

**Annual Council – 28 May 2026**  
**Agenda Item 9**  
**Addendum to Sections 2, 3, 4 and 5 of the Report**

**2.. Recommendations**

In respect of the recommendations at Paragraphs 2.3 and 2.4, deletion of the words:

“...and in the case of the Green and Independent members in consultation with those members directly”

**3. Appointment of Committees, Sub-Committees, Panels and Working Groups 2026/27**

Terms of Reference

**Appendix 1-** Terms of Reference of Council, Cabinet and Committees (now attached)  
**Appendix 2 –** Terms of Reference of Panels and Working Groups (now attached)

**4. Allocation of Seats**

*The following paragraphs to replace Paragraphs 4.1 to 4.5 of the report circulated previously.*

4.1 The Local Government and Housing Act 1989 and Local Government (Committees and Political Groups) Regulations 1990 require that the number of seats on committees and sub-committees reflects the overall political balance of the Council. Section 15(1)(b) of the Act requires the Council to review the representation of different political groups on those bodies at the Annual Council meeting (or as soon as practicable after that meeting).

4.2 The overall political balance on the Council has changed following the local elections on 7<sup>th</sup> May 2026. There are four political groups across the Council and the number of seats held by each political group for the 2026/27 Municipal Year is as follows:-

Table 1

Labour & Cooperative	17 seats	48% of seats
Conservative	8 seats	23% of seats
Reform UK	8 seats	23% of sates
Progressive Hyndburn	2 seats	6% of seats

The Council comprises 35 elected members.

4.3 The total seats available across the Council is 87, which should now, in so far as is practicable, be divided between the political parties in the ratios as set out above.

4.4 It should be noted that some adjustment to the ratios shown above might be required in the final allocation of seats across the Council to take into account the following principles as required by the legislation:

- (a) Not all seats to go to the same group;
- (b) If a group has a majority on the Council, it should receive a majority of seats on each committee;
- (c) Total number of seats across all bodies must be proportionate (subject to (a) and (b));
- (d) Seats on each body (ie. Committee, sub-committee etc) must be proportionate (subject to (a) to (c)).

4.5 Details of the Council's proposed committees and sub-committees, the number of seats available and allocation of seats are set out in Table 2 below. There are several proposed amendments to the current committees, as follows:

- Communities & Wellbeing Overview & Scrutiny Committee - Reduce from 8 to 6
- Management Review Committee - Increase from 5 to 6
- Planning (Trees) Sub-Committee - Reduce from 5 to 4
- Resources Overview & Scrutiny Committee - Reduce from 8 to 7
- Standards Committee - Increase from 8 to 9
- Judicial Committee (Private Hire & Hackney Carriage Licensing) will now be known as the Taxi Licensing Committee

Table 2

<b>Committee</b>	<b>Size</b>	<b>Labour</b>	<b>Conservative</b>	<b>Reform UK</b>	<b>Progressive Hyndburn</b>
Communities O&S	6	3	1	2	
Resources O&S	7	4	2	1	
Special O&S	8	3	2	2	1
Standards	9	5	2	2	
Planning	13	7	3	3	
Trees Sub-committee	4	2	1	1	
Taxi Licensing	6	3	1	1	1
Licensing	14	4	4	5	1
Licensing Sub-committee	3	2	1	0	
Audit	6	3	1	1	1
Management Review	6	3	1	1	1
Standards Sub-committee	5	3	1	1	
<b>Total seats</b>	87	42	20	20	5
<b>% of seats</b>	100%	48%	23%	23%	6%

4.6 The proposed membership of each committee forming Appendix 3(a) to the report is now attached. Where there are any gaps in the allocation of seats to councillors, a

delegated authority to the Chief Executive to make the appointments in consultation with the relevant political group leaders is proposed.

## **5. Establishment and Membership of Panels and Working Groups**

*The following paragraphs to replace Paragraphs 5.1 to 5.3 of the report circulated previously.*

- 5.1 The membership of Panels and Working Groups does not need to be politically balanced. A schedule of these bodies, including the number of seats available is now attached as Appendix 3(b). There are several proposed amendments to the current bodies, as follows:
- Leaders Policy Development Board - Increase from 5 to 6
  - Local Joint Negotiating/ Consultative Committee - Increase from 3 to 5
  - Disestablishment of the Learning and Development Panel
  - Disestablishment of the Local Plan Working Group
- 5.2 The proposed terms of reference and composition of the Panels and Working Groups is attached as Appendix 2.
- 5.3 The proposed membership is also included with Appendix 3(b). Where no names have been submitted in advance and these are not subsequently provided at the meeting, a delegated authority to the Chief Executive to make the appointments in consultation with the relevant political group leaders may be required.

**Annual Council – 28 May 2026**  
**Agenda Item 10**  
**Addendum to Sections 2 and 3 of the Report**

*The following paragraphs to replace Paragraphs 2.1 and 3.4 of the report circulated previously.*

- 2.1 That Council approves the appointments to outside bodies and organisations for the Municipal Year 2026/27 and as set out in Appendix A to this report, or in the event that the details are not available in time for the meeting, that the Chief Executive be authorised to approve the membership in consultation with the leaders of the relevant political groups.
  
- 3.4 There are no changes proposed to the list of outside bodies for 2026/27. The proposed councillor appointments are set out at Appendix A to the report, which is attached to this Addendum. Where no names have been submitted in advance and these are not subsequently provided at the meeting, a delegated authority to the Chief Executive to make the appointments in consultation with the relevant political group leaders may be required.

