

# Annual Council

Thursday, 18th May, 2023

6.00 pm

Council Chamber, Old Town Hall, Blackburn

Link to Webcast:

[Annual Council 18th May 2023](#)

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## AGENDA

1. Prayers by the Mayor's Chaplain, followed by Welcome and Apologies
2. The Election of the Mayor for 2023/24
3. The Election of the Deputy Mayor for 2023/24
4. Tribute to the newly Elected Mayor
5. Vote of thanks to the retiring Mayor, Councillor Suleman Khonat

Please note at this point there will be a short adjournment to allow guests to leave the meeting if they wish.

6. Minutes of the Previous Meeting  
Council Forum March 2023 3 - 9
7. Declarations of Interest  
DECLARATIONS OF INTEREST FORM 10
8. Election Results 2023  
To note the results of the local Elections held on Thursday 4<sup>th</sup> May 2023:  
[Local election results: 5 May 2023 | Blackburn with Darwen Borough Council](#)
9. Council Appointments for 2023/24  
Council Appointments 2023-24 11 - 22  
Political balance of the Council. May 2023. Appendix 1  
2023 Council Appointments - First Draft

10.	<b>Governance Update</b>	
	<b>Governance Update</b>	<b>23 - 24</b>
11.	<b>The Mayoralty 2023/24</b>	
	<b>Mayoralty 2023-24</b>	<b>25 - 26</b>
12.	<b>Appointments to Outside Bodies and Partnership</b>	
	<b>Bodies 2023/24</b>	
	<b>Outside Bodies Report 2023-24</b>	<b>27 - 28</b>

Date Published: Wednesday, 10 May 2023  
Denise Park, Chief Executive

## **COUNCIL FORUM** **Thursday 23<sup>rd</sup> March 2023**

**PRESENT** – *The Mayor, Councillor Suleman Khonat, Councillors Akhtar H, Akhtar P, Ali, Baldwin, Browne, Casey, Connor, Desai M, Desai S, Fielding, Floyd, Gee, Gunn, Harling, Hardman, Humphrys, Hussain I, Hussain M, Hussain S, Irfan, Imtiaz, Jackson, Khan S, Khan Z, Liddle, Mahmood, Marrow, McCaughran, McGurk, Patel Ab, Patel Alt, Raja, Rigby, Riley, Russell, Salton, Shorrock, Sidat, Slater Jacq, Slater Jo, Slater Ju, Slater N, Smith D, Smith J, Talbot, Taylor, and Whittingham.*

### **RESOLUTIONS**

#### **71 Welcome and Apologies**

The Chief Executive read out the notice convening the meeting.

There then followed Prayers by the Deputy Mayor.

Apologies were received from Councillors Brookfield, Fazal and Rawat.

#### **72 Minutes Of The Previous Meeting**

**RESOLVED** – That the Minutes of the Finance Council Meeting held on 27<sup>th</sup> February 2023 were agreed as a correct record.

#### **73 Declarations of Interest**

Councillors Altaf Patel and Mohammed Irfan declared an interest in Agenda Item 7 – Revised Hackney Carriage & Private Hire Licensing Policy and left the room during discussion and voting on this item.

#### **74 Mayoral Communications**

The Mayor reported on events he had attended since the last meeting, in particular the Mayor's Ball, and thanked colleagues and organisations for their support.

#### **75 Council Forum**

The Chief Executive reported that one question had been received under Procedure Rule 12 as follows:

***From Rick Moore to Councillor Julie Gunn, Executive Member for Children, Young People & Education:***

*I am told that currently, 171 pupils from Blackburn with Darwen attend Walton Le Dale High School. The school bus service has been withdrawn as Moving People have terminated the contract early and the school has been unable to find a financially viable alternative, despite parents paying for the bus service.*

*For reasons of safeguarding and road safety the public transport alternatives are insufficient. For example, on Knittingbourne brow the Pavement is only continuous on one side of the road, which has a pinch point not wide enough for a single person to pass with their whole body over the footpath (photo's attached). Parents are also keenly aware of James Eastwood who has just been imprisoned for raping a 14-year-old schoolgirl, and sexually assaulting two others while on bail in Bamber Bridge! Walking to access public transport a distance away from the school is a genuine safety concern for parents and pupils alike.*

*Whilst I realise there is no statutory requirement on BWDBC to provide school transport to a LCC school, there are not 171 high school places within BWDBC for these pupils should they be unable to get to Walton Le Dale and need a place more locally. Will the council do the right thing and work with the school and make a financial contribution to make the service financially viable for the school to reinstate?*

*Before you reply, I would like to introduce Tillie Delaney, a resident of Mill Hill and Year 11 pupil of Walton Le Dale. She would like to make a statement on how this affects her and her education. I am sure once you hear her story you will agree with me that she is a remarkably resilient and courageous young woman, who like the other pupils that have come tonight deserves the support of this council in order to safely access their education.*

After the statement from Tillie Delaney, Councillor Julie Gunn responded to both questions/statements and a supplementary question from Rick Moore, advising that she indeed agreed that Tillie was a resilient and courageous young woman and Councillor Gunn understood that the decision taken by the school was disappointing.

