

Public Document Pack



BLACKPOOL COUNCIL

Tuesday, 29 April 2014

To: The Members of Blackpool Council

Mr Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of **Blackpool Council** to be held in the Council Chamber at the Town Hall, Blackpool on Monday, 12 May 2014 commencing at 2.00 pm for the transaction of the business specified below.

Head of Democratic Services

Business

1 THE ELECTION OF THE MAYOR OF THE COUNCIL.

To elect the Mayor.

2 THE MAYOR'S ACCEPTANCE OF OFFICE

The Worshipful the Mayor to make a Declaration of Acceptance of the Corporate Office of Mayor.

3 THE APPOINTMENT OF THE DEPUTY MAYOR OF THE COUNCIL

To appoint a Deputy Mayor.

4 THE DEPUTY MAYOR'S ACCEPTANCE OF OFFICE

The Deputy Mayor to make a Declaration of Acceptance of the Corporate Office of Deputy Mayor.

5 THE MAYOR'S ADDRESS

The Worshipful the Mayor to address the meeting.

6 CONGRATULATIONS TO THE INCOMING MAYOR

Councillors Blackburn, Clapham and Green to speak, followed by Bürgermeister Herr Klaus Strehl who will congratulate the new Mayor on behalf of the people of Bottrop.

7 APPRECIATION OF THE EX-MAYOR (Pages 1 - 2)

To adopt a resolution of appreciation for the ex-Mayor (Councillor Eddie Collett).

8 THE EX-MAYOR'S REPLY TO THE RESOLUTION OF APPRECIATION

The ex-Mayor (Councillor Eddie Collett) to reply to the resolution of appreciation.

9 MINUTES OF THE LAST MEETING HELD ON 12TH MARCH 2014 (Pages 3 - 8)

To agree the minutes of the last meeting held on 12th March 2014 as a true and correct record.

10 ANNOUNCEMENTS

To receive official announcements from the Mayor.

11 APPOINTMENT OF COMMITTEES (Pages 9 - 20)

To consider the attached report to appoint Committees of the Council.

12 SCHEME OF DELEGATION (Pages 21 - 24)

To consider the attached report in connection with the scheme of delegation, for which the Council has responsibility.

13 PROPER OFFICER DESIGNATIONS (Pages 25 - 28)

To consider the report regarding the updating of Proper Officer designations and appointments to certain positions in the health sector relating to Lancashire and Cumbria.

14 PROGRAMME OF COUNCIL AND COMMITTEE MEETINGS (Pages 29 - 36)

To consider the attached report in relation to the adoption of a programme of meetings for the remainder of 2014 and the calendar year 2015.

Venue information:

First floor meeting room (lift available), accessible toilets (ground floor), no-smoking building.

Other information:

For queries regarding this agenda please contact Yvonne Burnett, Democratic Services Project Officer, Tel: (01253) 477034, e-mail yvonne.burnett@blackpool.gov.uk

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at www.blackpool.gov.uk.

This page is intentionally left blank

RESOLUTION OF APPRECIATION FOR THE RETIRING MAYOR AND MAYORESS

It is with great pleasure, that Blackpool Council places on record its appreciation of the duties so very ably and enthusiastically undertaken by Councillor Eddie Collett, as Mayor of Blackpool. His dedication for the town, together with his many years of service on the Council have stood him in good stead for his year as Blackpool's civic head while continuing to hold down a full time job.

The Blackpool Mayoralty again maintained its status as a busy one this year with a variety of civic engagements.

Eddie and Heather began the mayoral year with the Royal Garden Party in London and towards the end of the mayoral year with a visit to Blackburn Cathedral where Her Majesty the Queen and Prince Philip were attending the Maundy Thursday service.

Blackpool still attracts a large number of conferences and the Mayor and Mayoress attended a variety of annual gatherings such as; National Pensioners Convention, UK Bus Driver of the Year Awards, WMCIU, Royal Pigeon Racing Association, USDAW and the World Ballroom Dancing Congress to name a few.

Many Ex-Service organisations still hold their Annual Reunions in Blackpool and Eddie and Heather attended reunions of the Canal Zoners, the Royal Artillery Association, Aden Veterans, the Royal Air Force Association, Battle of Britain Commemoration and the HMS Penelope Association.

National Armed Forces Week, during June, was again a great success attracting thousands of visitors to the town and the Mayor and Mayoress attended a variety of events during the week.

During his mayoral year, Eddie took great interest in small business and enterprise with several very popular evening parlours, which serviced as an extremely good basis for those involved gathering information and networking.

Eddie as a lecturer himself fully supported during his mayoral year the schools and colleges of Blackpool by attending school productions, graduation ceremonies and exhibitions.

Eddie took great pleasure in welcoming our new citizens to the town at the many very popular Citizenship Ceremonies that were held throughout the year.

This year, the Mayor chose Snows Heights and Liberty as his charities to benefit from the Mayor's Charity Appeal and he raised a large amount of charitable donations at well over £22,000.

A special reference has to be made to the Deputy Mayor and Deputy Mayoress, David and Jean, for their support and contribution to this mayoral year and to Rev Michael Ward who acted as Mayor's Chaplain and has assisted at Council Meetings and other civic events.

This resolution would not be complete without particular reference to the Mayoress, Heather, who supported Eddie at all major events throughout the year.

To Eddie and Heather, Blackpool Council places on record its sincere appreciation of their services as Mayor and Mayoress, and expresses the hope that memories of their mayoral year will stay with them forever.

The Council extends to them both, every good wish for the future.

MINUTES OF COUNCIL MEETING - 12TH MARCH 2014

Present:

Councillor Collett (in the Chair)

Councillors

Blackburn	Cox	Mrs Henderson MBE	Owen
Brown	Cross	Hunter	Rowson
Cain	Mrs Delves	Hutton	Ryan
Callow	Doherty	Jackson	Smith
Mrs Callow JP	Elmes	Jones	Stansfield
Campbell	Evans	Lee	Taylor
Clapham	Galley	Matthews	Mrs Taylor JP
D Coleman	Green	M Mitchell	Williams
Coleman	Mrs Haynes	O'Hara	Wright

In attendance:

N Jack, Chief Executive
C McKeogh - Deputy Chief Executive - Human Resources, Communication and Engagement
J Blackledge, Assistant Chief Executive - Leisure and Operational Services
J Donnellon, Assistant Chief Executive - Built Environment
S Harrison, Assistant Chief Executive - Children's Services
M Towers, Head of Democratic Services / Monitoring Officer
L Hurst, Assistant Head of Democratic Services
Y Burnett, Democratic Services Project Officer
J Bollington, Media Manager

1. DECLARATIONS OF INTEREST

Councillor Williams declared a personal interest in agenda item 4(c) 'Executive Member Report from the Cabinet Member for Children's Services' as a member of Blackpool Music Service.