**Terms of reference for:**

1. Full Council
2. Leader and Cabinet
3. Cabinet Committee (Scrap Metal Dealers Act 2013)
4. Cabinet Committee (Street naming)
5. Communities and Wellbeing Overview and Scrutiny Committee
6. Resources Overview and Scrutiny Committee
7. Special Overview & Scrutiny Committee
8. Standards Committee
9. Standards Committee - Hearing Sub-Committee
10. Planning Committee
11. Planning (Trees) Sub-Committee
12. Judicial Committee (Private Hire and Hackney Carriage Licensing)
13. Licensing Committee
14. Audit Committee
15. Management Review Committee

## **FULL COUNCIL**

**MEMBERSHIP:** 35 councillors

**REPORTS TO:** Council is the sovereign body for all non-executive matters

### **TERMS OF REFERENCE:**

- To adopt and agree changes to the Council's constitution
- To appoint the leader of the Council in accordance with the Local Government Act 2000.
- To remove and replace the leader and appoint a replacement.
- Annually to appoint a mayor and deputy mayor (neither of whom may be the leader, deputy leader or a member of the cabinet).
- To agree and amend the terms of reference of committees, determine their composition, make appointments to them, appoint the chair and vice chair and fill any casual vacancies which occur.
- To agree the delegation of non-executive functions to officers.
- To make appointments to outside bodies.
- To make or confirm the appointment of the head of paid service, subject to compliance with the Officer Employment Procedure Rules.
- To enact, alter, re-enact and revoke bylaws and promote or oppose the making of local legislation.
- To determine the list of other officer posts reserved for member level appointment, having regard to any regulations made under the Local Government Act 2000 and to agree the procedure for recruitment and selection.
- To change the name of the Borough.
- To confer the title of Freedom of the Borough and to appoint honorary aldermen.
- To adopt and agree any amendments to the Code of Conduct for Members of the Council.
- To determine and delegate responsibility for all local choice functions prescribed by any regulations made under the Local Government Act 2000.
- To take decisions in respect of non-executive functions which have not been delegated by the Council to committees, officers, joint arrangements or other local authorities.

- To receive reports from the monitoring officer or chief finance officer in exercise of their statutory functions.
- To receive reports from committees on the discharge of their functions.
- To undertake any other matter that must, by law, be reserved to the Council.
- To approve and amend the Council's Petitions Scheme
- To approve and amend the Council's Pay Policy

#### Budget and Policy Framework

- To approve, amend and revoke the plans and strategies comprising the Council's policy framework.
- To agree the Council's financial strategy and annual budget, including the following:
  - the Council's revenue and capital budgets and plans
  - the Council Tax to be levied
  - the borrowing limits
- To make decisions on proposals for the exercise of executive functions which are not in accordance with the Council's budget and / or policy framework
- To determine the level and pensionability of members' allowances, subject to any regulations made under the Local Government Act 2000.
- To formulate a plan or strategy for the control of the Council's borrowing, investments and / or capital expenditure

## LEADER AND CABINET

**MEMBERSHIP:** [ tbc ]

councillors

**REPORTS TO:** Leader and Cabinet is sovereign for all executive decisions

### **TERMS OF REFERENCE**

#### **MAIN TERMS OF REFERENCE**

To provide overall leadership to the Council and be responsible for all functions of the Council which are not the responsibility of any other part of the Council, whether by law or under this constitution.

#### **DETAILED TERMS OF REFERENCE**

- To formulate proposals for the Council's budget and policy framework and make recommendations to the Council.
- To formulate and approve all policies, plans and strategies not forming part of the Council's policy framework.
- To be responsible for the effective implementation of Council policy and for the delivery of Council services in line with those policies.
- To manage the budget determined annually by the Council.
- To report to the Council on projected variations to income and expenditure during the year.
- To monitor the delivery of policies, services, projects and budgets during each year and make such adjustments, additions or other decisions as appropriate to achieve the Council's overall objectives.
- To ensure the delivery of best value, the continuous improvement in Council services and the implementation of best practice within the Council.
- To develop appropriate consultation arrangements to enable the views of partner organisations, groups and the local community to be taken into account in decision-making.
- To develop and approve partnerships and joint venture arrangements involving public, private or voluntary agencies to promote the economic, social and environmental well being of the Borough.
- To make arrangements for the effective management of land and property in the Council's ownership.

- To submit recommendations to the Council in respect of decisions on executive functions where such decisions are not in accordance with the Council's budget and policy framework.
- To undertake the following local choice functions prescribed by regulations made under the Local Government Act 2000:
  - functions relating to contaminated land (Part IIA Environmental Protection Act 1990)
  - functions relating to control of pollution and management of air quality (Pollution Prevention and Control Act 1999, Environmental Protection Act 1990 and Clean Air Act 1993)
  - inspection and investigation of complaints of statutory nuisance (Environmental Protection Act 1990)
  - the service of abatement notices in respect of statutory nuisance (Environmental Protection Act 1990)
  - resolutions applying Schedule 2 Noise and Statutory Nuisance Act 1993 to the Borough
  - obtaining information as to interests in land or particulars of persons interested in land preliminary to the exercise of powers of compulsory purchase of land (Town & Country Planning Act 1990)
  - To form policy development boards to assist with and make recommendations for the development of Council policy.
  - To deal with matters relating to traffic regulation
  - To delegate responsibility for executive functions to officers (see note below).

## **RESPONSIBILITIES OF THE LEADER**

The Leader of the Council shall:

- determine the size of the executive and appoint, remove and replace the deputy leader and other cabinet members.
- allocate broad functional responsibilities and corporate themes to individual cabinet member (portfolios) and to adjust or reallocate those portfolios during the year.
- delegate executive functions to cabinet committee's, and officers of the Council
- object on behalf of the Council to any proposed decision by the Council on the budget and policy framework, subject to the Budget and Policy Framework Procedure Rules.

Note: this function has been delegated to the Cabinet by the Leader of the Council

## **CABINET COMMITTEE (SCRAP METAL DEALERS ACT 2013)**

**MEMBERSHIP:** 3 Members of Cabinet (with a quorum of 3)

**REPORTS TO:** Cabinet

### **TERMS OF REFERENCE**

- To determine whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013 where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations in accordance with paragraphs (7) and (8) of Schedule 1 of that Act
- To discharge the Council's functions under paragraph 8 Schedule 1 of the Scrap Metal Dealers Act 2013.

## **CABINET COMMITTEE (STREET NAMING)**

**MEMBERSHIP:** 3 Members of Cabinet (with a quorum of 3) and a councillor nominated by the Leader of the main opposition group may attend

**REPORTS TO:** Cabinet

### **TERMS OF REFERENCE**

- To discharge the Council's functions in respect of the naming and renaming of streets pursuant to sections 17 and 18 Public Health Act 1925

## **COMMUNITIES AND WELLBEING OVERVIEW AND SCRUTINY COMMITTEE**

**MEMBERSHIP:** 6 councillors, plus up to 4 non-voting co-optees

**REPORTS TO:** Full Council

### **MAIN TERMS OF REFERENCE:**

To monitor implementation of Hyndburn's Community Strategy and the achievement of Community Strategy targets and objectives

To monitor the implementation of the Council's policies and strategies in respect of community safety and promote community safety across the Council's policies and services

In accordance with the Police and Justice Act 2006 to act as the Council's crime and disorder committee by reviewing and scrutinising decisions made, or other action taken, by the responsible authorities in connection with the discharge of their crime and disorder functions

To monitor the performance of external public service providers, the impact of those services on the wellbeing of the Borough and the contribution of those services to the achievement of Community Strategy objectives.

