour Group 27 Members, the Conservative Group 17 Members. The Green Group 7 Members, the Independent Group 2 Members and the non-aligned independent Members (Councillors Scott, Thynne and Cooper) would not receive a seat on any committee.

However, when grouped, both the Conservative and Green Groups are required to pass seats in this grouping to the non-aligned independent Members. The Conservatives pass two seats, the Greens pass one seat. The Green group has already passed a seat on the Licensing Act Committee to Councillor Scott (under the last PR calculation) so that will still stand.

The Labour group passed a seat on the Audit Committee to Councillor Oscar Thynne under the previous calculation, so **the Labour Group will take back their seat on the Audit Committee and the Conservative group will give up two seats on this grouping; one to Councillor Thynne and one to Councillor Cooper.**

3 OTHER COMMITTEES/PANELS

Remaining Standing Committees currently constituted with a PR of 7 are the Appeals, Council Business and Standards Committees. The PR calculation for these is unchanged at 4:2:1:0:0:0.

The Appraisal Panel is a member panel of seven members appointed on a PR basis, although not a formal Committee of Council. The PR calculation for the Panel is unchanged at 4:2:1:0:0:0.