



Wyre Borough Council
Date of Publication: 28 June 2023
Please ask for: Marianne Unwin
Democratic Services Officer
Tel: 01253 887326

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, 6 July 2023** commencing at 7.00 pm.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R Huddleston', written over a light grey grid background.

Rebecca Huddleston
Chief Executive

The Mayor will invite the Mayor's Chaplain, Reverend John Squires, to say prayers.

COUNCIL AGENDA

1. Apologies for absence

2. Confirmation of minutes

(Pages 5 - 18)

To approve as a correct record the Minutes of the meeting of the Council held on 20 April 2023 and 18 May 2023 respectively.

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 Vincent) (Pages 19 - 22)
- (b) Resources Portfolio Holder (Councillor McKay) (Pages 23 - 26)
- (c) Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge) (Pages 27 - 30)
- (d) Planning Policy and Economic Development Portfolio Holder (Councillor Le Marinel) (Pages 31 - 36)
- (e) Neighbourhood Services and Community Safety Portfolio Holder (Councillor Berry) (Pages 37 - 40)
- (f) Leisure, Health and Community Engagement Portfolio Holder (Councillor Bowen) (Pages 41 - 44)

8. Treasury Management Outturn Report (Pages 45 - 54)

Report of Councillor McKay, Resources Portfolio Holder and Clare James, Corporate Director Resources and Section 151 Officer.

9. Appointments to Committees, Panels and Groups - updated report (Pages 55 - 60)

Report of Councillor Michael Vincent, Leader of the Council and Rebecca Huddleston, Chief Executive.

10. Calendar of Meetings 2023/24 update and 2024/25 (Pages 61 - 78)

Report of Councillor Michael Vincent, Leader of the Council and Rebecca Huddleston, Chief Executive.

11. Notices of Motion

The following Notice of Motion has been submitted under Procedure Rule 15 by Councillors Rendell, Lady D Atkins, Sir R Atkins and Le Marinel:

“This council is against any change to the national planning policy that would make it easier to build on Green Belt”.

If you have any enquiries on this agenda, please contact Marianne Unwin, tel: 01253 887326, email: Marianne.Unwin@wyre.gov.uk

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Council Minutes

The minutes of the Council meeting of Wyre Borough Council held on Thursday, 20 April 2023 at the Council Chamber - Civic Centre, Poulton-le-Fylde.

Council members present:

Councillors Robinson, Catterall, I Amos, Lady D Atkins, Sir R Atkins, Ballard, Baxter, Beavers, Berry, C Birch, Bowen, Cartridge, Collinson, P Ellison, Fail, Gerrard, Henderson, Ibison, Kay, Le Marinel, Leech, McKay, Minto, Moon, Orme, Raynor, Rendell, Rushforth, Smith, Stirzaker, Swales, S Turner, Matthew Vincent, M Vincent, D Walmsley and Webster

Apologies for absence:

Councillors Armstrong, B Birch, Bridge, E Ellison, Ingham, Longton, O'Neill, A Turner, L Walmsley and Williams

Failed to attend or tender apologies for absence

Councillors Fairbanks, George, Holden and A Vincent

Officers present:

Rebecca Huddleston, Chief Executive
Marianne Hesketh, Corporate Director Communities
Clare James, Corporate Director Resources and Section 151 Officer
Bethan McDonough, Senior Communications Officer
Peter Foulsham, Democratic Services and Scrutiny Manager
Marianne Unwin, Democratic Services and Scrutiny Manager (Temporary)
Mary Grimshaw, Legal Services Manager and Monitoring Officer

No members of the public or press attended the meeting.

76 Confirmation of minutes

The minutes of the meeting of 9 March 2023 were **approved**, unanimously, by those who were in attendance.

77 Declarations of Interest

The Monitoring Officer granted a dispensation to all Members to enable participation in the debate and vote on item 10, Members' Allowances Scheme.

No declarations were made.

78 Announcements

The Mayor welcomed Rebecca Huddleston to her first meeting of Full Council as the Chief Executive of Wyre Council.

79 Public questions or statements

None.

80 Questions "On Notice" from councillors

None.