To review and scrutinise and to make reports and recommendations on matters relating to education and health services in Hyndburn

To monitor progress in respect of the development of sustainable communities, including neighbourhood management, sustainable market towns, regeneration and housing market renewal

To conduct investigations and report in respect of issues affecting the wellbeing of the Borough or particular areas of the Borough

To monitor progress in respect of safeguarding the environment

### **DETAILED TERMS OF REFERENCE:**

- To scrutinise the work of the Cabinet falling within the committee's terms of reference
- To review and scrutinise the decisions made by and the performance of the Cabinet, committees and Council officers, both in relation to individual decisions and over time
- To conduct research and community and other consultation in respect of issues impacting upon the well-being of the Borough or particular area of the Borough.

- To question members of the Cabinet, committees and officers at service head level or above about their views on issues and proposals affecting the wellbeing of the Borough, including the implementation of the Community Strategy
- To liaise with external organisations operating in the Borough, whether national, regional or local, to:
  - ensure that the interests of local people and the wellbeing of the Borough are enhanced by collaborative working;
  - monitor the effectiveness and impact of the services provided by such organisations
- To review and scrutinise the performance of other public bodies in Hyndburn and invite reports from them by requesting them to address the committee about their activities and performance.
- Monitor the Council's contribution to the implementation of the Community Strategy
- To make recommendations to the Cabinet and/or committees and/or the Council arising from the outcome of the scrutiny process.
- To question and gather evidence from any person with their consent.
- To exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet (and/or area councils where these relate to executive functions) subject to the Overview and Scrutiny Procedure Rules.
- To discuss topics of neighbourhood concern in response to a "councillor call for action" subject to the requirements of the Scrutiny Procedure Rules

## **RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

**MEMBERSHIP:** 7 councillors, plus up to 4 non-voting co-optees

**REPORTS TO:** Full Council

### **MAIN TERMS OF REFERENCE**

To monitor the performance of Council services and make suggestions for service improvements

To consider the Cabinet's proposals to achieve a balanced budget in advance of the budget being determined by the Council

To monitor the Council's budgetary position throughout the year and advise in respect of possible efficiency savings and steps required to address any projected budget deficit

To monitor and review the Council's Treasury Management Strategy and Policies

To assist with the development and review of Council policies and services, including those delivered in partnership

### **DETAILED TERMS OF REFERENCE**

- To scrutinise the work of the Cabinet falling within the Committee's terms of reference
- To review and scrutinise the decisions made by, and the performance of, the Cabinet, committees and Council officers, both in relation to individual decisions and over time.
- To review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas.
- To question members of the Cabinet and/or committees and officers at service head level or above about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives and projects.
- To make recommendations to the Cabinet and/or committees and/or the Council arising from the outcome of the scrutiny process.
- To assist the Council and the Cabinet in the development of the Council's budget and policy framework by in depth analysis of policy issues.
- To conduct research, community and other consultation in the analysis of policy issues and possible options.
- To consider and implement mechanisms to encourage and enhance community participation in the development of policy options.
- To question members of the Cabinet, committees and officers at service head level or above about their views on issues and proposals affecting the Borough.
- To question and gather evidence from any person with their consent.

- To exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet (and/or area councils where these relate to executive functions) subject to the Overview and Scrutiny Procedure Rules.
- To discuss topics of neighbourhood concern in response to a “councillor call for action”, subject to the requirements of the Scrutiny Procedure Rules

## **SPECIAL OVERVIEW AND SCRUTINY COMMITTEE**

**MEMBERSHIP:** 8 councillors, plus up to 2 non-voting co-optees

**REPORTS TO:** Full Council

### **TERMS OF REFERENCE**

In connection with the following:

- the Pride in Place fund
  - completion of projects funded by the Levelling Up fund
  - local government reorganisation
  - the County Deal
  - devolution and the Lancashire combined authority
  - Accrington Town Centre
  - Other town centres
- 
- to review and scrutinise decisions made by the Cabinet falling within the Committee's terms of reference; and
  - to make recommendations to the Cabinet and/or committees and/or the Council arising from the outcome of the scrutiny process; and
  - to consider mechanisms to encourage and enhance community participation in the development of policy options; and
  - to question and gather evidence from any person with their consent; and
  - to exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet (and/or area councils where these relate to executive functions) subject to the Overview and Scrutiny Procedure Rules;
  - to consider opportunities to bid for ( or otherwise obtain) external funding generally and, in particular, to support the regeneration of the Borough's townships.

## **STANDARDS COMMITTEE**

**MEMBERSHIP:** 9 councillors

**REPORTS TO:** Full Council

### **MAIN TERMS OF REFERENCE**

To promote and maintain high standards of conduct by members, co-opted members and officers of the Council and Altham Parish Council

### **DETAILED TERMS OF REFERENCE**

- To advise the Council on the adoption and revision of the members' code of conduct and to monitor the operation of the members code of conduct
- To advise, train or arrange to train councillors and co-opted members on matters relating to the members code of conduct.
- To consider reports from the monitoring officer on complaints or investigations undertaken in respect of the conduct of councillors
- To undertake the above functions in respect of Altham Parish Council
- To consider and determine requests from any member or co-opted member who has a financial or other interest which would prevent or restrict them from participating in any business before the Council for a dispensation in accordance with any regulations governing the grant of such dispensations.
- To monitor the operation of the Council's Member / Officer Relations Protocol, Planning Code of Conduct, Licensing Code of Conduct, Joint Venture Protocol and any other local codes or protocols relating to member or officer conduct
- To monitor the operation of and advise on revisions to the Council's code of conduct for employees
- To monitor the operation of and advise on revisions to the Council's whistleblowing policy
- To monitor the outcome of investigations by the Local Government Ombudsman
- To monitor the operation of and advise on revision of the Council's constitution
- To monitor the operation of and advise on revisions to the Council's complaints handling procedures
- To advise the Council on the introduction or revision of policies relating to ethical matters
- To make delegations to officers within its terms of reference

## **STANDARDS COMMITTEE**

### **HEARING SUB-COMMITTEE**

#### **MEMBERSHIP**

For matters relating to Hyndburn Borough Council 5 members, plus 1 non-voting independent person

For matters relating to Altham Parish Council 5 members, plus 1 independent person and 1 parish representative

The Sub-Committee shall not include any member, independent person or parish representative who has already considered the allegation to be determined.

