



Wyre Borough Council
Date of Publication: 4 November 2020
Please ask for : Peter Foulsham
Democratic Services and Scrutiny
Manager
Tel: 01253 887606

Dear Councillor,

You are hereby summoned to attend a meeting of Wyre Borough Council remotely via WebEx on **Thursday, 12 November 2020** commencing at 7.00 pm.

Yours sincerely,

A handwritten signature in black ink that reads "Garry Payne".

Garry Payne
Chief Executive

COUNCIL AGENDA

1. **Apologies for absence**
2. **Election of Mayor 2020/22**
3. **Election of Deputy Mayor 2020/22**
4. **Confirmation of minutes** (Pages 3 - 8)

To approve as a correct record the minutes of the meeting of the Council held on 17 September 2020.
5. **Declarations of Interest**

To receive any declarations of interest from any Member on any item on this agenda.
6. **Announcements**

To receive any announcements from the Mayor, Leader of the Council, Deputy Leader of the Council, Members of the Cabinet, a Chairman of a Committee or the Chief Executive.

7. Public questions or statements

No questions or statements have been received for this meeting from members of the public under Paragraph 9.1 of the Council Procedure Rules.

8. Questions "On Notice" from councillors

No questions "on-notice" have been received from any Member of the Council to a member of the Cabinet or the Chairman of a Committee for this meeting under Paragraph 12.1 of the Council Procedure Rules.

9. Mid-Year Treasury Management Report (Pages 9 - 20)

Report of the Resources Portfolio Holder (Cllr Alan Vincent) the Corporate Director Resources (Clare James).

10. Localised Council Tax Support (Pages 21 - 26)

Report of the Resources Portfolio Holder (Cllr Alan Vincent) and the Corporate Director Resources (Clare James).

11. Calendar of Meetings 2021/22 (Pages 27 - 36)

Report of the Leader of the Council (Cllr David Henderson) and the Chief Executive (Garry Payne).

12. Appointments to Committees (Pages 37 - 40)

Report of the Leader of the Council (Cllr David Henderson) and the Chief Executive (Garry Payne).

13. Notices of Motion

None.

If you have any enquiries on this agenda, please contact Peter Foulsham, tel: 01253 887606, email: peter.foulsham@wyre.gov.uk

Please note: The meeting will be available for members of the public to watch live here: <https://www.youtube.com/user/WyreCouncil>



Council Minutes

The minutes of the Council meeting held on Thursday, 17 September 2020 at the Council Chamber, Civic Centre, Poulton-le-Fylde and Virtual via WebEx.

Councillors present:

Councillors I Amos, R Amos, Armstrong, Lady D Atkins, Sir R Atkins, Ballard, Baxter, Beavers, Berry, B Birch, C Birch, Bowen, Cartridge, Catterall, Collinson, Cropper, E Ellison, P Ellison, Fail, Gerrard, George, Henderson, Ingham, Kay, Le Marinel, Leech, Longton, McKay, Moon, Orme, O'Neill, Raynor, Robinson, Smith, Stirzaker, Swales, A Turner, S Turner, A Vincent, Matthew Vincent, M Vincent, D Walmsley, L Walmsley, Webster and Williams

Apologies: Councillors Bridge, Fairbanks, Holden, Ibison and Minto

Officers present:

Garry Payne, Chief Executive
Mark Billington, Corporate Director Environment
Marianne Hesketh, Corporate Director Communities
Clare James, Corporate Director Resources
Steve Simpson, Head of ICT
Peter Foulsham, Democratic Services and Scrutiny Manager
Duncan Jowitt, Democratic Services Officer
Emma Keany, Democratic Services Officer

Also present: 7 members of the public viewed the meeting on YouTube.

1 Election of Chairman

It was proposed by the Leader of the Council (Councillor David Henderson) and seconded by Councillor Peter Le Marinel that Councillor Alice Collinson be elected as Chairman for the meeting.

Agreed, unanimously, that Councillor Alice Collinson be elected as Chairman for the meeting.

2 Confirmation of minutes

Agreed that the minutes of the meeting of the Council held on Thursday 5

March 2020 be confirmed as a correct record (by 40 votes to 0, with one abstention).

Agreed that the minutes of the meeting of the Council held on Thursday 12 March 2020 be confirmed as a correct record (by 31 votes to 0, with 2 abstentions).

3 Declarations of Interest

None.

4 Announcements

The Chairman, Councillor Alice Collinson, confirmed the Mayor Elect, for the term of office from 12 November 2020 to May 2022, would be Councillor Andrea Kay and the Deputy Mayor Elect would be Councillor Howard Ballard.

The Armed Forces Champion (Councillor Andrea Kay) informed councillors that Wyre had been awarded the Silver Armed Forces Covenant Employer Recognition Scheme Award 2020.

5 Public questions or statements

None.

6 Questions "On Notice" from councillors

None.

7 Treasury Management Activity 2019/20

The Resources Portfolio Holder (Councillor Alan Vincent) and the Corporate Director Resources and Section 151 Officer (Clare James) submitted a report on treasury management activity for 2019/20.

Agreed (unanimously) that the Annual Report on Treasury Management Activity for the 2020/21 financial year be approved.

8 Treasury Management Policy and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2020/21

The Resources Portfolio Holder (Councillor Alan Vincent) and the Corporate Director Resources (Clare James) submitted a report.

Councillor Vincent informed members that the report had previously been approved by the Cabinet in March 2020. In normal circumstances it would have come to Full Council sooner, had meetings not been suspended as a result of the COVID-19 pandemic.

Agreed (unanimously)

- (i) That the Treasury Management Policy and Annual Investment Strategy, MRP Policy Statement and Capital Strategy for 2020/21 as considered by Cabinet at their meeting on 25 March 2020 be approved, and
- (ii) That variations to the standard Treasury Management policies and practices introduced for the duration of the COVID-19 (coronavirus) pandemic be approved.

9 Lancashire Combined Authority

The Leader of the Council (Councillor David Henderson) and the Chief Executive (Garry Payne) submitted a report.

Councillor Henderson referred to the discussions about a Combined Authority that had been ongoing for a number of years. He referred to a decision taken by the Council in December 2015 not to participate in discussions around the developing Combined Authority for Lancashire, but added that times had changed. The recommendations would facilitate the Council's engagement in the forthcoming discussions.

