



Wyre Borough Council
Date of Publication: 19 January 2022
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 to be held at the Civic Centre, Breck Road, Poulton-le-Fylde on **Thursday, 27 January 2022** commencing at 7.00 pm.

Yours sincerely,

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

Garry Payne
Chief Executive

The Mayor will invite the Mayor's Chaplin, Reverend Stephen Dunn, to say prayers.

COUNCIL AGENDA

1. **Apologies for absence**
2. **Confirmation of minutes** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting of the Council held on 2 December 2021.
3. **Declarations of Interest**

To receive any declarations of interest from any Member on any item on this agenda.
4. **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.
5. **Public questions or statements**

To receive any questions or statements from members of the public under Procedure Rule 9.1.

6. Questions "On Notice" from councillors

To receive any questions from Members of the Council to the Mayor, a member of the Cabinet or the Chairman of a Committee under Council Procedure Rule 12.1.

7. Executive reports

To receive reports from Cabinet Members. (In accordance with Procedure Rule 11.3 Councillors will be able to ask questions or make comments).

- (a) Leader of the Council (Councillor Henderson) (Pages 11 - 12)
- (b) Resources Portfolio Holder (Councillor Michael Vincent) (Pages 13 - 16)
- (c) Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge) (Pages 17 - 18)
- (d) Planning Policy and Economic Development Portfolio Holder (Councillor Collinson) (Pages 19 - 20)
- (e) Neighbourhood Services and Community Safety Portfolio Holder (Councillor Berry) (Pages 21 - 24)
- (f) Leisure, Health and Community Engagement Portfolio Holder (Councillor Bowen) (Pages 25 - 28)

8. Our New Deal for a Greater Lancashire (Pages 29 - 42)

Report of Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive.

9. Local Government Association (LGA) Model Code of Conduct for Members (Pages 43 - 82)

Report of Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive.

10. Appointments to committees (Pages 83 - 84)

Report of Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive.

11. Periodic report - Children and Young People's Champion (Pages 85 - 88)

Report of Councillor Kay, Children and Young People's Champion.

12. 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

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Council Minutes

The minutes of the Council meeting of Wyre Borough Council held on Thursday, 2 December 2021 at the Council Chamber, Civic Centre, Poulton-le-Fylde.

Council members present:

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

Apologies for absence:

Councillors R Amos, Cropper, Gerrard, Henderson, McKay and Williams

Officers present:

Garry Payne, Chief Executive
Mark Billington, Corporate Director Environment
Clare James, Corporate Director Resources and Section 151 Officer
Emma Lyons, Communications and Visitor Economy manager
Duncan Jowitt, Democratic Services Officer
Marianne Unwin, Democratic Services Officer
Daphne Courtenage, Assistant Democratic Services Officer
Mary Grimshaw, Legal Services Manager and Monitoring Officer
Jack Waters, Communications and Marketing Co-ordinator

Also present:

Honorary Alderman Marge Anderton
Honorary Alderman Ruth Duffy

No members of the public or press attended the meeting.

41 Confirmation of minutes

The Deputy Leader of the Council, Councillor Michael Vincent, proposed and the Neighbourhood Services and Community Safety Portfolio, Councillor Berry, seconded that the minutes of the meeting of the full Council held on 28 October 2021 be confirmed as a correct record.

Councillor Longton proposed and Councillor Fail seconded that an

amendment be made to the penultimate sentence at minute 31 (c) and for it to be replaced with the following sentence:

“In response to a question from Cllr Longton, Cllr Bridge answered a question that was not asked by Cllr Longton.”

Following discussion, the proposed amendment was lost (by 6 votes to 28 with 10 abstentions).

Councillor Longton proposed that a further amendment be made to minute 31 (c) and that the penultimate sentence be removed, this was seconded by Councillor Fail.

The proposed amendment was lost (by 5 votes to 31 with 8 abstentions).

It was moved by Councillor Michael Vincent that the vote on the minutes of the last meeting be now put.

It was **agreed** that the minutes of the full Council meeting held on 28 October 2021 be confirmed as a correct record (by 30 votes to 4 with 10 abstentions).

42 Declarations of Interest

During the discussions of item 9, Councillor Ian Amos declared a personal interest as Councillor Rita Amos was his wife, therefore he did not vote on this item.

43 Announcements

The Mayor announced several recent fundraising events including the Mayoral Ball, Psychic Night and Charity Quiz and Bingo.

She highlighted a family day event at Marine Hall on Sunday 19 December 2021.

44 Public questions or statements

None received.

45 Questions "On Notice" from councillors

None received.

46 Executive reports

(a) Leader of the Council (Councillor Henderson)

The Leader of the Council (Councillor David Henderson) submitted a report.

In the absence of Councillor Henderson, the Deputy Leader of the

Council, Councillor Michael Vincent introduced the report. He updated members that the final agreement on a County Deal would be discussed at a further meeting of the Lancashire District Leaders on 8 December 2021. He added that any related matters might require an Extraordinary meeting of the council for approval.

In response to a question put by Councillor Fail, Councillor Michael Vincent confirmed that the council continued to monitor the Covid-19 situation, particularly regarding the recent Omicron variant, and worked with the relevant partners and health authorities.

The report was noted.

(b) Resources Portfolio Holder (Councillor Michael Vincent)

The Resources Portfolio Holder (Councillor Michael Vincent) submitted a report.

In response to a question from Councillor Stirzaker, the Deputy Leader agreed to provide some figures on how many jobs Project Neptune would bring to the town of Fleetwood. He reassured members that he was confident that the project would facilitate job creation.

In response to a question from Councillor Sir R Atkins, Councillor Michael Vincent explained a brief overview on the progress of the Bourne Hill Development and several good bids had been received. He added that he was confident the council would acquire a good deal.

The report was noted.

(c) Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge)

The Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Simon Bridge) submitted a report.

He provided members with a verbal update on the Wyre in Bloom Awards. Again, this year had been successful and he praised the hard work of all the volunteers. He updated that Wyre had received high recognition again across all entries: Poulton le Fylde had achieved most improved town in the North West, Memorial Park had achieved gold in the large park category, Hawthorn Park achieved an outstanding award, the Mount Pavilion won silver and he congratulated Garstang for winning the best small town award.

He updated members on the departure of Ruth Hunter, Head of Public Realm and Environmental Sustainability, from Wyre Council. He thanked Ruth for her great work and assistance throughout the years.

In response to a question from Councillor L Walmsley regarding the registration of fly tipping removal operators, Councillor Bridge

explained that this did not come under the council's remit; however, he urged that it was an issue where pressure should be applied to the councillor's respective Members of Parliament.

In response to a question from Councillor Sir R Atkins, Councillor Bridge echoed the issues caused by fly tipping and agreed to write a letter to the respective Members of Parliament on behalf of Wyre Council to ask if there was something that could be done regarding the regulations involving fly tipping and its removal.

Additionally, Councillor Sir R Atkins thanked Ruth Hunter for her assistance, especially with the Climate Change Working Policy Group, of which he was the Chairman.

As Councillor Beavers question did not come under Councillor Bridge's portfolio remit, the Mayor agreed for Councillor Michael Vincent to answer the question. Councillor Michael Vincent highlighted that there were no plans for housing developments on the land of the Pitch and Putt in Fleetwood.

The Mayor praised the Wyre in Bloom awards and expressed her thanks to the staff involved.

The report was noted.

- (d) Planning Policy and Economic Development Portfolio Holder (Councillor Collinson)

The Planning Policy and Economic Development Portfolio Holder (Councillor Alice Collinson) submitted a report.

Councillor Collinson received questions from Councillors Fail and Armstrong.

The Deputy Mayor, Councillor Ballard, expressed the importance of the current partial review of the Local Plan and the subsequent full review in January 2022. He urged all members to be involved in the process. Councillor Collinson reiterated the importance.

The report was noted.

- (e) Neighbourhood Services and Community Safety Portfolio Holder (Councillor Berry)

The Neighbour Services and Community Safety Portfolio Holder (Councillor Roger Berry).

In response to a question raised by Councillor Fail, Councillor Berry explained that the figures of homes in Wyre below the minimum decency standard were not available to him at the current time and agreed to enquire with the relevant officers. He added that the council

continued to monitor the situation and expressed the importance of the unification of housing and health to deliver for older and disabled people.

Councillor Berry requested that Councillor Lady D Atkins email him with the details of her question.

In response to Councillor Fairbank's question, Councillor Berry reiterated that the parking and permit issues caused on Custom House Lane in Fleetwood was with Lancashire County Council. He proposed some potential alternatives such as disabled parking bays and signage.

The report was noted.

- (f) Leisure, Health and Community Engagement Portfolio Holder
(Councillor Bowen)

The Leisure, Health and Community Engagement Portfolio Holder (Councillor Lynne Bowen) submitted a report.

She updated members that the holiday clubs for children on benefits-related free school meals are back for this Christmas.

Councillor Smith passed on her thanks on behalf of the Fleetwood Christmas Lights Committee to Julia Robinson, Commercial Manager, for her help with the Christmas light switch-on event.

In response to a question by Councillor Fairbanks, Councillor Bowen explained that Marine Hall was a business and suggested that the Harmony and Health singing group may wish to look at fundraising for their sessions held at Marine Hall.

Councillor Bowen received a question from Councillor Stirzaker regarding the Pitch and Putt in Fleetwood.

The Mayor thanked the staff at Marine Hall and praised the Fleetwood Christmas light switch-on.

The report was noted.

- (g) Cabinet members questions and comments

The Deputy Leader, Councillor Michael Vincent, clarified to members the functions of each portfolio.

He then thanked his colleagues for their reports

47 Gambling Act 2003 - Statement of Gambling Policy 2022-2025

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

In the absence of Councillor Henderson, the Deputy Leader of the Council, Councillor Michael Vincent introduced the report.

Councillor Michael Vincent proposed and Councillor Berry seconded the recommendation. It was **agreed**, unanimously, that the Statement of Gambling Policy v05 be formally adopted by the Council to cover the period 1 January 2022 to 31 December 2024.

48 Dispensation for non-attendance at council meetings: Councillor Rita Amos

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

In the absence of Councillor Henderson, the Deputy Leader of the Council, Councillor Michael Vincent introduced the report.