#### **MAIN TERMS OF REFERENCE**

To hear complaints against members of Hyndburn Borough Council and Altham Parish Council following investigation by the Monitoring Officer, to determine whether there has been a breach of the relevant member code of conduct and, where appropriate, to impose a sanction.

#### **DETAILED TERMS OF REFERENCE**

1. To conduct the hearing of an allegation that a councillor or parish councillor is in breach of the relevant code of conduct and to do so in accordance with the law and the Council's procedures for dealing with such hearings .
2. To make one of the following findings at the conclusion of a hearing:
  - a. that the subject member has not failed to comply with the code of conduct; or
  - b. that the subject member has failed to comply with the code of conduct but that no action needs to be taken in respect of the matters considered at the hearing; or
  - c. that the subject member has failed to comply with the code of conduct and that a sanction should be imposed.
3. Following a determination in accordance with paragraph 3c above, to impose any one, or any combination of, the following sanctions:
  - Censure
  - Recommendation to Council that the subject member be removed a member from any committee or sub-committee
  - Recommendation to the Leader of the Council that the subject member be removed from Cabinet or their portfolio responsibilities changed
  - Recommendation to the subject member that he or she undergo training

- Recommendation to Council that the subject member be removed from outside appointments / bodies
- Withdrawal of Council facilities (provided this is proportionate and provided the member concerned is still allowed access to Council and committee meetings)
- Exclusion from Council premises (provided this is proportionate and provided the member concerned is still allowed access to Council and committee meetings)

## **PLANNING COMMITTEE**

**MEMBERSHIP:** 13 councillors

**REPORTS TO:** full Council

### **TERMS OF REFERENCE**

#### **MAIN TERMS OF REFERENCE**

To discharge the Council's functions relating to town and country planning and development control as specified in Schedule 1 Local Authorities (Functions and Responsibilities) (England) Regulations 2000 ("the 2000 Regulations") in so far as these have not been delegated to the Head of Planning and Transportation - this excludes the preparation of the local plan, the production of supplementary planning guidance, the designation of conservation areas and the removal of permitted development rights, which are executive functions.

#### **DETAILED TERMS OF REFERENCE**

#### **PLANNING CONTROL**

- To determine all applications for planning permission, listed building consent, conservation area consent, hazardous substances consent and advertisement consent which have not been delegated to the Chief Planning & Transportation Officer.

The applications referred to are those made pursuant to Part III Town and County Planning Act, Part I Chapter II Planning (Listed Buildings and Conservation Areas) Act 1990. The Planning (Hazardous Substances) Act 1990 and the Town and Country Planning (Control of Advertisements) Regulations 1991 or any enactment or regulations which replace or amend them

- To enforce planning control (including advertisements and land which is detrimental to local amenity)
- To handle all matters relating to trees and hedgerows (including the matters referred to in the terms of reference of the Planning (Trees) Sub-Committee) which have not been delegated to the Chief Planning & Transportation Officer
- To consider and determine applications for certificates of lawful use and lawful development
- To exercise local planning authority powers relating to highways
- To consult with the Secretary of State and other planning authorities
- To advise the leader and cabinet on the content of the draft local and structure plans and the local transport plan

- To make any other non-executive decision within the responsibility of the local planning authority which has not been delegated to the Chief Planning & Transportation Officer
- To authorise agreements regulating the development or use of land.
- To revoke planning permissions.
- To register common land and town and village greens.
- To register the variation of rights of common.
- To discharge the Council's powers under Part 8 Anti-social Behaviour Act 2003 (relating to high hedges)
- To exercise the Council's powers and duties under sections 20-23, 25 and 26 Planning and Compulsory Purchase Act 2004 relating to local development documents which are development plan documents
- To decide whether to permit or refuse to permit the exercise of permitted development rights pursuant to the Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013 where an objection has been received from the owner or occupier of adjoining land or premises.
- To exercise the Council's powers and duties under sections 150 and 151 of the Town and Country Planning Act 2016, the Town and Country Planning (Brownfield Land Register) Regulations 2017 and the Town and Country Planning Act 2016, the Town and Country Planning (Permission in Principle) Order 2017

### **RIGHTS OF WAY**

- To discharge the Council's functions relating to public rights of way as specified in Schedule 1 of the 2000 Regulations

### **BUILDING CONTROL**

- To deal with all matters connected with the determination of applications under and enforcement of Building Regulations and the Building Acts not delegated to the Chief Planning & Transportation Officer
- To make decisions under local Acts concerning building work
- To set charges under the Building (Local Authority Charges) Regulations 2010

## **PLANNING (TREES) SUB-COMMITTEE**

**MEMBERSHIP:** 4 councillors (who must be members of the Planning Committee)

**REPORTS TO:** Planning Committee

### **TERMS OF REFERENCE**

1. To exercise all the powers and duties conferred on the Council by Part VIII Chapter 1 (sections 197 – 214D of the Town and Country Planning Act 1990 (as amended) and the Town and Country Planning (Tree Preservation) (England) Regulations 2012 and any replacement or amending legislation or regulations.
2. Without prejudice to the generality of the forgoing, to make and confirm tree preservation orders, to determine objections to the making of tree preservation orders, to revoke or vary tree preservation orders and to grant consent for the felling or the carrying out of work to any trees or woodlands protected by a tree preservation order or which are located in a conservation area.
3. To exercise all powers and duties conferred on the Council by the Hedgerows Regulations 1997 and Part 8 (sections 65 – 84) Anti-Social Behaviour Act 2003 (High Hedges).
4. To authorise an officer or other suitably qualified and / or experienced person to exercise any functions of the Planning (Trees) Sub-Committee

## **TAXI LICENSING COMMITTEE (PRIVATE HIRE AND HACKNEY)**

**MEMBERSHIP:** 6 councillors

**REPORTS TO:** Full Council

### **MAIN TERMS OF REFERENCE:**

To deal with all matters where the Council is required to adjudicate between two or more opposing views and reach a decision in a quasi-judicial manner where such decision is not required to be the function of the leader and cabinet by virtue of the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 ("the 2000 Regulations").

