

PROCEEDINGS

A meeting of the Lancaster City Council was held remotely at 6.00 p.m. on Monday, 18 May 2020, when the following Members were present:-

Malcolm Thomas (Mayor)	Joan Jackson (Deputy Mayor)
David Whitaker (Retiring Mayor)	Alan Biddulph (Retiring Deputy Mayor)
Tony Anderson	Paul Anderton
Richard Austen-Baker	Mandy Bannon
Stephie Barber	Phillip Black
Victoria Boyd-Power	Dave Brookes
Keith Budden	Lucie Carrington
Roger Cleet	Darren Clifford
Tim Dant	Roger Dennison
Gina Dowding	Adrian Duggan
Merv Evans	Jason Firth
Kevin Frea	Andrew Gardiner
Jake Goodwin	Mike Greenall
June Greenwell	Mel Guilding
Tim Hamilton-Cox	Janice Hanson
Colin Hartley	Tricia Heath
Caroline Jackson	Debbie Jenkins
Mandy King	Geoff Knight
Sarah Knight	Erica Lewis
Cary Matthews	Abi Mills
Jack O'Dwyer-Henry	Jean Parr
Joyce Pritchard	Robert Redfern
John Reynolds	Oliver Robinson
Stewart Scothern	Alistair Sinclair
Paul Stubbins	Sandra Thornberry
Katie Whearty	Anne Whitehead
David Whitworth	John Wild
Jason Wood	Peter Yates
Joanna Young	

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Abbott Bryning, Faye Penny and Michael Mumford.

2 VOTE OF THANKS

A vote of thanks to the retiring Mayor was moved by Councillor Redfern and seconded by Councillor Thomas.

The proposition was clearly carried, with no one expressing any wish to vote against.

The retiring Mayor responded, making reference to the very difficult circumstances faced in the district and beyond during the last few months of his Mayoral year, due to the onset of the coronavirus pandemic.

Resolved:

- (1) That the best thanks of the City Council be conveyed to the retiring Mayor, Councillor David Whitaker for the service rendered to the City during 2019/20 and for presiding over the deliberations of the City Council during that period.

3 ELECTION OF MAYOR

It was moved by Councillor Gardiner and seconded by Councillor Redfern that Councillor Malcolm Thomas be elected Mayor of the City of Lancaster for the ensuing municipal year.

On being put to the vote, the Mayor declared the proposition clearly carried.

Resolved:

That Councillor Malcolm Thomas be elected Mayor of the City of Lancaster for the ensuing municipal year.

Councillor Thomas then made a Declaration of Acceptance of Office. It was noted that both the Mayor and Chief Executive would sign the book at a later date, as required by Section 83(3) of the Local Government Act 1972 as amended (the Chief Executive being the proper officer of the Council).

The newly appointed Mayor then took the Chair.

The Mayor expressed his grateful thanks to Councillors.

4 ELECTION OF DEPUTY MAYOR

The Mayor informed Council that he had chosen Councillor Joan Jackson to be his Deputy Mayor.

Councillor Guilding proposed:-

“That Councillor Joan Jackson be elected Deputy Mayor of the City of Lancaster for the ensuing municipal year”.

The proposition was seconded by Councillor Hanson.

On being put to the vote, the Mayor declared the proposition clearly carried.

Resolved:

That Councillor Joan Jackson be elected Deputy Mayor of the City of Lancaster for the ensuing municipal year.

Councillor Joan Jackson thereupon made the Declaration of Acceptance of Office. It was noted that both the Deputy Mayor and the Chief Executive would sign the book at a later date, as required by Section 83(3) of the Local Government Act 1972 as amended (the Chief Executive being the proper officer of the Council).

5 MINUTES

It was proposed by Councillor Wood, seconded by Councillor O'Dwyer-Henry and agreed unanimously that the minutes of the meeting held on 28 April 2020 be agreed as a correct record.

It was noted that the minutes would be signed by the Mayor when the minute book was available.

6 ANNOUNCEMENTS

The Mayor announced that his chosen charity for his mayoral year would be Bay Hospitals Charity for the Royal Lancaster Infirmary, University Hospitals of Morecambe Bay NHS Foundation Trust. He would also continue the work of the retiring Mayor, Councillor Whitaker, supporting Defying Dementia.