81 Executive reports

81a Leader of the Council (Councillor Michael Vincent)

The Leader of the Council, Councillor Michael Vincent, submitted a report.

Councillor Michael Vincent welcomed the Chief Executive, Rebecca Huddleston. He thanked all retiring councillors for their service to the council. He thanked the former Leaders of the Council Councillors Henderson and Alan Vincent for their service. He also thanked the Mayor for her work in the role throughout her year of office.

Councillor Vincent responded to a question from Councillor Stirzaker regarding the reinstatement of the Poulton to Fleetwood railway line. Councillor Vincent added that the further study by Network Rail funded by the Government through the Department for Transport was welcomed.

Councillor Fail asked a detailed question about Asylum Dispersal. Councillor Vincent agreed to provide Councillor Fail with a written response to his question.

The report was noted.

81b Resources Portfolio Holder (Councillor Henderson)

The Resources Portfolio Holder, Councillor Henderson, submitted a report.

Councillors Smith, Beavers and Fail made comments and questioned the use of voter ID in elections.

The report was noted.

81c Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge)

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

In the absence of Councillor Bridge, Councillor Michael Vincent introduced the report.

Councillor Stizaker asked who she should contact in the council to address an issue of people urinating in public alleyways in Fleetwood, especially during Football match days at Fleetwood Football Club. Councillor Vincent advised that she emailed Mark Billington.

Councillor Beavers asked a question about the numbers of Fixed Penalty Notices (FPN's) issued for littering and dog-related offences for the first three months of 2023, to which Councillor Vincent said he would provide a written response.

Councillor Michael Vincent responded to a follow up question from Councillor Fail about dog fouling offences and the issuing of FPN's.

The report was noted.

81d Planning Policy and Economic Development Portfolio Holder (Councillor Collinson)

The Planning Policy and Economic Development Portfolio Holder, Councillor Collinson, submitted a report.

The report was noted.

81e Neighbourhood Services and Community Safety Portfolio Holder (Councillor Berry)

The Neighbourhood Services and Community Safety Portfolio Holder, Councillor Berry, submitted a report.

Councillor Berry responded to a question from Councillor Fail regarding Home Upgrade Grant (HUG2) funding success and further funding opportunities to cover additional homes.

Councillor Berry responded to a question from Councillor Lady Dulcie Atkins about flooding issues in Garstang.

Councillor C Birch updated members on the recent award of a £10,000 Warm Space grant to the 60+ Community Centre in Poulton-le-Fylde. She and Councillor Berry expressed their thanks to the council and officers.

The report was noted.

81f Leisure, Health and Community Engagement Portfolio Holder (Councillor Bowen)

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

Councillor Raynor and Councillor Bowen expressed their thanks to the Theatres team for their help organising Fleetwood Town Council's Coronation Event.

Councillor Lady Dulcie Atkins extended her thanks to the team working on the organisation of the Garstang Walking Festival. She also made comment about the digital screen at the Garstang tourism information point within Garstang Library. Councillor Bowen echoed these thanks, who also mentioned that work was ongoing to get the screen operational.

Councillor Le Marinel expressed his thanks to Debra Thornton, Senior Electoral Services Officer, and the Communications team for helping with the Centenary celebrations for two local veterans.

Councillor S Turner commented that Lancashire County Council had resolved the IT issue with the digital screen at Garstang Library and suggested that the screen should be fully operational soon.

Councillor Gerrard asked about the introduction of LED lighting in Leisure Centres. Councillor Bowen confirmed that progress was being made.

The report was noted.

82 Treasury Management Policy and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2023/24

The Resources Portfolio Holder, Councillor Henderson, and the Corporate Director Resources, Clare James submitted a report for the approval of the Treasury Management Policy and Annual Investment Strategy, Minimum Revenue Provision (MRP) Policy Statement and Capital Strategy 2023/24.

It was **agreed**, unanimously, that the Treasury Management Policy and Annual Investment Strategy, MRP Policy Statement and Capital Strategy for 2023/24 as considered by Cabinet at their meeting 22 March 2023, be approved.

83 Constitution Amendments

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report for the approval of changes to the Council's Constitution.