Agreed (by 31 votes to 9, with 2 abstentions) that the following recommendations be approved:

- (i) That the Council agree, in principle, to progress discussions around the role, function and governance structure to establish a Lancashire Combined Authority, including an Elected Mayor with limited powers;
- (ii) That the Council receive a further report on the detailed Combined Authority proposal in due course to attain Wyre Council's consent to the establishment of the Lancashire Combined Authority.

10 Appointment to committee

The Leader of the Council (Councillor David Henderson) and the Chief Executive (Garry Payne) submitted a report.

Agreed (unanimously) that the recommendation that Councillor George of the Wyre Alliance group be appointed to the Planning Committee in place of Councillor Williams be approved.

11 Appointment to outside body

The Leader of the Council (Councillor David Henderson) and the Chief Executive (Garry Payne) submitted a report.

Agreed (unanimously) that the recommendation that Councillor Collinson be appointed as one of the council's two representatives on the Garstang Town Trust in place of Councillor Leech until the next elections in May 2023 be approved.

Constitution Amendments

The Leader of the Council (Councillor David Henderson) and the Chief Executive (Garry Payne) submitted a report, recommending four changes to the Council's Constitution.

The proposed amendment in relation to the Planning Committee (paragraph 3.4 of the report) was to extend the option to call in an application to the Planning Committee, to ward councillors in an adjoining ward.

An amendment proposed by Councillor Fail and seconded by Councillor Beavers, to delete the following words,

“representing the ward within which the application site lies or a ward councillor representing an adjoining ward,”

was lost by 8 votes to 34, with 1 abstention.

Agreed (by 35 votes to 0, with 8 abstentions) that the recommendations in the report be approved:

1. That Article 7, Part 2/03 of the Council's Constitution be amended by adding the following words to the Audit Committee's Terms of Reference:

“To consider periodically (at least annually) whether the Auditors appointed to carry out the External Audit function remain independent and objective and, that their judgement in carrying out that role has not been impaired as a consequence of their participation in any non-audit reviews, services or advice provided to the council”.

2. That the Councillors' Code of Conduct be amended to include the International Holocaust Remembrance Alliance (IHRA) working definition of Anti-Semitism in 2017 and be included as Part 5.01 of the Council's Constitution, in place of the current version.
3. That Part 7.02/2 of the Council's Constitution, headed Executive Functions Delegated to the Chief Executive, be amended by the inclusion of the following paragraph:

“Where Government guidance makes it clear that face to face meetings should not be held, meetings will be held remotely, under 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 Flexibility Regulations”). Dispensation for nonattendance at meetings will also apply until such time as the Flexibility Regulations cease to be in force.”

4. That the words “or a ward councillor representing an adjoining ward”

be inserted in Part 7.02 (Scheme of Delegation). Page 7.02/14, paragraph 1(a) of the Council's Constitution so that the paragraph now reads:

“A ward councillor representing the ward within which the application site lies or a ward councillor representing an adjoining ward, has requested that the application be considered by the Planning Committee, subject to the request being received by the Head of Planning Services within 10 working days of the date of the email providing members with a link to the weekly list of planning applications, which includes the planning application requested.”

13 Notices of Motion

None.

The meeting started at 7.00 pm and finished at 8.29 pm.

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Report of:	Meeting	Date
Councillor Alan Vincent, Resources Portfolio Holder and Clare James, Corporate Director Resources	Council	12 November 2020

Treasury Management Activity April 2020 to September 2020
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1. Purpose of report

- 1.1 To report on the overall position and activities in respect of Treasury Management for the first half of the financial year 2020/21, covering the six month period from April 2020 to September 2020.

2. Outcomes

- 2.1 An informed Council who have an understanding of Treasury Management activity, in line with the approved Treasury Management Policy and Strategy Statements and Treasury Management Practices.

3. Recommendation

- 3.1 That the Mid-year Review Report on Treasury Management Activity for the first half of the 2020/21 financial year be noted, in line with requirements of CIPFA's 'Treasury Management in the Public Services: Code of Practice (revised 2017)'.

4. Background

4.1 Treasury Management

- 4.1.1 The Chartered Institute of Public Finance and Accountancy (CIPFA), has set out a clear definition of treasury management activities: "The management of the organisation's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

- 4.1.2** The council operates a balanced budget, which broadly means cash raised during the year will fund cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, making sure that there is adequate liquidity cover before considering optimisation of investment returns.
- 4.1.3** Another function of the treasury management service is the funding of the council's capital plans. The capital plans provide a guide to the borrowing need of the council, essentially the longer term cash flow planning, to ensure the council can meet its capital spending operations. This management of longer term cash flow may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet council risk or cost objectives.
- 4.1.4** This report has been written in accordance with the requirements of the CIPFA's 'Treasury Management in the Public Services: Code of Practice (revised 2017)' (the Code). The primary requirements of the Code are as follows:
- Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
 - Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
 - Receipt by the full Council of an annual Treasury Management Strategy Statement – including the Annual Investment Strategy, Capital Strategy and Minimum Revenue Provision Policy – for the year ahead, a Mid-year Review Report and an Annual Report, covering activities during the previous year.
 - Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions. For this Council the Finance Director is responsible for treasury management.
 - Delegation by the Council of the role of scrutiny of treasury management strategy and policies to a specific named body. For this Council the delegated body is the Overview and Scrutiny Committee.
- 4.1.5** As recommended by the Code, this mid-year report covers the following:
- An economic update for the first half of the 2020/21 financial year;
 - A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
 - The Council's capital expenditure, as set out in the Capital Strategy, and related prudential indicators;

- A review of the Council's investment portfolio for 2020/21;
- A review of the Council's borrowing strategy for 2020/21;
- A review of any debt rescheduling undertaken during 2020/21;
- A review of compliance with Treasury and Prudential Limits for 2020/21.

5. Key issues and proposals

5.1 Economic update

This economic update has been provided by the Council's Treasury Advisors, Link Group, issued on 7 October 2020.