Councillor Gunn confirmed that she always acted with openness and integrity and did the right thing, even if sometimes that was difficult to hear; and in this case, to do the right thing was to treat all pupils and their families with equity, and not breach our policy.

Councillor Gunn gave details of the background to the issue advising that Walton Le Dale high school had subsidised transport for pupils from BwD for a number of years and recently they were told that their current provider

was no longer able to run the service because it was not economically viable. Following a tender exercise undertaken by the school, parents were consulted and asked whether they would be willing to pay the fares that would by necessity be increased. According to correspondence there was a small percentage of parents who would be willing to do that and so the school took the decision not to take up the contract.

The school was under no obligation to inform the local authority and indeed had not done so. Councillor Gunn had sought legal advice on the Council's position and policy, which as Members were aware had recently been tested and found to be sound.

Children's Services and School Transport had been aware for many years of the bus services which Walton-le-Dale High School had run from the Livesey/Pleasington/Ewood/Mill Hill areas for children whose families chose to send them to Walton-le-Dale. The Council had never been involved with the procurement or operation of these services, since it could not be under a statutory duty to provide home to school transport to Walton-le-Dale for children from the Borough. (Save the possible exception of some children in public care). Therefore, it was considered unfair for the Council to intervene and provide financial assistance to Walton-le-Dale High School.

Councillor Gunn gave details about how the Council went through a lengthy process of ceasing to provide discretionary transport services from 2010 onwards, with a number of schools subsidising transport services for their pupils. If the Council was to provide financial assistance to Walton-le-Dale in order to enable them to run their own school bus services, all the schools within BwD who currently subsidised could argue that they should likewise receive financial support from the Council.

Councillor Gunn confirmed the Council did provide free home to school transport for any children resident in the Borough for whom it had a duty to provide it, and also detailed the amount the local authority spent on home to school transport, which currently stood at around £2M.

There followed a supplementary question/statement from Rick Moore, who made a number of comments on the use of Council finances in recent years, suggesting that if money could be found for the examples he gave, then funding could be found to subsidise the bus service. Mr Moore indicated that he felt the Council had got its priorities wrong and had a moral and ethical obligation to support the pupils. Councillor Gunn responded to Mr Moore's comments, reminding Mr Moore of the £2M expenditure on school transport and that other support was also available for eligible pupils, and finished by stating that she could not and would not act unfairly.

*At this point of the meeting there was a recess to enable Members and Officers observing Ramadan to break their fast and pray.*

*Once Members had returned the meeting reconvened.*

## **76     Motions**

The Chief Executive announced that no Notices of Motion had been submitted under Procedure Rule 10.

## **78     Revised Hackney Carriage & Private Hire Licensing Policy**

Members received a report which presented a revised Hackney Carriage & Private Hire Licensing Policy for adoption.

The Council had a policy which provided guidance to the trade and other interested parties on the way that Blackburn with Darwen Council regulated the Private Hire and Hackney Carriage industry within the Borough. The current policy was last comprehensively reviewed in 2016/17.

The Department for Transport published the Government's Statutory Standards for Private Hire and Hackney Carriage Vehicles in the summer of 2020, which included recommendations on the assessment of previous convictions

The Council's existing policies were completely redrafted to reflect the minimum standards contained in the Statutory Guidance and the Institute of Licensing's Guidance on determining the suitability of applicants and licensees in the hackney and private hire trades.<sup>1</sup>

The Licensing Committee considered a proposed draft policy on convictions and other relevant matters on 26 April 2022 and resolved to undertake a comprehensive 8 week long public consultation exercise. The Committee then considered the very limited response to that consultation exercise at their meeting on 3 August 2022.

On 18 October 2022 the Licensing Committee considered the redrafted Hackney Carriage and Private Hire Vehicle Licensing policy, which incorporated the draft convictions policy, vehicle standards and licence conditions, as appendices, and resolved to carry out a further 8 week full consultation exercise. The Licensing Committee considered the responses to this consultation on 24 January 2023 and agreed several amendments to the draft policy and its appendices and recommended the amended version as submitted be formally adopted.