It was **agreed**, unanimously, that:

- i. the changes to Article 7, Part 2.07 of the Council's Constitution, relating to the Audit Committee's terms of reference, set out as track-changes in Appendix 1, be approved;
- ii. Part 5.02, relating to the process and procedures for dealing with allegations of breaches of the Councillors Code of Conduct, be amended, as set out in Appendix 2;
- iii. Part 5.05, relating to gifts and hospitality guidance for councillors, be amended to include the following words to point 6 of the protocol, as set out in Appendix 3: "This includes gifts that are received from the same source which cumulatively, are over the value of £50 in a 12 month period";
- iv. Part 5.06, relating to the local code of good practice for councillors and officers involved in the planning process, set out as track-changes in Appendix 4, be approved;
- v. Part 7.01 (Management Structure) and 7.02 (Scheme of Delegation) of the Council's Constitution be amended to reflect changes in the council's Management Structure and to reflect the current Executive and Non-Executive officer delegations.

84 Members' Allowances Scheme

The Corporate Director Resources (Section 151 Officer) submitted a report for the approval of the recommendations of the Independent Remuneration Panel (IRP) in relation to the Council's Members' Allowances Scheme ("the Scheme") subsequent to the interim review undertaken in January 2023.

It was **agreed**, unanimously, that:

- i. the Basic Allowance paid to each councillor be increased by 4.04%, from £4,545 per annum to £4,728 per annum, with effect from 18 May 2023. NOTE - the percentage multiplier formula used since 2012 cannot be applied owing to the pay increase for staff for 2022/23 being a flat rate increase of £1,925 on every spinal point. Instead the uprating of 4.04% on allowances has been suggested, which the majority of local councils are adopting where similar arrangements exist;
- ii. the method in which Special Responsibility Allowances (SRAs) for members of the Executive, Group Leaders or Chairmen of Committees are calculated, continue to be based on the various current multipliers of the Basic Allowance for each of the posts as set out in Part 6.01 Section A of the Constitution;
- iii. the SRAs paid to the Lead Member for Children and Young People and the Lead Member for Older People remain unchanged;

- iv. no changes be made to the SRAs paid to the Mayor or the Deputy Mayor;
- v. the levels of allowances to be paid in 2023/24 as set out in Appendix 2, be noted;
- vi. all other elements of the Council's Members' Allowances Scheme (Appendix 1) remain unchanged;
- vii. as Ryan Hyde was resigning from the IRP, Mr Hyde be thanked for all his help as a member of the panel;
- viii. the revised version of the Members' Allowances Scheme and the levels of allowances be included in the Council's Constitution;
- ix. the members of the IRP be thanked for their work on the 2022/23 interim review.

85 Councillor Development Programme 2023/27 and Councillor Development Strategy 2023/27

The Leader of the Council, Councillor Michael Vincent and the Corporate Director Resources, Clare James submitted a report for the approval of the Councillor Development Strategy 2023/27 and the Councillor Development Programme 2023/27.

It was **agreed**, unanimously, that:

- i. the proposed Strategy for 2023/27 be approved and the relevant Director continue to make appropriate arrangements for the provision of development opportunities for all councillors within the agreed budget;
- ii. the proposed Programme for 2023/27 be approved and that the four stages of development as set out within the Programme be endorsed as credible expected "career pattern";
- iii. the leaders of each political group continue to allocate a suitable number of senior councillors of their group to act as mentors to newly elected councillors as described on pages 11-12 of the Programme;
- iv. the Strengths and Development Record (SDR) questionnaire(pages 35-40 of the Programme) be approved;
- v. to ensure that development opportunities are relevant and available to all councillors, the political group leaders actively encourage all elected members within their group to participate fully in completion of the Strengths and Development Record questionnaires as outlined on pages (35-40) of the Programme and review their SDR annually. They are also asked to allocate a sufficient number of senior councillors from their group to act as mentors to newly elected councillors;