5.1.1 As expected, the Bank of England's Monetary Policy Committee (MPC) kept Bank Rate unchanged on 6 August (and subsequently 16 September). It also kept unchanged the level of quantitative easing (QE) at £745bn. It's forecasts were optimistic in terms of three areas:

- The fall in GDP in the first half of 2020 was revised from 28% to 23% (subsequently revised to -21.8%). This is still one of the largest falls in output of any developed nation. However, it is only to be expected as the UK economy is heavily skewed towards consumer-facing services – an area which was particularly vulnerable to being damaged by lockdown.
- The peak in the unemployment rate was revised down from 9% in Q2 to 7.5% by Q4 2020.
- It forecast that there would be excess demand in the economy by Q3 2022 causing CPI inflation to rise above the 2% target in Q3 2022 (based on market interest rate expectations for a further loosening in policy). Nevertheless, even if the Bank were to leave policy unchanged, inflation was still projected to be above 2% in 2023.

5.1.2 The MPC also squashed any idea of using negative interest rates, at least in the next six months or so. It suggested that while negative rates can work in some circumstances, it would be “less effective as a tool to stimulate the economy” at this time when banks are worried about future loan losses. It also has “other instruments available” including QE and the use of forward guidance.

5.1.3 The MPC still expects the £300bn of QE purchases announced between its March and June meetings to continue until the “turn of the year”. This implies that the pace of purchases will slow further to about £4bn a week, down from £14bn a week at the height of the crisis and £7bn more recently.

5.1.4 In conclusion, this would indicate that the Bank can now just ‘sit on its hands’ as the economy is recovering better than expected. However, the MPC acknowledged that the “medium-term projections were a less informative guide than usual” and the minutes had multiple references

to downside risks, which were judged to persist both in the short and medium term. One has only to look at the potential for a second wave of the virus to see the dangers. However, rather than a national lockdown, as in March, any spikes in virus infections are now likely to be dealt with by localised measures and this should limit the amount of economic damage caused.

- 5.1.5** In addition, Brexit uncertainties ahead of the year-end deadline are likely to be a drag on recovery. The wind down in the furlough scheme through to the end of October is another development that could cause the Bank to review the need for more support for the economy later in the year. Admittedly, the Chancellor announced in late September a second six month package from 1 November of government support for jobs whereby it will pay up to 22% of the costs of retaining an employee working a minimum of one third of their normal hours. There was further help for the self-employed, freelancers and the hospitality industry. However, this is a much less generous scheme than the furlough package and will inevitably mean there will be further job losses from the 11% of the workforce still on furlough in mid-September.
- 5.1.6** Overall, the pace of recovery is not expected to be in the form of a rapid V shape, but a more elongated and prolonged one after a sharp recovery in June through August which left the economy 11.7% smaller than in February. The last three months of 2020 are now likely to show no growth as consumers will probably remain cautious in spending and uncertainty over the outcome of the UK/EU trade negotiations concluding at the end of the year will also be a headwind. If the Bank felt it did need to provide further support to recovery, then it is likely that the tool of choice would be more QE. There will be some painful longer term adjustments as e.g. office space and travel by planes, trains and buses may not recover to their previous level of use for several years, or possibly ever. There is also likely to be a reversal of globalisation as this crisis has exposed how vulnerable long-distance supply chains are. On the other hand, digital services is one area that has already seen huge growth.
- 5.1.7** One key addition to the Bank's forward guidance was a new phrase in the policy statement, namely that "it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and achieving the 2% target sustainably". That seems designed to say, in effect, that even if inflation rises to 2% in a couple of years' time, do not expect any action from the MPC to raise Bank Rate – until they can clearly see that that level of inflation is going to be persistently above target if it takes no action to raise Bank Rate.
- 5.1.8** The Financial Policy Committee (FPC) report on 6 August revised down their expected credit losses for the banking sector to "somewhat less than £80bn". It stated that in its assessment "banks have buffers of capital more than sufficient to absorb the losses that are likely to arise

under the MPC’s central projection”. The FPC stated that for real stress in the sector, the economic output would need to be twice as bad as the MPC’s projection, with unemployment rising to above 15%.

5.1.9 In the USA, incoming sets of data during the first week of August were almost universally stronger than expected. With the number of new daily coronavirus infections beginning to abate, recovery should continue over the coming months and employment growth should also pick up again. However, growth will be dampened by continuing outbreaks of the virus in some states leading to fresh localised restrictions.

5.1.10 In the Eurozone (EZ), the economy was recovering well towards the end of Q2 after a sharp drop in GDP. However, the second wave of the virus affecting some countries could cause a significant slowdown in the pace of recovery, especially in countries more dependent on tourism. The fiscal support package, eventually agreed by the EU after prolonged disagreement between various countries, is unlikely to provide significant support and quickly enough to make an appreciable difference in weaker countries. The European Central Bank (ECB) has been struggling to get inflation up to its 2% target and it is therefore expected that it will have to provide more monetary policy support through more QE purchases of bonds in the absence of sufficient fiscal support.

5.2 Interest Rates Forecast

5.2.1 The council’s treasury advisor, Link Group, has provided the following forecasts on 11 August 2020 (PWLB rates are certainty rates):

Link Group Interest Rate View - 11.08.20											
	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23
Bank Rate View	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 Month average earnings	0.05	0.05	0.05	0.05	0.05	0.05	-	-	-	-	-
6 Month average earnings	0.10	0.10	0.10	0.10	0.10	0.10	-	-	-	-	-
12 Month average earning	0.15	0.15	0.15	0.15	0.15	0.15	-	-	-	-	-
5yr PWLB Rate	1.90	1.90	2.00	2.00	2.00	2.00	2.00	2.10	2.10	2.10	2.10
10yr PWLB Rate	2.10	2.10	2.10	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.30
25yr PWLB Rate	2.50	2.50	2.50	2.50	2.60	2.60	2.60	2.70	2.70	2.70	2.70
50yr PWLB Rate	2.30	2.30	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.50	2.50

5.2.2 The coronavirus outbreak has done huge economic damage to the UK and around the world. After the Bank of England took emergency action in March to cut Bank Rate to first 0.25%, and then to 0.10%, it left Bank Rate unchanged at its last meeting on 6 August, although some forecasters had suggested that a cut into negative territory could happen. However, the Governor of the Bank of England has made it

clear that he currently thinks that such a move would do more damage than good and that more QE is the favoured tool if further action becomes necessary. As shown in the forecast table above, no increase in Bank Rate is expected within the forecast horizon ending on 31 March 2023 as economic recovery is expected to be only gradual and, therefore, prolonged.