Councillor Michael Vincent proposed and Councillor Berry seconded the recommendation. It was **agreed**, unanimously, that Councillor Rita Amos be granted dispensation to continue to act as a councillor without attending meetings until the Annual Meeting of Council on 12 May 2022.

49 Periodic report - Planning Committee

Councillor Paul Moon, Chairman of the Planning Committee submitted a report.

Councillor Paul Moon expressed his thanks to all the members of the committee and to Democratic Services, especially Emma Keany, for their hard work particularly with the setup of virtual meetings. Councillor Ballard, Vice Chairman of the Planning Committee, echoed these thanks.

The report was noted.

50 Notices of Motion

None received.

The meeting started at 7.00 pm and finished at 8.06 pm.

Date of Publication: 13 December 2021.

Options considered but rejected

Any alternative options that were considered but rejected, in addition to the reasons for the recommendations that were made, are included in the full reports.

When will these decisions be implemented?

All decisions will be put into effect five working days from the date of publication, unless a decision is "called-in" by any three members of the council within that period.



Report of:	To:	Date
Councillor David Henderson, Leader of the Council	Council	27 January 2022

Executive Report: Leader of the Council
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1. Purpose of report

- 1.1 To inform Council of progress on key objectives and the current position on a number of issues, as set out below.

2. Lancashire District Leaders and Lancashire Leaders

- 2.1 On 8 December 2021 and 5 January 2022 Lancashire District Leaders met in the morning followed by a meeting of Lancashire Leaders in the afternoon.
- 2.2 At both meetings discussions continued on a potential Lancashire County Deal.
- 2.3 It is anticipated that the White Paper will set out in detail what is required to form a County Deal and whilst Government have indicated that the White Paper will be issued in mid-January, at the time of writing this report the Paper had not been issued. In anticipation of the White Paper being published early this year, Leaders have taken the decision that work should continue on Governance, a Communications Plan and the detail behind a County Deal. At this stage Councils will be considering simply the principles of working together to further develop a County Deal and this matter will be considered later in this meeting.
- 2.4 As I stated in my report to full Council on 2 December 2021 I am encouraged that all 15 Lancashire Local Authorities have agreed to continue to work together and develop a County Deal that will benefit the whole of Lancashire.

3. Covid-19

- 3.1 Members will be aware that the most recent Covid-19 strain Omicron is spreading fast but Health Professionals have stated that the vaccination and booster programme will give significant protection to people. Once again our staff have stepped up making our venues such as the Civic Centre and Thornton Little Theatre available so that our residents can receive their booster quickly and I would like to place on record my thanks not just to our staff but also those in the NHS and in particular our Doctors' Surgeries who are administering the booster programme here in Wyre.

4. Blackpool, Fylde & Wyre Economic Prosperity Board

- 4.1** The Blackpool, Fylde & Wyre Economic Prosperity Board met on 9 December 2021 and we received a fascinating presentation from Neil Farley, Co-opted Private Sector Representative from Westinghouse Springfields on the future job opportunities from a business perspective - focused change in the market and green job growth (nuclear energy).
- 4.2** The site has the technology to manufacture fuel for all major designs of nuclear reactors worldwide. Most of the fuel requirements for the UK's nuclear power stations are met by Springfields and around 15% of all the electricity generated in the UK comes from power stations using nuclear fuel manufactured at Springfields. Around 900 employees are currently employed on the 83 hectare site. The company has a long tradition of offering traineeships but Neil had identified there was a skills gap locally. The Board Members agreed that at the March meeting the focus should be on job skills and the skills gap/opportunities on the Fylde Coast and that Blackpool and the Fylde College be asked to provide a report/presentation with the emphasis on green job opportunities, skills gaps on the Fylde Coast and how this can be addressed.

5. Comments and Questions

- 5.1** In accordance with procedure rule 11.3 any member of Council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will respond to any such questions or comments in accordance with Procedure Rule 11.5.



Report of:	To:	Date
Councillor Michael Vincent, Resources Portfolio Holder	Council	27 January 2022

Executive Report: Resources Portfolio Holder

1. Purpose of report

- 1.1 To inform Council of progress on key objectives and the current position on issues within the Resources Portfolio, as set out below.

2. Finance

- 2.1 As a result of the pandemic, notification from Central Government of the 2022/23 financial settlement did not arrive by their 6 December target deadline and no technical consultation was published in advance. This means that the timescales are extremely tight again for producing the council's annual budget. It is highly likely that the budget for 2022/23 will be based on provisional data. The Chancellor's Autumn Budget indicated that Shire Districts would be allowed to raise council tax by 1.99% or £5, whichever is highest, without triggering a referendum and this has been factored into the Medium Term Financial Plan in line with the report to Cabinet in October 2021.
- 2.2 It is still the intention that an updated forecast showing our projected spending levels and the recommended council tax for 2022/23 will be presented at the Cabinet meeting on 16 February. Inevitably, some information will be based on forecast assumptions but if for instance, details are confirmed around the pay award for 2021/22 and future years these will replace the estimates.
- 2.3 Two new Covid-19 business grants were announced before Christmas in response to the rise in the Omicron variant. An application process is in place and we are promoting both schemes on our website and via other media channels. We have paid out nearly £52 million in business grants already during the pandemic helping to keep over 3,000 businesses trading in Wyre and this work will continue to the end of March 2022.

3. Governance

- 3.1** Congratulations to Marianne Unwin in Democratic Services who fought off competition from other shortlisted candidates at Spelthorne and the Royal Borough of Kensington and Chelsea Councils to be awarded the Association of Democratic Services Officers 'Rookie of the Year' award for 2021. This is well deserved recognition and reflects not only Marianne's efforts but also the commitment and dedication of the team during a challenging period. Wyre was the only council from the north west represented on the shortlists and we were proud to carry the torch for the region.

4. Contact Centre

- 4.1** The migration of the housing benefit (HB) caseload to Universal Credit (UC) has been underway in Wyre since July 2018. At the time the migration commenced there were approximately 4,000 working-age HB claims in payment, plus almost 3,000 pension-age claims. The number of working-age claims has recently dropped to under 2,000, with the remaining claims due to be migrated to UC at some point between now and 2025 according to DWP plans. While the reduction in active HB claims should have had the impact of reducing the benefits workload, the team now receive in excess of 2,500 additional notifications from the DWP each month advising of changes to claimants UC awards. Each of these notifications needs processing to ensure that the change it advises of has no impact on the claimants Localised Council Tax Support claim. This has had the impact of substantially increasing the workload of the benefits team. In addition, as things stand currently, working-age UC claimants reaching pension-age are required to start claiming help with their housing costs through the HB scheme again, instead of via UC.
- 4.2** For a number of years up until February 2019, the Contact Centre provided a Benefits Mobile Advice Centre (BMAC) to make the HB Service more accessible to residents. The BMAC covered all areas of the borough, but was deployed in Fleetwood for a large proportion of its operating time. Since the introduction of UC however, the need for the service has massively diminished. Most of the HB claimants who used to visit the BMAC have been migrated to UC and no longer need the service. In addition, the Citizens Advice Service also provide a Digital Hub at Fleetwood Market with our support, where residents can go for assistance with their benefits. After consideration, and as it hasn't been used for over two years, the BMAC has been decommissioned, with the associated savings on running costs and its replacement being used to fund other service improvements.
- 4.3** Lancashire County Council have allocated £270,000 to Wyre in Household Support Grant in order to provide additional financial assistance to those Wyre residents who are on low incomes and struggling with rising household costs. To ensure that those most in need get financial support as quickly as possible, the council has entered into a partnership arrangement with the West Lancashire Citizens Advice Service to award electricity and gas vouchers to eligible applicants. The vouchers can only be used by the applicant and on a

temporary basis will allow them to use the money they would have spent on electricity and gas on other things. As there are in excess of 9,300 households in Wyre in receipt of Localised Council Tax Support and other low income benefits, it is likely that there will be a high number of applications for the vouchers and advice on how to claim is on our website.

5. Comments and questions

- 5.1** In accordance with procedure rule 10.3 any member of Council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will respond to any such questions or comments in accordance with Procedure Rule 10.5.

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Report of:	To:	Date
Councillor Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder	Council	27 January 2022

Executive Report: Street Scene, Parks and Open Spaces Portfolio Holder

1. Purpose of report

- 1.1 To inform council of progress on key objectives and the current position on issues within the Street Scene, Parks and Open Spaces Portfolio as set out below.

2. Parks and open spaces

- 2.1 This winter the staff and volunteers have been within our woodland sites undertaking woodland management works including coppicing trees and shrubs to encourage new growth. The arising's from this work can be used to create wildlife habitat piles and making brash bundles to support the work of the River Wyre Trust to help slow the flow by creating "leaky dams" along the upper stretches of the river catchment.
- 2.2 The team with support from local school children have also planted 3,000 trees sourced from the Woodland Trust to create a native hedgerow mix around the Wyre Civic Centre playing fields. This acts as a carbon sink and will also provide improved wildlife habitat.
- 2.3 Activities within our parks and open space areas have included woodland conservation days and beach cleans at Fleetwood, Cleveleys, Rossall Beach, Rossall Point and Knott End. In addition we held three workshops with attendees making wreaths at Memorial Park. We received some great feedback where participants commented that they felt relaxed and had time to switch off from their daily lives.
- 2.4 The annual Wyre and Myerscough Hedgelaying competition took place in November at Wyre Estuary Country Park. Visitors were able to see a demonstration of highly skilled craftsmen and women helping to sustain hedgerows by "laying them" to encourage new growth and using the "pleachers" to be woven into a thick hedge which is great for wildlife and

good for carbon sequestration as well as providing a traditional boundary to the park.

3. Waste and recycling

- 3.1** Waste and Recycling collections continued throughout the festive period with no disruption to normal collection days. Collection calendars were delivered to all properties prior to Christmas, as before, the calendars also contained useful guidance regarding what can be placed in each bin.

4. Street Scene

Dog Kennelling Contract

- 4.1** I can advise members that the Stray Dog Kennelling Contract has been awarded to Poulton Pets (formerly Sundown Kennels) for an initial period of two years, with the option to extend for a further two years.

