

**Lancashire County Council**

**Urgency Committee of the Full Council**

**Thursday, 19th January, 2023 at 3.30 pm in Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

**Agenda**

**Part I (Open to Press and Public)**

**No. Item**

**1. Apologies**

**2. Disclosure of Pecuniary and Non-Pecuniary Interests**

Members are asked to consider any Pecuniary and Non-Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

**3. Minutes of the Previous Meeting held on 14 September 2017** (Pages 1 - 2)

The Committee is asked to confirm the Minutes of the meeting held on 14 September 2017 as a true and correct record.

**4. Constitution, Membership and Terms of Reference** (Pages 3 - 4)

**5. Report of the Employment Committee - Appointment of the Director of Law and Governance (Monitoring Officer)** (Pages 5 - 6)

**6. Urgent Business**

An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading.



L Sales  
Director of Corporate Services

County Hall  
Preston



# Agenda Item 3

## Lancashire County Council

### Urgency Committee of the Full Council

Minutes of the Meeting held on Thursday, 14th September, 2017 at 3.30 pm  
in Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston

#### Present:

County Councillor Geoff Driver CBE (Chair)

#### County Councillors

A Ali	D T Smith
A Atkinson	A Snowden
L Beavers	C Towneley
J Fillis	A Vincent
T Martin	D Whipp
D O'Toole	

County Councillor Andrew Snowden replaced County Councillor David Stansfield.

#### 1. Apologies

None.

#### 2. Disclosure of Pecuniary and Non-Interests

There were no interests declared.

#### 3. Minutes of Previous Meeting held on 22 October 2014

**Resolved:** That the minutes of the meeting held on 22 October 2014 be agreed as a correct record and signed by the chair

#### 4. Constitution, Membership and Terms of Reference

**Resolved:** That the appointment of County Councillor Geoff Driver CBE as Chair, County Councillor Albert Atkinson as Deputy Chair, and the Terms of Reference and Constitution of the Committee, be noted.

#### 5. Urgent Business

There was no Urgent Business.

## 6. Exclusion of Press and Public

**Resolved:** The Committee agreed that, under Section 100A(4) of the Local Government Act, 1972, the public should be excluded from the meeting during consideration of the following item of business on the grounds that there would be a likely disclosure of exempt information as defined in paragraphs 1,2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

## 7. Senior Management Structure

Before the commencement of the item, the committee considered whether the item was a matter which could not await the next ordinary meeting of Full Council and was therefore required to be dealt with as a matter of urgency.

It was moved and seconded that the matter be dealt with by the committee as a matter of urgency, and

**Resolved:** That the matter be dealt with by the committee as a matter of urgency.

In accordance with Standing Order 15.9.5, County Councillors Azhar Ali, David Whipp, John Fillis and Lorraine Beavers requested that it be recorded in the minutes that they voted against the motion.

The Committee then considered the recommendation of Cabinet that the Terms of Reference of the Employment Committee be temporarily amended to enable the Committee to implement the Council's new Senior Management Structure.

The revised Terms of Reference meant that the Employment Committee would be responsible for appointment decisions and any dismissals due to redundancy.

**Resolved:** That the Terms of Reference of the Employment Committee be temporarily amended to enable the Committee to make all appointment decisions and any dismissals due to redundancy in relation to the Council's new Senior Management Structure.

In accordance with Standing Order 15.9.5, County Councillors Azhar Ali, David Whipp, John Fillis and Lorraine Beavers requested that it be recorded in the minutes that they voted against the motion.

I Young  
Director of Governance, Finance  
and Public Services

County Hall  
Preston

**Urgency Committee of the Full Council**  
Meeting to be held on Thursday, 19 January 2023

Electoral Division affected:  
None;

**Corporate Priorities:**  
N/A;

**Constitution, Membership and Terms of Reference**

Contact for further information:  
Craig Alker, Tel: (01772) 537997, Democratic Services Officer (Technical),  
craig.alker@lancashire.gov.uk

**Brief Summary**

This report sets out the Constitution, Membership, and Terms of Reference of the Urgency Committee of the Full Council for the remainder of the municipal year 2022/23.

**Recommendation**

The Committee is asked to note:

- i. The appointment of County Councillors P Williamson and A Vincent as Chair and Deputy Chair respectively of the Urgency Committee for the 2022/23 municipal year; and
- ii. The membership and terms of reference of the Urgency Committee, as set out in the report.

**Detail**

The county council at its annual meeting on 26 May 2022 agreed that the Urgency Committee shall comprise 12 county councillors (on the basis of 7 Conservative members and 5 Labour members).

The following county councillors have subsequently been nominated to serve on the Urgency Committee for the following year:

**County Councillors (12):**

A Ali OBE  
L Beavers

J Parr  
S Serridge

A Cullens  
M Goulthorp  
H Hartley  
J Mein

A Vincent  
S Whittam  
P Williamson  
R Woollam

The Full Council appointed County Councillors P Williamson and A Vincent as Chair and Deputy Chair respectively of the Urgency Committee for the 2022/23 municipal year.

### **Terms of Reference**

The Committee's Terms of Reference are:

"Except those matters which cannot be delegated under Section 101 of the Local Government Act 1972, to deal with any matter requiring a decision by the Full Council which cannot await its next meeting, including any matters which have been delegated to the Committee by the Full Council.

The following matter has been specifically delegated to the Committee by the Full Council:-

To approve any minor amendments to the Constitution for the purpose of improving its operational efficiency or for giving greater clarity to the existing processes."

### **Consultations**

N/A

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

No significant risks have been identified.

### **Local Government (Access to Information) Act 1985**

#### **List of Background Papers**

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



**Meeting of the Urgency Committee of the Full Council  
Meeting to be held on Thursday, 15 December 2022**

Report submitted by: Chief Executive

Electoral Division affected:  
None;

**Corporate Priorities:**  
Delivering better services;

**Report of the Employment Committee - Appointment of the Director of Law and Governance (Monitoring Officer)**

Contact for further information:  
Craig Alker, Tel: (01772) 537997, Democratic Services Officer (Technical),  
craig.alker@lancashire.gov.uk

**Brief Summary**

The Employment Committee conducted interviews for the appointment to the post of the Director of Law and Governance (Monitoring Officer) on 9 January 2023.

Following the interviews, the Employment Committee has recommended an offer of appointment be made to Heloise MacAndrew.

**Recommendation**

The Urgency Committee is asked to consider the recommendation of the Employment Committee from its meeting on 9 January 2023 in respect of the appointment to the post of the Director of Law and Governance (Monitoring Officer).

**Detail**

The Full Council has delegated to the Employment Committee the role of appointing the Chief Executive (Head of the Paid Service) and other senior officers including Executive Directors, the Monitoring Officer and the Chief Financial Officer (s. 151 Officer).

The terms of reference of the Employment Committee provide that, where the committee is appointing the Chief Executive, the Monitoring Officer or Chief Financial Officer, Full Council must approve the appointment before an offer of appointment is made. In this instance the decision is being taken by the Urgency Committee on

behalf of the Full Council to avoid any unnecessary delay in offering the appointment.

Interviews for the post of the Director of Law and Governance (Monitoring Officer) were held on 9 January 2023 and following the interviews, the Employment Committee has recommended that an offer of appointment be made to Heloise MacAndrew, currently Head of Governance (Companies, Compliance and Assurance) at Cheshire West and Chester Council.

### **Consultations**

N/A

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

N/A

### **Local Government (Access to Information) Act 1985 List of Background Papers**

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

