



BURNLEY BOROUGH COUNCIL

BURNLEY TOWN HALL

Wednesday 18th May 2016

PRESENT

MEMBERS

Her Worshipful The Mayor (Councillor Elizabeth Monk) in the Chair;

Councillors Baker, Birtwistle, Briggs, Bill Brindle, Margaret Brindle, Cant, Carmichael, Chaudhary, Cunningham, Ellis, Fleming, Foster, Frayling Graham, Greenwood, Harbour, Harrison, Heginbotham, Hosker, Hussain, Ishtiaq, Johnstone, Arif Khan, Lubna Khan, Malik, Martin, Monk, Mottershead, Newhouse, Pate, Payne, Porter, Raja, Reynolds, Roper, Royle, Sumner, Tatchell, Towneley, Townsend and White.

OFFICERS

Pam Smith	-	Chief Executive
Mick Cartledge	-	Director of Community Services
Lukman Patel	-	Head of Governance, Law & Regulation
Phil Moore	-	Head of Finance & Property Management
Heather Brennan	-	Head of People & Development
Chris Gay	-	Committees Manager
Naveed Ahmed	-	Community Engagement Officer
Jeremy Richards	-	Communications Officer
Catherine Swift	-	Children's Trust Co-ordinator
Eric Dickinson	-	Democracy Officer
Alison McEwan	-	Democracy Officer
Maureen Neave	-	Assistant Democracy Officer
David Farrar	-	Mayor's Officer
David Bristow	-	Deputy Mayor's Officer
Nicola Leverett	-	Support Officer
Emily Burton	-	Business Administration Apprentice
Claudia Wilcock	-	Business Administration Apprentice

1. Election of Mayor

It was moved by Councillor Gordon Birtwistle and seconded by Councillor Charlie Briggs and

RESOLVED UNANIMOUSLY

That Councillor Jeff Sumner be elected Mayor of the Borough for the Municipal Year 2016/17.

(Councillor Elizabeth Monk then vacated the Chair in favour of the Mayor).

His worship the Mayor, Councillor Jeff Sumner, then made and subscribed the Declaration of Acceptance of Office as required by Law.

2. Thanks to the retiring Mayor

It was moved by Councillor Tony Martin and seconded by Councillor Andy Tatchell that the grateful thanks of this Council be extended to the retiring Mayor for the services rendered by her during the past Municipal Year.

On being put to the vote the motion was declared to be carried and it was
RESOLVED UNANIMOUSLY accordingly.

It was FURTHER RESOLVED –

That medallions be presented to Councillor Elizabeth Monk, Mr Richard Monk and Mrs Brenda Lambert as a token of the Council's appreciation of their services to the Borough during the Municipal Year now ending.

Councillor Elizabeth Monk responded by reviewing the highlights of her period of office, thanking those who had helped her.

She presented an engraved World War One soldier to the Borough, accepted by the Mayor, as a token of her appreciation for all the help she had received and in recognition of the sacrifices made in the World Wars.

3. Appointment of Deputy Mayor

It was moved by Councillor Andy Tatchell and seconded by Councillor Howard Baker and

RESOLVED UNANIMOUSLY –

That Councillor Howard Baker be elected Deputy Mayor/Mayor elect of the Borough for the Municipal Year 2016/17.

The Deputy Mayor, Councillor Howard Baker then made and subscribed the Declaration of Acceptance of Office as required by Law.

4. Mayor's Communications

The Chief Executive, Pam Smith, reported that His Worship the Mayor would be 'At Home' at the Town Hall, Burnley at 2.00 p.m. on Tuesday 24th May 2016.

She further reported that the Mayor's Charity Ball would be held on Friday 21st October 2016 at the Mechanics Theatre, Burnley.

5. Adjournment of Meeting

The Mayor adjourned the meeting at 4.50 p.m.

The meeting reconvened at 6.30 pm

6. Minutes

The Minutes of the last meeting of the Council held on the 13th April 2016 were confirmed and signed by the Chair.

7. The Executive and their portfolios 2016/17

Consideration was given to a change to the Executive and their portfolios for 2016/17.

Councillor Mark Townsend informed Members of the resignation of Councillor Tony Harrison as the Executive Member for Community Services on 15th May 2016, and of his appointment of Councillor Lian Pate as the Executive Member for Community Services on 16th May 2016.

RESOLVED

- (1) That the Executive and their portfolios from 16th May 2016 be noted, as follows; -
- Councillor John Harbour - Deputy Leader and Executive Member for Housing and Environment
 - Councillor Wajid Khan - Executive Member for Resources and Performance Management
 - Councillor Sue Graham- Executive Member for Regeneration and Economic Development
 - Councillor Bea Foster- Executive Member for Leisure and Culture
 - Councillor Lian Pate – Executive Member for Community Services

8. Appointments to Committees, Sub Committees, Working Groups, Panels and Boards 2016/17

Consideration was given to a report on Membership of the Council's Committees, Working Groups and Panels for the 2016/17 Municipal Year.