5. Comments and questions

- 5.1** In accordance with procedure rule 11.3 any member of council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will respond to any such questions or comments in accordance with procedure rule 11.5.



Report of:	To:	Date
Councillor Alice Collinson, Planning Policy and Economic Development Portfolio Holder	Council	27 January 2022

Executive Report: Planning Policy and Economic Development Portfolio Holder

1. Purpose of report

- 1.1 To inform Council of progress on key objectives and the current position on issues within the Planning Policy and Economic Development Portfolio, as set out below.

2. Local Plan

- 2.1 Consultation on the publication draft of the Local Plan Partial Review opened on 29 November 2021 and runs to 18 January 2022. Following this, the submission of the Partial Review to government is planned to be put before the Full Council in April 2022. Members will be aware that the Partial Review is limited in scope.
- 2.2 Work on the Full Review of the Local Plan will also get underway with a consultation commencing on 27 January 2022 and is planned to take approximately two years to complete. Unlike the Partial Review the Full Review is not limited in scope.

3. Fleetwood Levelling Up Fund Bid

- 3.1 Officers attended a feedback session with Government on 14 December 2021 concerning the Round 1 bid to the Levelling Up Fund. The fund had been heavily subscribed with a grant rate of 4 to 1 in terms of available funding.
- 3.2 Feedback was provided under three areas; strategic fit, value for money and deliverability. Unfortunately, the high-level approach adopted in providing feedback lacked real detail from which to provide direction to the council to inform future applications.
- 3.3 The Government were unable to advise as to the design and timescale of Levelling Up Fund Round 2 bids.

4. Heritage Action Zone, Fleetwood

- 4.1** Grants totalling approximately £36,000 have been awarded to property owners to undertake specialist surveys, design and feasibility works with a view to progressing to significant applications in 2022.
- 4.2** An £80,000 package of works are underway to repair St Mary's Presbytery Church to create a welcoming space for the community. Smaller grant awards totalling approximately £10,000 have also been awarded to property owners to undertake property repairs in early 2022.

5. Planning Enforcement

- 5.1** To date this financial year 281 planning Enforcement complaints have been received with 145 current open cases (i.e. those still under investigation).
- 5.2**

The agency Enforcement contractor joined us on 11 October and has taken on some time consuming work streams including dealing with a Public Inquiry (in respect of an appeal against an Enforcement Notice) and drafting a number of Enforcement Notices in respect of cases where the investigation has been completed. This has allowed the permanent Enforcement Officers to spend more time on investigating other pending cases. The contract for this officer will extend up to Easter (14 April 2022).

6. Comments and questions

- 6.1** In accordance with procedure rule 11.3 any member of Council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will respond to any such questions or comments in accordance with Procedure Rule 11.5.



Report of:	To:	Date
Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder	Council	27 January 2022

Executive Report: Neighbourhood Services and Community Safety Portfolio Holder

1. Purpose of report

- 1.1 To inform council of progress on key objectives and the current position on issues within the Neighbourhood Services and Community Safety Portfolio as set out below.

2. Housing

2.1 Protect and Vaccinate Funding for Rough Sleepers

We have received funding from the Department for Levelling Up, Housing and Communities to protect and vaccinate rough sleepers. The funding (£11,572) has been released as part of a £25m package nationally in response to the implementation of Plan B, to support rough sleepers into suitable accommodation and to fund practical steps to support increased vaccination rates within this vulnerable population. This funding is in addition to significant funding already awarded as part of the Rough Sleeping Initiative.

3. Wyre Emergency Response

- 3.1 I would like to take this opportunity to thank Garry Scott and his team for their ongoing commitment to provide an exceptional out of hour's service. This was called upon during Storm Arwen at the end of November and more recently on 30th December when 54mm of rain fell onto the Wyre catchment over a 15-hour period, causing flooding to highways and the opening of both flood basins on the River Wyre.
- 3.2 The team worked well into the early hours on both occasions, deploying the council's pumps and assisting residents and partner organisations. Their efforts prevented flooding to properties and allowed the highway network to be used with a minimum of disruption.
- 3.3 Mark O'Donnel, LCC Operations manager, expressed his gratitude to the team for providing trained chainsaw operatives and machinery during storm Arwen to remove a number of obstacles on the highway. This team is often called out in the early hours to assist with highway

emergency events as well as flooding, gritting and Wyre specific emergencies.

4. The Ecological Community Owned Coastal Buffer Strips innovation bid (ECO-CoBS):

4.1 Following the award of £7.2 million pounds to develop Innovative Flood Resilience along the North West Coast, we are in the process of appointing a Programme Manager to help lead the project. Agreements are now in place for Community Liaison staff to work with the Lancashire Wildlife Trust and Morecambe Bay partnership. The intention being to build upon their extensive experience and networks to develop the community ownership of the innovation schemes.

4.2 Monitoring work has also started with the deployment of a RAPIDAR radar system at Fleetwood. The scheme leads have also taken forward initial site visits in particular a well-attended visit to Armshill Saltmarsh and Nature Reserve through Wyre Rivers Trust.

5. Community Safety

Domestic Abuse

5.1 Following the presentation provided to members at Full Council in December I am pleased to report that the awareness raising campaign, "There's no excuse for abuse" commenced on the run up to Christmas with posters being produced and distributed around public houses within the Borough.

5.2 The campaign has also been highlighted through the council's social media presence and posters.

Have you forgotten something campaign / E-Scooters

5.3 Prior to Christmas we developed and ran two social media campaigns one to remind people to lock their car and house to deter opportunistic burglaries and another to highlight the law in relation to using E-Scooters. We also shared the police's own campaign on protecting your assets.

CCTV

5.4 Wyre Council's latest annual report on Town centre CCTV monitoring has been produced and is available for viewing on the council's web page. The report provides statistics but more importantly case studies of how CCTV continues to support the police in helping to make our communities safer. The team based at Wyre also monitor the cameras for Fylde Council and are a vital element of the policing family.

6. Comments and questions

6.1 In accordance with procedure rule 11.3 any member of council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will

respond to any such questions or comments in accordance with procedure rule 11.5.

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Report of:	To:	Date
Councillor Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder	Council	27 January 2022

Executive Report: Leisure, Health and Community Engagement Portfolio Holder

1. Purpose of report

- 1.1 To inform Council of progress on key objectives and the current position on issues within the Leisure, Health and Community Engagement Portfolio, as set out below.

2. Relaunch of grant programme for Covid-19 support projects

2.1 The Covid-19 Response grant scheme has been re-launched thanks to an ongoing partnership between Wyre Council, Fylde Council and Blackpool, Wyre & Fylde CVS. The Covid-19 Response Fund helps to provide further support to the Voluntary, Community, Faith and Social Enterprise Sector (VCFSE) and is now open for applications. The maximum award is £5,000 per organisation, but a wide range of bids is encouraged from a minimum of £300 up to the £5,000 maximum. The partnership is keen to fund projects that:

- Meet the immediate need of Wyre and Fylde residents who are struggling to afford food and essentials owing to Covid-19
- Provide advice and information to residents affected by Covid-19 to help them access longer term support they might need, such as benefits, debt advice or employment support
- Provide emotional and mental health support
- Help address social isolation
- Demonstrate how significant numbers of residents most affected by Covid-19 will benefit from these funds and which geographical areas and issues are being addressed

Please share the application form with your networks – a copy can be found here [Fylde and Wyre Grants | CVS \(cvsbwf.org\)](https://www.cvsbwf.org). All successful organisations will need to produce an outcomes summary and funding should be spent by 31 March 2022.

3. Wyre Moving More

- 3.1** KKP continue to make good progress with work to develop a physical activity strategy. The consultants have been meeting with Town Centre Partnership Boards to update on progress. Public consultation will be officially launched in the new year. Members will have heard an update of this work at the pre-council slot but to get involved in the consultation. More information is available on the council's website.

4. Communications and Visitor Economy

- 4.1** Staff from communication and marketing, tourism and events have been brought together to form a new service called Communications and Visitor Economy. Part of this new team remit will be to focus on welcoming people back to Wyre and supporting tourism recovery as well as continuing to provide an excellent communications and marketing service for the council.
- 4.2** Prior to Christmas the team have supported all the festive lights switch on events across our towns which were all enhanced thanks to the Welcome Back Fund. They also actively supported the Christmas in Cleveleys event on 18 December working closely with the local community. There was street theatre and entertainment, Harry the Cola Truck and face painting for the children, live music, an artisan market and Santa and the elves. The event was a successful partnership between Wyre Council and the local community in Cleveleys, many of whom volunteered on the day.

5. Holiday Activity Programme

- 5.1** The Holiday Activity and Food (HAF) clubs programme took place during the December 2021 holidays at venues across Wyre: Cleveleys community centre, Fleetwood and Thornton Leisure centres and Fleetwood High school. Funded by the Department for Education, the clubs were held in partnership with local holiday club providers and were free for primary and secondary aged school children who were eligible for benefits-related free school meals. There were also specific provisions available for children with special educational needs or disabilities (SEND), and other additional needs.
- 5.2** Activities varied depending on the venue, and ranged from Christmas arts and crafts, bowling, football, team sports, swimming, trips to the beach and local parks and even a visit from santa! Each child received a free meal every day as well as receiving some goodies and treats to celebrate the festive season.

6. Marine Hall and Thornton Little Theatre

- 6.1** The Fleetwood Festive Weekend held on Saturday 27 and Sunday 28 November was a great success, despite various challenges and disruptions caused by the weather. Over 6,000 customers visited and took part in various events including the Festive Lights Switch on at Marine Hall and festivities at Fleetwood Market. Santa's first residency up at The Mount Pavilion was particularly successful with all

appointments sold out across the three weekends and fabulous feedback from families who attended. Almost 2,000 customers attended the 2021 Panto at Marine Hall.

- 6.2** The Mayor's Ball returned to Marine Hall on 1 December and made full use of the theatre's facilities to showcase local talented performers and the night was a great success. Funds were also raised for the Mayor's Charity.
- 6.3** Several comedy shows are booked into our Theatres in February, including Dave Spikey at Marine Hall on Friday 25 February and Su Pollard at Thornton Little Theatre on Saturday 26 February. We are also looking forward to welcoming back The Fleetwood Beer and Cider Festival from 10-12 February. This will be the 39th Festival organised by CAMRA at Marine Hall. For the first time ever, tickets have been sold in advance and through the theatre's Box Office rather than being sold on the door, on the day.