- vi. responsibility for making appropriate arrangements for ongoing training and development opportunities for councillors using the collated development needs identified through completion of the SDRs remain with the relevant Director and that Democratic Services make appropriate arrangements for the provision of development opportunities for all councillors within the agreed budget;
- vii. the “four stages of development”, originally set out in the 2019/23 Programme (see Pages 6 and 15-27) and the updated Wyre Councillor Skills Framework included as Appendix to the Programme be noted and endorsed;
- viii. the updated criteria agreed by the Councillor Development Group (CDG) for attendance at external training and other events on page 8 of the Programme be approved;
- ix. the new requirement under the Chartered Institute of Public Finance and Accountancy’s (CIPFA) Treasury Management Code (Revised December 2021) to maintain a Knowledge and Skills record for elected Members in relation to this subject is undertaken by Democratic Services in consultation with the Corporate Director of Resources.

86 Membership of Committees

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report for the approval of changes to the membership of committees for the remainder for the 2022/23 Municipal Year.

It was **agreed** (by 26 to 2 with 6 abstentions) that:

- i. the revised political balance calculations following the decision by Councillor Williams to join the Conservative Group, as set out in 5.2, resulting in a total allocation of 60 seats to the Conservative Group, 13 seats to the Labour Group, four seats to the Wyre Alliance Group and three seats to the Wyre Residents Groups, be noted;
- ii. a Wyre Alliance Group allocated seat be removed from the Licensing Committee;
- iii. an allocated seat be given to the Conservative Group and Councillor Williams be appointed to the Licensing Committee as a Conservative Group member for the remainder of the 2022/23 Municipal Year;
- iv. following discussion with the group leaders of Wyre Alliance and Wyre Residents Groups, Councillor Fairbanks retains her allocated seat on the Employment and Appeals Committee.

87 Annual Report - Overview and Scrutiny Committee

The Chairman of the Overview and Scrutiny Committee, Councillor Ibison presented a report.

Councillor Michael Vincent thanked Councillor Ibison and the committee for the work they had done over the last four years.

The report was noted.

88 Periodic report - Audit Committee

The Chair of the Audit Committee, Councillor McKay presented a report.

Councillor McKay, thanked Clare James and her team for the support given to the work of the committee.

Councillor Michael Vincent echoed the thanks to Clare James and her team and he also thanked Councillor McKay and the committee for the work they had done over the last four years.

The report was noted.

89 Periodic Report - Mental Health Champion

The Mental Health Champion, Councillor Robinson presented a report.

Councillor Robinson introduced her report. She provided members with updates regarding the Over Wyre Men's Shed and the Fleetwood Children and Young People Mental Health Champion Network.

Councillor Berry thanked Councillor Robinson for her work.

The report was noted.

90 Notices of Motion

None.

The Mayor closed the meeting by thanking all retiring Councillors for their work on behalf of the borough.

The meeting started at 7.00 pm and finished at 7.43 pm.

Date of Publication: 27.04.2023



Council Minutes

The minutes of the Council meeting of Wyre Borough Council held on Thursday, 18 May 2023 at the Council Chamber - Civic Centre, Poulton-le-Fylde.

Council members present:

Councillors Robinson, Catterall, Amos, Lady D Atkins, Sir R Atkins, Baxter, Beavers, Berry, Bowen, Bridge, Cartridge, Collinson, Ellison, Fail, Ibison, Kay, Le Marinel, McKay, Minto, Raynor, Rendell, Smith, Stirzaker, Vincent, Bolton, Duffy, Fielding, Higginson, Higgs, Jackson, Leigh, Livesey, Martin, Meekins, Moliner, Nicholls, Preston, Rimmer, Sorensen, Stephenson, Swatton, Swift, Thewlis, A Walker, C Walker and Wells

Absent- apologies received:

Councillors Birch and Rushforth

Officers present:

Rebecca Huddleston, Chief Executive
Mark Billington, Corporate Director Environment
Marianne Hesketh, Corporate Director Communities
Clare James, Corporate Director Resources and Section 151 Officer
Bethan McDonough, Senior Communications Officer
Peter Foulsham, Democratic Services and Scrutiny Manager
Marianne Unwin, Democratic Services and Scrutiny Manager (Temporary)
Debra Thornton, Senior Electoral Services Officer
Joanne Billington, Head of Governance and Business Support
Jane Collier, Human Resources Manager and Deputy Monitoring Officer
Mary Grimshaw, Legal Services Manager and Monitoring Officer

Also present:

Honorary Alderman Riley, Gandhi, Hodgkinson and Anderton; the Mayor's Chaplain, the Mayor's Consort, the Deputy Mayor's Consort, guests of the Sheraton Trophy winner, guests of the outgoing and incoming Youth Mayor and guests of the Mayor and Deputy Mayor.