RESOLVED

- (1) That the list of Committees, Working Groups and Panels as set out in Appendix 1 to the report as submitted be approved; and
- (2) That the Membership of the Council's Committees, Working Groups and Panels for the 2015/16 Municipal Year be approved as set out in Appendix A to these minutes.

9. Appointment of Chairs and Vice-Chairs of Committees

With reference to Minute No. 8, the Council gave consideration to the appointment of Chairs and Vice-Chairs of the Scrutiny, Regulatory and Other Committees for the Municipal Year 2016/17.

RESOLVED That the following appointments of Chairs and Vice-Chairs be made for the 2016/17 Municipal Year for Scrutiny, Regulatory and Other Committees:-

Scrutiny Committee	Chair:	Andy Tatchell
	Vice Chair:	Anne Kelly
Audit and Standards Committee	Chair:	Jean Cunningham
	Vice Chair:	Tony Harrison
Development Control Committee	Chair:	Arif Khan
	Vice Chair:	Frank Cant
Licensing Committee	Chair:	Ann Royle
	Vice Chair:	Gary Frayling

10. Appointment to Outside Bodies

Consideration was given to the Council's appointments to Outside Bodies for 2016/17.

- RESOLVED**
- (1) That the Outside Bodies list for 2016/17 be approved as set out in Appendix B to these minutes;
 - (2) That a review be carried out by the Head of Regeneration and Planning Policy of the sustainability of East Lancashire Into Employment Co.Ltd and the feasibility of the Council's continued Directorships in the organisation; and
 - (3) That the Head of Governance, Law & Regulation be given delegated authority, in consultation with the Leader, to agree Calico's 4 independent persons nominations to its Board.

11. Appointments to the Independent Remuneration Panel

Consideration was given to the re-appointment of a member to the independent remuneration panel.

RESOLVED That David Sparrow be re-appointed to the Independent Remuneration Panel until 17th May 2019.

12. Updates to the Constitution

Consideration was given to a number of proposed updates to the constitution regarding Officer delegations and Proper Officers.

RESOLVED

- (1) That decisions of over £50k made by Officers regarding express delegations from the Executive or Other Committees, and decisions of over £50k regarding any general delegation as set out in Part 3 of the constitution, be published including the purpose and the reasons for the decision; and
- (2) That the list of Proper Officers be updated and be included in Part 3 of the constitution, as attached in Appendix 1, with the Head of Governance, Law & Regulation authorised to make final amendments.

MEMBERSHIP OF COMMITTEES/WORKING GROUPS FOR 2016-17

SCRUTINY COMMITTEE-17-11L/4LD/2C

Councillors	Councillors
Howard Baker	Anne Kelly
Gordon Birtwistle	Lubna Khan
Margaret Brindle	Sobia Malik
Jean Cunningham	Andrew Newhouse
Danny Fleming	Mark Payne
Joanne Greenwood	Paul Reynolds
David Heginbotham	Ann Royle
Mohammed Ishtiaq	Andy Tatchell
Marcus Johnstone	

AUDIT and STANDARDS COMMITTEE-9-5/3/1
-to include 1 Exec+ Chair of Scrutiny Committee

Councillors	Councillors
Charlie Briggs	Margaret Lishman
Jean Cunningham	Andrew Newhouse
Joanne Greenwood	David Roper
Tony Harrison	Andy Tatchell
Wajid Khan	

DEVELOPMENT CONTROL COMMITTEE-16-10/5/1
-to include relevant executive member

Councillors	Councillors
Charlie Briggs	Liz Monk
Frank Cant	Neil Mottershead
Trish Ellis	Mark Payne
Sue Graham	Tom Porter
John Harbour	David Roper
Tony Harrison	Asif Raja
Marcus Johnstone	Cosima Towneley
Arif Khan	
Lubna Khan	

LICENSING COMMITTEE-15-9/5/1

Councillors	Councillors
Howard Baker	Mohammed Ishtiaq
Margaret Brindle	Sobia Malik
Bill Brindle	Liz Monk
Frank Cant	Tom Porter
Ida Carmichael	Paul Reynolds
Saeed Chaudhary	Ann Royle
Gary Frayling	Christine White
Anne Kelly	

MEMBER STRUCTURES AND SUPPORT WORKING GROUP-12-7/4/1

Councillors	Councillors
Gordon Birtwistle	Arif Khan
Frank Cant	Margaret Lishman
Jean Cunningham	Ann Royle
Roger Frost	Andy Tatchell
John Harbour	Mark Townsend
David Heginbotham	
Anne Kelly	