**RESOLVED –**

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1. The Council adopts the revised policy as presented, effective from 1 May 2023.
2. The Council delegates the power to agree and adopt future revisions of taxi licensing policies that inform non-Executive functions, to the Licensing Committee.

## **79     Corporate Peer Challenge**

The Council Forum was informed of plans to invite the Local Government Association (LGA) to undertake a corporate peer challenge.

Blackburn with Darwen Council last held a corporate peer challenge (CPC) in 2018 and it was recommended by the LGA, and expected by government, that a CPC be undertaken every five years.

CPC was a tried and trusted method of improvement; it provides councils with a robust and effective improvement tool which was owned and delivered by the sector, for the sector. Peers remained at the heart of the peer challenge process and provide a 'practitioner perspective' and 'critical friend' challenge. The final report would be published together with the Council's response in an action plan.

The CPC would take place between July 11th to July 14th 2023.

### **RESOLVED –**

#### **That Council Forum:**

- Note the date of the corporate peer challenge (July 11-14)
- Note the scope of the corporate peer challenge.

## **80     Mayoralty 2023-24**

A report was submitted which outlined arrangements for the nominations to office of Mayor and Deputy Mayor for 2023/24.

Members were reminded that Annual Council formally appointed Members of the Council to the office of Mayor and Deputy Mayor for the forthcoming Municipal year. The Member appointed to the position of Deputy Mayor was normally appointed to the office of Mayor in the following year.

The report also outlined the rotation arrangements agreed by Council Forum in July 2022 and in accordance with these arrangements it would be for the Labour Group to nominate the Mayor for 2023/2024, who in line with usual practice would be the serving Deputy Mayor, which in this case was Councillor Parwaiz Akhtar.

It was also the turn of the Labour Group to nominate the Deputy Mayor for 2023/24, and at the meeting the Leader, Councillor Phil Riley, nominated Councillor Sylvia Liddle.

**RESOLVED -**

That Council Forum:

1. Notes that Councillor Parwaiz Akhtar will be formally nominated as Mayor for 2023/24 at Annual Council.
2. Confirms that in accordance with the rotation arrangements agreed at Council Forum on 22<sup>nd</sup> July 2022 that the Labour Group nominates the Deputy Mayor for 2023/24, Councillor Sylvia Liddle, who will be formally nominated at Annual Council.

**81     Updates from Other Committees**

Council Forum received an update from the Chairs of the Overview and Scrutiny Committees on the progress of their work.

**RESOLVED –**

1. That the updates from the Overview and Scrutiny Committees be noted.

**82     Reports of the Executive Members with portfolios**

The Leader and Executive Members presented their reports, providing updates as appropriate.

**RESOLVED -** That the reports of the Leader and Executive Members be noted.

**83     Questions from Members**

No questions from Members had been received under Procedure Rule 11.



*At the close of the meeting, reference was made to the fact that this was the last Council Forum meeting that Councillors Rawat and Browne would be attending before they stood down as Councillors, and the thanks of Council for their service were passed to them.*

*The Mayor was also thanked for his chairing of this meeting and all the other Full Council meetings in 2022/23.*

Signed at a meeting of the Annual Council

On 18<sup>th</sup> May 2023

(being the ensuing meeting of the Council) by

MAYOR

## DECLARATIONS OF INTEREST IN ITEMS ON THIS AGENDA

**Members attending a Council, Committee, Board or other meeting with a personal interest in a matter on the Agenda must disclose the existence and nature of the interest and, if it is a Disclosable Pecuniary Interest or an Other Interest under paragraph 16.1 of the Code of Conduct, should leave the meeting during discussion and voting on the item.**

**Members declaring an interest(s) should complete this form and hand it to the Democratic Services Officer at the commencement of the meeting and declare such an interest at the appropriate point on the agenda.**

MEETING: **ANNUAL COUNCIL**

DATE: **18<sup>TH</sup> MAY 2023**

AGENDA ITEM NO.:

DESCRIPTION (BRIEF):

NATURE OF INTEREST:

DISCLOSABLE PECUNIARY/OTHER (delete as appropriate)

SIGNED :

PRINT NAME:

(Paragraphs 8 to 17 of the Code of Conduct for Members of the Council refer)



**REPORT OF: CHIEF EXECUTIVE**

**TO: ANNUAL COUNCIL**

**ON: 18<sup>th</sup> May 2023**

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## **COUNCIL APPOINTMENTS FOR 2023/24**

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### **1. PURPOSE OF THE REPORT**

To note the composition and political balance on the Council as detailed in **Appendix 1**, re-appointment of the Leader and approve Council appointments for 2023/24.