7. Comments and questions

- 7.1** In accordance with procedure rule 11.3 any member of Council will be able to ask me a question or make a comment on the contents of my report or on any issue, which falls within my area of responsibility. I will respond to any such questions or comments in accordance with Procedure Rule 11.5.

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Report of:	Meeting	Date
Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive.	Council	27 January 2022

Our New Deal for a Greater Lancashire
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1. Purpose of report

- 1.1 To provide Full Council with an update on work undertaken towards development of strengthened joint working, a long term strategic plan and a County Deal for the Lancashire area and seek agreement to progress this work.

2. Outcomes

- 2.1 Better collaboration across the fifteen local authorities in Lancashire on specific issues including economic growth, transport and connectivity, early years and adult skills and climate change.
- 2.2 Devolved powers, responsibilities and funding from Central Government.

3. Recommendations

That full Council:

- 3.1 Support the outline "Our New Deal for a Greater Lancashire" at Appendix 1 as the initial draft basis for further discussion and development of a possible County Deal for the Lancashire area.
- 3.2 Agree the principles of governance as set out in Appendix 2 for any future deal.
- 3.3 Agree that the Leader of the Council continues to work with Lancashire Leaders in line with the principles agreed in recommendations 1 & 2 above, and note that any formal proposals will require approval by Full Council at the appropriate time.

4. Background

- 4.1** This report is being considered by the Full Council of each of the fifteen local authorities in Lancashire, that is, the county council, two unitary authorities and each of the 12 district councils.
- 4.2** The intention is that this report sets out the general principles and high level priorities of a long term strategic plan and County Deal. As progress is made, more details about specific asks will be developed, and there will be opportunities for all of the partner authorities to contribute to and influence that, including identifying specific schemes and activities.
- 4.3** Full Council is asked to consider the report and the recommendations set out above.

5. Key issues and proposals

- 5.1** Lancashire has a rich heritage, it is a diverse county which has opportunities for all and is home to globally leading firms and nationally significant assets. Its thriving £34bn economy was growing rapidly prior to the pandemic with the 4th largest aerospace cluster in the world helping achieve significant productivity gains. With a population of 1.5m people, Lancashire's 54,000 businesses generate 749,000 jobs across a range of important and emerging sectors from manufacturing and hospitality to cyber, digital and low carbon. A place of amazing beauty, its natural assets support the economy and workforce as well as providing a thriving tourism destination for visitors and an opportunity to support net zero and cleaner energy ambitions.
- 5.2** Local government arrangements in Lancashire are complex with a county council, two unitary authorities and 12 district councils. However, over the last two years, the context of a global emergency response has created a platform to empower Leaders of all the 15 local authorities in Lancashire to strengthen relationships and partnerships with wider stakeholders. Whilst the pandemic has generated significant, bespoke impacts in Lancashire that have exacerbated longer-term underlying structural issues and inequalities, Leaders are using this foundation as a basis for recovery and to drive forward economic growth.
- 5.3** With a robust evidence base and utilising the strong local knowledge of elected representatives, Leaders are developing a vision and ambition for the future of Lancashire looking ahead to 2050 to recover, grow and decarbonise the economy, improving the place and the life opportunities of its people. Their plans to achieve this will not only realise opportunities for Lancashire and UK plc but in doing so, help address many of the structural deficits and level up across the county.

5.4 With the government's much-anticipated levelling up White Paper on the horizon, the time is right for Lancashire to move forward together with a collective voice to make the case for more powers and investment for all of Lancashire.

5.5 Leaders have identified that the work is now at a stage where it is important to secure the engagement and support of all members. This report is therefore being presented to all fifteen local authorities.

This report covers:

1. **Lancashire 2050**, which sets out the headline themes which could be included in a long term strategic plan and ambition for Greater Lancashire.
2. **Our New Deal for a Greater Lancashire**, which sets out an initial scope and is a first phase of work that could begin to frame a set of devolution asks as part of a County Deal.
3. **Governance**, which sets out information about the governance options to oversee the long-term plan and deliver the deal, and the principles agreed by Leaders for any governance arrangements.

5.6 It is important to note that the government's anticipated Levelling Up White Paper will influence to a large extent the shape and substance of a County Deal that Lancashire authorities will be able to pursue. The information, advice and proposals in this paper may therefore, need to change to reflect the white paper. This report and recommendations seek to position Lancashire so it is better placed to commence early County Deal discussions with Government.

5.7 Developing a Lancashire Plan

Significant work has taken place across Lancashire to gather evidence that will shape an overarching vision, strategy and plan for the whole of 'Greater Lancashire'. This work has helped inform the scale of ambition and the development of robust key priorities within the scope of what Our New Deal for a Greater Lancashire could look like, together with the governance principles described in this report.

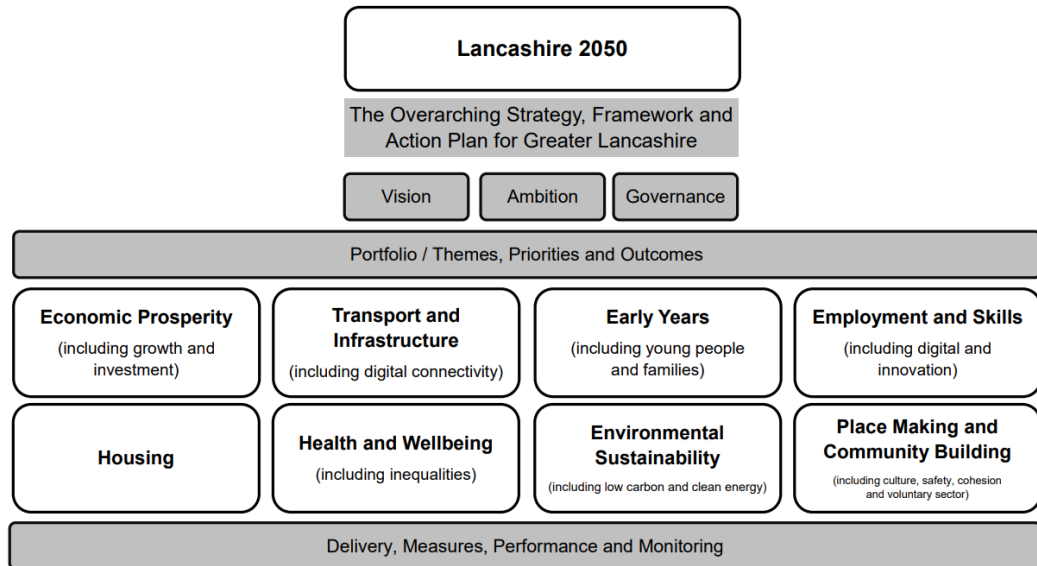
5.8 Once fully developed and adopted, in tandem with a devolution deal, Lancashire's overarching strategic plan will be forward looking and take a long term view, setting the vision and ambition over a 20-30 year period. Approaching this strategic framework in this way will ensure that the scope of Lancashire's devolution proposals addresses both the immediate priorities and longer term ambitions.

5.9 Hence, an overarching strategic plan that looks to Lancashire in 2050, would need to describe a broader ambition beyond the immediate priorities framed by the four themes set out within the scope for Our New Deal for a Greater Lancashire [at Appendix 1]. Developing the strategy and priorities this way also ensures that policy areas overlap to tackle cross cutting opportunities such as skills, health and the environment, avoiding any unintentional policy silos. For example, tackling priorities that are currently included in the devolution scope around early years, housing quality,

employment and skills, will also address some of the wider determinants of poor health as part of a longer term ambition for Lancashire, even though health priorities are yet to be agreed and fully set out working with our partners in the NHS through the Lancashire and South Cumbria integrated health and care system.

5.10 As a result, in addition to the four themes identified within Our New Deal for a Greater Lancashire, additional policy areas within the Lancashire 2050 strategic plan could include themes such as health (including inequalities, improvement and wellbeing) and community building (including crime and public safety), see Diagram 1 below. Work to shape and consult on Lancashire 2050 will continue in tandem with work on Our New Deal for a Greater Lancashire over the coming months and report through to Leaders and Councils and ultimately through any new governance arrangements adopted.