91 Declarations of Interest

None.

92 Presentation of the HMS Sheraton Trophy

The Mayor, Councillor Julie Robinson, presented the HSM Sheraton Trophy

to Tayla-Daisy Hoyle. She was an inspiring young role model and had shown remarkable positivity since her alopecia diagnosis. Her work involved the promotion of body positivity and raising awareness for the condition.

93 Election of Mayor for 2023/24 Municipal Year

The Chief Executive, Rebecca Huddleston, invited nominations for the office of Mayor for the 2023/24 Municipal Year.

It was proposed by Councillor Michael Vincent, seconded by Councillor Roger Berry and **it was agreed** unanimously, that Councillor Julie Robinson be re-elected to the office of Mayor of the Borough of Wyre for Municipal Year 2023/24.

Councillor Julie Robinson signed the declaration of acceptance of office.

Councillor Julie Robinson thanked the Council for her re-election as Mayor. She listed several of her key engagements and fundraising highlights from her past year in office.

She thanked her Mayor's Charities for 2022/23, these were SANDS, a stillbirth and neonatal death charity, Blood Bikes, a voluntary service that provided the transportation of urgent and emergency items, and Men's Shed (Over Wyre). She then presented a representative from each of her Mayor's Charities for 2022/23 with their donations.

The Mayor expressed some words of thanks to Peter Hutton, Mayor's attendant and Debra Thornton, Civic Officer for their continued help.

Mr Richard Robinson was announced as the Mayor's Consort for 2023/24.

94 Election of Deputy Mayor for 2023/24 Municipal Year

The Mayor, Councillor Julie Robinson, invited nominations for the office of Deputy Mayor for the 2023/24 Municipal Year.

It was proposed by Councillor Michael Vincent, seconded by Councillor Roger Berry and **it was agreed** unanimously that Councillor Sue Catterall be elected to the office of Deputy Mayor of the Borough of Wyre for the Municipal Year 2023/24. Councillor Catterall signed the declaration of acceptance of office.

Councillor Catterall thanked the Council for her re-election as Deputy Mayor.

Mr Steve Mothersdale was announced as the Deputy Consort for 2023/24.

95 Mayor's Communications

The Mayor, Councillor Julie Robinson, announced that her Mayor's Charities for 2023/24 would be local charities across Wyre. She intended to provide a final list of her charities in due course.

The Mayor thanked the outgoing Youth Mayor, Hannah Mullin and announced that the Youth Mayor for 2023/24 was Zachary Shaw, who was invested with his Badge of Office.

96 Election of Leader of the Council

Councillor Roger Berry proposed, seconded by Councillor Lynne Bowen that Councillor Michael Vincent be elected as Leader of the Council.

There were no other nominations for Leader of the Council

It was agreed, (28 votes to 0 with, 17 abstentions) that Councillor Michael Vincent be appointed as Leader of the Council, in accordance with Article 6 of the Constitution, for the period until the Annual Meeting after the Council elections to be held May 2027.

97 Constitution Amendments

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report for the approval of changes to the Council's Constitution.

It was proposed by Councillor Vincent, seconded by Councillor Berry that the recommendation be approved.

An amendment was proposed by Councillor Fail and seconded by Councillor Beavers that asked to refer the report to an appropriate body or individual for consideration. Councillor Fail added that the Labour Group required more information regarding further proposed changes, including disbandment of the Climate Change Policy Group, the introduction of new Lead Members and the reduction in committee membership.

Councillor Vincent reassured members that the Council's approach to Climate Change would be strengthened by it feeding into the Overview and Scrutiny Committee via sub-committees and task groups which would be established to look at specific climate change issues.