5.3 The balance of risks to the UK

5.3.1 The overall balance of risks to economic growth in the UK is probably relatively even, but is subject to major uncertainty owing to the virus.

5.3.2 There is relatively little UK domestic risk of increases or decreases in Bank Rate and significant changes in shorter term PWLB rates. The Bank of England has effectively ruled out the use of negative interest rates in the near term and increases in Bank Rate are likely to be some years away given the underlying economic expectations. However, it is always possible that safe haven flows, due to unexpected domestic developments and those in other major economies, could impact gilt yields (and so PWLB rates), in the UK.

5.4 Treasury Management Strategy Statement and Annual Investment Strategy Update

5.4.1 The Treasury Management Strategy Statement (TMSS) for 2020/21, which includes the Annual Investment Strategy (AIS), was approved by this Council on 17 September 2020. This was slightly later than is normal owing to Covid-19; the documents had been reviewed by Cabinet on 25 March 2020 and were recommended to Council for approval. However, a number of Council meetings were then cancelled. In accordance with the CIPFA's Treasury Management Code of Practice, it sets out the council's investment priorities as being:

1. Security of capital;
2. Liquidity;
3. Yield.

The council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with the council's risk appetite. In the current economic climate it is considered appropriate to keep investments short-term to cover cash flow needs, but also to seek out value available in periods up to 12 months with high credit rated financial institutions, using the Link suggested creditworthiness approach.

5.4.2 TMSS Update

There are no policy changes to the TMSS; the details in this report update the position in light of the updated economic position and budgetary changes already approved.

5.4.3 AIS Update - Investment Portfolio

In accordance with the Code, it is the council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the council's risk appetite. As shown by the forecasts in section 5.2, it is now impossible to earn the level of interest rates commonly seen in previous decades as all investment rates up to 12 months are either negative or barely above zero now that Bank Rate is at 0.10%. Given this risk environment and the fact that increases in Bank Rate are unlikely to occur before the end of the current forecast horizon of 31 March 2023, investment returns are expected to remain low.

5.4.4 The council has continued to invest any surplus balances with the council's Bank, NatWest on-call deposit facility, Money Market Funds (MMF) with Prime Rate Capital Management, Deutsche, LGIM and Insight, the Bank of Scotland (Overnight/Call account and 95 day notice facility), Handelsbanken (Instant Access account and 35 day notice facility) Santander (35 day corporate notice facility) and Qatar National bank (1 month and a 3 month fixed notice facility).

5.4.5 Our current policies and practices allow us to invest up to £6m with any one institution. It was agreed by full Council that this position should be relaxed over the first quarter of 2020/21 or until the pandemic position alters owing to the significant sums being deposited with us by central government. We are in the process of increasing the number of accounts available to us to deposit funds with. The £6m cap was increased to £12m during this unusual period for use in limited circumstances only until the aforementioned capacity is increased. During the first six months of 2020/21 this facility was used between the 1 April and 3 April.

5.4.6 Within the council's current Annual Investment Strategy, the Investment Policy criteria are based on Link Asset Services creditworthiness service and it is meeting the requirement of the treasury management function. The council, to date, has adopted a very cautious approach and regularly monitors organisations with which investments are held to ensure they meet the Investment Policy criteria.

5.4.7 AIS Update - Investment Counterparty criteria

The current investment counterparty criteria selection approved in the TMSS is meeting the requirement of the treasury management function.

5.4.8 Interest receivable on investments for the first half of the year was £40,499 compared to an annual budget of £150,000. The level of interest received is expected to reduce through the second part of the year. This is a result of a number of factors including the low level of interest rates available and the amount of funds available for investment diminishing as a result of the Covid-19 business grants being paid out,

capital expenditure and reduced levels of Council Tax income in the last quarter of the year.

- 5.4.9** The equated investments for the first half of 2020/21 are detailed in the following table indicating that investments earned an average return of 0.44% against a benchmark LIBID (London Interbank Bid Rate) 7-day average of 0.41%.

	Equated Investment Principle	Interest Due	Rate of Return	Benchmark Return
NatWest Liquidity Account	1,463,215	2,287	0.30%	0.41%
Handelsbanken IA Account	789,041	1,389	0.35%	0.41%
Bank of Scotland Call Account	274,466	137	0.05%	0.41%
Handelsbanken 35 Day Notice Account	1,430,137	6,238	0.10%	0.41%
Santander 35 Day Corp Notice	690,411	3,935	0.57%	0.41%
Qatar 1 month	1,504,110	4,216	0.60%	0.41%
Qatar 3 month	73,973	703	0.95%	0.41%
LGIM	3,008,220	6,162	0.35%	0.41%
Insight	1,046,575	1,721	0.21%	0.41%
Deutsche	2,317,809	3,967	0.28%	0.41%
Prime Rate	3,008,220	6,278	0.37%	0.41%
Bank of Scotland 95 Day Notice	315,068	3,466	1.10%	0.41%
Total	15,921,245	40,499	0.44%	0.41%

5.5 The Council's Capital Position (Prudential Indicators)

5.5.1 Prudential Indicator for Capital Expenditure

The following table shows the updated budget position for capital expenditure and the changes since the 2020/21 capital programme was agreed as part of the 2020/21 budget process.

	2020/21 Original Estimate £	Movements		Current Position as at 30/09/20 £
		2019/20 Slippage £	Portfolio Holder Decisions £	
Total Capital Expenditure	3,367,386	3,576,855	4,846,959	11,791,200

5.5.2 Changes to the Financing of the Capital Programme

The table below shows how the capital expenditure (as set out in paragraph 5.4.1) will be financed, with any shortfall of resources resulting in a need to borrow. The current planned expenditure is fully funded resulting in a £0 borrowing requirement. Just under 70% of planned expenditure is funded by grants and contributions; with around 30% being funded from a combination of capital receipts and revenue contributions/utilisation of reserves.

	2020/21 Original Estimate £	Current Position as at 30/09/20 £
Total Expenditure	3,367,386	11,791,200
Financed by:		
Capital Receipts	25,330	65,850
Capital Grants and Contributions	2,700,856	8,077,396
Revenue/reserves	641,200	3,647,954
Total Financing	3,367,386	11,791,200
Borrowing Requirement	0	0

5.5.3 Changes to the Prudential Indicators for the Capital Financing Requirement (CFR), External Debt and the Operational Boundary

The table below shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. It also shows the expected debt position over the period, which is termed the Operational Boundary.

