



CITY OF
Lincoln
COUNCIL

Chief Executive & Town Clerk

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TO ALL COUNCIL MEMBERS

Democratic Services are dealing with this matter

Direct Line: (01522) 873387

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Date: 10 May 2019

COUNCIL - TUESDAY, 14 MAY 2019

Dear Councillor,

Further to the previously issued agenda for the Council meeting of Tuesday, 14 May 2019, please find attached the following additional papers.

Order of Ceremonial for items 1 – 4

Reports and Appendices for item 5 (Appointments to Committees, Advocacy Roles and Outside Bodies)

If you require any further information please feel free to contact me using the information provided above.

Yours faithfully,

Graham Watts
Democratic Team Leader and Elections Manager

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Item No. 1, 2 and 3

APPENDIX A

APPOINTMENT OF MAYOR, SHERIFF AND DEPUTY MAYOR

- 1 Approval of the Chair
- 2 Chair to give opening speech
- 3 Appointment of Councillor Sue Burke as Mayor
5 mins Mover: Councillor H Mair
5 mins Seconder: Councillor L McWilliams
- 4 Chief Executive to read the Declaration of Acceptance of Office

Declaration of Acceptance of Office by the Mayor
To be read by the Chief Executive

YOU, SUE BURKE
HAVING BEEN APPOINTED TO THE OFFICE OF MAYOR HEREBY
DECLARE THAT YOU TAKE THE SAID OFFICE UPON YOURSELF
AND WILL DULY AND FAITHFULLY FULFIL THE DUTIES
THEREOF ACCORDING TO THE BEST OF YOUR JUDGEMENT
AND ABILITY.

- 5 Mayor to sign Declaration of Acceptance of Office
- 6 Chief Executive to hand over the Ring reading at the same time the Mayoral Investiture

Mayoral Investiture
To be read by the Chief Executive

BY THIS RING I INVEST YOU WITH THE HONOUR AND DIGNITY
OF THE MAYORALTY OF THIS ANCIENT CITY REQUIRING YOU,
BY VIRTUE OF THE AUTHORITY THEREBY COMMITTED TO
YOU, TO MAINTAIN DILIGENTLY AND FAITHFULLY DURING
YOUR TERM OF OFFICE ALL THE RIGHTS AND PRIVILEGES OF
THIS CITY AND CORPORATION.

7 The Chief Executive to read as follows: -

**IN FURTHER CONFIRMATION OF YOUR AUTHORITY I DELIVER
INTO YOUR HAND THIS STAFF OF OFFICE.**

8. The newly appointed Mayor to retire for robing.

9 On return Chief Executive to read Oath to the Mayor

Mayor's Oath

To be read by the Chief Executive

**YOU SHALL WELL AND TRULY SERVE OUR SOVEREIGN LADY
QUEEN ELIZABETH II IN THE OFFICE OF MAYOR OF THIS CITY
AND PRECINCTS OF THE SAME, AND TRULY MAINTAIN IN
RIGHT AS WELL THE POOR AND RICH. YOU SHALL TRULY
MAINTAIN ALL THE LIBERTIES, CUSTOMS AND PRIVILEGES OF
THIS CITY: AND ALL OTHER THINGS WHICH BELONG TO THE
OFFICE OF MAYOR OF THIS CITY, YOU SHALL TRULY DO AND
PERFORM, ACCORDING TO THE BEST OF YOUR SKILL AND
UNDERSTANDING.**

SO HELP YOU GOD.