Following a comprehensive debate, the Labour Group amendment was lost (by 17 votes to 28).

It was agreed (by 28 votes to 16 with 1 abstention) that the proposed terms of reference for a combined Audit and Standards Committee as set out at Appendix 1 be approved.

98 Cabinet Membership and Responsibilities

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report informing the Council of the membership of the Cabinet, the allocation of responsibilities, the appointment of a Deputy Leader and the appointment of Lead Members.

The following appointments to the Cabinet with effect from 18 May 2023 were noted:

Cllr Lesley McKay, Resources Portfolio Holder

Cllr Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder

Cllr Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder

Cllr Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder

Cllr Peter Le Marinel, Planning Policy and Economic Development Portfolio Holder

It was noted that Councillor Roger Berry be appointed as Deputy Leader of the Council.

It was further noted that the following Lead Members be appointed:

Cllr Andrea, Kay Children and Young People

Cllr Ian, Amos Older People

Cllr Peter Le Marinel, Armed Forces

Cllr Julie Robinson, Mental Health

Cllr Sir Robert Atkins, Climate Change

99 Appointments to Committees, Panels and Groups 2023/24

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report on appointments to committees, panels and groups for the 2023/24 Municipal Year.

Councillor Vincent introduced the report.

Councillor Vincent responded to comments from Councillor Fail regarding the political balance calculations and the reduction in membership of committees.

It was proposed by Councillor Vincent, seconded by Councillor Berry and **it was agreed** (by 28 votes to 15 with 2 abstentions):

- I. That Committees be established and that Members be appointed to them in accordance with the statutory political balance rules described in paragraphs 4.1 to 4.2 of this report.
- II. That other Panels and Groups also be established and that Members be appointed to them, as set out in paragraphs 5.7 to 5.9 of this report.
- III. That the Lancashire Police and Crime Panel be reappointed as a Joint Committee of all 15 Councils in the Lancashire Police Force area and that Cllr Berry be nominated as Wyre's representative on it.

100 Appointments to Outside Bodies

The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston submitted a report on the appointments to outside bodies for the period until the next elections in May 2027.

Councillor Vincent introduced the report.

Councillor Sir R Atkins updated members that the Garstang Sports and Community Club had changed its name to the Garstang Community Sports Club Ltd. It was noted that Appendix 1 of the report would be amended accordingly.

Councillor Bowen gave her thanks to the work of the Baines Charity.

It was proposed by Councillor Vincent, seconded by Councillor Berry and **it was agreed** unanimously that nominees, to be submitted separately prior to the meeting, be appointed as the Council's representatives on the organisations listed in column A of Appendix 1 for the period until the next elections in May 2027.

101 Calendar of Meetings 2023/24 update

The Leader of the Council, Councillor Michael Vincent and Chief Executive, Rebecca Huddleston submitted a report on the Calendar of Meetings updated for 2023/24.

Following discussions regarding the Climate Change Policy Group, it was proposed by Councillor Vincent, seconded by Councillor Berry and **it was agreed** that the updated Calendar of Meetings for 2023/24, attached as Appendix 1, be approved.

The meeting started at 7.00 pm and finished at 8.02 pm.

Date of Publication: 25 May 2023.

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Report of:	To:	Date
Councillor Michael Vincent, Leader of the Council	Council	6 July 2023

Executive Report: Leader of the Council

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 Devolution Deal

- 2.1 Leaders and Chief Executives from Lancashire County Council, Blackburn with Darwin and Blackpool Councils met with senior civil servants last month to start discussions about a devolution deal for Lancashire.
- 2.2 The deal being discussed is based around a County Combined Authority model without a mayor and will seek to devolve power and funding to Lancashire. Following the white paper published last year it became clear that the Government would not allow district councils to have a vote, but the upper tier authorities have agreed that two non-voting members from district councils shall take part in meetings and discussions.
- 2.3 The devolution bid builds on the L2050 work which has seen Authorities across Lancashire work together on key county-wide issues such as economic prosperity, skills and employment, transport and infrastructure, environment and climate, and housing, all of which will benefit the whole county.