Diagram 1 Lancashire Plan Scope Illustration



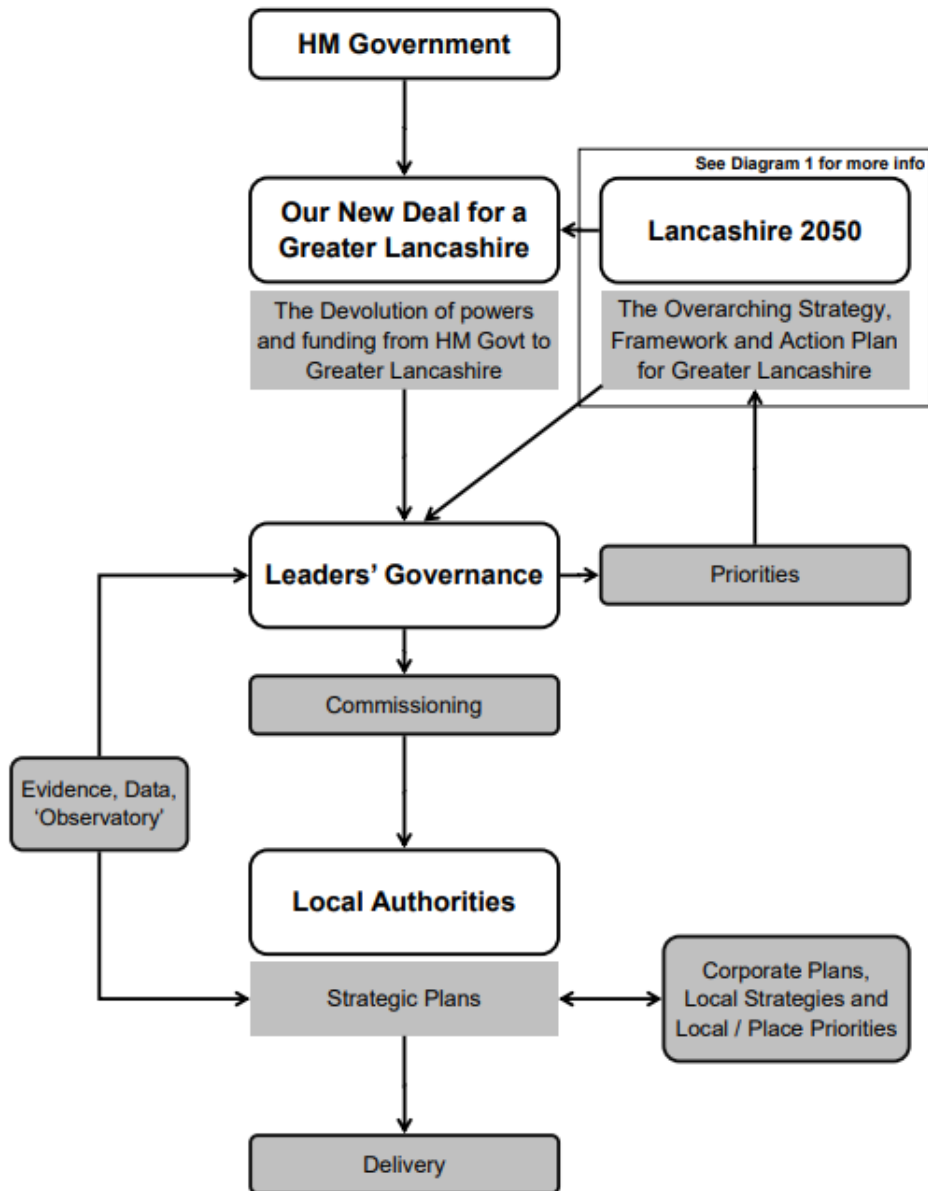
5.11 Our New Deal for a Greater Lancashire (Appendix 1)

With a long term strategic plan in place, our ask of government through a county deal, would be for the devolved powers, flexibilities and funding to accelerate the delivery of the immediate priorities set out in the plan, see Diagram 2 below. Based on the experience of other areas which have secured devolution deals, our ask could be in the order of say £5bn investment into the wider Lancashire area to address local needs and priorities as determined by and in Lancashire over the next 5-10 years.

This would be across four core themes of:

- Economic growth and investment
- Transport, connectivity and infrastructure
- Early years, education, adult skills and employment
- Environment, climate change and housing quality

Diagram 2 Our New Deal for a Greater Lancashire Illustration



5.12 Next Steps

In order for Lancashire to move forward with a strong collective voice, the engagement and support of all councils will be extremely important. This will give Leaders a mandate to collectively move forward on the issues set out in this report, and to engage with government to develop and deliver a great deal for Lancashire, for presentation back to each Full Council in Lancashire to consider and decide.

Financial and legal implications	
Finance	There are no direct financial implications of this report. As progress is made, consideration will need to be given by each council to support and resource options to manage and deliver any agreed plan and Deal. Local Authorities will need to consider a fair way for each partner authority to contribute. It is also the intention to seek capacity funding from Government as part of the negotiation process for a new Deal.
Legal	There are no direct implications of this report. As mentioned in the report further work is being undertaken exploring different governance models.

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
Marianne Hesketh	01253 887350	Marianne.hesketh@wyre.gov.uk	07/01/2022

List of background papers:		
name of document	date	where available for inspection

List of appendices

Appendix 1 – Initial scope of Our Deal for a Great Lancashire

Appendix 2 - Governance

Appendix 1

Initial Scope of Our New Deal for a Greater Lancashire



Purpose

This document sets out an initial scope and is a first phase of work that could begin to frame a set of devolution asks as part of Our New Deal for a Greater Lancashire – through which potential powers and responsibilities would be devolved to Lancashire from Government – in order to support delivery of Lancashire's overarching strategic plan (Lancashire 2050). The initial scope of the deal is focused on the key priorities agreed by Leaders, having considered the available evidence, on four key themes which require devolution from Government:

- economic growth and investment
- transport, connectivity, and infrastructure
- early years, education, adult skills, and employment; and
- environment, climate change and housing quality.

Within each theme, initial funding asks have been identified varying from single figures to suggested multi-year settlements over a range of time periods. **The total indicative value of the request of Government for these initial proposals is in the order of £5.6billion over a seven year period.**

Theme 1 - Economic Growth and Investment

Overview

The scale and importance of the Lancashire economy cannot be overstated, being the second largest in the North West behind only Greater Manchester. A thriving Lancashire remains one of the pre-requisites to a successful economy in the North of England. It is a location which can continue to build on existing clusters of excellence, whilst embracing the opportunity offered by new and emerging technologies and challenges such as cyber, low carbon and clean energy.

The focus of our work will be to ensure that proposals are aligned to supporting fast and sustainable economic recovery and onwards to long-term growth. It will focus on protecting existing employment and economic activity, whilst also driving up productivity, accelerating the commercialisation of low carbon technologies and seeking out new opportunities through stimulating innovation and developing collaborative partnerships. Climate action and mitigation will be key in relation to reducing energy emissions from housing and driving up technological skills. The future role of our towns will also be key and the part they play as places to live, work, study and innovate, consume, and visit. In doing so, this will help to reverse the major impacts of the pandemic on the Lancashire economy, its employers, its workforce and address the wider determinants of health across the communities in which they live.

Strategic objective:

To strengthen, grow and diversify our economy to extend the existing pockets of UK leading productivity across Lancashire as a whole and maximise the value of our people, land, and business assets. We will deliver growth through investment and manufacturing/innovation accelerators in town centres and local

economies, unlocking strategic sites and focusing on jobs, skills, low carbon, health innovations, clean energy, and renewables, maximising our assets and strengths in manufacturing, cyber, digital, and the visitor economy.

The total annual indicative value of the request of Government for the Economic Development and Investment theme is in the order of £200million per annum.

Theme 2 - Transport, Connectivity and Infrastructure

Overview

Lancashire's economic geography is complex and spatially polycentric. Connectivity - both physical and digital - is unequally distributed and under-provided. This is holding back Lancashire's full potential and that of the North as a whole. There are compelling reasons to want to improve both East-West and digital connectivity in Lancashire to tackle some of the worst climate, health and socioeconomic outcomes; provide employers with a larger pool of workers to draw from, enabling the development of more highly specialised sectors, increasing productivity through agglomeration; and integrating Lancashire's divided economy into one.

Strategically positioned between the rural areas of Cumbria and Pennines and the major cities of Leeds, Manchester, and Liverpool, Lancashire's best transport connectivity runs North-South, but most people live East-West in a central corridor stretching from Pendle and the Yorkshire borders to Blackpool and the coastal economies. Improving links East-West across the county allows residents to access the major North-South connections more easily maximising opportunities such as high speed rail (HS2). The focus for these links will include bus, renewables-powered electric heavy and light rail, and active travel (walking and cycling).

Lancashire is 80% rural and does not have one major settlement which everywhere looks towards. Rather it has groupings of small cities, large towns and freestanding medium-sized towns within urban areas. Those urban areas are better served by digital connectivity. Improved digital connectivity will support the people, businesses, rural and coastal economies and associated natural environment to achieve their significant economic potential, help level up health and wider inequalities and achieve demanding environmental ambitions.

Furthermore, aligning investment in transport and digital infrastructure and utilities with investment in major development and strategic priorities will unlock the economic potential of Lancashire. The high-speed digital cable into Blackpool; the Pennine Industrial District connected by the M65 Manufacturing Corridor; and strategic road and rail connections including cross borders to the major cities of Leeds, Manchester, and Liverpool, will maximise potential across Lancashire and the north as a whole.

Strategic objective:

To level up transport infrastructure along the east-west growth corridor and connect people, business, jobs, education, and investment through improved transport supported by active travel, bus, cycling and walking and full fibre broadband unlocking major development and employment investment

The total annual indicative value of the request of Government for the Transport, Connectivity and Infrastructure theme is in the order of £150million per annum.

Theme 3 - Early Years, Education, Adult Skills and Employment Workstream

Overview

Skills investment is arguably one of the most important priorities for the country (and county) to level up – creating places attractive to higher productivity businesses and increasing social mobility and improving life chances, health outcomes and opportunity for all Lancashire's 1.5million residents.

Through skilling up the population, Lancashire aims to build a talent pipeline aligned with the needs of the economy, enhancing productivity, tackling climate change and, by connecting the workforce to good quality jobs, open up opportunities for career progression, higher wages and improved standards of living. This theme will cover an increased focus on preparing children in the early years of life (0-5) for school readiness as well as focusing on upskilling and improving outcomes for young people and adults (post 16) and those in their working years. This will include working with businesses to improve skills utilisation, job quality, wages, and recruitment.

Most places in Lancashire have a very low skills base with 23% of residents with either no qualifications or NVQ1 qualifications and there is a major skills deficit at NVQ Level 4 when compared with the North West and UK averages.

Strategic objective:

To increase focus on preparing children in the early years of life (0-5) for school readiness and to 'level up' the skills of the working age population, by ensuring that Lancashire residents are able to effectively access high quality skills provision and compete for employment opportunities which enables them to secure a higher quality of life and maximise the existing and emerging strengths in Lancashire's economy including climate change, clean energy, cyber, digital and data.

The total annual indicative value of the request of Government for the Early Years, Education, Adult Skills and Employment theme is in the order of £260million per annum.

Theme 4 – Environment, Climate Change, and Housing Quality

Overview

Tackling climate change and reducing our greenhouse gas emissions is one of the biggest challenges facing our society and significant action is needed across Lancashire to achieve government targets set to reach net zero by 2050. Working together will improve the resilience of Lancashire to the impacts of climate change, such as flooding, on communities, businesses and the wider economy. There is a need for locally led, place-based approach to energy solutions such as decarbonising heating systems, improving energy efficiency and local renewable electricity generation to meet current and future growth needs. Much of Lancashire's housing stock falls severely below standards and is energy inefficient – domestic gas is the second biggest contributor to emissions in Lancashire, after transport. Beyond the environmental and health benefits of reducing emissions, there are significant economic opportunities locally and nationally in the transition to low carbon energy

technologies with growth in new high-value industries and more productive, higher paid jobs.