10 Mayor's address (10 minutes)

11. Appointment of Jo Rimmer as Sheriff

5 mins

5 mins

Mover:

Seconder:

Councillor Patrick Vaughan

Councillor Ric Metcalfe

12. Chief Executive to read the Declaration of Acceptance of Office

Declaration of Acceptance of Office by the Sheriff

To be read by the Chief Executive

YOU, JO RIMMER

**HAVING BEEN APPOINTED TO THE OFFICE OF SHERIFF
HEREBY DECLARE THAT YOU TAKE THE SAID OFFICE UPON
YOURSELF AND WILL DULY AND FAITHFULLY FULFIL THE
DUTIES THEREOF ACCORDING TO THE BEST OF YOUR
JUDGEMENT AND ABILITY.**

13. Sheriff to sign Declaration of Acceptance of Office
14. The newly elected Sheriff to retire for robing of the Sheriff
15. On return the Chief Executive to read Oath to Sheriff

Sheriff's Oath

To be read by the Chief Executive

**YOU SHALL WELL AND TRULY SERVE OUR SOVEREIGN LADY
QUEEN ELIZABETH II IN THE OFFICE OF SHERIFF OF THIS CITY,
FROM THIS TIME TO THE APPOINTMENT OF YOUR
SUCCESSOR. ALL LIBERTIES, CUSTOMS AND FRANCHISES OF
THIS CITY AND ALL OTHER THINGS WHICH BELONG TO THE
OFFICE OF SHERIFF OF THIS CITY YOU SHALL TRULY KEEP
AND DO TO YOUR POWER.**

SO HELP YOU GOD.

15. Sheriff to return thanks for appointment (5 minutes)
16. The Mayor to announce that Councillor Jackie Kirk be appointed as Deputy Mayor with Mr Michael Williams as the Deputy Mayor's Consort and present them with their Badges of Office.
17. Councillor Hills to pay tribute to the retiring Civic Party

To be completed by 12.25 p.m.

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SUBJECT: CONFIRMATION OF APPOINTMENTS 2019/20 TO:

- **EXECUTIVE**
- **COMMITTEES AND SUB-COMMITTEES**
- **CHAIRS AND VICE-CHAIRS OF COMMITTEES**
- **ADVOCATE ROLES**
- **OUTSIDE BODIES**

1. Matter for Council

1.1 Council is invited to note and approve the schedule of appointments to the Executive, Committees, Sub Committees, Chairs and Vice Chairs of Committees and Outside Bodies 2019/20.

1.2 Due to the frequency of meetings of the Executive, over the last few municipal years it has not been necessary to hold meetings of the Asset Management Group which is effectively a sub-group of the Executive. Any items that would normally be considered by the Asset Management Group were added to the agenda for meetings of the Executive. This practice will continue for the 2019/20 municipal year and thereafter. As this body is now considered to be surplus to requirements, it is recommended that the Asset Management Group be removed from the Council's committee and decision-making structure.

Recommendations

2.1 To note or agree the schedule of appointments to the Executive, Committees, Sub Committees, Chairs and Vice Chairs of Committees and Outside Bodies 2019/20, as detailed within **Appendices A and B**.

2.2 To approve the removal of the Asset Management Group from the Council's committee and decision-making structure.

List of Appendices: Appendix A – Schedule of Committee appointments.
Appendix B – Schedule of appointments to outside bodies

Lead Officer: Alison Hewson - Democratic Services Officer
Telephone – (01522) 873370

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COMMITTEE MEMBERSHIP 2019/20

EXECUTIVE COMMITTEES

EXECUTIVE

Leader Councillor R Metcalfe

Deputy Leader Councillor D Nannestad

Portfolios

Our People and Resources Councillor R Metcalfe

Customer Experience and Review Councillor C Burke

Remarkable Place Councillor B Bushell

Reducing Inequality Councillor R Kirk

Economic Growth Councillor N Murray

Quality Housing Councillor D Nannestad

SHARED REVENUES AND BENEFITS JOINT COMMITTEE (CITY OF LINCOLN COUNCIL & NORTH KESTEVEN DISTRICT COUNCIL)

Councillor (Executive Member) R Metcalfe

Councillor (Executive Member) R Kirk

Councillor (Sub) D Nannestad

Councillor (Sub)

**JOINT MEETING BETWEEN REPRESENTATIVES OF LINCOLN CITY
COUNCIL AND LINCOLNSHIRE CHAMBER OF COMMERCE AND INDUSTRY**

As per Executive membership.