### **DETAILED TERMS OF REFERENCE:**

- To discharge the Council's licensing and regulatory functions as specified in Schedule 1 of the 2000 Regulations and in particular, to determine applications and proposals for the grant, renewal amendment, transfer, revocation or refusal of licences, permits and consents relating to the following, where the decision has not been delegated to the Council's Executive Director (Legal & Democratic Services):
  - Hackney carriages
  - Private hire vehicles
- To determine any other matter that falls within the general terms of reference above and which has not been delegated to any other committee of the Council
- To make delegations to officers within its terms of reference

## **LICENSING COMMITTEE**

**MEMBERSHIP:** 14 councillors

**REPORTS TO :** Full Council

### **MAIN TERMS OF REFERENCE**

To deal with all matters where the Council is required under the Licensing Act 2003 to refer that matter to the Licensing Committee or where it is required to adjudicate between two or more opposing views and reach a decision in a quasi-judicial manner where such decision is not required to be the function of the leader and cabinet by virtue of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as amended (“the 2000 Regulations”)

### **DETAILED TERMS OF REFERENCE**

- To discharge the Council’s functions under the Licensing Act 2003 with the exception of:
  - making a statement of licensing policy; and
  - any function or matter referred to another committee in accordance with the scheme of delegation contained in the Statement of Licensing Policyin accordance with the scheme of delegation contained in the Statement of Licensing Policy
- To appoint a chair, vice-chair and two sub-committee chairs
- To determine whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013 where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations in accordance with paragraphs (7) and (8) of Schedule 1 of that Act
- To appoint from time to time a Licensing Sub-Committee to discharge its functions under the Licensing Act 2003, the Gambling Act 2005 and paragraph 8 Schedule 1 of the Scrap Metal Dealers Act 2013 subject to the following provisions:
  - The Licensing Sub-Committee shall comprise 3 members of the Licensing Committee, one of whom must be the chair or vice chair of the Licensing Committee or one of the chairs of the Licensing Sub-Committee
  - The quorum of the Licensing Sub-Committee shall be 3
  - The membership of the Licensing Sub-Committee is not required to be proportionately representative of the political balance of the Council
- To discharge the Council’s licensing and regulatory functions as specified in Schedule 1 of the 2000 Regulations and in particular to determine applications and proposals for the grant, renewal, amendment, transfer, revocation and refusal of licences, permits and consents relating to the following where the decision has not been delegated to the Council’s officers:
  - Street and house-to-house collections
  - Sex establishments
- To discharge the Council’s functions under the Gambling Act 2005 except for the functions under section 349 (publication of statement of licensing policy), section 166 (issue of casino licenses) and section 212 (setting of fees for licenses)

## **AUDIT COMMITTEE**

**MEMBERSHIP:** 6 councillors

**REPORTS TO:** Full Council

### **MAIN TERMS OF REFERENCE:**

- To monitor the operation and performance of the Council's internal and external audit services
- To consider the audit plan, management letter and other audit related issues and discuss the same with the Council's external auditor
- To approve (but not direct) the strategy, plan and performance of the Council's internal audit service
- To review summary internal audit reports and the main issues arising, and seek assurance that action has been taken where necessary
- To consider the reports of external audit and inspection agencies
- To consider the effectiveness of the Council's risk management arrangements and control environment and seek assurances that action is being taken on risk related issues identified by auditors and inspectors
- To satisfy itself that the Council's assurance statements, including the annual governance statement, properly reflect the risk environment and any actions required to improve it
- To ensure that there are effective relationships between the Council's internal and external audit services and other agencies
- To review financial statements, external auditors opinion and reports and monitor management action in response to issues raised by external audit.
- To approve expenditure out of any items of unspent budget allocation identified in the final accounts for the immediately preceding financial year
- To approve the Council's final accounts on behalf of the Council.

## **MANAGEMENT REVIEW COMMITTEE**

**MEMBERSHIP:** 6 (Leader and Deputy Leader of the Council, plus an additional member of the Cabinet, plus the Leaders of the Opposition Groups).

**REPORTS TO:** Council

### **MAIN TERMS OF REFERENCE:**

- To review the terms and conditions of employment of the Council's Chief Executive and Deputy Chief Executive and to agree any changes to the same deemed necessary following such review. In carrying out a review to obtain such internal or external support and advice that is required to enable a review to be fully and properly undertaken.
- To determine the collective terms and conditions of employment of employees of the Council
- To agree changes to staffing structures where these fall outside the scope of the scheme of delegation to officers
- To agree the regrading of posts where this falls outside the scope of the scheme of delegation to officers
- To consider and determine disciplinary appeals in respect of Chief Officers<sup>1</sup>

**Terms of reference for:**

1. Local Joint Negotiating & Consultative Committee
2. Standards Committee (Recruitment Of Independent Persons Panel)
3. Standards Committee (Assessment Panel)
4. Leaders Policy Development Board

## LOCAL JOINT NEGOTIATING CONSULTATIVE COMMITTEE

### TERMS OF REFERENCE AND CONSTITUTION FOR EMPLOYEES EMPLOYED UNDER N.J.C. FOR LOCAL GOVERNMENT SERVICES TERMS AND CONDITIONS OF EMPLOYMENT

#### TITLE

The Committee is a consultative Committee and shall be named the Local Joint Negotiating and Consultative Committee for N.J.C. for Local Government Services Employees.

#### SCOPE

The functions of the Local Joint Negotiating Consultative Committee shall relate to all employees of Hyndburn Borough Council within the scope of the N.J.C. for Local Government Services.

#### MEMBERSHIP

The Council will be allocated the following seats:

Leader of the Council or his/her delegated representative, who will chair the LJNCC.

The leader of the two largest opposition groups or their respective delegated representative.

Two members from the Council's controlling group

The Council side will be supported by the Executive Director (Legal & Democratic Services) and / or the Head of Policy & Organisational Development. Departmental nominees may attend to respond to agenda items.

The Unions will be allocated the following seats:

UNISON	4 Seats
T & GWU	1 Seat
GMB	1 Seat

Any **Trade Union** member of the L.J.N.C.C. may be represented at a meeting by a substitute, provided that such a substitute has been duly appointed by the appropriate trade union.