Prudential Indicators	2020/21 Original Estimate £m	2020/21 Mid- Year Estimate £m
Capital Financing Requirement:		
Total CFR	11,163	11,166
Operational Boundary for external debt:		
Debt	13,452	13,452
Other long term liabilities	7	7
Total Operational Boundary	13,459	13,459

- 5.5.4** The CFR has been updated and has seen minor adjustments, based upon the 2019/20 outturn position. Planned capital expenditure for 2020/21 has been fully funded. The CFR requirement represents historical capital expenditure which has yet to be financed.
- 5.5.6** There has been no change to the prudential indicator setting out the operational boundary for external debt; we are currently operating below the operational boundary level of external debt. The operational boundary is based on probable external debt during the course of the year. It is not a limit but it acts as an early warning indicator to ensure that the Authorised Limit is not breached. If external debt levels are close to the operational boundary, they will be monitored closely to ensure that the Authorised Limit, which is the maximum level of external borrowing that the council can incur, is not exceeded.

5.5.7 Limits to Borrowing Activity

The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose. Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2020/21 and next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.

- 5.5.8** The Corporate Director Resources reports that no difficulties are envisaged for the current or future years in complying with this prudential indicator.
- 5.5.9** A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited, and needs to be set and revised by Council. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The approved Authorised Limit for 2020/21 is set at £20m; this limit is still sufficient for the council.

5.6 Borrowing

- 5.6.1** The council's capital financing requirement (CFR) for 2020/21 is £11.2m. The CFR denotes the Council's underlying need to borrow for capital purposes. This borrowing can be external, from the Public Works Loan Board (PWLB) or the market, or internal, from balances on a temporary basis. The 2020/21 budget assumed no additional long-term

borrowing and that capital schemes were to be funded by grants and contributions, capital receipts, revenue or reserves.

- 5.6.2** There were no short-term borrowing transactions (i.e. less than 365 days) during the first six months of 2020/21.
- 5.6.3** Interest payments in respect of short-term and long-term borrowing for the first half of the financial year are on target and total £34,415 compared to a budgeted figure of £68,830 for the full year. There is also an additional budget of £1,000 to cover interest payments in the latter part of the financial year in case there are any temporary borrowing requirements as income from Council Tax reduces during February and March.
- 5.6.4** The council incurs charges at 4% over the current base rate for net overdrawn balances with no annual arrangement fee. The council's net bank account position was not overdrawn during the period April to September 2020.

5.7 Debt Rescheduling

- 5.7.1** Debt rescheduling opportunities have been very limited in the current economic climate given the consequent structure of interest rates, and following the increase in the margin added to gilt yields which has impacted PWLB new borrowing rates since October 2010. No debt rescheduling has therefore been undertaken to date in the current financial year although it is reviewed at least annually.
- 5.7.2** The following table provides details of the council's outstanding long term borrowing:

Date	Source	Value (£)	Period (Yrs)	Rate (%)	Maturing
05/03/08	PWLB	552,000	30	4.48	September 2037
05/03/08	PWLB	1,000,000	50	4.41	September 2057
		1,552,000			

5.8 Compliance with Treasury and Prudential Limits

- 5.8.1** It is a statutory duty for the council to determine and keep under review the affordable borrowing limits. During the half year ended 30 September 2020, the council has operated within the treasury and prudential indicators set out in the Council's Treasury Management Strategy Statement for 2020. The Corporate Director Resources reports that no difficulties are envisaged for the current or future years in complying with these indicators.

5.8.2 All treasury management operations have also been conducted in full compliance with the Council's Treasury Management Practices.

Financial and legal implications	
Finance	Considered in detail in the report above.
Legal	The approval of the recommendation will ensure that the CIPFA Code of Practice on Treasury Management and statutory requirements have been complied with.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Jo McCaffery	01253 887312	Joanne.McCaffery@wyre.gov.uk	21/10/2020

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None



Report of:	Meeting	Date
Councillor Alan Vincent, Resources Portfolio Holder and Clare James, Corporate Director Resources	Council	12 November 2020

Localised Council Tax Support

1. Purpose of report

- 1.1 To confirm the continuation of the current Localised Council Tax Support (LCTS) Scheme for the 2021/22 financial year.

2. Outcomes

- 2.1 Improved incentives to work, ensuring resources are used more effectively, so reducing worklessness and ending a culture of benefit dependency.
- 2.2 Compliance with the Welfare Reform Act 2012 and specifically its provisions for the abolition of Council Tax benefit and replacement with new localised schemes (from 1 April 2013).

3. Recommendations

- 3.1 That the current LCTS Scheme be continued into the 2021/22 financial year noting the maximum percentage contribution from working age claimants remains unchanged at 8.5%.
- 3.2 That the current policy be confirmed, recognising that it includes a number of specified amounts used to calculate entitlement, which may change in line with up-ratings published by the DWP. Recognising also that there may be minor adjustments to the scheme should further guidance be received from the Ministry of Housing, Communities and Local Government (MHCLG), and that the roll out of Universal Credit (UC) will ultimately replace existing social benefits. The Head of the Contact Centre is to have the delegated authority to make these minor adjustments.

4. Background

- 4.1 As part of the 2012 Welfare Reform Act the national Council Tax Benefit (CTB) scheme was abolished and in accordance with the Local

Government Finance Act 2012 local authorities were required to introduce Localised Council Tax Support (LCTS) schemes from April 2013.

- 4.2** Support for Council Tax is offered as reductions within the Council Tax system with claimants of state pension credit age receiving a discount of up to 100% depending on their circumstances, thereby ensuring that they experience no reduction in support as a direct result of the reform.
- 4.3** Localisation provided local authorities with the flexibility to design LCTS schemes for working age claimants taking into account the needs of vulnerable groups and the importance of supporting work incentives. Following a consultation exercise, the Council agreed at their meeting of 29 November 2012 to adopt a scheme that mirrored the outgoing CTB scheme with one main difference. Under the new LCTS scheme working age claimants previously entitled to 100% CTB would have to meet 8.5% of their council tax liability from 1 April 2013. This change allowed the council to qualify for transitional grant for one year.
- 4.4** After consultation in 2018, the original scheme was simplified for 2019/20, with the introduction of:
- A “flat” rate of non-dependent deduction of £5 per week per non-dependent, to replace tiered non-dependent deductions based on non-dependent income;
 - An income “cushion” of £10 per week “up or down” in order to minimise the number of changes to claimants’ LCTS awards, and;
 - The discontinuation of the Second Adult Rebate Scheme.
- 4.5** An equality impact assessment was completed prior to the amended scheme being introduced.
- 4.6** The amended scheme was agreed by full Council on 17 January 2019 and this was reconfirmed as the 2020/21 scheme on 9 January 2020.