7 DECLARATIONS OF INTEREST

No declarations of interest were made.

8 EXECUTIVE ARRANGEMENTS

The Leader presented a report to Council on the delegation of executive functions, in accordance with Rule 2 of Part 3, Section 2 of the Constitution, the Cabinet Procedure Rules.

It was noted that the focus of work, as a result of the COVID-19 crisis, might lead to amendments in the coming weeks or months. Any such amendments would be reported to Council as appropriate.

Resolved:

That the report be noted.

9 NON-EXECUTIVE DELEGATIONS

The Council's non-executive scheme of delegations to officers was considered. The scheme was included with the executive scheme of delegations in the Council's Constitution, which formed the appendix to the previous report.

Councillor Brookes, seconded by Councillor O'Dwyer-Henry, proposed that the non-executive scheme of delegations to officers be approved.

No one wished to vote against the proposition, therefore it was clearly carried.

Resolved:

That the non-executive scheme of delegations to officers be approved.

10 ALLOCATION OF SEATS TO POLITICAL GROUPS

The Democratic Services Manager submitted a report to advise Council of the calculations relating to the allocation of seats in accordance with the Local Government and Housing Act 1989. This was to allow Council to appoint to Committees as required at the annual meeting, as set out in Part 3, Section 1, Paragraph 1 (h) of the Constitution.

The group referred to in the report as the 'new group' had made it known that they wished to use the title 'Independent Group'.

Councillor Hanson proposed "That the recommendation, as set out in the report, be approved." The proposition was seconded by Councillor Wood.

There was no debate and no Councillor indicated a wish to vote against the proposition, when asked by the Mayor. The proposition was, therefore, clearly carried.

Resolved:

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 the report, including the adjustments set out in paragraph 5 of the report.

11 APPOINTMENT OF OVERVIEW AND SCRUTINY AND COMMITTEE MEMBERS (Pages 9 - 12)

The Mayor noted that, prior to the meeting, groups had notified Democratic Services of the names of Councillors to serve on each of the Council's Committees and Overview and Scrutiny bodies. Democratic Services had then circulated the list to all Councillors.

Councillor Wood, seconded by Councillor O'Dwyer-Henry, proposed that the circulated list of memberships be approved.

There was no debate. The Mayor asked if anyone wished to vote against the proposition. No one indicated that they did. Consequently, the Mayor announced the proposition clearly carried.

Resolved:

That the appointments shown on the circulated list of memberships be approved.
(The list is appended to the minutes)

12 APPOINTMENT OF CHAIRS

Democratic Services had been notified that informal agreement had been reached by the political groups on Chairs of all Committees, save for the Overview and Scrutiny Committee.

For the Overview and Scrutiny Committee, it was noted that Cabinet Members could not

propose, second or vote on the Chair as this was not permitted by the Council's Constitution.

Councillor Geoff Knight proposed Councillor Heath as Chair of the Overview and Scrutiny Committee. The nomination was seconded by Councillor Matthews.

Councillor Evans was then nominated for the Chair by Councillor Cleet, seconded by Councillor Clifford.

A vote was taken. With Councillor Heath securing 23 votes, Councillor Evans 6 votes and 17 abstentions, the Mayor declared Councillor Heath appointed as Chair of the Overview and Scrutiny Committee.

Councillor Duggan was nominated and seconded for the Chair of Budget and Performance Panel by Councillors Gardiner and Guiding respectively. There were no further nominations, therefore Councillor Duggan was appointed.

Finally, the informally agreed list was proposed by Councillor Wood, seconded by Councillor O'Dwyer-Henry, as follows:-

Councillor Thornberry – Planning Regulatory Committee
Councillor Hartley – Licensing Committee
Councillor Robinson – Personnel Committee
Councillor Black – Appeals Committee
Councillor Stubbins – Audit Committee
Councillor King – Standards Committee
Councillor Pritchard – Council Business Committee.

No one indicated a wish to vote against the proposition when prompted by the Mayor. The nominations were therefore approved and all those named were appointed for the coming year.