2. MINUTES OF THE MEETING HELD ON 28TH FEBRUARY 2014

Resolved: That the minutes of the Council held on 28 February 2014, be signed by the Mayor as a correct record.

MINUTES OF COUNCIL MEETING - 12TH MARCH 2014

3. ANNOUNCEMENTS

The Mayor announced that the Mayor Elect, Councillor Mrs Valerie Haynes, had selected Councillor Chris Ryan as her Deputy Mayor Elect and wished them both well in their forthcoming civic year.

4. EXECUTIVE REPORTS AND OUTSIDE BODY REPORT

The Leader of the Council and Cabinet Members presented reports to the Council on work undertaken within their portfolio areas. All the reports covered decisions taken, work in progress and work to be undertaken in the near future. Members also received the report from the Council's representatives on the Combined Fire Authority. Questions, comments and debate were invited from all councillors on each of the report areas.

Notes:

- (1) Councillor Blackburn agreed to provide a written response to Councillor Evans on the cost for interpreters and translators used by the Council for the current financial year.
- (2) In response to Councillor Clapham, Councillor Jackson agreed to provide details of how many traders from the New Market at South Beach, had found alternative trading premises and/or had accessed financial assistance.
- (3) Councillor Taylor agreed to provide clarification for Councillor Williams as to whether the Music Service's application for charitable status would require the service to operate outside the Council's framework.
- (4) Councillor Blackburn, on behalf of Councillor Riding, agreed to provide a written response to Councillor Williams on the plans that were in place to address obesity in primary aged schoolchildren in Blackpool.
- (5) Councillor Campbell agreed to provide a written response to Councillor Evans as to when the artificial coating near the Lifeboat station on the Promenade, which had been damaged during the recent storms, would be repaired. She also agreed to provide clarification to Councillor Evans as to why Entwistle Green, a London based estate agent, was being used to sell properties in the Foxhall Village, as opposed to a local estate agent.
- (6) Councillor Cain agreed to provide details to Councillor Galley as to when the tram opposite the Pleasure Beach, which was currently being used as a static display, would be moved as it was in a poor state of repair.

5. PROPOSED EARLY MORNING RESTRICTION ORDER

The Council considered the recommendations from the Licensing Committee, which had met on 3rd to 7th February 2014 to consider the proposals for an Early Morning Restriction Order and following consideration of the evidence presented, had resolved not to proceed with the Order although had made a number of relevant recommendations.

MINUTES OF COUNCIL MEETING - 12TH MARCH 2014

Motion: Councillor Blackburn proposed (and Councillor Campbell seconded):

- '1. Not to proceed with the introduction of Early Morning Restriction Order, as proposed.
2. That the Council supports the formation of a multi agency Night Time Economy Working Group including but not limited to the representatives of the Lancashire Constabulary, the Licensing Committee, the relevant Cabinet Members, the Heath Sector, Pubwatch, Trade Organisations and more general Tourist Organisations and asks the Licensing Committee to meet at the earliest opportunity to formalise its membership.
3. That the Night Time Economy Working Group presents its initial recommendations to the Licensing Committee within three months of its creation.
4. That the Council requests the Chief Executive to write to the Chief Constable of Lancashire Constabulary requesting him to give urgent consideration to increasing the levels of policing in the night time economy having regards to the Licensing Committee's stated view that additional police officers deployed in strategic locations reduce crime and disorder within the night time economy. This letter should request the Chief Constable to report back to the Licensing Committee within three months.'

Motion carried: The motion on being submitted to the Council was carried.

6. COUNCIL'S PAY POLICY STATEMENT

Members considered the report on the Pay Policy Statement which was required to be in place for the 2014/2015 financial year. The Statement set out the Council's policy on Chief Officer remuneration, remuneration of the Council's lowest paid employees and the relationship between chief officer remuneration and that of other staff, as well as a number of other pay elements recommended for inclusion by Government Guidance in line with data transparency.

Members noted that the Council had gone through a pay review process and in doing so, had introduced two job evaluation schemes in order to ensure fairness and equity in terms of pay and which had formed the basis of the Pay Policy Statement.

Motion: Councillor Blackburn proposed (and Councillor Jackson seconded):

'To approve the Pay Policy Statement as submitted.'

Motion carried: The motion on being submitted to the Council was carried.

Note: Councillor Mrs Haynes left the meeting during consideration of the above item.

7. DISCRETIONARY RELIEF

Members were aware that at the Council meeting on 22nd January 2014, it had been agreed to continue the Discretionary Discount Policy, which could be awarded in cases of exceptional hardship. They went to consider a number of new discretionary reliefs and discounts that had

MINUTES OF COUNCIL MEETING - 12TH MARCH 2014

been announced by the Chancellor of the Exchequer in the 2013 Autumn Statement and for which local authorities would be fully reimbursed for their local share.

Motion: Councillor Blackburn proposed (and Councillor Jackson seconded):

'1. That the Discretionary Discount Policy be amended to incorporate:

- Business Rates Retail Relief (BRRR) for each of the years 2014/ 2015 and 2015/ 2016.
- Business Rates New Build Empty Property Relief
- Temporary Reoccupation Relief

2. That in each case the Council may require that a written application be made in order to be satisfied that the qualifying criteria have been fully met.

3. That where timing and frequency of the announcements of new discretionary discounts/reliefs make formal approval impractical, the Assistant Chief Executive, Treasurer Services, after consulting with the Leader of the Council, be authorised to incorporate and implement the discretionary discount/relief. The Discretionary Discount Policy to be amended subject to qualifying criteria/guidelines as provided by Department for Communities and Local Government (DCLG) and in accordance with the Council's overarching priorities and policies.

4. That in circumstances outlined in Recommendation 3 above, formal ratification of such changes will take place annually at full Council.'