5. Key issues and proposals

- 5.1** Paragraph 5 of Schedule 1A to the Local Government Finance Act 1992 requires the authority to consider whether for each financial year the scheme is to be revised or replaced. The authority must make any revision to its scheme, or any replacement scheme, no later than 31 March in the financial year preceding that for which the revision or replacement scheme is to have effect. Where this is the case then the procedural requirements in paragraph 3 of that schedule will apply, namely that the authority must:
- Consult any major precepting authority;
 - Publish a draft scheme; and
 - Consult such other persons as it considers are likely to have an interest in the operation of the scheme.

As no amendments are proposed to the current LCTS scheme, no consultations have been undertaken.

- 5.2** As at the end of September 2020, the number of working age claimants eligible for council tax support was 5,717 compared to 4,759 at the end of September 2019, an increase of 958 cases. This substantial increase is largely attributable to the onset of the Covid-19 pandemic and the impact it has had on the employment market, not just in Wyre, but across the country.
- 5.3** The number of pensioners eligible for council tax support at the end of September 2020 was 4,052 compared to 4,257 last year. The reduction of 205 in pension age cases is attributable to an ongoing review of pension credit eligibility that has subsequently impacted on some pensioners' LCTS entitlement.
- 5.4** The value of LCTS awarded as at the end of September 2020 is £9,670,492 compared to £8,744,269 last year, an increase of £926,223 with the increase being attributable to the increase in Council Tax and to an increase in the number of LCTS applicants largely owing to the impact of Covid-19.
- 5.5** The council tax collection rate for 2019/20 was 96.89%, a slight increase of 0.05% when compared to the 2018/19 rate of 96.84%. The collection rate was adversely impacted during March 2020, when the pandemic and subsequent "lockdown" began to affect employment and income.
- 5.6** The recovery process for the collection of outstanding council tax has been suspended in respect of outstanding council tax for 2020/21. One of the consequences of the pandemic is that in March 2020, the Magistrates Courts stopped listing hearings for unpaid council tax and as yet no date has been set for the return of such listings. Recent communications from the Ministry of Justice indicate that efforts are being made to introduce digital council tax hearings via telephone and that the implementation of such arrangements is imminent.
- 5.7** In the absence of the ability to refer unpaid council tax debt to court in order to obtain a Liability Order, the council does not have any powers to allow it to take further action to collect outstanding 2020/21 council tax arrears.
- 5.8** In 2019/20 14,771 reminders, second reminders and final notices were issued, compared with 14,264 in 2018/19, a small increase of 507. A total of 8,076 summonses were also issued for non-payment in 2019/20 compared with 8,025 the previous year. A total of 5,600 liability orders were obtained during 2019/20, meaning that 2,476 summonses were withdrawn before the court date, with the vast majority being withdrawn following payment being made by the person(s) summonsed.
- 5.9** A number of local authorities were originally considering changes to their current LCTS schemes for 2021/22, including increasing the minimum contribution required from those council tax payers in receipt of social benefits to upwards of 40%. Given the financial impact of the pandemic on the finances of many Wyre residents, and the substantially increased difficulties this council now faces in collecting minimum contributions of 8.5% from taxpayers, making any changes to the LCTS scheme for

2021/22 would be likely to only increase further the amount of uncollectable council tax debt.

5.10 More changes to UC are expected, as is the Government sponsored “breathing space” initiative for those with debt problems, and the council tax debt management initiative led by Her Majesty’s Revenue and Customs, both of which were expected to go live in 2020, but have been delayed because of the pandemic. As such, it is considered to be prudent not to make any further changes to the current working age LCTS scheme at this time.

5.11 In leaving the current LCTS scheme unchanged next year, Wyre will continue to protect the most vulnerable in our society by limiting the maximum contribution to LCTS for those on full benefit to 8.5%. Our neighbouring Fylde Coast councils, Blackpool, already ask their residents to pay between 13.56% and 27.11%, while Fylde charge 22%, and their collection rates for 2019/20 were 91.5% and 96.80% respectively.

Financial and legal implications																
Finance	<p>The Council was previously reimbursed by the DWP for expenditure in relation to correctly awarded CTB but as part of the welfare reforms, expenditure on Localised Council Tax Support was reduced by 10%. The Local Government Finance Settlement included £8,077,777 for Council Tax Support in 2013/14 and of this, £963,119 was retained by Wyre.</p> <p>The Government claim that the total level of localised council tax support funding remained unchanged in cash terms in 2014/15 although there has been no separately identifiable amount for localised council tax support at local authority level since it was subsumed within the Revenue Support Grant (RSG) and Baseline Funding. It is also worth remembering that the Council suffered a reduction in grant funding of £1.022m or 13.6% in 2014/15 and no longer receives any RSG (from 2019/20).</p> <p>The 2021/22 budgets are not yet known but by inflating the 2020/21 anticipated expenditure on LCTS of £9,700,000 by 3.91%, Wyre’s average council tax increase in 2020/21, this indicates that the estimated cost of the scheme for 2021/22 would be approximately £10,079,270. Applying these indicative start-up funding allocation of £8,077,777 leaves an unfunded gap of approximately £2,001,493 to be met by each precepting body as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">%</th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>Wyre</td> <td style="text-align: center;">10.7</td> <td style="text-align: right;">214,160</td> </tr> <tr> <td>Parish/Town Councils*</td> <td style="text-align: center;">1.1</td> <td style="text-align: right;">22,016</td> </tr> <tr> <td>Combined Fire Authority</td> <td style="text-align: center;">3.7</td> <td style="text-align: right;">74,055</td> </tr> <tr> <td>Lancashire Police Authority</td> <td style="text-align: center;">11.1</td> <td style="text-align: right;">222,166</td> </tr> </tbody> </table>		%	£	Wyre	10.7	214,160	Parish/Town Councils*	1.1	22,016	Combined Fire Authority	3.7	74,055	Lancashire Police Authority	11.1	222,166
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Combined Fire Authority	3.7	74,055														
Lancashire Police Authority	11.1	222,166														