If a member of the L.J.N.C.C. ceases to be an employee of the Council or a trade union representative he/she shall cease to be a member of the L.J.N.C.C. On occurrence of a vacancy, a new member shall be appointed by the body in whose representation the vacancy occurs and shall be a member until the end of the period for which the previous member was appointed.

Each L.J.N.C.C. shall be supported by the Head of Policy & Organisational Development or their nominated representative. Departmental nominees will attend to respond to agenda items. The Executive Director (Legal and Democratic Services) shall nominate an employee from the Member Services section to service and timetable the Committee.

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Municipal Year 2026/27

Approved at the Annual General Meeting May 2026

## **FUNCTIONS**

The L.J.N.C.C.'s guiding functions and principles are to support and encourage:

- a spirit of co-operation
- high quality services delivered by a well trained, motivated workforce in a climate of security of employment. To this end the Council endeavours to provide training and development opportunities for all its employees subject to its set budget constraints;
- equal opportunities in employment and the removal of all discrimination.; equality is a core principle which underpins both service delivery and employment relations;
- a flexible approach to providing services to the community, which where possible meets the needs of employees as well as the employers;
- stable industrial relations, negotiation and consultation between the Council and recognised trade unions;
- the development of local agreements on pay and conditions within the framework of relevant national and regional agreements;
- the application of employment legislation through policy development

Where any matter relates to any particular employee this shall **not** be considered by the L.J.N.C.C. The Council's grievance procedure is the correct vehicle for employees raising matters of concern.

In the event of a dispute over terms and conditions of employment arising between the two sides of the Council the dispute shall, if requested by either side, be referred for settlement by arbitration. The arbitration shall be accepted by both sides and shall be treated as though it was an agreement between the two sides.

## **CONDUCT OF BUSINESS**

Attendance of non-members in an advisory capacity;

Other officers or member of the Trade Unions or other persons with specialist knowledge, may attend meetings in an advisory capacity, by invitation on either side, but they may only speak with the agreement of the Chair of the meeting.

Full time officials of the relevant recognised Trade Unions may also attend meetings in an advisory capacity or as a substitute representative.

## **CHAIR AND VICE CHAIR**

The Chair and Vice-Chair shall be appointed annually on a rotation basis. The Chair will be nominated by management and may be the elected member or the Executive Director (Legal & Democratic Services), with the Vice-Chair being elected by the staff side.

The Chair shall preside at the meetings. In the absence of the Chair the Vice-Chair shall preside over the meeting.

## **MEETINGS & PAPERWORK**

Meetings will be held quarterly.

Any scheduled meeting of the L.J.N.C.C. may be cancelled where the Chair, Executive Director (Legal & Democratic Services) and Vice Chair agree to the cancellation.

The Executive Director (Legal & Democratic Services) must be notified of the matters to be considered at any scheduled meeting at least 7 working days in advance. At the same time, the management/trade union representatives requesting the item to be considered by the L.J.N.C.C. must also provide a brief written statement relating to each item.

These statements will be supplied (by the originator(s)) to both parties – see Appendix 1. Where the statement concerns a particular service area, the relative Chief Officer (or vice versa the relative Trade Union representative) will be responsible for supplying any further written comments for consideration from their own viewpoint.

Other than in very exceptional circumstances the only business to be considered at any meeting is that which has been notified. Other business may only be considered if the item is admitted by the Chair or Vice-Chair of the meeting

## **RESOLUTION OF ISSUES**

Where a resolution cannot be agreed at the meeting, the options available to either party are:

- a) refer the matter to the Chief Executive (should this fall within his delegated powers) for re-consideration in the first instance prior to either side registering a failure to agree.
- b) refer the matter to Cabinet and then to Council to determine final approach where changes to terms and conditions occur
- c) to call in ACAS to assist in resolution if all parties are agreeable
- d) register a failure to agree with the option to bring in the Joint Secretaries to deal with matters of interpretation.

## **MINUTES**

The Minutes of each meeting shall be submitted to attendees and the Portfolio Holder for information. The L.J.N.C.C. may also submit recommendations through the Portfolio Holder for Policy and Corporate Governance.

## **QUORUM**

The quorum of the L.J.N.C.C. shall be TWO representatives of each side.

## **CONFIDENTIALITY**

Members of the L.J.N.C.C. shall have full regard to the Council's Code of Conduct if confidential information is made available to them in the course of consultation.

## **AGENDA ITEMS**

Where an issue has been unable to be resolved at departmental level and requires the intervention of the L.J.N.C.C., the representative/officer requesting the agenda item should submit this completed form to the Head of Policy & Organisational Development.

**STANDARDS COMMITTEE**  
**(RECRUITMENT OF INDEPENDENT PERSONS PANEL)**

**Membership:** 2 members of Standards Committee.

**Reports To:** Council

**Terms of Reference**

To assist in the recruitment of independent members of the Council's Standard's Committee by shortlisting and interviewing applicants and making recommendations for appointment to the Council.

**STANDARDS COMMITTEE**  
**(ASSESSMENT PANEL)**

**Membership**

For matters relating to  
Hyndburn Borough  
Council

2 members, plus one independent person

For matters relating to  
Altham Parish  
Council

2 members, plus 1 independent person and  
and 1 parish representative

**Main Terms of Reference**

To undertake an initial assessment of complaints of breach of the member code of conduct in respect of members of Hyndburn Borough Council and Altham Parish Council and to determine whether the complaint merits investigation

**Detailed Terms of Reference**

1. To receive allegations that a councillor or parish councillor is in breach of the member code of conduct and to determine:
  - (a) That the allegation should be referred to the monitoring officer for investigation or with a direction to take some other action; or
  - (b) That no action be taken.
2. At its discretion, to refer an allegation to another relevant authority where the allegation relates to a person who is no longer a member of the Council or the Parish Council but is a member or co-opted member of that other relevant authority.
3. To determine whether any request for confidentiality on the part of the complainant should be granted and to what extent.

## LEADER'S POLICY DEVELOPMENT BOARD

**Reports To:** Leader and Cabinet

**Membership:** 5 (Leader and Deputy Leader of the Council, plus one other Cabinet member, together with the Leader of the other political groups represented on the Council).