Motion carried: The motion on being submitted to the Council was carried.

8. FAIRTRADE

Motion: Pursuant to notice, Councillor M Mitchell proposed (and Councillor O'Hara seconded):

'Blackpool Council should facilitate the promotion and purchase of foods with the FAIRTRADE mark in pursuit of sustainable development and to give marginalised producers a fair deal.

In view of the introduction of the Fairness Commission, the Council hereby reaffirms its previous decision to contribute to the campaign to increase sales of products with the FAIRTRADE mark by campaigning to achieve Fairtrade status for Blackpool.

To this end Blackpool Council resolves to:

- 1) Widely offer FAIRTRADE marked food and drink options internally and make them available for internal meetings.
- 2) Promote the FAIRTRADE mark using Fairtrade Foundation materials in refreshment areas and promoting the Fairtrade Towns initiative in internal communications and external publications
- 3) Nominate a Council representative to sit on the Fairtrade Steering Group and support ongoing work to promote Fairtrade; and

MINUTES OF COUNCIL MEETING - 12TH MARCH 2014

Work with the Fairness Commission to:

- 1) Use influence to urge local retailers to provide Fairtrade options for residents.
- 2) Use influence to urge local business to offer Fairtrade options to their staff and promote the FAIRTRADE mark internally.
- 3) Engage in a media campaign to publicise the Fairtrade Towns initiative.'

Recorded vote: Immediately prior to voting on the motion, five members of the Council requested that the vote be recorded. The voting was as follows:

For the motion: Councillors Blackburn, Cain, Campbell, D Coleman, G Coleman, Collett, Cross, Doherty, Elmes, Green, Hunter, Hutton, Jackson, Jones, Matthews, M Mitchell, O'Hara, Owen, Mrs Rowson, Ryan, Smith, I Taylor, Mrs Taylor, Wright. **Total 24.**

Against the motion: Councillors Brown, Clapham, Cox, Mrs Delves, Evans, Galley, Mrs Henderson, Lee, Stansfield, Williams. **Total 10.**

Abstentions: None. **Total 0.**

Motion carried: The motion was therefore carried.

Note: Councillors P Callow and Mrs Callow left the meeting during consideration of the above item.

Mayor

(The meeting ended at 7:56 pm)

Any queries regarding these minutes, please contact:
Lorraine Hurst, Assistant Head of Democratic Services
Tel: 01253 477127
E-mail: lorraine.hurst@blackpool.gov.uk

This page is intentionally left blank

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Head of Democratic Services
Relevant Cabinet Member:	Councillor Blackburn, Leader of the Council
Date of Meeting:	12th May 2014

APPOINTMENT OF COMMITTEES

1.0 Purpose of the report:

1.1 The Council will be asked to consider the appointment of its committees which it has to do under the Council's Constitution and in accordance with the Local Government Act 1972.

2.0 Recommendation(s):

2.1 To appoint a 'Scrutiny Committee', in line with the political balance calculations at Appendix 11(a), (membership of fourteen and with a composition of nine Labour and five Conservative), with the powers and duties as set out in the Constitution.

2.2 That the 'Scrutiny Committee' also appoints the two diocesan co-opted representatives and the two governor co-opted representatives.

2.3 Subject to (2.1) above, that the Scrutiny Committee be requested to appoint a 'Call In' Sub Committee, (membership of eight and with a composition of five Labour and three Conservative), to meet as and when required, with the powers and duties, as set out in the Constitution.

2.4 Subject to (2.1) above, that the Scrutiny Committee continue to set up short life Scrutiny Panels for review purposes, to include, where appropriate, any other non-executive member of the Council, including the Liberal Democrat member.

2.5 Subject to (2.1) above, that six 'lead' scrutiny members continue be appointed on the basis of four Conservative 'lead' members and two Labour 'lead' members, the lead members to be as set out in Appendix 11(b) (these to also be standing members of the Scrutiny Committee).

2.6 To also appoint the following Committees, in line with the political balance calculations and adjustments at Appendix 11(a). These are:

- Health Scrutiny Committee (membership of eight and with a composition of five Labour and three Conservative)
 - Planning Committee (membership of nine and with a composition of six Labour and three Conservative)
 - Appeals Committee (membership of six and with a composition of four Labour and two Conservative)
 - Finance and Audit Committee (membership of six and with a composition of four Labour and two Conservative).
 - Standards Committee (membership of six and with a composition of four Labour and two Conservative).
 - Chief Officers Employment Committee (membership of six and with a composition of four Labour and two Conservative).
- 2.7 Subject to the appointment of the Committees as set out in 2.6 above, to agree that the powers and duties of those Committees remain as set out in the Constitution.
- 2.8 That the Licensing Committee also be re-appointed with the powers and duties as set out in the Constitution (membership of fourteen and a composition of nine Labour, four Conservative and one Liberal Democrat).
- 2.9 Subject to (2.8) above, the Licensing Committee be requested to re-appoint the Public Protection Sub-Committee, with the Powers and Duties, as set out in the Constitution (membership of six and with a composition of four Labour and two Conservative).
- 2.10 Subject to the approval of the above recommendations, to note the appointment of members to Committees as set out in Appendix 11(b).
- 2.11 That the seven Area Forums be re-appointed with the continuing powers and duties as agreed at the Annual Council 2012 and 2013.
- 2.12 Subject to the approval of the above recommendations, to agree to the appointment of the Chairmen and Vice Chairmen for those Committees identified at Appendix 11(b) based on the above recommendations, with the exception of the Vice Chairman of the Planning Committee, where it is recommended that this position be appointed by the Committee itself.
- 2.13 To confirm the recommendation of the Health and Well Being Board in that Amanda Doyle be appointed Vice Chairman of the Board and re-affirm the membership of the Board as set out in Appendix 11(b).
- 2.14 Subject to the approval of the above recommendations, to agree that the Head of Democratic Services be authorised to amend the Constitution accordingly.

2.15 To agree that a further report be submitted to the June Council meeting on the political balance calculations and their effect on Committees following the election of three councillors at the by elections on 22nd May 2014.

3.0 Reasons for recommendation(s):

3.1 To enable Council business to be transacted by various committees and for the size of the committees to reflect the current political balance of the political groups on the Council. This will also meet statutory requirements.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

There are no other options other than a different or varied set of committees; however the current committees have been appointed by Council in recent years and help transact the business of Council efficiently.