	<p>LCC</p> <p style="text-align: right;">73.4 1,469,096</p> <p style="text-align: right; border-top: 1px solid black;">2,001,493</p> <p>*This is an average cost and will not necessarily be incurred by individual Parish/Town Councils</p> <p>A Council Tax Hardship grant of £1,043,738 has been awarded in 2020/21 to support those most severely affected by COVID-19 and this will be used to offset the impact of the additional costs in 2020/21 caused by the increased LCTS claimants. It is unknown what support will be available from central government in 2021/22, if any.</p>
Legal	<p>The Council must be able to demonstrate that it has complied with the statutory guidance surrounding the implementation of any revised or replacement scheme. A judgement against Sandwell MBC has found that the practice of withholding council tax support from newcomers to the area is unlawful.</p>

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	✓
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Peter Mason	887530	peter.mason@wyre.gov.uk	19/10/2020

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None



Report of:	Meeting	Date
Councillor Henderson, Leader of the Council and Garry Payne, Chief Executive	Council	12 November 2020

Calendar of Meetings 2021/22

1. Purpose of report

1.1 To publish the programme of meetings involving Councillors for 2021/22.

2. Outcomes

2.1 An effective democratic decision making process.

3. Recommendation

3.1 That the Calendar of Meetings for 2021/22, attached as Appendix 1, be noted.

4. Background

4.1 Paragraph 2 of Part 4.01 of the Constitution states that:

“Ordinary meetings of the Council will take place in accordance with a programme published by the Chief Executive, following consultation with the Group leaders.”

4.2 The programme of meetings for 2021/22 follows a broadly similar pattern to the programme for the current year.

5. Key issues and proposals

5.1 The frequency, times and dates of each meeting are listed in Appendix 2. Any adjustments to the previous pattern are referred to in the text.

5.2 The only change of any significance is that meetings of the Licensing Committee will be held on Tuesdays, and not Thursdays as in previous years. Six of the eleven meetings will be on the last Tuesday of the month. The other five meetings will be on the penultimate Tuesday of the

month, to avoid clashes with meetings of the Full Council, Audit Committee and Bank Holidays.

Financial and legal implications	
Finance	The number of meetings in 2021/22 is proposed to be the same as in 2020/21 so there will be no additional financial implications.
Legal	The proposed schedule of meetings meets with the requirements of the law and the Council's constitution.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

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In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Peter Foulsham	01253 887606	Peter.foulsham@wyre.gov.uk	23/10/2020

List of background papers:		
name of document	date	where available for inspection
None.		

List of appendices

Appendix 1 Calendar of meetings for 2021/22

Appendix 2 Dates of meetings 2021/22

CALENDAR OF MEETINGS 2021/22

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
MON							1 E&A						
TUE		1					2				1 AUDIT		
WED		2 PLA MB CAB			1 PLA CMT		3 PLA MB	1 PLA MB CAB			2 PLA CMT		
THU		3	1		2		4	2 COU			3		
FRI		4	2		3	1	5	3			4	1	
SAT	1	5	3		4	2	6	4	1		5	2	
SUN	2	6	4	1	5	3	7	5	2		6	3	1
MON	3 BH	7 O&S	5 LG	2	6 O&S	4	8	6	3 BH		7 LG	4	2 BH
TUE	4 AUDIT	8 CCPG	6 CG	3	7	5	9	7 CCPG	4	1	8 CG	5	3 AUDIT
WED	5 PLA MB	9 CMT	7 PLA CMT	4 PLA CMT	8 MB CAB	6 PLA MB	10 CMT	8 CMT	5 PLA CMT	2 PLA CMT	9 MB	6 PLA MB	4 PLA MB
THU	6 LCC & P&CC Elections	10	8 COU	5	9	7	11 STA	9	6	3	10 COU*	7	5
FRI	7	11	9	6	10	8	12	10	7	4	11	8	6
SAT	8	12	10	7	11	9	13	11	8	5	12	9	7
SUN	9	13	11	8	12	10	14	12	9	6	13	10	8
MON	10	14 CDG	12 E&A	9	13 LG	11	15	13 CDG	10	7	14 CDG	11 LG	9
TUE	11	15 AUDIT	13	10	14 CG	12	16 AUDIT	14	11	8	15	12 CG	10
WED	12 CMT	16 MB	14 MB CAB	11 MB	15 CMT	13 CMT	17 MB	15 MB	12 MB CAB	9 MB	16 CMT	13 CMT	11 CMT
THU	13 COU ANN	17 STA	15	12	16 COU	14	18	16	13	10	17 STA	14 COU	12 COU ANN
FRI	14	18	16	13	17	15	19	17	14	11	18	15 BH	13
SAT	15	19	17	14	18	16	20	18	15	12	19	16	14
SUN	16	20	18	15	19	17	21	19	16	13	20	17	15
MON	17	21	19 O&S	16	20 CDG	18 O&S	22 O&S	20	17 O&S	14	21	18 BH	16
TUE	18	22	20 LIC	17	21 CCPG	19 LIC	23 LIC	21	18 LIC	15	22 CCPG	19	17
WED	19 MB	23 CMT	21 CMT	18 CMT	22 MB	20 MB CAB	24 CMT	22 CMT	19 CMT	16 CMT CAB*	23 MB CAB	20 MB CAB	18 MB
THU	20	24	22	19	23	21	25	23	20	17	24	21	19
FRI	21	25	23	20	24	22	26	24	21	18	25	22	20
SAT	22	26	24	21	25	23	27	25	22	19	26	23	21
SUN	23	27	25	22	26	24	28	26	23	20	27	24	22
MON	24	28	26	23	27	25 LG	29 LG	27 BH	24 LG	21 E&A	28	25 O&S	23
TUE	25 LIC	29 LIC	27 AUDIT	24 LIC	28 LIC	26 CG	30 CG	28 BH	25 CG	22 LIC	29 LIC	26 LIC	24
WED	26 CMT	30 MB	28 MB	25 MB	29 CMT	27 CMT		29 MB	26 MB	23 MB	30 CMT	27 CMT	25 CMT
THU	27		29	26	30	28 COU		30	27 COU	24	31	28	26
FRI	28		30	27		29		31	28	25		29	27
SAT	29		31	28		30			29	26		30	28
SUN	30			29		31			30	27			29
MON	31 BH			30 BH					31	28 O&S			30 BH
TUE				31									31