Very poor housing quality is a prominent feature of many of Lancashire's urban centres with some areas having significant volumes of stock over 120 years old and others having very low volumes of houses built to more modern quality standards over the last 20 years. Poor quality and condition including cold, damp and energy inefficient housing, contributes to high CO2 emissions and fuel poverty. This poor-quality housing – typically older, private sector rented stock – plays a crucial role in driving some of the worst health outcomes in England and plays a key role in constraining efforts to regenerate the county's most deprived places. Existing powers are not effective in delivering strategic change and reversing cycles of decline. Intervention in these areas of chronic housing failure will create a platform for better social outcomes, supporting regeneration and economic growth. Benefits include the creation of new jobs, skills and training in construction as well as tackling climate change through installation of cooling and heating systems and mitigating future risks from increased flooding. Improving the quality of housing stock will help to provide residents with attractive, spacious, appropriately heated homes with affordable bills, which are better adapted for life long living. In turn, this will contribute to the strength of the workforce and health of the population as a whole. Devolution presents an opportunity to bring forward new powers and resource that can tackle the challenges and create more balanced, better-quality housing that can stabilise and transform lives in the areas of greatest opportunity in Lancashire.

Strategic Objective:

To level up green action and investment in Lancashire to achieve our pathway to net zero carbon emissions, protecting our natural environment and neighbourhoods, investing in carbon reduction measures and transforming housing quality. This will include a specific focus on developing a skilled workforce and business supply chain, delivering large programmes to drive improvements in the energy efficiency and quality of homes.

The total annual indicative value of the request of Government for the Environment, Climate Change, and Housing theme is in the order of £200million per annum.

Appendix 2

Governance

The governance structures for delivering the strategic plan priorities and accelerating that delivery through a County Deal would need be designed with two aims in mind:

- to create the best arrangements to deliver the priorities within the strategic plan and the Deal itself
- to ensure decisions are made democratically and with all partners having an equal voice.

To this end, Leaders have agreed a set of core principles which should be applied in the establishment of any governance arrangements for joint working and delivering a County Deal. The principles set out below will form the basis of a negotiation with Government including the implications of any white paper:

- Lancashire authorities do not collectively support a Mayoral Combined Authority or local government reform
- Each authority would be represented on the decision making body by their Leader
- Each authority's current services, including statutory functions and discretionary services would not be included in any county deal arrangement without the express agreement of that authority
- The voting principle is one council, one vote, with a two thirds majority required for any proposal
- Each council will have a veto if any proposal is in their area, if their money is required or if they can reasonably demonstrate that it is reasonably likely to have a material impact on their area unless there are special circumstances to proceed (e.g. policy, legal, public safety reasons).
- Individual councils will have the right to leave the Deal and the decision making body arrangements
- It would initially be chaired by Lancashire County Council which will also act as the accountable body (under some governance models an Accountable Body may not be necessary)

Initial discussions with Leaders have started to consider a range of possible options for more formal joint working and to govern the delivery of a devolution framework and a county deal. A number of options are being explored, including joint committees, statutory boards, non-statutory boards, a local authority owned company and other informal working arrangements. This may also be largely dependent on the contents of the White Paper and any specifications it makes for the governance of County Deals.

Whatever the arrangements identified as best suited to the Lancashire area, each individual Local Authority's Full Council would need to give approval to its participation

As the governance arrangements are developed further, a number of important issues will need to be addressed, such as managing possible conflicts of interest, providing indemnities to members against liabilities, borrowing and funding arrangements and the detail of meeting processes. Each governance model option may require different solutions to these kinds of issues. A representative working group of officers including several Monitoring Officers has already begun work on these issues.

Resources

As progress is made, consideration will need to be given by Leaders and councils to support and resource options to manage and deliver any agreed plan and Deal. Local Authorities will need to consider a fair way for each partner authority to contribute. It is also the intention to seek capacity funding from Government as part of the negotiation process for a new Deal.

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Report of:	Meeting	Date
Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive	Council	27 January 2022

Local Government Association (LGA) Model Code of Conduct for Members

1. Purpose of report

- 1.1 To consider the recommendation of the Standards Committee to adopt the LGA Model Code of Conduct (“the model code”) as amended.

2. Outcomes

- 2.1 The adoption of the model code as amended, will ensure that high standards of conduct in local government are maintained.

3. Recommendation

- 3.1 That the model code as amended (Appendix 2) be formally adopted by the Council.

4. Background

- 4.1 The Committee on Standards in Public Life (“the CSPL”) published a report on its review of local government ethical standards on 30 January 2019. The CSPL found that there was considerable variation in the length, quality and clarity of codes of conduct across local authorities. The Committee recommended “that the Local Government Association (LGA) should create an updated code of conduct in consultation with representative bodies of councillors and officers of all tiers of local government”.
- 4.2 Following extensive consultation with the sector during 2020, the LGA published the draft model code in January 2021, with a final version being published in May 2021. Supporting guidance as set out in Appendix D was published in July 2021. The LGA indicated that the code, together with the guidance, had been “designed to protect our democratic role, encourage good conduct and safeguard the public’s trust in local government”. The expectation is that all councils should adopt it as a minimum but provision for local variations is permitted.

5. Key issues and proposals

5.1 Although the Council's current code of conduct has been updated since its introduction in 2011 to make it more robust, it is now considered that the new model code is more comprehensive, yet still relatively short and easy to read and therefore should be considered for adoption by this council.

5.2 Key points to note from the model code include that it:

- Applies when a member is acting in their capacity as a councillor, which may include when a councillor misuses his/her position or gives the impression to a reasonable member of the public with knowledge of all the facts that the member is acting as a councillor.
- Applies to all forms of communication and interaction, including face to face meetings, online or telephone meetings, written and verbal communication, electronic and social media communication including posts, statements and comments.
- Keeps the obligation to treat others with respect and not to bully any person but it provides helpful definitions of these terms. Discrimination has also been added to the bullying and harassment section of the model code.
- Introduces an obligation to undertake code of conduct training provided by the council and to co-operate with a code of conduct investigation.

5.3 The model code also makes it a requirement to comply with any sanction imposed following a finding that the code has been breached. At present, sanctions for breach of the Members' Code of Conduct are very limited. The CSPL recommended that the government change the law to allow local authorities the power to suspend councillors, without allowances, for up to six months (exercisable only where the authority's Independent Person agrees both with the finding of a breach and that suspending the councillor would be a proportionate sanction). The government has yet to respond to this proposal.

5.4 Appendix B of the model code sets out the requirements in relation to registration and declaration of interests, which is included in the Council's current code. However the terminology used in the model code differs slightly, for example a non-pecuniary disclosable interest and a significant non-pecuniary interest in the Council's code are referred to as registerable and non-registerable interests in the model code. Otherwise the requirements to declare relevant interests remain the same.

- 5.5** There are a number of requirements included in the council's current code that are missing from the model code for example the requirement to uphold and have respect for the law. These requirements have been inserted into the model code. It is recommended that these are incorporated into the model code as local amendments are permitted. These amendments can be seen in a tracked changes version at Appendix 1.

Financial and legal implications	
Finance	There are no financial implications arising directly from this report.
Legal	Under the Localism Act 2011, each local authority has a duty to adopt a code of conduct dealing with the conduct that is expected of members and co-opted members, when they are acting in that capacity. The Standards Committee is responsible for standards functions and for advising the Council on the adoption or revision of the Members' Code of Conduct. However, changes to the Code of Conduct and the Constitution are decisions reserved to full Council.

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 an 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
Mary Grimshaw	01253 887214	Mary.grimshaw@wyre.gov.uk	07/12/2021

List of background papers:		
name of document	date	where available for inspection
Local Government Association Model Councillor Code of Conduct 2020.	17 May 2021	https://www.local.gov.uk/publications/local-government-association-model-councillor-code-conduct-2020

List of appendices

Appendix 1 – Wyre Council Councillor Code of Conduct 2021 (showing track changes).
Appendix 2 – Wyre Council Councillor Code of Conduct 2021



Wyre Council-Local Government Association
Model Councillor Code of Conduct 20210

Joint statement

The role of councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that as councillors we can be held accountable and all adopt the behaviours and responsibilities associated with the role. Our conduct as an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to. We also want individuals from a range of backgrounds and circumstances to be putting themselves forward to become councillors.

As councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area, taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.

Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied, or threatened by anyone, including the general public.

This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public's trust in local government.

Introduction Introduction

All councils are required to have a local Councillor Code of Conduct.

This code is based on the Local Government Association's Model Councillor Code of Conduct issued in May 2021. However some amendments have been added to the model code to reflect local practices in Wyre.

~~The Local Government Association (LGA) has developed this Model Councillor Code of Conduct, in association with key partners and after extensive consultation with the sector, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. It is a template for councils to adopt in whole and/or with local amendments.~~

~~All councils are required to have a local Councillor Code of Conduct.~~

~~The LGA will undertake an annual review of this Code to ensure it continues to be fit for purpose, incorporating advances in technology, social media and changes in legislation. The LGA can also offer support, training and mediation to councils and councillors on the application of the Code and the National Association of Local Councils (NALC) and the county associations of local councils can offer advice and support to town and parish councils.~~

Definitions

For the purposes of this Code of Conduct, a "councillor" means a member or co-opted member of a local authority or a directly elected mayor. A "co-opted member" is defined in the Localism Act 2011 Section 27(4) as "a person who is not a member of the authority but who

- a) is a member of any committee or sub-committee of the authority, or;
- b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority;

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee".

For the purposes of this Code of Conduct, "local authority" means Wyre Borough Council and Town and Parish Councils in the Wyre district.

~~For the purposes of this Code of Conduct, "local authority" includes county councils, district councils, London borough councils, parish councils, town councils, fire and rescue authorities, police authorities, joint authorities, economic prosperity boards, combined authorities and National Park authorities.~~

Purpose of the Code of Conduct

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government.