Resolved:

That the following Councillors be appointed Chairs of the following bodies for 2020/21:-

Councillor Heath – Overview and Scrutiny Committee
Councillor Duggan – Budget and Performance Panel
Councillor Thornberry – Planning Regulatory Committee
Councillor Hartley – Licensing Committee
Councillor Robinson – Personnel Committee
Councillor Black – Appeals Committee
Councillor Stubbins – Audit Committee
Councillor King – Standards Committee
Councillor Pritchard – Council Business Committee.

13 APPOINTMENT OF A VETERANS' CHAMPION

The Mayor noted that this item had been withdrawn. The Veterans' Champion role had been appointed to in May 2019 for a full term of office, until the next elections in May 2023.

14 APPOINTMENT OF A DISABILITY CHAMPION

Council considered the appointment of a Disability Champion. The role was specifically to work with the Portfolio Holder for Communities and Social Justice and support the

Lancaster City Council Wellbeing Advisory Group in its exploration of wellbeing and social justice issues in the district.

It was noted that Councillor Guiding had been appointed Disability Champion when the role was first created towards the end of 2019 and that the term of office had been for the remainder of the 2019/20 municipal year.

Councillor Clifford, seconded by Councillor Wood, proposed that the term of office of Disability Champion be amended to match the term of office of the Veterans' Champion.

There was no debate, and no one expressed a wish to vote against the proposition when prompted by the Mayor. In view of this, the proposition was clearly carried.

At this point, Councillor Gardiner, seconded by Councillor Sinclair, nominated Councillor Guiding be appointed to the role of Disability Champion for 2020/21 to 2022/23.

No further nominations were put forward, therefore the Mayor announced Councillor Guiding appointed.

Resolved:

- (1) That the term of office of the Disability Champion be amended to match the term of office of the Veterans' Champion.
- (2) That Councillor Guiding be appointed to the role of Disability Champion for 2020/21 to 2022/23.

15 APPOINTMENTS TO OUTSIDE BODIES, PARTNERSHIPS AND BOARDS (Pages 13 - 14)

The Democratic Services Manager submitted a report to allow Council to consider its appointments to outside bodies, partnerships and boards. The appointments which had been made at the Annual Council meeting in 2019, were appended to the report. Two vacancies were detailed in the report, one on the Lancashire Health Scrutiny Committee and one on the Heysham Nuclear Power Station Local Community Liaison Council.

The Mayor informed Councillors that four more vacancies had been reported to Democratic Services since the report had been drafted. Members had stepped down from the following bodies:

- Preston and Western Lancashire Racial Equality Council
- George Fox School Educational Charity
- Forest of Bowland Area of Outstanding Natural Beauty (AONB)
- Relate Lancashire – Lancaster District

In advance of the meeting, the following nominations had been put forward with informal agreement of all groups on the Council:

Councillor Dowding for the Lancashire Health Scrutiny Committee; Councillor Young for the George Fox School Educational Charity and Councillor Pritchard for the Forest of Bowland AONB.

Councillor Wood, seconded by Councillor Dant, formally nominated the three Councillors for those positions *en bloc*.

There were no further nominations for any of those vacancies. The Mayor declared the three Members appointed.

Councillor Cleet then nominated Councillor Jenkins for the vacant place on the Heysham Nuclear Power Station Local Community Liaison Council. Councillor Clifford seconded the nomination. There were no further nominations. The Mayor declared Councillor Jenkins appointed.

There were no nominations for Relate Lancashire – Lancaster District or for the Preston and Western Lancashire Racial Equality Council.

Councillor Wood then proposed recommendations (1) and (3) as set out in the report. These were (1) to re-confirm the other appointments set out in the Appendix to the report; and (3) to confirm that all appointments made or re-confirmed at this meeting would extend until the next City Council elections in 2023. Councillor O'Dwyer-Henry seconded the proposition. No one expressed a wish to debate or vote against the proposition when asked by the Mayor. The proposition was, therefore, clearly carried.