4.0 Council Priority:

4.1 The appointment of Council Committees will help the Council achieve all its priorities.

5.0 Background Information

5.1 **Appointment of Committees** – following the Annual meeting on 13th May 2013, the Council currently has the following committees, which have been appointed subject to the political balance rules:

- Scrutiny (15 members)
- Health Scrutiny (9 members)
- Appeals (6 members)
- Chief Officers Employment (6 members)
- Finance and Audit (7 members)
- Planning (10 members)
- Standards (6 members)

5.2 The Licensing Committee (15 members) was also reappointed by the Council in 2013. Although this Committee is not subject to political balance rules, the Council has

sought to apply proportionality, with the addition of the Liberal Democrat member.

5.3 As members will be aware there are currently three casual vacancies on the Council, with by elections scheduled for Thursday 22nd May 2014. However, as this is the Annual Meeting the appointment of Committees is a requirement of the Council to decide upon. Therefore the political balance calculations have been redone and as the previous holders of the vacant seats were Labour councillors, this has shown a reduction in the number of seats to be allocated to Labour in some committees.

5.4 **The proposed committees** and their number of members are set out below:
(This revised calculation also reduces the size of some committees, as there will be a number of seats remaining unallocated due to the vacancies).

- Scrutiny (14 members)
- Health Scrutiny (8 members)
- Appeals (6 members)
- Chief Officers Employment (6 members)
- Finance and Audit (6 members)
- Planning (9 members)
- Standards (6 members)

It is recommended to maintain their current powers and duties, as set out in the Constitution.

5.5 Although not subject to political balance rules, it is recommended that the same methodology be applied to Licensing Committee and this be reduced from 15 members to 14 members.

5.6 As the by elections are on 22nd May 2014 and there will be three additional councillors, it is recommended that the political balance calculations are reviewed at that time and be the subject of a report at the June Council meeting.

5.7 It should be noted that a political group can only be treated as being constituted when it comprises of two or more members of the Council. A single member has no legal entitlement to places on committees. The only way that this can occur is if it is a resolution of Council, which no member votes against. As was the case in 2012 and 2013, there is only one member from the Liberal Democrat group and it is recommended that the Liberal Democrat member be re-appointed to the Licensing Committee.

5.8 The Licensing Committee would also need to appoint one permanent Sub Committee (Public Protection), which is subject to the political balance rules and therefore has to

be included in the aggregated proportionality calculations. It also proposed that at this stage the Public Protection Sub-Committee is reduced to six members.

- 5.9 **Overview and Scrutiny** – it is proposed to continue with a commissioning model of scrutiny, led by a Scrutiny Committee of 14 members. The Scrutiny Panels appointed by the Committee would continue to involve any non-Executive member including the Liberal Democrat member.
- 5.10 It is recommended to continue to appoint six 'lead' scrutiny members (the opposition Lead Scrutiny members are also known as shadow Cabinet Members), the areas of responsibility of which have been amended to reflect (i.e. shadow) the proposed change of Cabinet Member duties and responsibilities. The appointment of six 'lead' members still equates on a political balance basis (reversed) to four Conservative and two Labour.
- 5.11 It is recommended that the Scrutiny Committee continue to have a 'Call In' Sub Committee to deal with the 'call in' of Executive decisions function. This would need to be subject to the political balance rules and therefore has to be included in the aggregated proportionality calculations. It is recommended that this Sub-Committee is reduced to eight members and that the Chairman and Vice Chairman of the Scrutiny Committee be standing members of this Sub Committee.
- 5.12 In 2013, the Council appointed a Health and Well Being Board. There are no proposals to make any changes to this other than to confirm the recommendation of the Board in appointing Amanda Doyle as its Vice Chairman. The membership of the Board is also listed at Appendix 11(b).
- 5.13 It is proposed to reappoint the Area Forums on the same basis as was agreed in 2013. Council disestablished the Area Panels in December 2013.
- 5.14 A full schedule of political balance calculations for all the proposed Committees and permanent Sub Committees is attached at Appendix 11(a).
- 5.15 **Appointment of Chairmen** - the appointment of Chairmen of committees can be undertaken by either the Council or the Committees themselves. At previous Annual Council meetings, the Council has appointed the Chairmen and Vice Chairmen. It is recommended that this practice continue, with the exception of the Planning Committee where the Leader of the Council has recommended that the Committee appoint the Vice Chairman. Appendix 11(b) lists the notified names of committee members and proposed Chairmanship and Vice Chairmanship positions. (The appointment of the Chairmen and Vice Chairmen for the Call In Sub-Committee and the Public Protection Sub-Committee is a matter for their Parent Committees to deal with).

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 11(a) sets out the political balance calculations

Appendix 11(b) sets out the proposed members to be appointed to Committees and the Health and Well Being Board.

6.0 Legal considerations:

6.1 The Local Government and Housing Act 1989 require the Council to review periodically the political composition of the Authority, and how this is applied to appointments to Council bodies. The rules for securing political balance on Committees and Sub-Committees appointed by local authorities are contained in sections 15 and 16 of the Act and the Local Government (Committees and Political Groups) Regulations, 1990. See <http://www.legislation.gov.uk/uksi/1990/1553/regulation/17/made>

7.0 Human Resources considerations:

7.1 There are no Human Resources considerations.

8.0 Equalities considerations:

8.1 There are no equalities considerations.

9.0 Financial considerations:

9.1 There are no additional financial considerations.

10.0 Risk management considerations:

10.1 Failure to appoint certain Committees will hinder the Council in maintaining its statutory duties. i.e. consideration of planning applications, hearing of Appeals etc.

11.0 Ethical considerations:

11.1 There are no ethical considerations.

12.0 Internal/ External Consultation undertaken:

12.1 Consultation has been undertaken with the Leader of the Council and the Leader of the Conservative Group regarding their representatives to serve on the recommended Committees.