It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct. ~~The LGA encourages the use of support, training and mediation prior to action being taken using the Code.~~ The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government.

General principles of councillor conduct

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the [Seven Principles of Public Life](#), also known as the Nolan Principles.

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and
- I lead by example and act in a way that secures public confidence in the role of councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person
- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

Application of the Code of Conduct

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting as a co-opted member and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when:

- you misuse your position as a councillor
- ~~Y~~our actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor;

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a councillor.

~~Wyre Council's~~ ~~Your~~ Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer **and/or consult with the Independent Person** on any matters that may relate to the Code of

Conduct. Town and parish councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer.

Standards of councillor conduct

This section sets out your obligations, which are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included [at Appendix D](#) to help explain the reasons for the obligations and how they should be followed.

General Conduct

1. Respect

As a councillor:

1.1 I treat other councillors and members of the public with respect.

1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors.

In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and report them to the local authority, the relevant social media provider or the police. This also applies to fellow councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's councillor-officer protocol.

2. Bullying, harassment and discrimination

As a councillor:

2.1 I do not bully any person.

2.2 I do not harass any person.

2.3 I promote equalities and do not discriminate unlawfully against any person.

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least

two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

3.13.2 I have due regard to advice provided by the Council's officers, particularly any advice given by the Chief Finance Officer, the Monitoring Officer or their Deputies and the Head of the Paid Service.

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

- a. given to me in confidence by anyone**
- b. acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless**
 - i. I have received the consent of a person authorised to give it;**
 - ii. I am required by law to do so;**
 - iii. the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or**
 - iv. the disclosure is:**
 - 1. reasonable and in the public interest; and**
 - 2. made in good faith and in compliance with the reasonable requirements of the local authority; and**
 - 3. I have consulted the Monitoring Officer prior to its release.**

4.2 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members,

my employer or my business interests.

4.3 I do not prevent anyone from getting information that they are entitled to by law.

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

5.1.2 I uphold and have respect for the law.

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors and/or your local authority and may lower the public's confidence in you or your local authority's ability to discharge your/its functions. For example, behaviour that is considered dishonest, unlawful and/or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of this Code of Conduct.

6. Use of position

As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

6.2 I do not place myself under a financial or other obligation to outside individuals or organisations that might seek to influence me in the performance of my official duties.

6.3 I make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit.

6.4 I am accountable for my decisions to the public and cooperate fully with whatever scrutiny is appropriate to my office.

6.5 I am open as possible about my decisions and actions and the decisions and actions of my authority and prepared to give reasons for those decisions and actions, in accordance with statutory requirements or any additional requirements made by the council.

Your position as a member of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others.

However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local authority or authorising their use by others:

- a. act in accordance with the local authority's requirements; and**
- b. ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.**

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support
- stationery
- equipment such as phones, and computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Complying with the Code of Conduct

As a Councillor:

8.1 I undertake Code of Conduct training provided by my local authority.

8.2 I cooperate with any Code of Conduct investigation and/or determination.

8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.

8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local authority's processes in handling a complaint you should raise this with your Monitoring Officer.

Protecting your reputation and the reputation of the local authority

9. Interests

As a councillor:

9.1 I register and disclose my interests.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority.

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in **Table 1**, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from your Monitoring Officer.

10. Gifts and hospitality

As a councillor:

I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.

10.1 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt and details of the donor. (Details will be kept on a Councillor Gifts and Hospitality register and published on the Council's website).

10.2 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered. However, you do not need to register gifts and hospitality which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance.

11. ——— Conduct

As a councillor:

11.1 I promote and support high standards of conduct when serving in my public post, in particular as characterised by the above requirements, by leadership and example.

11.2 I am clear when communicating with the media or speaking in public that I do not give the impression I am acting in an official capacity when I am not. Nor should I express my own views in a way which misleads anyone reading or listening that it is official or agreed policy or position of the council when it is my own personal view or those of a political party or group of people of which I am a member.

11.3 I have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

Appendices

Appendix A – The Seven Principles of Public Life

The principles are:

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix B Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"**Disclosable Pecuniary Interest**" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"**Partner**" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. ~~±~~ Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it ~~±~~

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative or close associate; or
 - c. a financial interest or wellbeing of a body included under Other Registerable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. ~~Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it~~

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You must register as an Other Registrable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

of which you are a member or in a position of general control or management

Appendix C – the Committee on Standards in Public Life

The LGA has undertaken this review whilst the Government continues to consider the recommendations made by the Committee on Standards in Public Life in their report on [Local Government Ethical Standards](#). If the Government chooses to implement any of the recommendations, this could require a change to this Code.

The recommendations cover:

- Recommendations for changes to the Localism Act 2011 to clarify in law when the Code of Conduct applies
- The introduction of sanctions
- An appeals process through the Local Government Ombudsman
- Changes to the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012
- Updates to the Local Government Transparency Code
- Changes to the role and responsibilities of the Independent Person
- That the criminal offences in the Localism Act 2011 relating to Disclosable Pecuniary Interests should be abolished

The Local Government Ethical Standards report also includes Best Practice recommendations. These are:

Best practice 1: Local authorities should include prohibitions on bullying and harassment in codes of conduct. These should include a definition of bullying and harassment, supplemented with a list of examples of the sort of behaviour covered by such a definition.

Best practice 2: Councils should include provisions in their code of conduct requiring councillors to comply with any formal standards investigation and prohibiting trivial or malicious allegations by councillors.

Best practice 3: Principal authorities should review their code of conduct each year and regularly seek, where possible, the views of the public, community organisations and neighbouring authorities.

Best practice 4: An authority's code should be readily accessible to both councillors and the public, in a prominent position on a council's website and available in council premises.

Best practice 5: Local authorities should update their gifts and hospitality register at least once per quarter, and publish it in an accessible format, such as CSV.

Best practice 6: Councils should publish a clear and straightforward public interest test against which allegations are filtered.

Best practice 7: Local authorities should have access to at least two Independent Persons.

Best practice 8: An Independent Person should be consulted as to whether to undertake a formal investigation on an allegation, and should be given the option to review and comment on allegations which the responsible officer is minded to dismiss as being without merit, vexatious, or trivial.

Best practice 9: Where a local authority makes a decision on an allegation of misconduct following a formal investigation, a decision notice should be published as soon as possible on its website, including a brief statement of facts, the provisions of the code engaged by the allegations, the view of the Independent Person, the reasoning of the decision-maker, and any sanction applied.

Best practice 10: A local authority should have straightforward and accessible guidance on its website on how to make a complaint under the code of conduct, the process for

handling complaints, and estimated timescales for investigations and outcomes.

Best practice 11: Formal standards complaints about the conduct of a parish councillor towards a clerk should be made by the chair or by the parish council, rather than the clerk in all but exceptional circumstances.

Best practice 12: Monitoring Officers' roles should include providing advice, support and management of investigations and adjudications on alleged breaches to parish councils within the remit of the principal authority. They should be provided with adequate training, corporate support and resources to undertake this work.

Best practice 13: A local authority should have procedures in place to address any conflicts of interest when undertaking a standards investigation. Possible steps should include asking the Monitoring Officer from a different authority to undertake the investigation.

Best practice 14: Councils should report on separate bodies they have set up or which they own as part of their annual governance statement and give a full picture of their relationship with those bodies. Separate bodies created by local authorities should abide by the Nolan principle of openness and publish their board agendas and minutes and annual reports in an accessible place.

Best practice 15: Senior officers should meet regularly with political group leaders or group whips to discuss standards issues.

~~*The LGA has committed to reviewing the Code on an annual basis to ensure it is still fit for purpose.*~~

Appendix D- Guidance on Local Government Association Model Councillor Code of Conduct.

<https://www.local.gov.uk/publications/guidance-local-government-association-model-councillor-code-conduct>

Wyre Council- Councillor Code of Conduct 2021

Statement

The role of councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that as councillors we can be held accountable and all adopt the behaviours and responsibilities associated with the role. Our conduct as an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to. We also want individuals from a range of backgrounds and circumstances to be putting themselves forward to become councillors.

As councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area, taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.

Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied, or threatened by anyone, including the general public.

This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public's trust in local government.

Introduction

All councils are required to have a local Councillor Code of Conduct.

This code is based on the Local Government Association's Model Councillor Code of Conduct issued in May 2021. However some amendments have been added to the model code to reflect local practices in Wyre.

Definitions

For the purposes of this Code of Conduct, a "councillor" means a member or co-opted member of a local authority or a directly elected mayor. A "co-opted member" is defined in the Localism Act 2011 Section 27(4) as "a person who is not a member of the authority but who

- a) is a member of any committee or sub-committee of the authority, or;
- b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority;

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee".

For the purposes of this Code of Conduct, "local authority" means Wyre Borough Council and Town and Parish Councils in the Wyre district.

Purpose of the Code of Conduct

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government.

It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct. The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government.

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Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the [Seven Principles of Public Life](#), also known as the Nolan Principles.

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and
- I lead by example and act in a way that secures public confidence in the role of councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person

- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

Application of the Code of Conduct

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting as a co-opted member and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when:

- you misuse your position as a councillor
- your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor;

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a councillor.

Wyre Council's Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer and/or consult with the Independent Person on any matters that may relate to the Code of Conduct. Town and parish councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer.

Standards of councillor conduct

This section sets out your obligations, which are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included at Appendix D to help explain the reasons for the obligations and how they should be followed.

General Conduct

1. Respect

As a councillor:

1.1 I treat other councillors and members of the public with respect.

1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and

respect the role they play.

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors.

In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and report them to the local authority, the relevant social media provider or the police. This also applies to fellow councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's councillor-officer protocol.

2. Bullying, harassment and discrimination

As a councillor:

2.1 I do not bully any person.

2.2 I do not harass any person.

2.3 I promote equalities and do not discriminate unlawfully against any person.

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

3.2 I have due regard to advice provided by the Council's officers, particularly any advice given by the Chief Finance Officer, the Monitoring Officer or their Deputies and the Head of the Paid Service.