### **2. LEADER**

The appointment of the Leader of the Council is a Council function in accordance with the provisions of the Local Government Act 2000 (as amended).

The Leader will hold office (the earlier of) for a term of four years from the date of appointment as Leader or until:

- (a) he/she resigns from the office; or
- (b) he/she is no longer a councillor; or
- (c) he/she resigns or for some other reason no longer able to continue office or has withdrawn any party whip to which he/she was subject at the time of his/her appointment; or
- (d) the first Annual Council after his/her normal day of retirement as a councillor.

The Leader's term of office as councillor ended on 9<sup>th</sup> May, but has been re-elected for a further 4-year term.

It is the responsibility of the Leader to determine the size and membership of the Executive Board (providing the membership comprises between two and nine members, (not including the Leader). The Leader shall also appoint Deputy Leader(s) from the membership of the Executive Board. The Leader shall also determine the remit of each portfolio. The Council does not have any decision-making role in this regard.

### **3. ANNUAL COUNCIL APPOINTMENTS**

At the Annual Meeting of the Council each year, Council notes the appointment of various Members as well as appointing Chairs and Vice Chairs to Committees.

The Council appointments are detailed in the **Appendix 2** – ‘Council Appointments for 2023/24’.

The Council is requested to:

1. Subject to Paragraph 2 above, note the Leader’s appointment of the Executive Board Members and Deputy Leaders; (as detailed in the **Appendix 2** )
2. Note the Shadow Portfolio Members (as detailed in the **Appendix 2**);

and

3. Appoint Chairs, Vice Chairs and Members to the following Committees as detailed in the **Appendix 2**:

- Policy and Corporate Resources Overview and Scrutiny Committee
- Place Overview & Scrutiny Committee
- Health & Social Care Overview & Scrutiny Committee
- Children’s & Young Persons Overview & Scrutiny Committee
- Planning & Highways Committee
- Licensing Committee
- Audit and Governance Committee
- Standards Committee
- Call-in Committee
- Charitable Funds Committee

The Licensing Committee has established Sub-Committees consisting of three members of the Committee to deal with licensing applications. A rota of Members is drawn up with the Chair or Vice Chair leading each Sub-Committee meeting.

The Call-in Committee is chaired by the Vice Chair of Policy and Corporate Resources Overview & Scrutiny Committee and is made up of eight other Members (9 in total), appointed by Group Leaders according to the proportionality of the Council at the time when a meeting is called.

#### 4 BACKGROUND

Following the local elections on 4 May 2023, the political composition and balance of the Council is as follows:

Labour	39 seats = 76.47 %
Conservative	12 seats = 23.53 %
<b>Total</b>	<b>51 Seats = 100.00%</b>

The Local Government and Housing Act 1989 (“the Act”) imposes a duty on the Council to allocate seats on committees to political groups in accordance with the size of each group as a whole, unless

alternative arrangements are notified to all Members and agreed without any councillor voting against them. The Council is required to observe the following principles as far as it is reasonably practicable:

- (a) that not all seats on the body are allocated to the same group;
- (b) that the majority of seats on the body are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of Members of that group to the membership of the authority; and
- (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of Members of that group to the membership of the authority.

Further details on the political balance and the proportionality of seats for the committees listed in referred to in **Appendix 1**.

The Council is required to determine the number of seats on each committee and the allocation of those seats to the political groups. Applying the principles of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 ("the Regulations), the proportional distribution of seats on Committees between political groups is as set out in the **Appendix 2**.

The allocation of seats includes a statutory bar on members of the Executive Board to be on the Overview and Scrutiny Committees, and subject to the provisions in the Constitution in relation to the membership of the Audit & Governance Committee.

Under the Act and the Regulations, the proper officer is required to notify the leader of political group of allocations to that political group to enable them to express their wishes on the appointments.

Regulation 15 states that where a political group has failed to express its wishes in relation to the appointments within the period of three weeks beginning with the date on which notice was given by the proper officer, the authority/ committee may make such appointments to those seats as they think fit.

It is therefore anticipated that, where group leaders have not yet notified the proper officer (the Chief Executive) of their appointments to seats, that those appointments be made and notified within three weeks of this Annual Council meeting.