Resolved:

- (1) That the following Councillors be appointed to fill vacancies:
 - Councillor Dowding - Lancashire Health Scrutiny Committee
 - Councillor Young - George Fox School Educational Charity
 - Councillor Pritchard - Forest of Bowland AONB
 - Councillor Jenkins - Heysham Nuclear Power Station Local Community Liaison Council
- (2) That Council re-confirms all other appointments to outside bodies as set out in Appendix 1 of the report.
- (3) That all appointments made or re-confirmed at this meeting shall extend until the next City Council Elections in 2023.

The full list of appointments is appended to the minutes.

16 COUNCILLOR JOHN WILD

The Chair of the Standards Committee, Councillor Mandy King, presented a report to inform Council of the findings of the Committee, and the sanctions imposed, following a hearing regarding breaches of the Councillors' Code of Conduct by Councillor John Wild.

Resolved:

That the report be noted.

17 COMMITTEE TIMETABLE 2020/2021 - PROPOSED AMENDMENTS TO AUDIT COMMITTEE MEETING DATES

The Democratic Services Manager submitted a report to allow Council to amend the dates of the Audit Committee meetings scheduled for 2020/21.

This was necessary because the deadline dates for the publication of certain financial statements had changed since the agreement of the committee timetable.

Councillor Stubbins, seconded by Councillor Geoff Knight, proposed that the dates of the scheduled meetings be amended as set out in the report.

There was no indication from any member that they wished to vote against this proposition, therefore the Mayor declared it clearly carried.

Resolved:

That the scheduled Audit Committee meetings for 2020/21 be amended as follows:

- The meeting on 10th June 2020 to be removed; that business to be considered at the meeting date already scheduled for 22nd July 2020.
- An additional meeting to be held on 26th August 2020.
- The meeting set for 17th February 2021 to be re-scheduled and held on 24th March 2021.

Mayor

(The meeting finished at 7.10 p.m.)

**Any queries regarding these minutes,
please contact Debbie Chambers, Democratic Services - telephone (01524) 582057 or email
dchambers@lancaster.gov.uk**

COMMITTEE MEMBERSHIPS AGREED AT ANNUAL COUNCIL 18 MAY 2020

All committees are grouped giving a total of 78 seats overall. Due to the aggregate calculation, the Conservative and Independent Group must give up 3 Committee seats of their choice from the number of seats on committees shown below. Conservatives gave up seats on Appeals, CBC and Personnel Cttees. Independent Group gave up seats on Appeals, Audit and Personnel Committees. From these six seats the LibDems gained 3 seats, Labour Group gained 2 seats and Greens and MBIs tied for last seat.

Planning Regulatory Committee (15)

Labour (5)	Conservative (3)	MBI (2)	Green(3)	Independent Group (1)	Lib Dem (1)
Sandra Thornberry (C)	Keith Budden	Paul Anderton	Dave Brookes	Roger Cleet	Joyce Pritchard
Alan Biddulph	Richard Austen-Baker	Cary Matthews	Mandy Bannon		
Abbott Bryning	Mel Guilding		Tim Dant		
Janice Hanson					
Robert Redfern					
Substitutes					
Kevin Frea	David Whitworth	Jake Goodwin	Tim Hamilton-Cox		June Greenwell
Colin Hartley		Vicki Boyd-Power			

Licensing Committee (10) NO SUBSTITUTES PERMITTED

Labour (3)	Conservative (2)	MBI (2)	Green(2)	Independent Group (1)	Lib Dem (0)
Colin Hartley (C)	Mel Guilding	Mike Greenall	Abi Mills	Merv Evans	
Kevin Frea	Richard Austen Baker	Roger Dennison	Mandy Bannon		
Jean Parr					

Audit Committee (7)

(Labour receive a seat from the Independent group)

Labour (3)	Conservative (2)	MBI (1)	Green(1)	Independent Group (0)	Lib Dem (0)
Alan Biddulph	David Whitworth	Geoff Knight	Paul Stubbins (C)		
Oliver Robinson	Stephie Barber				
Abbott Bryning					
Substitutes					
David Whitaker	Stuart Scothern	Jason Firth	Joanna Young		
Katie Whearty		Jake Goodwin			