13.0 Background papers:

13.1 There are no additional background papers to this report.

This page is intentionally left blank

Provisional Political Balance Allocations 2014/ 2015

STAGE 1 - Percentage representation on the Council:

Party	Membership	Percentage %
Labour	25	59.52
Conservative	13	30.95
Liberal Democrat	<u>1</u>	<u>2.38</u>
	39	93

STAGE 2 - Total number of seats on committees to be allocated:

Committee Name	Membership
Scrutiny Committee	15
Call In Sub-Committee	9
Health Scrutiny Committee	9
Finance and Audit Committee	7
Planning Committee	10
Appeals Committee	6
Public Protection Sub-Committee	7
Chief Officers Employment Committee	7
Standards Committee	<u>6</u>
Total	76

STAGE 3 - Total allocation of seats to each party:

(This stage is to ensure as far as possible that the number of seats allocated to a group in total, is in the same proportion as the number of members of the group on the Council as a whole)

Party	Number of seats	Seats (rounded up)
Labour	45.24	45
Conservative	23.52	<u>24</u>
		69

NOTE: There is 1 less seat than Stage 2, as the Liberal Democrat Group representation does not constitute a Group.

STAGE 4 - Working calculations for individual committees

(This stage is to ensure that as far as possible, the number of seats allocated to a group on each committee, is in the same proportion as the number of members of the group on the Council as a whole)

See next page

Provisional Political Balance Allocations 2014/ 2015 (cont.)

STAGE 4 (cont.) - Working calculations for individual committees

Note 1: Stage 3 (previous page) overrides Stage 4

Note 2: The majority political group must have the majority of seats on every committee

Committee	Party	Seats on each committee	Seat entitlement	Total for each committee	Adjusted seats on each committee
Scrutiny	Labour	15	8.93	9	14 (1 unallocated)
	Conservative		4.64	5	
Call In Sub-Committee	Labour	9	5.36	5	8 (1 unallocated)
	Conservative		2.79	3	
Health Scrutiny	Labour	9	5.36	5	8 (1 unallocated)
	Conservative		2.79	3	
Finance and Audit	Labour	7	4.17	4	6 (1 unallocated)
	Conservative		2.17	2	
Planning	Labour	10	5.95	6	9 (1 unallocated)
	Conservative		3.10	3	
Appeals	Labour	6	3.57	4	6 (unchanged)
	Conservative		1.86	2	
Public Protection Sub-Committee	Labour	7	4.17	4	6 (1 unallocated)
	Conservative		2.17	2	
Chief Officers Employment	Labour	7	4.17	4	6 (1 unallocated)
	Conservative		2.17	2	
Standards	Labour	6	3.57	4	6 (unchanged)
	Conservative		1.86	2	
Total Seats				69	

	Stage 4	Stage 3
Labour	45	45
Conservative	24	24
	69	69

Reminder: Stage 3 calculations (Council based representation) override Stage 4 calculations (Committee based calculations)

Note 3

To maintain the balance on stages 3 and 4 to balance, unallocated seats would need to remain on a number of committees, as outlined above in the final column.

If the Council wishes to allocate seats **other** than described above, this would require a resolution of Council, which no member votes against.

Note 4

The Licensing Committee does not fall under these statutory rules and has therefore not been included in the political balance calculations.

It is recommended that the composition of the Licensing Committee be changed to reflect the adjusted political balance with 9 Labour, 4 Conservative and 1 Liberal Democrat.

(This will be reviewed along with other committees at the June Council meeting, following the by-elections at the end May 2014)

Note 5

The Public Protection Sub-Committee does not derive its responsibility from the Licensing Act 2003 and is therefore part of the aggregate political balance calculations.

MEMBERSHIP OF THE COUNCIL COMMITTEES – 2014/ 2015

CHIEF OFFICERS EMPLOYMENT	PLANNING	APPEALS	LICENSING	PUBLIC PROTECTION SUB	FINANCE AND AUDIT	STANDARDS
Councillors:	Councillors:	Councillors:	Councillors:	Councillors:	Councillors:	Councillors:
Blackburn, Simon (LAB) Chairman	Elmes, Jim (LAB)	Coleman, Gary (LAB) Chairman	Coleman, Gary (LAB)	Doherty, Brian (LAB)	Hunter, Peter (LAB)	Cain, Graham (LAB) Vice Chairman
Cain, Graham (LAB)	Hutton, Adrian (LAB)	Elmes, Jim (LAB) Vice Chairman	Doherty, Brian (LAB)	Hutton, Adrian (LAB)	O'Hara, David (LAB)	Hunter, Peter (LAB)
Campbell, Gillian (LAB)	Matthews, Allan (LAB)	Matthews, Allan (LAB)	Hunter, Peter (LAB)	O'Hara, David (LAB)	Smith, Mark (LAB) Vice Chairman	Jackson, Fred (LAB) Chairman
Jackson, Fred (LAB) Vice Chairman	Owen, David (LAB) Chairman	Ryan, Chris (LAB)	Hutton, Adrian (LAB) Chairman	Taylor, Sylvia (LAB)	Vacancy (LAB)	Vacancy (LAB)
Callow, Peter (CON)	Smith, Mark (LAB)	Callow, Maxine (CON)	Mitchell, Martin (LAB)	Delves, Joyce (CON)	Callow, Peter (CON) Chairman	Clapham, Don (CON)
Williams, Tony (CON)	Vacancy (LAB)	Galley, Paul (CON)	O'Hara, David (LAB) Vice Chairman	Cox, Christian (CON)	Galley, Paul (CON)	Delves, Joyce (CON)
	Brown, Tony (CON)		Ryan, Chris (LAB)			
	Lee, Tony (CON)		Smith, Mark (LAB)			
	Stansfield, Andrew (CON)		Taylor, Sylvia (LAB)			
			Brown, Tony (CON)			
			Evans, Peter (CON)			
			Lee, Tony (CON)			
			Cox, Christian (CON)			
			Green, Doug (LD)			
Membership: 6	Membership: 9 *	Membership: 6	Membership: 14	Membership: 6	Membership: 6	Membership: 6
Labour 4	Labour 6	Labour 4	Labour 9	Labour 4	Labour 4	Labour 4
Conservative 2	Conservative 3	Conservative 2	Conservative 4	Conservative 2	Conservative 2	Conservative 2
			Liberal Democrat 1			

The Public Protection Sub Committee and its Chairman and Vice Chairman will be appointed at the first meeting of the Licensing Committee and the Call In Sub Committee and its Chairman and Vice Chairman will be appointed at the first meeting of the Scrutiny Committee.