Overview & Scrutiny Committees (OCS) – The Council at its meeting on 28 July 2022 resolved to restructure the Council's Overview and Scrutiny Committees and established the Children's & Young Persons OSC and Health & Social Care OSC, replacing the People OSC. [[Scrutiny Review.pdf \(blackburn.gov.uk\)](#)]. For the remainder of 2022/23 the composition for each of these two newly established OSCs were six members, including a chair and vice chair. The composition of the Policy and Corporate Resources OSC and Place OSC remained unchanged for 2022/23.

For 2023/24, it is proposed that the composition for all 4 OSCs be 9 members each. The composition for the call-in committee to remain unchanged.

The arrangements for the Corporate Parenting Committee (which is a specialist advisory Committee) are to be reviewed in consultation with the Strategic Director, Childrens & Education (DCS), and the Executive Member for Children, Young People & Education and the Chair of Children's & Young Persons OSC.

## 5 **RECOMMENDATIONS**

That Council:

- 1) re-appoints Councillor Phil Riley as Leader of the Council from 18<sup>th</sup> May 2023, and in accordance with Article 7.03 of the Constitution.
- 2) notes the composition and political balance on the Council following the local elections on 4<sup>th</sup> May 2023, as referred to in Paragraph 4 above and further detailed **Appendix 1**
- 3) notes the appointment of the Executive Board Members and the Deputy Leaders;
- 3) notes the Shadow Portfolio Members;
- 4) approves the appointments be made to the positions detailed in Paragraph 3, subsection 3; and

(Note: That in the event the Group nominations are not available before the Annual Meeting the decisions on appointment of Members to Committees can be delegated to the Group Leaders to agree the appointments and confirm to the proper officer within the period stated in the Regulations).

- 5) authorises the Chief Executive to review of the Corporate Parenting Committee, specialist advisory Committee in consultation with the Strategic Director, Childrens & Education (DCS), and the Executive Member for Children, Young People & Education and the Chair of Children's & Young Persons OSC, and present a report to Council at a future date.

**Denise Park  
Chief Executive  
9<sup>th</sup> May 2023**

Background Papers:      The Local Government and Housing Act 1989,  
Local Government (Committees and Political  
Groups) Regulations 1990, Council Constitution  
(all published)

Contact Officers:      Asad Laher (tel: 585495)  
Phil Llewellyn (tel:585369)

**Appendix 1      -      Proportionality – political balance 9 May 2023**

**Appendix 2      -      Council Appointments for 2023/24**

## Appendix 1 Proportionality – political balance 9<sup>th</sup> May 2023

### Summary of seats - 9<sup>th</sup> May 2023

GROUP	SEATS on the Council	Seat percentage entitlement based on 51 Councillors	Seats on Committees based on 81 seats in total	Rounded to
Labour	39	76.47%	61.94	62
Conservative	12	23.53%	19.05	19
<b>TOTAL for Proportionality</b>	<b>51</b>	<b>100%</b>	<b>80.99</b>	
Vacancy	0			
<b>TOTAL SEATS</b>	<b>51</b>			<b>81</b>

The proposed overall allocation of seats at May 2023 based on the proportions and numbers above:

Committee	Places	Labour	Con		
Policy & Resources OSC	9	7 (77.78%)	2 (22.22%)		
Children's & Young Persons OSC	9	7 (77.78%)	2 (22.22%)		
Health & Social Care OSC	9	7 (77.78%)	2 (22.22%)		
Place OSC	9	7 (77.78%)	2 (22.22%)		
Planning & Highways Committee	13	10 (76.92%)	3 (23.08%)		
Licensing Committee	11	8 (72.7%)	3 (27.3%)		
Audit & Governance Committee	6	4 (66.66%)	2 (33.33%)		
Standards Committee	9	7 (77.78%)	2 (33.3%)		
Charitable Funds Committee	6	5 (83.33%)	1 (16.66%)		
<b>Total</b>	<b>81</b>	<b>62</b>	<b>19</b>		





## COUNCIL APPOINTMENTS FOR 2023/2024

This is the pro-forma for appointments in 2023/2024

### The Executive Members and Assistant Executive Members

EXECUTIVE BOARD		
Leader of the Council and Chair of Executive Board	Phil Riley	
The following appointments have been made by the Leader of the Council:		
Deputy Leaders of the Council	1: Quesir Mahmood (senior) 2: Julie Gunn	
Vice Chair of Executive Board	Quesir Mahmood	
PORTFOLIOS	Executive Member	Assistant Executive Member
Adult Social Care & Health	Mustafa Desai	Jackie Floyd Sonia Khan Saj Ali
Public Health, Prevention & Wellbeing	Damian Talbot	Brian Taylor Zamir Khan
Children’s, Young People & Education	Julie Gunn	Katrina Fielding Tasleem Fazal Abdul Patel
Environment and Operations	Jim Smith	Jim Casey Shaukat Hussain
Growth & Development	Quesir Mahmood	Matthew Jackson Jim Shorrocks
Digital & Customer Services	Mahfooz Hussain	Elaine Whittingham
Finance & Governance	Vicky McGurk	Dave Harling Salim Sidat
The remainder of appointments are for completion by the Group Leaders.		
Opposition Member on Executive Board		
John Slater		