### **Terms of Reference**

- To monitor and review:
  - the implementation of modernised political management structures within the Council.
  - the operation and effectiveness of the Council's constitution
- any recommendations from the Council's Independent Remuneration Panel and the operation and administration of the Council's members allowances scheme
- To assist the Leader of the Council to monitor and review the delivery and performance of any services within his portfolio
- To assist the Leader of the Council to consider and formulate proposals for the development and amendment of plans, policies and strategies within his portfolio
- To make recommendations to the Leader and Cabinet (as appropriate) in respect of the above.

**APPOINTMENT OF COMMITTEES, SUB-COMMITTEES, PANELS AND WORKING GROUPS 2026/27**

Committee	Total No. of Seats	No. of Seats by Political Group (Labour & Co-operative : Conservative : Reform UK : Progressive Hyndburn)	Membership, including Chairs and Vice-Chairs
Audit Committee	6  No change	3:1:1:1	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Noordad Aziz (Chair) Councillor Steve Button (Vice Chair) Councillor Mike Booth</p> <p><b><u>Conservative</u></b></p> <p>Councillor Zak Khan</p> <p><b><u>Reform UK</u></b></p> <p>1 vacancy</p>
Communities & Wellbeing Overview & Scrutiny Committee	6  Reduce from 8 to 6	3:1:2:0	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Jodi Clements (Chair) Councillor Clare Yates (Vice Chair) Councillor Clare McKenna</p> <p><b><u>Conservative</u></b></p> <p>Councillor Tina Walker</p> <p><b><u>Reform UK</u></b></p>

			<b>2 vacancies</b>
Licensing Committee	14  <b>No Change</b>	4:4:5:1	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Clare Yates (Chair) Councillor Ethan Rawcliffe (Vice Chair) Councillors Stewart Eaves and Melissa Fisher</p> <p><b><u>Conservative</u></b></p> <p>Councillors Judith Addison, Loraine Cox, Zak Khan and Kath Pratt</p> <p><b><u>Reform UK</u></b></p> <p><b>5 vacancies</b></p> <p><b><u>Progressive Hyndburn</u></b></p> <p><b>1 vacancy</b></p>
Licensing Sub-Committee	3  <b>No Change</b>	(2:1:0:0, where practicable)  3 from Licensing Committee, one of whom must be the Chair or Vice-Chair of the Licensing Committee	Selected from parent committee, as necessary, on a case by case basis
Management Review Committee	6  <b>Increase from 5 to 6</b>	3:1:1:1	<p><b>Change required to Terms of Reference</b></p> <p>Leader and Deputy Leader of the Council, plus an additional member of</p>

			<p><b>the Cabinet and the Leaders of the Opposition Group(s)</b></p> <p><i>(Previously: Leader and Deputy Leader of the Council, plus an additional member of the Cabinet, the Leader and Deputy Leader of the Opposition )</i></p> <p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Munsif Dad (Chair)  Councillor Vanessa Alexander (Vice Chair)  Councillor Melissa Fisher</p> <p><b><u>Conservative</u></b></p> <p>Councillor Zak Khan</p> <p><b><u>Reform UK</u></b></p> <p>Councillor Anthony Mitchell</p> <p><b><u>Progressive Hyndburn</u></b></p> <p>Councillor Shabir Fazal</p>
<p>Planning Committee</p>	<p>13</p> <p><b>No Change</b></p> <p><b>NB. From 2026 this Committee many not exceed 13 members</b></p>	<p>7:3:3:0</p>	<p><b><u>NB. APPOINTMENT OF VICE CHAIR TO BE DELAGATE TO THE COMMITTEE AT ITS FIRST MEETING</u></b></p> <p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Dave Parkins (Chair)  Councillors Heather Anderson, Stewart Eaves, Mike Booth, Steve Button, Ethan Rawcliffe and Kate Walsh</p>

			<p><b><u>Conservative</u></b></p> <p>Councillors Judith Addison, Loraine Cox and Steven Smithson</p> <p><b><u>Reform UK</u></b></p> <p>3 vacancies</p>
Planning (Trees) Sub-Committee	<p>4</p> <p><b>Reduce from 5 to 4</b></p>	2:1:1:0	<p><b>NB. MUST BE MEMBERS OF PLANNING COMMITTEE AS ABOVE</b></p> <p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Mike Booth (Chair) Councillor Steven Button (Vice Chair)</p> <p><b><u>Conservative</u></b></p> <p>Councillor Loraine Cox</p> <p><b><u>Reform UK</u></b></p> <p>1 vacancy</p>
Resources Overview & Scrutiny Committee	<p>7</p> <p><b>Reduce from 8 to 7</b></p>	4:2:1:0	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Steve Button (Chair) Councillor Mike Booth (Vice Chair) Councillors Heather Anderson and Jodi Clements</p> <p><b><u>Conservative</u></b></p> <p>Councillors David Heap and Steven Smithson</p> <p><b><u>Reform UK</u></b></p>

			1 vacancy
Special Overview & Scrutiny Committee	8  No change	3:2:2:1	<p><b><u>Labour and Co-operative</u></b></p> <p>Councillor Kate Walsh (Chair) Councillor Clare McKenna (Vice Chair) Councillor Mike Booth</p> <p><b><u>Conservative</u></b></p> <p>Councillors Zak Khan and Mohammed Younis</p> <p><b><u>Reform UK</u></b></p> <p>2 vacancies</p> <p><b><u>Progressive Hyndburn</u></b></p> <p>1 vacancy</p>
Standards Committee	9  Increase from 8 to 9	5:2:2:0	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor and Clare Pritchard (Chair) Councillor Steve Button (Vice Chair) Councillors Vanessa Alexander, Melissa Fisher and Clare Yates</p> <p><b><u>Conservative</u></b></p> <p>Councillor Judith Addison and Kath Pratt</p> <p><b><u>Reform UK</u></b></p> <p>2 vacancies</p>
Standards (Hearing Sub-Committee)	5  No Change	(3:1:1:0 where practicable)	Selected from parent committee, as necessary, on a case by case basis

		<p>For matters relating to Hyndburn Borough Council: 5 members plus 1 non-voting independent person</p> <p>For matters relating to Altham Parish Council: 5 members, plus 1 independent person and 1 parish representative</p>	
<p>Taxi Licensing Committee</p> <p>Formerly known as Judicial Committee (Private Hire &amp; Hackney Carriage Licensing)</p>	<p>6</p> <p><b>No change</b></p>	<p>3:1:1:1</p>	<p><b><u>Labour &amp; Co-operative</u></b></p> <p>Melissa Fisher (Chair)  Councillor Vanessa Alexander (Vice Chair)  Councillor Heather Anderson</p> <p><b><u>Conservative</u></b></p> <p>Councillor Mohammed Younis</p> <p><b><u>Reform UK</u></b></p> <p>1 vacancy</p> <p><b><u>Progressive Hyndburn</u></b></p> <p>1 vacancy</p>