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEES – 2014/2015

SCRUTINY	HEALTH SCRUTINY	CALL IN SUB	HEALTH AND WELLBEING BOARD
Councillors:	Councillors:	Councillors:	Cllr Blackburn, Simon Chairman
Coleman, Debbie (LAB) Vice Chairman	Coleman, Debbie (LAB)	Coleman, Debbie (LAB)	Cllr Taylor, Ivan
Doherty, Brian (LAB) (Lead)	Elmes, Jim (LAB)	Elmes, Jim (LAB)	Cllr Collett, Eddie
Elmes, Jim (LAB)	Hunter, Peter (LAB) Vice Chairman	Mitchell, Martin (LAB)	Cllr Clapham, Don
Mitchell, Martin (LAB)	Mitchell, Martin (LAB) Chairman	Taylor, Sylvia (LAB)	Dr Rajpura, Arif
O'Hara, David (LAB)	Owen, David (LAB)	Vacancy (LAB)	Curtis, Delyth
Smith, Mark (LAB)	Henderson MBE, Lily (CON)	Callow, Maxine (CON)	Harrison, Sue
Taylor, Sylvia (LAB) Chairman	Mitchell, Henry (CON)	Clapham, Don (CON)	Fisher, Roy
Vacancy(LAB)	Stansfield, Andrew (CON)	Williams, Tony (CON)	Dr Rudnick, Leanne
Vacancy (LAB)			Doyle, Amanda Vice-Chairman
Callow, Maxine (CON) (Lead)			Bonson, David
Stansfield, Andrew, (CON) (Lead)			Doherty, Gary
Henderson MBE, Lily (CON) (Lead)			Johnson, Ian
Lee, Tony (CON) (Lead)			Tierney-Moore, Heather
Evans, Peter (CON)			Higgs, Jane
Kershaw, Fred (Church Representative)			Rodgers, Norma
Vacancy (Church Representative)			Rose, Joan
			Bayley, Richard
			Bone, Simon
			Emmess, Richard
Membership: 14 #	Membership: 8	Membership: 8	Membership: 20
Labour 9	Labour 5	Labour 5	
Conservative 5	Conservative 3	Conservative 3	

= Four co-opted members comprising two Parent Governors and two Church Representatives, Mr Kershaw, one vacancy and two Parent Governor vacancies

* Recommended that Vice Chairman is appointed by the Planning Committee, itself

Scrutiny Panel Lead Members: Scrutiny Lead/ Shadow Cabinet member for Health and Adult Social Care - **Councillor Mrs Henderson MBE**

Scrutiny Lead/ Shadow Cabinet Members for Tourism and Leisure and Highways, Transport and Equality and Diversity - **Councillor Mrs Callow**

Scrutiny Lead/ Shadow Cabinet Members for Housing, Public Safety and Enforcement and Refuse and Street Scene - **Councillor Lee**

Scrutiny Lead/ Shadow Cabinet Members for Children's Services and Culture and Heritage - **Councillor Stansfield**

Scrutiny Lead member for Corporate Management and Resources (i.e. Leader of the Council's area) - Labour Scrutiny member - to be advised

Scrutiny Lead member for Urban Regeneration (i.e. Deputy Leader of the Council's area) - **Councillor Doherty**

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Head of Democratic Services
Relevant Cabinet Member:	Councillor Blackburn, Leader of the Council
Date of Meeting:	12th May 2014

SCHEME OF DELEGATION

1.0 Purpose of the report:

1.1 The purpose of the report is to agree the scheme of delegation or such part of it as the Constitution determines it is for the Council to agree.

2.0 Recommendation(s):

2.1 To agree that no changes are made to the scheme of delegation for which the Council has responsibility.

3.0 Reasons for recommendation(s):

3.1 To undertake this annual review in accordance with the Council's Constitution.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To make changes to the scheme of delegation relating to the Council functions, although this is not recommended.

4.0 Council Priority:

4.1 The review of the Scheme of delegation will help the Council achieve all its priorities.

5.0 Background Information

- 5.1 As Members will be aware, under the provisions of the Local Government Act 2000, the Executive ceased to be a committee of the Council within the meaning of the Local Government Act 1972 and the functions assigned to the Executive are for the Leader of the Council to delegate. The Council's non-executive functions and scheme of delegation are for the Council itself to delegate.

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

- 6.1 The Council's Constitution (Procedure Rule 2.2 of Part 4 of the Constitution) requires the Annual meeting to consider changes (if any) to the scheme of delegation or such part of it as the constitution determines it is for the Council to agree. The current scheme of delegation is set out in Part 3 of the Constitution (Responsibility for Functions).

7.0 Human Resources considerations:

- 7.1 There are no Human Resources considerations.

8.0 Equalities considerations:

- 8.1 There are no equalities considerations.

9.0 Financial considerations:

- 9.1 There are no financial considerations.

10.0 Risk management considerations:

- 10.1 There are no risk management considerations.

11.0 Ethical considerations:

11.1 There are no ethical considerations.

12.0 Internal/ External Consultation undertaken:

12.1 No further consultation has taken place with this item.

13.0 Background papers:

13.1 There are no additional background papers to this report.

This page is intentionally left blank

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Head of Democratic Services
Relevant Cabinet Member:	Councillor Blackburn, Leader of the Council
Date of Meeting:	12th May 2014

PROPER OFFICER DESIGNATIONS

1.0 Purpose of the report:

- 1.1 To consider the updating of Proper Officer designations and appointments to certain positions in the health sector relating to Lancashire and Cumbria.

2.0 Recommendation(s):

- 2.1 To confirm the Proper Officers as outlined in paragraph 5.3 of the report, with effect from 12 May 2014.
- 2.2 That the Head of Democratic Services be authorised to update the Constitution accordingly.

3.0 Reasons for recommendation(s):

- 3.1 To update the Council's records to enable referrals to be made to the correct officers.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To not agree to make the proper officer changes or name different proper officers. However, this is not recommended as these are the relevant officers recommended by Public Health England with the appropriate experience and qualifications.

4.0 Council Priority:

4.1 The appointment of Council Committees will help the Council achieve all its priorities.

5.0 Background Information

5.1 A number of organisational, legislative and personnel changes involving Public Health England (previously the Health Protection Agency) and the National Health Service have made it important to update arrangements for proper officer functions for local authorities in Cumbria and Lancashire.