## 4. Appoint Members of Committees

Committee	Labour	Conservative	Lib Dem	IND
<b>Policy &amp; Corporate Resources Overview and Scrutiny</b>  <b>Membership</b>  <b>Chair:</b> Tony Humphrys  <b>Vice-Chair:</b> Kevin Connor	Tony Humphrys Sylvia Liddle Brian Taylor Jackie Floyd Shaukat Hussain Tasleem Fazal Katrina Fielding	Kevin Connor Neil Slater		
<b>Place - Overview and Scrutiny Committee</b>  <b>Membership</b>  <b>Chair:</b> Suleman Khonat  <b>Vice Chair:</b> Salim Sidat	Zamir Khan Salim Sidat Brian Taylor Katrina Fielding Sonia Khan Stephanie Brookfield Suleman Khonat	Paul Marrow Mark Russell		
<b>Children &amp; Young People Overview and Scrutiny Committee</b>  <b>Membership</b>  <b>Chair:</b> Sylvia Liddle  <b>Vice-Chair:</b> Martin McCaughran	Sylvia Liddle Martin McCaughran Hussain Akhtar Ehsan Raja Matt Gibson Saj Ali Matt Jackson	Julie Slater Denise Gee		
<b>Health &amp; Social Care Overview and Scrutiny Committee</b>  <b>Membership</b>  <b>Chair:</b> Jacquie Slater  <b>Vice Chair:</b> Elaine Whittingham	Elaine Whittingham Dave Harling Dave Smith Mohammed Irfan Salma Patel Tony Humphrys Anthony Shaw	Jacquie Slater Derek Hardman		

## Appendix 2

Committee	Labour	Conservative	Lib Dem	IND
<b>Call In Committee</b>  <b>Chair:</b> Kevin Connor				
<b>Planning &amp; Highways Committee</b>  <b>Membership</b> <b>Chair:</b> Dave Smith  <b>Vice-Chair:</b> Hussain Akhtar	Dave Smith Hussain Akhtar Samim Desai Zamir Khan Jim Casey Salma Patel Quesir Mahmood Martin McCaughran Sabahat Imtiaz Matthew Jackson	Paul Marrow Jacquie Slater Jon Baldwin		
<b>Licensing Committee</b>  <b>Membership</b> <b>Chair:</b> Iftakhar Hussain  <b>Vice-Chair:</b> Matt Gibson	Iftakhar Hussain Brian Taylor Jim Casey Stephanie Brookfield Tasleem Fazal Sabahat Imtiaz Matt Gibson Jim Shorrock	Denise Gee Mark Russell Derek Hardman		
<b>Audit and Governance Committee</b>  <b>Membership</b>  <b>Chair:</b> Dave Harling <b>Vice Chair:</b> Salim Sidat	Dave Harling Salim Sidat Elaine Whittingham Suleman Khonat	Jon Baldwin  Neil Slater		
<b>Standards Committee</b>  <b>Membership</b>  <b>Chair:</b> Saj Ali  <b>Vice-Chair:</b> Kevin Connor	Mohammed Irfan Jim Casey Samim Desai Saj Ali Elaine Whittingham Ehsan Raja Anthony Shaw	Kevin Connor Neil Slater		

## Appendix 2

Committee	Labour	Conservative	Lib Dem	IND
<b>Health &amp; Wellbeing Board</b>  <b>Membership</b>  <b>Chair:</b> Damian Talbot	Julie Gunn Mustafa Desai Damian Talbot	Derek Hardman		
<b>Charitable Funds Committee</b>  <b>Membership</b>  <b>Chair:</b> Damian Talbot	Damian Talbot Dave Smith Stephanie Brookfield Matthew Jackson Anthony Shaw	Jean Rigby		

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## APPOINTMENT TO GROUPS AND PANELS

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Committee	Labour	Opposition
<b>Appeals Panel</b>  <b>Membership 15</b>	Iftakhar Hussain, Sylvia Liddle, Jackie Floyd, Brian Taylor, James Shorrock, Tony Humphrys.	Julie Slater, Jacquie Slater
<b>Chief Executive's Employment Committee</b>  <b>Membership 4</b>	Phil Riley Quesir Mahmood Julie Gunn	John Slater

Committee	Labour	Opposition
<b>Chief Officer's Employment Committee</b>  <b>Membership 4</b>	Phil Riley Quesir Mahmood Julie Gunn	John Slater

The Membership of the Chief Executive and Chief Officer Employment Committees is the Leader of the Council, the two Deputy Leaders and the Leader of the Opposition.