Appeals Committee (7)**(Lib Dems receive a seat from the Conservatives)****(Independent Group gave up a seat and this has been won on tiebreak (with the Greens) by the MBI group)**

Labour (2)	Conservative (1)	MBI (2)	Green(1)	Independent Group (0)	Lib Dem (0)
Phillip Black (C)	Stewart Scothern	Mike Greenall	Tim Dant		Joyce Pritchard
Kevin Frea		Paul Anderton			
Substitutes					
Jason Wood	Peter Yates	Jake Goodwin	Caroline Jackson		June Greenwell
Katie Whearty					

Council Business Committee (7)**(Lib Dems receive a seat from the Conservatives)**

Labour (2)	Conservative (1)	MBI (1)	Green(1)	Independent Group (1)	Lib Dem (1)
Katie Whearty	Joan Jackson	Vicki Boyd-Power	Paul Stubbins	Darren Clifford	Joyce Pritchard (C)
David Whitaker					
Substitutes					
John Reynolds	Mel Guilding	Geoff Knight	Abi Mills		June Greenwell
Mandy King		Jake Goodwin	Joanna Young		

Personnel Committee (7)**(Conservatives and Independent Group give up a seat each and Labour and Lib Dems receive those seats)**

Labour (3)	Conservative (1)	MBI (1)	Green(1)	Independent Group (0)	Lib Dem (1)
Oliver Robinson (C)	David Whitworth	Cary Matthews	Caroline Jackson		June Greenwell
Phillip Black					
Janice Hanson					
Substitutes					
Jason Wood	Peter Yates	Jake Goodwin	Joanna Young		Joyce Pritchard
Mandy King		Roger Dennison			

Standards Committee (7)

Labour (2)	Conservative (2)	MBI (1)	Green(1)	Independent Group (1)	Lib Dem (0)
Mandy King (C)	Stewart Scothern	Paul Anderton	Joanna Young	Debbie Jenkins	
Phillip Black	Mel Guilding				
Substitutes					
Jack O'Dwyer-Henry	Richard Austen-Baker	Jake Goodwin	Dave Brookes	Merv Evans	
Robert Redfern		Roger Dennison	Abi Mills		

Overview and Scrutiny**Overview and Scrutiny Committee (9)**

Labour (3)	Conservative (2)	MBI (2)	Green(1)	Independent Group (1)	Lib Dem (0)
Alan Biddulph	Stewart Scothern	Tricia Heath (C)	Abi Mills	Merv Evans	
David Whitaker	Stephie Barber	Paul Anderton			
Jason Wood					
Substitutes					
Colin Hartley	Andrew Gardiner	Jake Goodwin	Tim Dant	Tony Anderson	

Budget and Performance Panel (9)

Labour (3)	Conservative (2)	MBI (1)	Green(2)	Independent Group (1)	Lib Dem (0)
Mandy King	Andrew Duggan (C)	Roger Dennison	Tim Dant	Debbie Jenkins	
Jack O'Dwyer-Henry	David Whitworth		Joanna Young		
Jason Wood					
Substitutes					
Colin Hartley	Stewart Scothern	Tricia Heath	Gina Dowding		
		Cary Matthews			

Chief Executive Recruitment Committee if required (not included in the Political Balance calculation)

Ad hoc committee to recruit and make a recommendation to council to appoint a new CE (9)

Chair would be appointed at first meeting

Labour (3)	Conservative (2)	MBI (2)	Green(1)	Independent Group (1)
-	Andrew Gardiner	Cary Matthews	Tim Hamilton-Cox	-
-	Stuart Scothern	Tricia Heath		
-				
Substitutes				
		Geoff Knight	Paul Stubbins	
			Caroline Jackson	

**SCHEDULE OF APPOINTMENTS TO OUTSIDE BODIES,
PARTNERSHIPS AND BOARDS AGREED AT ANNUAL COUNCIL 18 MAY 2020**

APPOINTMENTS MADE BY VIRTUE OF ROLE/POSITION

APPOINTMENTS TO BE MADE BY CABINET

(one appointment unless otherwise stated; 2019/20 appointments are shown below)