AUDIT AND STANDARDS COMMITTEES

AUDIT COMMITTEE

Chair	Councillor	G Ellis
Vice-Chair	Councillor	L McWilliams

Other Members of the Committee

Councillor	T Dyer
Councillor	R Hills
Councillor	G Hewson
Councillor	J Kirk
Councillor	R Longbottom
Councillor (Sub)	P Vaughan
Councillor (Sub)	
Councillor (Sub)	
Councillor (Sub)	

Independent Member	Jane Nellist
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ETHICS AND ENGAGEMENT COMMITTEE

Chair Councillor A McNulty
Vice-Chair Councillor G Ellis

Other Members of the Committee

Councillor L Bushell
Councillor L McWilliams
Councillor L Preston
Councillor R Metcalfe
Councillor C Reid
Councillor H Spratt
Councillor L Woolley

Councillor (Sub) G Hewson
Councillor (Sub) R Toofany

Councillor (Sub) _____

Councillor (Sub) _____

Councillor (Sub) _____

Chris Elkington Independent Person

Roger Vine Reserve Independent Person

HEARINGS SUB COMMITTEE

(Membership of Panel is drawn from agreed membership of Ethics and Engagement Committee as required)

ASSESSMENT SUB COMMITTEE

(Membership of Panel is drawn from agreed membership of Ethics and Engagement Committee as required)

REGULATORY COMMITTEES

CENTRAL LINCOLNSHIRE JOINT STRATEGIC PLANNING COMMITTEE

Councillor C Burke

Councillor R Metcalfe

Councillor N Tweddle

Councillor (Sub) G Hewson

LICENSING COMMITTEE

Chair Councillor K Brothwell

Vice Chair Councillor L Woolley

Other Members of the Committee

Councillor B Bean

Councillor B Bilton

Councillor A Briggs

Councillor L Bushell

Councillor R Hills

Councillor J Loffhagen

Councillor A McNulty

Councillor R Toofany

Councillor P Vaughan

Councillor K Weaver

Councillor (Sub): B Bushell

Councillor (Sub): G Hewson

Councillor (Sub): J Kirk

Councillor (Sub):

HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING SUB-COMMITTEE

Chair Councillor P Vaughan
Vice-Chair Councillor L Woolley

Other Members of the Committee

Councillor A Briggs
Councillor K Brothwell
Councillor A McNulty

Councillor (Sub) B Bean
Councillor (Sub)
Councillor (Sub)
Councillor (Sub)

PLANNING COMMITTEE

Chair Councillor N Tweddle

Vice-Chair Councillor B Bushell

Other Members of the Committee

Councillor B Bean

Councillor B Bilton

Councillor A Briggs

Councillor K Brothwell

Councillor C Burke

Councillor G Hewson

Councillor R Hills

Councillor R Longbottom

Councillor E Strengiel

Councillor (Sub) N Murray

Councillor (Sub) J Kirk

Councillor (Sub) _____

Councillor (Sub) _____

HOUSING APPEALS PANEL

Chair Councillor L Woolley
Vice-Chair Councillor P Vaughan

Other Members of the Committee

Councillor K Brothwell
Councillor G Ellis
Councillor H Spratt

Councillor (Sub) G Hewson
Councillor (Sub) R Hills
Councillor (Sub) _____
Councillor (Sub) _____

PERSONNEL APPEALS PANEL

Chair Councillor G Ellis
Vice Chair Councillor L Woolley

Other Members of the Committee

Councillor L Bushell
Councillor J Loffhagen
Councillor H Spratt

Councillor (Sub) B Bushell
Councillor (Sub) P Vaughan
Councillor (Sub) _____
Councillor (Sub) _____