Panels, Boards and Working Groups	Total no. of seats	Membership, including Chairs
Leaders Policy Development Board	<p>6 (3:1:1:1)</p> <p><b>Increase from 5 to 6</b></p>	<p><b>Change required to Terms of Reference</b></p> <p>Leader and Deputy Leader of the Council plus one other Cabinet Member, together with the Leaders of the Opposition Group(s).</p> <p><i>(Previously: Leader and Deputy Leader of the Council plus one other Cabinet Member, together with the Leader and Deputy Leader of the Main Opposition Group (and the Leader of any Minority Opposition Group, or their nominees))</i></p> <p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillor Munsif Dad (Chair)  Councillor Melissa Fisher (Vice-Chair)  Councillor Vanessa Alexander</p> <p><b><u>Conservative</u></b></p> <p>Councillor Zak Khan</p> <p><b><u>Reform UK</u></b></p> <p>Councillor Anthony Mitchell</p> <p><b><u>Progressive Hyndburn</u></b></p> <p>Councillor Shabir Fazal</p>

Local Joint Negotiating/ Consultative Committee	5 (3:1:1:0)  <b>Increase from 3 to 5</b>	<p><b>Change required to Terms of Reference</b></p> <p><i>LJNCC Terms of Reference currently sets out membership as including the Council Leader, plus 1 member of the controlling group and 1 Opposition member</i></p> <p><b><u>Labour &amp; Co-operative</u></b></p> <p>Councillors Vanessa Alexander, Mike Booth and Clare Pritchard</p> <p><b><u>Conservative</u></b></p> <p>Councillor Tina Walker (subject to Cons confirmation)</p> <p><b><u>Reform UK</u></b></p> <p>1 vacancy</p>
Standards (Recruitment of Independent Members Panel)	2 Councillors from Standards Committee	Selected from the Standards Committee, as necessary
Standards (Assessment Panel)	For matters relating to Hyndburn Borough Council: 2 members plus 1 non-voting independent person For matters relating to Altham Parish Council: 2 members, plus 1 independent person and 1 parish representative	Selected, as necessary, on a case by case basis

## APPOINTMENTS OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES - APPENDIX A

### 2025/26 REPRESENTATIVES

1. **Adventure Hyndburn Ltd Board (Formerly Sure Start Hyndburn) (1)**  
Councillor Stewart Eaves
2. **Armed Forces Community Covenant Champion (1 + Asst)**  
Councillor Stewart Eaves  
Assistant Armed Forces Champion: Mr Tim O'Kane
3. **Carers Link Lancashire Board of Trustees (1)**  
Councillor Andy Gilbert
4. **Copperhouse Children's Centre Advisory Board (1)**  
Councillor Ethan Rawcliffe
5. **Homeless in Hyndburn Group (5)**  
Councillors Heather Anderson, Mike Booth, Stewart Eaves, Andy Gilbert and Clare Pritchard
6. **Hyndburn Area Citizens' Advice Bureau (3)**  
Councillors Heather Anderson, Clare McKenna + **Cons vacancy** (Observers Only)
7. **Hyndburn Community Safety Partnership Steering Group (1 + 3)**  
Councillor Clare Pritchard (Voting Representative)  
Councillors Heather Anderson, Dave Parkins and Kate Walsh (Non-Voting Representatives)
8. **Hyndburn Cycle Forum (1)**  
Councillor Steven Button
9. **Hyndburn Disabled Persons' Forum and Disabled Persons' Champion (1)**  
Councillor Clare Pritchard
10. **Hyndburn Green Agenda Champion (1)**  
Councillor Kate Walsh
11. **Hyndburn Over 50's Champion (1)**  
Councillor Andy Gilbery
12. **Hyndburn & Ribble Valley Council for Voluntary Service Board of Trustees (1 + 1 Sub)**  
Councillor Heather Anderson

Substitute Representative: Councillor Kate Walsh

**13. Hyndburn & Ribble Valley Domestic Abuse Forum (3)**

Councillors Melissa Fisher, Clare Pritchard and Clare Yates

**14. Hyndburn Voluntary & Community Resource Ltd. Board (1)**

**Subject to clarification/further consideration**

**15. Hyndburn Voluntary Sector Forum and Voluntary Sector Community Champion (1)**

Councillor Kate Walsh

**16. Hyndburn Youth Council (1)**

Councillor Ethan Rawcliffe

**17. Lancashire County Council Health and Adult Services Scrutiny Committee (1 + 1 Sub)**

Councillor Heather Anderson  
Substitute Jodi Clements

**18. Lancashire Leaders & Chief Executive's Group (1 + CE (+ 1 Sub))**

Leader of the Council  
Chief Executive

Substitute Representative: Councillor Melissa Fisher

**19. Lancashire Police and Crime Panel (1)**

Councillor Steve Button

**20. Lancashire Waste Partnership (1 + 1 Sub)**

Councillor Stewart Eaves (NB. Relevant Portfolio Holder)  
Substitute Representative: Councillor Noordad Aziz

**21. Leisure in Hyndburn Board (1 + 1 Non-Voting)**

Leisure Portfolio Holder (TBC) (Voting Representative)  
**Cons vacancy** (Non-voting Representative)

**22. Local Government Association General Assembly (1 + 1 Sub)**

Leader of the Council  
Substitute Representative: **Lab vacancy**

**23. Mental Health Champion (1)**

Councillor Andy Gilbert

**28. North West Employers, Manchester (1)**

Councillor Jodi Clements

**29. PATROL – Adjudication Joint Committee (1)**

Councillor Vanessa Alexander

**30. PROSPECTS Foundation Management Committee (1)**

Councillor Mike Booth

**31. Growth Lancashire Ltd (Previously Regenerate Pennine Lancashire Ltd) (1 + 1 Sub)**

Leader of the Council (Director)

Substitute Representative: Deputy Leader of the Council (Alternate Director) Councillor  
Melissa Fisher

**32. Rishton Charities (2)**

Councillors Ethan Rawcliffe and Kate Walsh