5.2 Registered medical practitioners in England and Wales have a statutory duty to notify a 'proper officer' of the Local Authority of suspected cases of certain infectious diseases; usually the consultant in communicable disease control. The General Practitioner should fill out a notification certificate immediately on diagnosis without waiting for laboratory confirmation - and ensure it gets to the officer within 3 days.

5.3 The Council has a duty to formally appoint the Proper Officers and the updated list is included below:

- Steven Gee (reappointment)
- Kate Brierley (reappointment)
- John Astbury (reappointment)
- Kenneth Lamden (reappointment)
- Nicola Schinaia (new appointment)

Does the information submitted include any exempt information?

No

List of Appendices:

None

6.0 Legal considerations:

6.1 The Council's Constitution provides for the authorisation of Proper Officers to undertake certain duties.

7.0 Human Resources considerations:

7.1 There are no additional Human Resources considerations.

8.0 Equalities considerations:

8.1 There are no equalities considerations.

9.0 Financial considerations:

9.1 There are no additional financial considerations.

10.0 Risk management considerations:

10.1 Failure to update the Proper Officers records would put the Council at risk of not fulfilling its statutory duties.

11.0 Ethical considerations:

11.1 There are no ethical considerations.

12.0 Internal/ External Consultation undertaken:

12.1 Notification has been received from Public Health England of the changes.

13.0 Background papers:

13.1 Letter from Public Health England dated 18th March 2014.

This page is intentionally left blank

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Head of Democratic Services
Relevant Cabinet Member:	Councillor Blackburn, Leader of the Council
Date of Meeting:	12th May 2014

PROGRAMME OF MEETINGS 2014/ 2015

1.0 Purpose of the report:

1.1 The Council will be asked to consider a programme of meetings for the remainder of 2014 and the calendar year 2015.

2.0 Recommendation(s):

2.1 To approve the calendar of meetings as attached at Appendix 14(a).

3.0 Reasons for recommendation(s):

3.1 To have in place scheduled meeting dates to enable the Council's committees to transact their business during the Municipal Year.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To not schedule meeting dates although this will not allow Council and its Committees to plan their business and meeting dates for the Municipal year ahead.

4.0 Council priority:

4.1 The appointment of Council Committees will help the Council achieve all its priorities.

5.0 Background information

- 5.1 The Constitution states that at the Annual meeting of the Council, a programme of ordinary meetings of the Council shall be determined. A proposed programme is set out at Appendix 14(a). It is anticipated that the Chief Officers Employment Committee, the Standards Committee and the Scrutiny 'Call In' Sub Committee, shall continue to meet as and when necessary. The start times are listed at the bottom of Appendix 14(a).
- 5.2 It is for the Leader of the Council to schedule Executive meetings, but proposed dates have been listed in the programme at Appendix 14(a), for completeness. It will also be for the Licensing Committee to formalise the schedule of Public Protection Sub-Committee meetings. The proposed dates for the Health and Well Being Board and the four cycles of Area Forums are also included.
- 5.3 May 2015, also sees the Local Elections for this Council and the Parliamentary Elections and to this end, in line with previous conventions and the decision by Council prior to 2011, arrangements for meetings are proposed for the 'pre-election period' (the time between the notice of election and election day). Council business and formal Committees can and do continue during this period, although it is the convention in Blackpool not to hold scheduled meetings of the Executive, the Scrutiny Committee, the Finance and Audit Committee and Area Forums during this period. Meetings can and may still be called, in particular for the Executive to consider essential and non controversial items. In line with this approach, the proposed calendar reflects this convention.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 14(a) - Calendar of Meetings 2014/ 2015.

6.0 Legal considerations:

- 6.1 The Council's Constitution provides for the Annual meeting to formulate a schedule of Council and Committee meetings for the forthcoming Municipal Year.

7.0 Human Resources considerations:

- 7.1 There are no human resources considerations.

8.0 Equalities considerations:

8.1 There are no equalities considerations.

9.0 Financial considerations:

9.1 There are no additional financial considerations.

10.0 Risk management considerations:

10.1 Failure to put in place a schedule of meetings will put at risk the ability for the Council to transact its business efficiently.

11.0 Ethical considerations:

11.1 There are no ethical considerations.

12.0 Internal/external consultation undertaken:

12.1 No further consultation has taken place with this item as the schedule of meetings is in accordance with previous practice.

13.0 Background papers:

13.1 There are no additional background papers to this report.

This page is intentionally left blank

COMMITTEES – 2014

	Monday	Tuesday	Wednesday	Thursday	Friday
MAY	5 EARLY MAY BANK HOLIDAY	6	7 PLANNING	8 LICENSING PUBLIC PROTECTION SUB HEALTH SCRUTINY	9
	12 ANNUAL COUNCIL	13	14	15	16
	19 APPEALS EXECUTIVE	20	21	22 EUROPEAN ELECTION/ BY ELECTION	23
	26 SPRING BANK HOLIDAY	27	28	29	30
JUN	2	3	4 HEALTH AND WELLBEING BOARD	5	6
	9 APPEALS PLANNING	10	11	12 HEALTH SCRUTINY	13
	16 EXECUTIVE	17	18	19 SCRUTINY	20
	23	24	25 COUNCIL	26 LICENSING FINANCE AND AUDIT	27
JUN/ JUL	30 APPEALS	1 PUBLIC PROTECTION SUB	2	3	4
JUL	7 SANDHURST AREA FORUM	8 BEACON AREA FORUM	9 THE GATEWAY AREA FORUM HEALTH AND WELLBEING BOARD	10 PARKLANDS AREA FORUM	11
	14 PLANNING REVOE AREA FORUM	15 CHERRY TREE AREA FORUM	16 SOUTH SHORE AREA FORUM	17 HEALTH SCRUTINY	18
	21 APPEALS EXECUTIVE	22	23	24	25
	28	29 PUBLIC PROTECTION SUB	30	31	1
AUG	4	5	6	7	8
	11 APPEALS PLANNING	12	13	14	15
	18	19	20	21	22
	25 SUMMER BANK HOLIDAY	26	27	28	29
SEPT	1 APPEALS	2 PUBLIC PROTECTION SUB	3 HEALTH AND WELLBEING BOARD	4	5
	8 EXECUTIVE PLANNING	9	10	11 SCRUTINY	12
	15	16	17 COUNCIL	18 FINANCE AND AUDIT	19
	22 APPEALS	23 PUBLIC PROTECTION SUB	24	25 HEALTH SCRUTINY	26
SEPT/ OCT	29	30	1	2	3
OCT	6 EXECUTIVE PLANNING	7	8	9	10
	13 APPEALS SANDHURST AREA FORUM	14 BEACON AREA FORUM	15 THE GATEWAY AREA FORUM	16 PARKLANDS AREA FORUM SCRUTINY	17
	20 REVOE AREA FORUM	21 PUBLIC PROTECTION SUB CHERRY AREA FORUM	22 SOUTH SHORE AREA FORUM HEALTH AND WELLBEING BOARD	23 FINANCE AND AUDIT	24
	27	28	29	30	31
NOV	3 APPEALS PLANNING	4	5	6 HEALTH SCRUTINY	7
	10 EXECUTIVE	11	12	13	14
	17	18 PUBLIC PROTECTION SUB	19	20 SCRUTINY	21
	24 APPEALS	25	26 COUNCIL	27 FINANCE AND AUDIT	28
	Monday	Tuesday	Wednesday	Thursday	Friday