SCRUTINY COMMITTEES

COMMUNITY LEADERSHIP SCRUTINY COMMITTEE

Chair Councillor J Loffhagen

Vice-Chair Councillor N Tweddle

Other Members of the Committee

Councillor B Bilton

Councillor A Briggs

Councillor L Bushell

Councillor S Burke

Councillor J Kirk

Councillor H Mair

Councillor L Preston

Councillor C Reid

Councillor H Spratt

Councillor Sub G Hewson

Councillor Sub K Brothwell

Councillor Sub _____

Councillor Sub _____

HOUSING SCRUTINY SUB COMMITTEE

Chair Councillor G Hewson

Vice Chair Councillor P Vaughan
(Chair to be Chair of Performance Scrutiny Committee)

Other Members of the Committee

Councillor L Bushell

Councillor C Reid

Councillor E Strengei

Councillor L Woolley

Councillor (Sub) B Bean

Councillor (Sub) _____

EXTERNAL MEMBERSHIP

Chair of Lincoln Tenants Panel Debbie Rousseau

Vice Chair Lincoln Tenants Panel Member Mick Barber

Lincoln Tenants Panel Member Mandy Harley

Lincoln Tenants Panel Member Sheila Watkinson

PERFORMANCE SCRUTINY COMMITTEE

Chair Councillor G Hewson

Vice-Chair Councillor H Mair

Other Members of the Committee

Councillor T Dyer

Councillor R Hills

Councillor R Longbottom

Councillor L Mc Williams

Councillor L Preston

Councillor P Vaughan

Councillor L Woolley

Councillor (Sub): J Kirk

Councillor (Sub): A McNulty

Councillor (Sub):

Councillor (Sub):

POLICY SCRUTINY COMMITTEE

Chair Councillor B Bilton

Vice-Chair Councillor L McWilliams

Other Members of the Committee

Councillor A Briggs

Councillor J Loffhagen

Councillor H Spratt

Councillor R Toofany

Councillor P Vaughan

Councillor (Sub) K Brothwell

Councillor
(Sub) G Hewson

Councillor
(Sub) _____

Councillor
(Sub) _____

SELECT SCRUTINY COMMITTEE
(ALSO SITS AS THE CRIME AND DISORDER COMMITTEE)

Members of the Committee

Chair Councillor J Loffhagen

Vice-Chair Councillor G Hewson

Other Members of the Committee

Councillor B Bilton

Councillor H Mair

Councillor E Strengiel

Councillor (Sub) L Bushell

Councillor (Sub) L McWilliams

Councillor (Sub)

NON-PUBLIC MEETINGS

CITY OF LINCOLN COUNCIL AND EMPLOYEE JOINT CONSULTATIVE COMMITTEE

(Including Health, Safety and Welfare)

Chair Councillor R Metcalfe

.....
To be confirmed at the first meeting

Vice-Chair Trade Union To be confirmed at the first meeting

Other Members of the Committee

Councillor B Bean

Councillor C Burke

Councillor G Ellis

Councillor G Hewson

Councillor R Kirk

Councillor H Spratt

Councillor E Strengiel

Councillor (Sub) B Bilton

Councillor (Sub) J Kirk

Councillor (Sub)

Councillor (Sub)

APPOINTMENT PANEL FOR INTERNAL APPOINTMENTS

Leader Councillor R Metcalfe

Leader of Opposition Councillor H Spratt

As per the minutes of Council held on 26 February 2008 the other three Members of the Panel are to be chosen by the respective leaders depending on the political balance of the Authority and the appointment to be made. This is as follows:

Councillor (Deputy Leader)	D Nannestad
Councillor (Relevant Portfolio Holder)	
Councillor	

CITY HONOURS COMMITTEE

Chair Councillor R Metcalfe
(Leader)

Other Members of the Committee

<i>(Deputy Leader)</i>	Councillor D Nannestad
<i>(Leader of Opposition)</i>	Councillor H Spratt
<i>(Deputy Leader of Opposition)</i>	Councillor T Dyer
	Councillor (Sub)
	Councillor (Sub)