Key

COU ANN = Annual Council Meeting 7pm

CG = Conservative Group - 6pm

CAB = Cabinet – 5pm

O&S = Overview and Scrutiny Committee - 6pm

BH = Bank Holiday

LG = Labour Group - 6pm

COU = Council - 7pm

PLA = Planning Committee - 2pm

* = Budget Meeting

STA = Standards Committee - 6pm

LIC = Licensing Committee - 6pm

AUD = Audit Committee - 6pm

E&A = Employment & Appeals Committee - 6pm

CDG = Councillor Development Group – 6pm

MB = Management Board – 4pm

CCPG = Climate Change Policy Group – 6pm

CMT = Corporate Management Team

Please note these dates are correct at the time of publication and may be subject to change. Please refer to the Council's website for the most up to date information.

DATES OF MEETINGS 2021/22

COUNCIL

8 meetings. Same number as in 2020/21. Thursdays at 7pm.

13 May 2021 (Annual meeting 2021/22)

8 July 2021

16 September 2021

28 October 2021

2 December 2021

27 January 2022

10 March 2022 (Budget meeting)

14 April 2022 (one week earlier in 2022 because of Easter)

AUDIT COMMITTEE

5 meetings (same pattern as 2020/21). Not evenly spaced. Scheduled to fit in with the requirements of the Audit Plan and various statutory deadlines.
Tuesdays at 6pm.

15 June 2021

27 July 2021

16 November 2021

1 March 2022

3 May 2022

EMPLOYMENT AND APPEALS COMMITTEE

3 meetings. Same number and similar pattern as in 2020/21.
Mondays at 6pm.

12 July 2021

1 November 2021

21 February 2022

OVERVIEW AND SCRUTINY COMMITTEE

8 meetings – Same number as in 2020/21.
Mondays at 6pm.

7 June 2021

19 July 2021

6 September 2021

18 October 2021

22 November 2021

17 January 2022

28 February 2022

25 April 2022

PLANNING COMMITTEE

12 meetings – Same pattern of meetings as in previous years.
First Wednesday of each month, at 2pm.

2 June 2021

7 July 2021

4 August 2021

1 September 2021

6 October 2021

3 November 2021

1 December 2021

5 January 2022

2 February 2022

2 March 2022

6 April 2022

4 May 2022

LICENSING COMMITTEE

11 meetings – last or penultimate Tuesday of each month (moved from Thursdays), at 6pm. As in previous years, monthly meetings have been scheduled to enable statutory deadlines to be met if applications are received. It is likely that a number of these meetings will not be needed, but it is easier to schedule meetings on a monthly basis and cancel them if necessary, than to have to add extra meetings at short notice.

25 May 2021

29 June 2021

20 July 2021

24 August 2021

28 September 2021

19 October 2021

23 November 2021

18 January 2022

22 February 2022

29 March 2022

26 April 2022

STANDARDS COMMITTEE

3 meetings. Same number of scheduled meetings and similar pattern as in 2020/21. Thursdays at 6pm.

Evenly spaced throughout the year. Additional meetings will be organised, if necessary, to deal with any particular Code of Conduct issues which may arise.

17 June 2021

11 November 2021

17 March 2022

CABINET

9 meetings – the same as in 2020/21. Wednesdays at 5pm.

2 June 2021

14 July 2021

8 September 2021

20 October 2021

1 December 2021

12 January 2022

16 February 2022 (Budget meeting)

23 March 2022

20 April 2022

COUNCILLOR DEVELOPMENT GROUP

4 Meetings. Same pattern as in 2020/21. Mondays at 6pm.

14 June 2021

20 September 2021

13 December 2021

14 March 2022

CLIMATE CHANGE POLICY GROUP

4 meetings scheduled, as in 2020/21. Additional meetings to be convened on ad-hoc basis, if necessary.

Tuesdays at 6pm

8 June 2021

21 September 2021

7 December 2021

22 March 2022

Conservative Group Tuesday before each Council Meeting (except Annual meetings)

Labour Group Monday before each Council Meeting (except Annual meetings)

Management Board: Every 2 weeks (alternate weeks from CMT)
Wednesdays at 4pm.

Corporate Management Team Every 2 weeks (alternate weeks from MB) Wednesdays usually at 9.30am.

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Report of:	Meeting	Date
The Leader of the Council (Councillor David Henderson) and the Chief Executive (Garry Payne)	Council	12 November 2020

Appointments to committees

1. Purpose of report

- 1.1 To enable changes to be made to appointments to committees for the remainder of the 2020/21 Municipal Year, subject to the election of Councillor Andrea Kay as Mayor at this meeting.

2. Outcomes

- 2.1 Effective arrangements to carry out the Council's planning function.

3. Recommendation

- 3.1 That Councillor Ann Turner of the Conservative group be appointed to the Licensing Committee in place of Councillor Andrea Kay.
- 3.2 That Councillor Sue Catterall of the Conservative group be appointed to the Councillor Development Group in place of Councillor Andrea Kay.
- 3.3 That Councillor Ann Turner of the Conservative group be appointed as a nominated substitute for Code of Conduct Hearings (if required) in place of Councillor Andrea Kay.
- 3.4 That Councillor Peter Le Marinel be appointed as the Armed Forces Champion in place of Councillor Andrea Kay.

4. Background

- 4.1 With Cllr Andrea Kay elected as Mayor until May 2022, a number of the appointments to committees and other roles, previously made by the council, need to be reviewed and updated.

5. Key issues and proposals

- 5.1 These appointments are straight replacements of one councillor by another from the same group and so there are no immediate implications for the political balance calculations, which will remain the same.

Financial and legal implications	
Finance	There are no financial implications associated with this report.
Legal	There are no legal implications associated with this report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Peter Foulsham	01253 887606	Peter.foulsham@wyre.gov.uk	22/10/2020

List of background papers:		
name of document	date	where available for inspection
None.		

List of appendices

None.

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