BID Company Ltd – Cllr Hanson
 Community Safety Partnership (Cabinet Member and reserve) – Cllr Sinclair: sub Cllr Jackson
 Growth Lancashire Limited (Cabinet Member and reserve) – Cllr Hamilton-Cox; sub Cllr Lewis
 Health and Wellbeing Partnership (Cabinet Member and reserve) – Cllr Sinclair: sub Cllr Jackson
 Lancashire Leaders Meeting (Leader of the Council)
 Lancashire Waste Partnership – Cllr Brookes
 Lancaster Community Fund Grants Panel (1 place; the other place is by nomination and voting at Council) – Cllr Sinclair
 Lancaster Business Improvement District (BID) Management Group – Cllr Hamilton-Cox
 LGA Coastal Issues Special Interest Group – Cllr Frea
 Morecambe Bay Partnership – Cllr Parr
 Yorkshire Dales National Park Board – Cllr Frea

APPOINTMENTS TO BE MADE BY OVERVIEW & SCRUTINY

(one appointment unless otherwise stated)

Homelessness Forum
 Lancaster, Morecambe and District Fairtrade Group

APPOINTMENTS TO BE MADE BY OTHER COMMITTEES

Organisation	Basis of Appointment
Crook O’Lune Advisory Committee	1 rep from Planning Committee (and ward Members, see below)
North West Local Authority Employers’ Organisation	Chair of Personnel Committee (Vice Chair of Personnel Committee as substitute)

APPOINTMENTS HELD BY WARD COUNCILLORS

Organisation	Ward (All Ward Councillors unless otherwise stated)
Crook O’Lune Advisory Committee	Lower Lune Valley one Member by agreement and Halton ward Member (plus a rep from the Planning Committee, see above) Cllrs Frea (Halton), Cllr Prichard (Lower Lune Valley)
Friendship Centre Management Committee	Castle; one representative by agreement Cllr Brookes
Marsh Community Centre Management Committee	Marsh; one representative by agreement Cllr Bannon

**SCHEDULE OF APPOINTMENTS TO OUTSIDE BODIES,
PARTNERSHIPS AND BOARDS**

**APPOINTMENTS MADE BY FULL COUNCIL
(one appointment unless otherwise stated)**

Arnside and Silverdale AONB Unit – Cllr Greenwell
Board of the Lancaster District Chamber of Commerce – Councillor Hamilton-Cox
Board of Trustees of the Lancaster Charity (6 places) Cllrs Brookes, Redfern, Biddulph, Budden, Frea, Pritchard
Forest of Bowland AONB Advisory Committee – Cllr Pritchard
Furness Line Community Railway Partnership – Cllr Greenwell
Fylde, Lancaster and Wyre Childrens' Board – Cllr King
George Fox School Educational Charity – Cllr Young
Heysham Nuclear Power Station Local Community Liaison Council (9 places) – Cllrs Biddulph, Black, Boyd-Power, Bryning, Cleet, Frea, Hartley, Matthews and Jenkins
James Bond/Henry Welch Trust – Cllr Thornberry
Lancaster Canal Regeneration Partnership – Cllr Penny
Lancaster and Skipton Rail User Group – Cllr Bryning
Lancaster Community Fund Grants Panel (1 place; the other place is a Cabinet appointment) – Cllr Bannon
Lancaster District CVS – Cllr Sinclair
Lancaster Ripley Church of England Education Trust – Cllrs Bryning, J Jackson
Lancashire County Council Health Scrutiny Committee – Cllr Dowding
Lune Park Children's Centre – Cllr Parr
Morecambe FC Community Sports Trustee – Cllr Hanson
National Association for Areas of Outstanding Natural Beauty (Landscapes for Life) – Cllr Matthews
North Lancashire Citizens Advice Bureaux Board (3 places, Morecambe, Lancaster and Rural) – Cllrs Hartley, Frea, Whitaker
Preston and Western Lancashire Racial Equality Council – **VACANT**
Relate Lancashire – Lancaster District – **VACANT**
Reserve Forces and Cadets Association for the N. West of England and the Isle of Man – Cllr Dennison
The Community Rail Partnership (formerly Leeds-Morecambe and Settle-Carlisle Railway Development) – Cllr A Bryning