CONSTITUTIONAL REVIEW GROUP

Chair (*Leader*) Councillor R Metcalfe

Vice- Chairman Councillor D Nannestad

Other Members of the Committee

Councillor C Reid

Councillor H Spratt

(Chair of Ethics & Engagement Committee) Councillor A McNulty

DAWBER CHARITY

Chair Councillor L McWilliams

Vice-Chair Councillor K Brothwell

Other Members of the Committee

Councillor Y Bodger

Councillor A Briggs

Councillor C Burke

Councillor L Bushell

Councillor G Hewson

Councillor N Murray

Councillor P Vaughan

Councillor (Sub) R Toofany

Councillor (Sub) _____

ADVISORY GROUPS

COMMONS ADVISORY PANEL

Chair Councillor N Murray
Vice-Chair Councillor H Mair

Other Members of the Committee

Councillor C Burke
Councillor R Hills
Councillor L Preston
Councillor (Sub) L McWilliams
Councillor (Sub) S Burke

OUTSIDE MEMBERSHIP

Mr G Wolfenden	(Open Spaces Society and West End Residents Association)
Ms J Kilby (Attends only for Student Union Items)	University of Lincoln Students Union
Mrs Sue Tilford	Lincoln Commons Horse Association
Mrs S Davies/Mr C Box	South Park Residents Association
Ms A Griffiths	Carholme Community Forum
Mr V Hughes	Lincoln Civic Trust
Mr A Sweeney/Mr J Lammin/ Mr S Elley	Carholme Golf Club
Ms E Olivier-Townrow/Mr J Davies	Long Leys Road Residents Association
Mr. C J Smith	Lincoln Group Ramblers Association
Mrs M Smith	The Lincolnshire Fieldpaths Association
Mrs C Steel	Lincolnshire Wildlife Trust

EQUALITY AND DIVERSITY GROUP

Chair Councillor N Tweddle

Vice Chair Councillor R Kirk

Other Members of the Committee

Councillor A Briggs

Councillor T Dyer

Councillor C Burke

Councillor J Loffhagen

Councillor H Mair

Councillor A McNulty

Councillor (Sub) L McWilliams

Councillor (Sub) _____

Councillor (Sub) _____

Councillor (Sub) _____

HISTORIC ENVIRONMENT ADVISORY PANEL

Chair	External Member	<u>To be appointed at first meeting</u>
Vice-Chair	Councillor	<u>(N Murray)</u>
		<u>To be appointed at first meeting</u>

Other Members of the Committee

Councillor	<u>C Burke</u>
Councillor	<u>R Hills</u>
Councillor	<u>A Kerry</u>
Councillor	<u>J Kirk</u>
Councillor	<u>R Kirk</u>
Councillor	<u>R Longbottom</u>
	<u> </u>
Councillor (Sub)	<u>G Ellis</u>
Councillor (Sub)	<u> </u>

HISTORIC ENVIRONMENT ADVISORY PANEL **(OUTSIDE MEMBERSHIP)**

Vacant	<u>English Heritage</u>
Vacant	<u>The Collection</u>
Mr A Nugent/A Maltby	<u>Lincoln Civic Trust</u>
Nicholas Moore	<u>Society for Lincolnshire History and Archaeology</u>
Professor D Sleight (Chair) (Sub: Professor Carezza Lewis)	<u>University of Lincoln</u>
Vacant	<u>Heritage Trust for Lincolnshire</u>
Mr Derek Broughton	<u>Industrial Heritage Expert/SHLA</u>
Mick Jones	<u>Archaeology Specialist</u>
Phil Scrafton	<u>Lincolnshire Chamber of Commerce</u>
Ms Sarah Loftus	<u>Lincoln Business Improvement Group</u>
Dr Nicholas Bennett	<u>Historic Lincoln Trust</u>

Dr AJH Jackson	Bishop Grosseteste University
Dr P Dixon	Eminent Archaeologist
Ms J Cowan	Lincoln Cathedral
Ian George	Lincolnshire County Council Heritage
William Mason	Lincolnshire County Council Heritage
Councillor Lindsey Cawrey	Lincolnshire County Council

APPOINTMENT OF ADVOCATE MEMBERS

Children and Young People Advocate	Councillor H Mair
Design Advocate	Councillor N Twedde
Historic Environment Advocate	Councillor N Murray
Sustainability Advocate	Councillor L Preston
Member Safeguarding Champion	Councillor R Longbottom