	Monday	Tuesday	Wednesday	Thursday	Friday
DEC	1 PLANNING	2	3 HEALTH AND WELLBEING BOARD	4	5
	8	9	10	11 HEALTH SCRUTINY	12
	15 APPEALS EXECUTIVE	16 PUBLIC PROTECTION SUB	17	18	19
	22	23	24	25 CHRISTMAS DAY	26 BOXING DAY
	29	30	31		
	Monday	Tuesday	Wednesday	Thursday	Friday

COMMITTEES – 2015

	Monday	Tuesday	Wednesday	Thursday	Friday
JAN				1 NEW YEARS DAY	2
	5	6	7	8	9
	12	13	14 PLANNING	15	16
	19 APPEALS	20 PUBLIC PROTECTION SUB	21 COUNCIL	22 SCRUTINY	23
	26 EXECUTIVE SANDHURST AREA FORUM	27 BEACON AREA FORUM	28 THE GATEWAY AREA FORUM HEALTH AND WELLBEING BOARD	29 PARKLANDS AREA FORUM FINANCE AND AUDIT	30
FEB	2 REVOE AREA FORUM	3 CHERRY TREE AREA FORUM	4 SOUTH SHORE AREA FORUM	5 HEALTH SCRUTINY	6
	9 APPEALS PLANNING EXECUTIVE (BUDGET)	10	11	12	13 BUDGET CONSULTATION
	16	17 PUBLIC PROTECTION SUB	18	19	20
	23 EXECUTIVE (BUDGET)	24	25	26 SCRUTINY	27 BUDGET COUNCIL
MAR	2 APPEALS	3	4 HEALTH AND WELLBEING BOARD	5 FINANCE AND AUDIT	6
	9 PLANNING	10	11 COUNCIL	12	13
	16 NOTICE OF ELECTION - LOCAL	17 PUBLIC PROTECTION SUB	18	19	20
	23 APPEALS	24	25	26	27
MAR/ APR	30	31	1	2	3 GOOD FRIDAY
APR	6 EASTER MONDAY	7 PUBLIC PROTECTION SUB	8	9	10
	13 APPEALS PLANNING	14	15	16	17
	20	21	22	23	24
APR/ MAY	27	28	29	30	1
MAY	4 EARLY BANK HOLIDAY	5 PUBLIC PROTECTION SUB	6	7 PARLIAMENTARY AND LOCAL ELECTIONS	8 LOCAL ELECTION COUNT
	11	12	13	14	15
	18	19	20	21	22 ANNUAL COUNCIL
	25 SPRING BANK HOLIDAY	26	27	28	29
JUNE	1	2 PLANNING	3 LICENSING	4 SCRUTINY	5
	8 APPEALS EXECUTIVE	9 PUBLIC PROTECTION SUB	10 HEALTH AND WELL BEING BOARD	11 HEALTH SCRUTINY	12
	15	16	17	18	19
	22	23	24 COUNCIL	25 FINANCE AND AUDIT	26
JUNE/ JULY	29 APPEALS	30 PUBLIC PROTECTION SUB	1	2	3
	Monday	Tuesday	Wednesday	Thursday	Friday

	Monday	Tuesday	Wednesday	Thursday	Friday
JULY	6 PLANNING SANDHURST AREA FORUM	7 BEACON AREA FORUM	8 THE GATEWAY AREA FORUM	9 PARKLANDS AREA FORUM FINANCE AND AUDIT	10
	13 EXECUTIVE REVOE AREA FORUM	14 CHERRY TREE AREA FORUM	15 SOUTH SHORE AREA FORUM	16 HEALTH SCRUTINY	17
	20 APPEALS	21	22	23	24
	27	28 PUBLIC PROTECTION SUB	29	30	31
AUG	3 PLANNING	4	5	6	7
	10 APPEALS	11	12	13	14
	17	18	19	20	21
AUG/ SEPT	24	25	26	27	28
	31 SUMMER BANK HOLIDAY	1 PUBLIC PROTECTION SUB	2	3	4
SEPT	7 EXECUTIVE APPEALS PLANNING	8	9	10	11
	14	15	16 COUNCIL	17	18
	21	22	23	24	25
	28 APPEALS	29	30		
	Monday	Tuesday	Wednesday	Thursday	Friday

These are normally day meetings due to the nature and length of their business:

- Appeals - start time 10.00am
- Licensing - start time 10.00am
- Public Protection Sub - start time 10.00am
- Annual Council - start time 2.00pm
- Budget Council - start time 11.00am

These are normally early evening meetings due to the nature of their business and/ or public involvement:

- Scrutiny - start time 6.00pm
- Health Scrutiny - start time 6.00pm
- Finance and Audit - start time 6.00pm
- Planning - start time 5.00pm (site visits to be held earlier in the day)
- Council - start time 6.00pm
- Area Forums - start time 6.00pm

The Scrutiny 'Call In' Sub Committee and the Chief Officers Employment Committee would be expected to meet at an appropriate time to its membership.

- Health and Wellbeing Board - start time 3.00pm

This page is intentionally left blank