### The appointments within Political Groups

LABOUR GROUP	Councillors
Leader	Phil Riley
Deputy Leaders	Quesir Mahmood (Senior), Julie Gunn
CONSERVATIVE GROUP	Councillors
Leader	John Slater
Deputy Leaders	Denise Gee (Senior) Derek Hardman

Shadow Cabinet	Shadow Executive Member	Shadow Assistant Executive Member
Adult Services & Prevention	Jacquie Slater	Mark Russell
Public Health & Wellbeing	Derek Hardman	Kevin Connor
Children's, Young People & Education	Denise Gee	Julie Slater
Environmental Services	Jean Rigby	John Slater
Growth & Development	Paul Marrow	Altaf Patel
Digital & Customer Services	Julie Slater	Neil Slater
Finance & Governance	Neil Slater	Jon Baldwin
Opposition Committee Spokespersons		
Planning & Highways	Paul Marrow	
Licensing	Denise Gee	



**REPORT OF: DEPUTY DIRECTOR, LEGAL & GOVERNANCE (MONITORING OFFICER)**

**TO: ANNUAL COUNCIL**

**ON: 18<sup>th</sup> May 2023**

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## GOVERNANCE UPDATE

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### 1. PURPOSE OF THE REPORT

To advise Council that the current statutory 'Section 151' Chief Finance Officer will leave his post on 21<sup>st</sup> May 2023, and to ask Council to agree the arrangements for the statutory 'Section 151' function following this date.

To note that the Council Constitution will be updated (as outlined below) and reported to the Council Forum on 20<sup>th</sup> July 2023 for approval.

### 2. RECOMMENDATIONS

That Council:

1. notes the current statutory 'Section 151' Chief Finance Officer will leave his post on 21st May 2023.
2. approves that Denise Park, Chief Executive be appointed interim Section 151 Chief Finance Officer pending an appointment to a post, incorporating the statutory function.
3. notes that the Council Constitution will be updated and reported to the Council Forum on 20th July 2023 for approval.

The current statutory 'Section 151' Chief Finance Officer will leave his post on 21st May 2023. Whilst the recruitment is pending, it is a requirement under section 151 of the Local Government Act 1972 for the Council to make arrangements for the proper administration of its financial affairs, and appoint a Chief Finance Officer to have responsibility for those arrangements. In accordance with section 113 Local Government Finance Act 1988, the Chief Finance Officer must be professionally qualified and be a member of one of the prescribed accountancy bodies. There are no legal constraints of a statutory Head of Paid Service also undertaking the statutory 'Section 151' Chief Finance Officer role. The Chief Executive, who is also the Head of Paid Service, is a suitably qualified member of the Chartered Institute of Finance and Accountancy (CIPFA) and can therefore also hold the statutory section 151 Chief Finance Officer responsibilities.

Following any changes the Leader may wish to make to the Portfolios Executive Member responsibilities, the Council constitution will be updated together with other updates pending since July 2022. These other updates will include changes to council senior management structure and delegations, new overview & scrutiny committee structure, delegation to the Chief Executive in relation to casual vacancies, and amendments to the arrangements of the Health & Wellbeing Board following the Health & Social Care Act 2022. The updated constitution will be subject to Council approval on 20<sup>th</sup> July 2023, prior to its publication.

Background Papers:               None

Contact Officers:                 Asad Laher, Deputy Director, Legal & Governance (Monitoring Officer)





**REPORT TO: ANNUAL COUNCIL**

**FROM: CHIEF EXECUTIVE**

**DATE: 18<sup>th</sup> May 2023**

**PORTFOLIOS AFFECTED: All**

**WARDS AFFECTED: All**

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## **TITLE OF REPORT**

**THE MAYORALTY 2023/24**

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### **1. PURPOSE**

To consider nominations to office of Mayor and Deputy Mayor for 2023/24.