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Appendix B

OUTSIDE BODIES 2019/20

Name of Organisation	New Council Representatives 2019/20
Abbey Children's Centre	Councillor J Loffhagen
Birchwood Boiler House Project Committee	Mr P Gowen
Brayford Trust Board	Councillor G Hewson Councillor R Metcalfe
Broadband Stakeholders Group	Officer: Daren Turner: Director of Housing
Citizens Advice Bureau	Councillor K Brothwell
City of Lincoln Freeman's Gild	Councillor S Burke Councillor Brothwell Councillor P Vaughan Officer: Kate Fenn, Civic & International Partnerships Manager
Developmentplus	Councillor J Loffhagen Councillor R Kirk (Sub)
Drainage Board-Upper Witham	Councillor G Hewson Councillor R Longbottom Councillor P Vaughan Mr J Boyall Mr B Charlesworth Mr P Gowen Mr D Jackson Mr C Smith Mr A Speakman
Drainage Board - Witham First	Councillor B Bean Councillor G Hewson Councillor P Vaughan Mr D Jackson
Drainage Board - Witham Third	Councillor G Hewson Councillor P Vaughan Mr J Boyall Mr B Charlesworth Mr D Jackson

Name of Organisation	New Council Representatives 2019/20
East Midlands Council	Councillor R Metcalfe
East Midlands Reserve Forces and Cadets Association	Councillor J Kirk
Fairtrade Steering Group	Councillor G Hewson
Flood and Water Management Scrutiny Committee	Councillor P Vaughan
Foundation of Christ's Hospital at Lincoln	Mr J Hanrahan
Hartsholme Community Contact Centre	Councillor B Bean
Health Scrutiny Committee for Lincolnshire	Councillor B Bilton Sub: Vacant
Heritage Trust for Lincolnshire Advisory and Liaison Board	Councillor N Murray
Heslam Trust	Councillor L Woolley
Historic Lincoln Trust	Officer: Simon Walters, Strategic Director, Communities and Environment Councillor N Murray
Housing Health Care Delivery Group	Councillor D Nannestad
Investors in Lincoln	Councillor R Metcalfe Councillor N Murray
Lincoln Area Dial-a-Ride/ Shopmobility	Councillor G Hewson
Lincoln Arts Trust	Vacant
Lincoln Business Improvement Group	Councillor R Metcalfe Councillor D Nannestad
Lincoln City Foundation	Officer: Simon Walters, Strategic Director, Communities and Environment
Lincoln Civic Trust	Councillor N Twedde Councillor N Murray (Sub)
Lincoln Cultural and Arts Partnership	Councillor R Metcalfe
Lincoln Municipal Charities	Councillor K Brothwell Councillor L Bushell Councillor G Hewson
Lincolnshire Armed Forces Covenant Partnership Board	Councillor J Kirk

Name of Organisation	New Council Representatives 2019/20
Lincolnshire Chamber of Commerce and Industry	Officer: Kate Ellis, Strategic Director, Major Developments Councillor Representative: Vacant
Lincolnshire Credit Union Ltd (trading as LincUp)	Councillor R Longbottom
Lincolnshire Health and Wellbeing Network	Councillor D Nannestad
Lincolnshire Police & Crime Panel	Councillor R Kirk
Lincolnshire Waste Partnership	Councillor B Bushell Officer: Steve Bird, Assistant Director, Communities & Street Scene
Mayor's Appeal Fund	Councillor S Burke
Mere Trust	Councillor H Mair
The Network Management Board	Councillor R Kirk
Patrol (Parking and Traffic Regulations Outside London Adjudication Joint Committee	Councillor N Tweddle
Safer Lincolnshire Partnership Overview and Scrutiny Board	Councillor R Kirk Councillor C Burke (Sub)
Voluntary Centre Services	Councillor R Kirk
Wordsworth House Community Forum	Councillor L McWilliams

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