LANCASHIRE POLICE AND CRIME PANEL (1 Labour member and substitute)

Councillors	Councillors
Sue Graham	Bea Foster (Sub)

3 TIER FORUM -6 (4-1-1)

Councillors	Councillors
Bill Brindle	Lian Pate
Jean Cunningham	Cosima Towneley
Sue Graham	
Lubna Khan	

PARKING AND TRAFFIC REGULATIONS OUTSIDE LONDON (PATROL) ADJUDICATION JOINT COMMITTEE - 2

Include relevant Executive Member and 1 from largest opposition group

Councillors	Councillors
Anne Kelly	Lian Pate

**REPRESENTATION ON OUTSIDE BODIES
FOR THE MUNICIPAL YEAR 2016/17**

APPENDIX B

	Outside Body	Qualification 2016/17	Appointed 2016/17
1.	Barnfield and Burnley Developments Limited -Directors	Leader Chief Executive	Cllr Mark Townsend Pam Smith Appointed by the Executive
2.	Burnley & Pendle Children's Partnership	Executive Member for Leisure & Culture	Cllr Bea Foster
3.	Burnley Education Trust	Chief Executive	Pam Smith
4.	Burnley Leisure – Directors (E)	Any 2 Members	Cllr Tony Harrison Cllr Asif Raja
5.	Burnley Pendle and Rossendale Council for Voluntary Service – Executive Committee	1 Member Any Executive Member	Cllr Tony Martin Cllr Bea Foster

	Outside Body	Qualification 2016/17	Appointed 2016/17
6.	Burnley and Pendle Citizens Advice Bureau (E)	Executive Member for Community Services 1 Experienced Opposition Member	Cllr Lian Pate Cllr Margaret Brindle
7.	Burnley Private Rented Sector Forum (D/E)	Executive Member for Housing and Environment Chair of Scrutiny Committee	Cllr John Harbour Cllr Andy Tatchell
8.	Burnley Town Centre Partnership	Executive Member for Regeneration and Economic Development Vice Chair of Scrutiny Committee	Cllr Sue Graham Cllr Anne Kelly
9.	Calico Board of Management – Annual General meeting Voting Rights (E)	Director of Community Services	Mick Cartledge
10.	East Lancashire Health and Well Being Partnership	Any Executive Member	Cllr Sue Graham

	Outside Body	Qualification 2016/17	Appointed 2016/17
11.	East Lancashire Into Employment Co. Ltd – Directors	Executive Member for Regeneration and Economic Development Any Executive Member	Cllr Sue Graham Cllr Bea Foster
12.	LCC Health Scrutiny Committee (same Membership for Joint Lancashire Health Scrutiny Committee)	Any Member of Scrutiny Committee Sub: Any Member of Scrutiny Committee	Cllr Lubna Khan Sub: Cllr Jean Cunningham
13.	Lancashire Waste Partnership	Executive Member for Community Services	Cllr Lian Pate
14.	Local Government Association	Leader	Cllr Mark Townsend
15.	Marketing Lancashire (previously called Lancashire Tourism Forum)	Executive Member for Regeneration and Economic Development	Cllr Sue Graham

	Outside Body	Qualification 2016/17	Appointed 2016/17
16.	North Western Local Authorities Employers' Organisation	Executive Member for Resources and Performance Management Sub: Any Executive Member	Cllr Wajid Khan Sub: Cllr Mark Townsend
17.	Over Fifties Forum	Any Member	Cllr Ann Royle
18.	Police and Crime Commissioner Quarterly Community Safety Portfolio Holders	Executive Member for Community Services	Cllr Lian Pate
19.	Regenerate Pennine Lancashire Combined Body (From 101214)	1 Public Sector Director Leader and An Alternate Director -the Executive Member for Regeneration and Economic Development	Cllr Mark Townsend and Cllr Sue Graham

SECTION 2 - PERIOD APPOINTMENTS

	<u>Outside Body</u>	<u>Qualifications 2016/17</u>	<u>Appointed 2016/17</u>
20.	Burnley Acorn Fund- (periods of four years)	3 Members (from Oct 2016 to Oct 2020) Director of Resources is Ex Officio	3 Members (from Oct 2016 to Oct 2020) Cllr Howard Baker Cllr Jean Cunningham Cllr Ann Royle Director of Resources is Ex Officio
21.	Stocks Massey Bequest-Representative Trustees (periods of four years)	Relevant Executive Member-Leisure and Culture (term May 2016-May 2020) Chair of Scrutiny Committee (term expires May 2018)	Cllr Bea Foster (term May 2016-May 2020) Cllr Andy Tatchell (term expires May 2018)

Meetings held in Daytime, unless as stated below;

E - Evening

D/E - Daytime/Evening