### **2. RECOMMENDATIONS**

That Annual Council:

1. Confirms the appointment of Councillor Parwaiz Akhtar as Mayor of the Borough for 2023/24.
2. Confirms the appointment of Councillor Sylvia Liddle as Deputy Mayor of the Borough for 2023/24.

### **3. BACKGROUND**

Annual Council formally appoints Members of the Council to the office of Mayor and Deputy Mayor for the forthcoming Municipal year. The Member appointed to the position of Deputy Mayor is normally appointed to the office of Mayor in the following year.

At previous meetings of the Council it has been agreed that the rotation of the nomination to the Office of Mayor between the political groups be based on proportionality of the Council, and an agreed rotation would be set for the next five years.

As Members will recall, at the Council Forum Meeting on 22<sup>nd</sup> July 2022, the Council agreed the next 5 year rotation, which helped to facilitate this year's nominations.

It was agreed that based on the current proportionality that the rotation of Mayoral nomination for the next five years would be as follows:

2023/24 Labour  
2024/25 Labour  
2025/26 Conservative  
2026/27 Labour  
2027/28 Labour

in a way that would affect the nomination of Mayor for a particular year, a report on this matter would be submitted for Council's consideration.

In accordance with the above, it would be for the Labour Group to nominate the Mayor for 2023/2024, who in line with usual practice would be the serving Deputy Mayor, which in this case is Councillor Parwaiz Akhtar.

As referred to above, it is also the turn of the Labour Group to nominate the Deputy Mayor for 2023/24, and as Members will recall, at the last Council Forum meeting, Councillor Sylvia Liddle was nominated as Deputy Mayor for 2023/24.

#### **4. FINANCIAL IMPLICATIONS**

The Office of Mayor is funded from the Council's annual budget.

#### **5. LEGAL IMPLICATIONS**

The Mayor is also the Chair of Council meetings. This is a legal provision of the Local Government Act 1972, enabling Council business to be carried out in an orderly and proper manner, having regard to statutory obligations and the Constitution of the Council for the conduct of meetings. In the Mayor's absence the Deputy Mayor would undertake the role to chair council meetings.

#### **6. RESOURCE IMPLICATIONS**

None

#### **7. EQUALITY IMPLICATIONS**

None

#### **8. CONSULTATIONS**

None

Contact Officers:	Asad Laher (01254 585495) Phil Llewellyn, (01254 585369).
Date:	26 <sup>th</sup> April 2023
Background Papers:	None



<b>REPORT OF:</b>	<b>CHIEF EXECUTIVE</b>
<b>TO:</b>	<b>ANNUAL COUNCIL</b>
<b>ON:</b>	<b>18<sup>th</sup> May 2023</b>

## APPOINTMENTS TO OUTSIDE BODIES AND PARTNERSHIP BODIES 2023/24

### 1. PURPOSE OF THE REPORT

To request the Council to consider the appointment of representatives to serve on Outside Bodies and Partnership Bodies in 2023/24.

### 2. BACKGROUND

As Members will recall, the Council Constitution provides the Council with authority to appoint representatives to Outside Bodies and other Partnership Bodies.

The updated list will be circulated to Group Leaders to agree the allocation of seats as usual.

In the meantime, the Council has been requested to confirm its appointments to provide representation on the following bodies:

- Lancashire Police & Crime Panel (1 seat)
- Lancashire Combined Fire & Rescue Authority (3 seats).

The Outside Bodies and Partnerships Bodies list needs to reflect the political composition of the Council as closely as possible. However, when there is only one representative requested it is from the controlling group, and when there is more than one representative required to be appointed, these places are allocated in the same proportion as the political composition of the Council.

Some Outside and Partnership Bodies request appointments with reference to specific Member roles at the Council (e.g. the Leader, Executive Member for Growth & Development etc). For such requests, those specific Members will be appointed as representatives of the Council.

### 3. RECOMMENDATIONS

3.1 That following usual practice and subject to the background information in this report, appointments to Outside and Partnership Bodies for 2023/24 be delegated to Group Leaders to agree as soon as possible.

3.2 With reference to 3.1 above, in the event that any appointments cannot be agreed by the Group Leaders, they will be referred to Council for determination.

3.3 That Council approves the following appointments:

- Lancashire Police & Crime Panel: [ tbc ]
- Lancashire Combined Fire & Rescue Authority: [ tbc ]

**Denise Park**  
**Chief Executive**  
**10<sup>th</sup> May 2023**

Background Papers:  
Contact :

Outside Bodies File  
Phil Llewellyn (Tel 585369)  
Asad Laher (Tel 585495)