

WARRINGTON BOROUGH COUNCIL
RECORD OF DECISION TAKEN BY AN OFFICER

DECISION TITLE: ANNUAL MEETING, MEETINGS TO 31 AUGUST 2020, 2020/21 MAYORALTY & DISPENSATION FOR NON-ATTENDANCE AT COUNCIL MEETINGS

Cabinet Decision No and/or Forward Plan No (Cabinet decisions only)	N/A
Directorate Ref No (Non Cabinet decisions only) If applicable	DMS 003
Decision detail	<p>(1) The Democratic Services Manager has approved that the Annual Meeting of Council will take place, subject to government social distancing advice, on Monday 2 November 2020.</p> <p>(2) With regards to office of the Mayor of Warrington it has been approved that: The current Mayor, Councillor Wendy Johnson to continue in the role until the Annual Meeting (2 November 2020)* The current Deputy Mayor, Councillor Maureen Creaghan to be recommended to become the Mayor at the Annual Meeting (2 November 2020)* It is to be recommended that the term of the incoming Mayor and incoming Deputy Mayor will be from 2 November 2020 to May 2022 (subject to the outcome of the May 2021 elections)* *Such appointments being subject to agreement and confirmation by full Council at the Annual Meeting(s)</p> <p>(3) The Democratic Services Manager has approved the meeting calendar below up 31 August 2020, subject to the addition of any Scrutiny meetings that maybe required to deal with call in matters or meetings of the Licensing Committee and additional Development Management Committee meetings.</p> <p>(4) The Chief Executive has approved the requests from Councillors for an extension of office beyond the six month period of non-attendance at Council meetings. Details of which are appended.</p>
Reason for Decision	The decisions set out are made as a result of safety and wellbeing concerns due to the Covid 19 pandemic. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (The Regulations) make provision for the cancellation of the annual meeting, amendments to the calendar of meetings generally and for 'virtual' meetings (sections 4 of and 5 of the Regulations). Temporary delegated authority to officers as set out herewith was made by way of an urgent decision dated 30 April

	<p>2020 (ODN 028/19). These decisions will be reported back to full Council at a subsequent meeting.</p> <p>(1) Annual Meeting and meetings to 31 August 2020 - In the absence of an annual meeting in May 2020, the following temporary delegated power is in place until further notice (Section 2.2 of the Council’s Constitution – Council Procedure Rules):</p> <p>The Council has the authority to alter the frequency, move or cancel such meetings without requirement for further notice. Any decision in accordance with this provision will be confirmed by the Democratic Services Manager (or her nominated Deputy) in consultation with: the Chief Executive and the Mayor in respect of full Council meetings and the Chief Executive, Leader of the Council and Leader of the opposition in respect of all other meetings.</p> <p>(2) Mayor – In the absence of an annual meeting in May 2020, the following temporary delegated power is in place until further notice (Section 2.4 of the Council’s Constitution – Council Procedure Rules):</p> <p>The Council can determine not to hold an Annual Meeting, such decision to be confirmed by the Democratic Services Manager (or their nominated Deputy) in consultation with the Chief Executive and the Mayor. In the event that the Council determines that an Annual Meeting is not to be held, the appointments confirmed at the previous Annual Meeting will continue as per the terms of the Remote Hearing Regulations.</p> <p>(3) In the absence of an annual meeting and subsequent Council meetings, the following temporary delegated power will be in place until further notice (section 2.10 of the Council’s Constitution – Council Procedure Rules):</p> <p>The ability to grant dispensations for a Councillor(s) excusing attendance at meetings is delegated to the Chief Executive in consultation with the Mayor, Leader of the Council, Leader of the opposition and the Chair of the Scrutiny Committee.</p>
Decision Maker/Responsible Officer	Democratic Services Manager Sharon Parker Chief Executive Steven Broomhead
Directorate	Chief Executive’s
Lead Cabinet Member consulted (if applicable)	Annual meeting – Chief Executive and the Mayor Meetings to 31 August 2020 – Chief Executive, Leader of the Council and Leader of the opposition Mayor – Chief Executive and the Mayor Dispensations - Leader of the Council, Leader of the Opposition

	and Chair of the Scrutiny Committee
Decision Date	15 June 2020
Date Decision was published / notified (normally within 2 clear working days of decision being made)	17 June 2020
Summary of options considered	To agree to the request or not agree to it.
Interests declared	N/A
Background Papers (if applicable) (period expires after 4 years from date of decision)	Council Constitution
Confidential / exempt information	N/A
Category (if applicable)	

NB. This form expires after 6 years.

Meeting dates to 31 August 2020

Date	Committee	Time	Venue
Mon 15 June 2020	Cabinet	6pm	Virtual
Wed 1 July 2020	Development Management Committee	6pm	Virtual
Mon 13 July 2020	Cabinet	6pm	Virtual
Wed 22 July 2020	Development Management Committee	6pm	Virtual
Thu 23 July 2020	Audit and Corporate Governance Committee	6pm	Virtual
Wed 12 August 2020	Development Management Committee	6pm	Virtual

Dispensations granted

1. Axcell
2. Bate R
3. Carey P
4. Carter J
5. Cooksey H

6. Creaghan M
7. Davidson J
8. Dirir L
9. Fellows G
10. Fitzsimmons C
11. Flaherty J
12. Fradgley A
13. Friend D
14. Friend G
15. Froggatt C
16. Grime J
17. Guthrie J
18. Hall S
19. Hannon M
20. Harris S
21. Hart J
22. Hill A
23. Jennings T
24. Johnson W
25. Keane D
26. Kerr-Brown J
27. King A
28. Maher B
29. Marks I
30. McCarthy T
31. McLaughlin M
32. Morgan L
33. Morris K
34. Mundry H
35. Mundry K
36. Nelson P
37. Parish S
38. Patel H
39. Price D
40. Purnell R
41. Smith M
42. Tarr M
43. P Walker
44. Warburton P
45. Welborn G
46. Williams T
47. Wright P
48. Wright S