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

- a. given to me in confidence by anyone**
- b. acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless**
 - i. I have received the consent of a person authorised to give it;**
 - ii. I am required by law to do so;**
 - iii. the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or**
 - iv. the disclosure is:**
 - 1. reasonable and in the public interest; and**
 - 2. made in good faith and in compliance with the reasonable requirements of the local authority; and**
 - 3. I have consulted the Monitoring Officer prior to its release.**

4.2 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

4.3 I do not prevent anyone from getting information that they are entitled to by law.

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

5.2 I uphold and have respect for the law.

As a Councillor, you are trusted to make decisions on behalf of your community and your

actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors and/or your local authority and may lower the public's confidence in you or your local authority's ability to discharge your/its functions. For example, behaviour that is considered dishonest, unlawful and/or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of this Code of Conduct.

6. Use of position

As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

6.2 I do not place myself under a financial or other obligation to outside individuals or organisations that might seek to influence me in the performance of my official duties.

6.3 I make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit.

6.4 I am accountable for my decisions to the public and cooperate fully with whatever scrutiny is appropriate to my office.

6.5 I am open as possible about my decisions and actions and the decisions and actions of my authority and prepared to give reasons for those decisions and actions, in accordance with statutory requirements or any additional requirements made by the council.

Your position as a member of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others. However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local authority or authorising their use by others:

- a. act in accordance with the local authority's requirements; and**
- b. ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.**

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support

- stationery
- equipment such as phones, and computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Complying with the Code of Conduct

As a Councillor:

8.1 I undertake Code of Conduct training provided by my local authority.

8.2 I cooperate with any Code of Conduct investigation and/or determination.

8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.

8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local authority's processes in handling a complaint you should raise this with your Monitoring Officer.

Protecting your reputation and the reputation of the local authority

9. Interests

As a councillor:

9.1 I register and disclose my interests.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority.

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in **Table 1**, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from your Monitoring Officer.

10. Gifts and hospitality

As a councillor:

I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.

10.1 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt and details of the donor(Details will be kept on a Councillor Gifts and Hospitality register and published on the Council's website).

10.2 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered. However, you do not need to register gifts and hospitality which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance.

11. Conduct

As a councillor:

- 11.1** I promote and support high standards of conduct when serving in my public post, in particular as characterised by the above requirements, by leadership and example.
- 11.2** I am clear when communicating with the media or speaking in public that I do not give the impression I am acting in an official capacity when I am not. Nor should I express my own views in a way which misleads anyone reading or listening that it is official or agreed policy or position of the council when it is my own personal view or those of a political party or group of people of which I am a member.
- 11.3** I have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

Appendices

Appendix A – The Seven Principles of Public Life

The principles are:

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix B Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. - Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it -

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative or close associate; or
 - c. a financial interest or wellbeing of a body included under Other Registerable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. -Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You must register as an Other Registrable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

of which you are a member or in a position of general control or management

Appendix C – the Committee on Standards in Public Life

The LGA has undertaken this review whilst the Government continues to consider the recommendations made by the Committee on Standards in Public Life in their report on [Local Government Ethical Standards](#). If the Government chooses to implement any of the recommendations, this could require a change to this Code.

The recommendations cover:

- Recommendations for changes to the Localism Act 2011 to clarify in law when the Code of Conduct applies
- The introduction of sanctions
- An appeals process through the Local Government Ombudsman
- Changes to the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012
- Updates to the Local Government Transparency Code
- Changes to the role and responsibilities of the Independent Person
- That the criminal offences in the Localism Act 2011 relating to Disclosable Pecuniary Interests should be abolished

The Local Government Ethical Standards report also includes Best Practice recommendations. These are:

Best practice 1: Local authorities should include prohibitions on bullying and harassment in codes of conduct. These should include a definition of bullying and harassment, supplemented with a list of examples of the sort of behaviour covered by such a definition.

Best practice 2: Councils should include provisions in their code of conduct requiring councillors to comply with any formal standards investigation and prohibiting trivial or malicious allegations by councillors.

Best practice 3: Principal authorities should review their code of conduct each year and regularly seek, where possible, the views of the public, community organisations and neighbouring authorities.

Best practice 4: An authority's code should be readily accessible to both councillors and the public, in a prominent position on a council's website and available in council premises.

Best practice 5: Local authorities should update their gifts and hospitality register at least once per quarter, and publish it in an accessible format, such as CSV.

Best practice 6: Councils should publish a clear and straightforward public interest test against which allegations are filtered.

Best practice 7: Local authorities should have access to at least two Independent Persons.

Best practice 8: An Independent Person should be consulted as to whether to undertake a formal investigation on an allegation, and should be given the option to review and comment on allegations which the responsible officer is minded to dismiss as being without merit, vexatious, or trivial.

Best practice 9: Where a local authority makes a decision on an allegation of misconduct following a formal investigation, a decision notice should be published as soon as possible on its website, including a brief statement of facts, the provisions of the code engaged by the allegations, the view of the Independent Person, the reasoning of the decision-maker, and any sanction applied.

Best practice 10: A local authority should have straightforward and accessible guidance on its website on how to make a complaint under the code of conduct, the process for

handling complaints, and estimated timescales for investigations and outcomes.

Best practice 11: Formal standards complaints about the conduct of a parish councillor towards a clerk should be made by the chair or by the parish council, rather than the clerk in all but exceptional circumstances.

Best practice 12: Monitoring Officers' roles should include providing advice, support and management of investigations and adjudications on alleged breaches to parish councils within the remit of the principal authority. They should be provided with adequate training, corporate support and resources to undertake this work.

Best practice 13: A local authority should have procedures in place to address any conflicts of interest when undertaking a standards investigation. Possible steps should include asking the Monitoring Officer from a different authority to undertake the investigation.

Best practice 14: Councils should report on separate bodies they have set up or which they own as part of their annual governance statement and give a full picture of their relationship with those bodies. Separate bodies created by local authorities should abide by the Nolan principle of openness and publish their board agendas and minutes and annual reports in an accessible place.

Best practice 15: Senior officers should meet regularly with political group leaders or group whips to discuss standards issues.

Appendix D- Guidance on Local Government Association Model Councillor Code of Conduct.

<https://www.local.gov.uk/publications/guidance-local-government-association-model-councillor-code-conduct>



Report of:	Meeting	Date
Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive	Council	27 January 2022

Appointments to committees

1. Purpose of report

1.1 To enable changes to be made to the membership of committees for the remainder of the 2021/22 Municipal Year.

2. Outcomes

2.1 Effective arrangements to carry out the Council's non-executive decision making and advisory functions.

3. Recommendations

3.1 That Councillor Cartridge of the Conservative Group be appointed to the Overview and Scrutiny committee in place of Councillor Leech.

3.2 That Councillor Leech of the Conservative Group be appointed to the Audit Committee in place of Councillor Cartridge.

4. Background

4.1 Changes to the membership of two committees are needed in order to take into account other councillor commitments. The changes are intended to be of benefit to both the Audit and Overview and Scrutiny Committees in terms of member attendance.

5. Key issues and proposals

5.1 These appointments are a straight replacement 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 additional 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	18/01/2022

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

List of appendices

None.



Report of:	Meeting	Date
Cllr Andrea Kay, Lead Member for Children and Young People	Council	27 January 2022

Lead Member Report: Children and Young People

1. Purpose of Report

1.1 To update the Council on some of the activities I have been involved in over the last year as Lead Member for Children and Young People.

2. Summary of Activity

2.1 A summary of activity is included relating to the following issues:

- Positive Mind-set Programme within schools;
- Remembrance service;
- Continuation of Intergenerational Christmas lunch, and;
- Tackling Climate Change.

3. Questions and Comments

3.1 I will respond to any questions or comments on the contents of my report or on any other issues relating to young people in Wyre.

Financial and legal implications	
Finance	None arising directly from this report
Legal	None arising directly from 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
Shelley Birch	01253 887240	Shelley.birch@wyre.gov.uk	17.12.21

List of background papers:		
name of document	date	where available for inspection

List of appendices

Appendix 1 – Periodic Update Summary

Periodic Update Summary

Lead Member for Young People: Progress Update – January 2022

I have been involved with a wide range of activities across the children and young people's agenda since my last report in January 2020. It is important to point out that owing to the Covid-19 pandemic and the government restrictions this has made it difficult to engage with children and young people.

The following, highlights key areas of work that have taken place:

The Positive Mind-set Programme

The 'Positive Mind-set Programme' has been developed to be held in high schools locally for young people aged 11-16 in partnership with the charity Doherty's Destiny. The programme runs for six weeks focusing on building resilience, developing a growth mind-set, strengthening relationships and encouraging self-care. This is extremely important as it enables individuals to develop mechanisms for protection against experiences that could be overwhelming, helps to maintain balance in their lives during difficult or stressful periods and can protect them against developing mental health issues in the future. This has been completed within both Millfield and Hodgson High schools with plans for St Aiden's to follow the same programme starting in January 2022.

The course contains the following content:

Week 1: Relationships (strengthen communication with friends/ family/ teachers);

Week 2: Personal responsibility (managing their state);

Week 3: Emotional Resilience;

Week 4: Achievements (creating compelling futures);

Week 5: Self Care/ Free Time, and;

Week 6: Course overview, reflect on the course and discuss ways this can in the future and has already been implemented by the students.

Remembrance Service

The annual remembrance service was held in Cleveleys town centre which included attendance from both Northfold and Manor Beach primary school pupils. The service provided the pupils and the community the opportunity to pay their respects to our armed forces and those who have sadly lost their lives.

Intergenerational Work

In December 2019, I arranged a Christmas lunch at Manor Beach Primary School which involved over 70 members of community, who were either lonely or isolated, to come along to a Christmas lunch with the school children. This was a fabulous event and I am pleased to say was held again in December 2021 after a break last year owing to the pandemic.

Tackling Climate Change

I have been involved with Lancashire Youth Council, which includes Wyre young people to work with Millfield and St Aiden's schools on tackling climate change and how we can improve our environment. This work includes our partner agencies Lancashire Police and Lancashire Fire and Rescue and what efforts they are

undertaking. In the New Year we will be contacting Wyre's Climate Change Officer to further link up this work.

Future Work

I would also like to ensure the voice of young people comes through Wyre's democratic process and will explore in the new year how this is being achieved already and what could be done to enhance this.