3. Blackpool, Fylde and Wyre Economic Prosperity Board

- 3.1 The next meeting of the Blackpool, Fylde and Wyre Economic Prosperity Board is taking place on the 29 June. The agenda and papers cover reports on the Fylde Coast Green Growth plan, which includes work we are doing in Wyre, with support of officers from Blackpool to explore the potential for solar schemes on Council assets, as well as work we are doing through East Lancashire Chamber of Commerce to support businesses in Wyre to understand and address their carbon impact.

3.2 Also on the agenda are updates on the Blackpool Airport Enterprise zone an innovation catalyst project to provide ethically powered data centres. Blackpool Council is leading on this work in collaboration with private sector organisations and Lancaster University.

3.3 Finally, there is a progress report on the Hill House Enterprise zone. This update covers the Fleetwood/Poulton rail line, residential development, marketing enquiries and progress being made by the Hydrogen Steering Group led by NPL, to develop a Hydrogen Strategy for the site.

4. Events Delivery

4.1 In May we hosted a Coronation Celebration in Garstang in honour of the coronation of His Majesty King Charles III. It was a brilliant event, with hundreds of people joining the walk and enjoying the music, street theatre and stalls.

4.2 In June we hosted a Big Green Get Together at Wyre Estuary Country Park to celebrate Big Green Week. The day brought people together to enjoy a day of nature focused entertainment whilst also having an opportunity to learn more about what we can do together to reduce our carbon footprint. Along with a solar powered stage, we hosted a family theatre show themed around looking after nature, a nature trail around the park, a big plant giveaway, plus art workshops to create a big junk sculpture as well as musical instruments from things you'd normally throw away.

4.3 Our teams along with partner organisations were able to have some great conversations with attendees about what we can all do together to make Wyre a cleaner, greener place. A fun day with an important message was enjoyed by all and I am committed to building on this next year, by putting on more activities throughout the 'Big Green Week' across different areas of the borough, providing more practical energy saving and carbon reduction advice.

4.4 We're proud to be supporting events across the borough and it's great to see shows returning following the pandemic, such as the Cleveleys Classic Car Show.

5. Climate Change Strategy Development

5.1 Officers are drafting a Climate Change Strategy which builds on our existing climate change plans and aims to set out how we hope to achieve our commitment of taking urgent action to reducing carbon emissions in Wyre by 78% in 2035, before reaching our target of net zero by 2050.

- 5.2** As part of the development of the Climate Change Strategy potential actions will be assessed to understand the cost to deliver them as well as the carbon reductions which are estimated to be achieved. This will enable us to better prioritise actions which will deliver the most impact for the investment. The strategy will be considered by Overview and Scrutiny in the coming months, before being brought through to Council for approval.
- 5.3** I am also pleased to be able to announce that the Council has been awarded a grant of £177,000 from to fund heat decarbonisation plans and detailed plans for our estate. The funding is from the government's Low Carbon Skills Fund, to create decarbonisation plans for our sites currently heated by gas.
- 5.4** This will enable the Council to look at suitable options for retrofitting the buildings to ensure they're as energy efficient as possible, as well as producing detailed designs for replacing the gas heating with alternative renewable energy sources. This will build upon the successful project to decarbonise Fleetwood Market, this time focussing on the Civic Centre, Theatres, Copse Road and all five of our leisure centres.
- 5.5** As gas heating accounts for approximately 30% of the council's emissions, this will provide us with the detailed options appraisal and costings for fully decarbonising our estate, taking us another step closer towards our climate change target.

6. Rossall Beach Residents and Community Group

- 6.1** Together with the Chief Executive I attended a Rossall Beach Residents and Community Group in May to provide a high-level overview and answer questions about Wyre Council's services and how we work with local communities. It was well attended and great to hear from many residents committed to making a positive difference in their area.

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:	To:	Date
Councillor Lesley McKay, Resources Portfolio Holder	Council	6 July 2023

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 The pre-audit final accounts for 2022/23 were published in line with the statutory deadline of 31 May 2023 and Wyre were one of only three council's in Lancashire to achieve this deadline. They are on schedule to be signed off by the Audit Committee at their meeting on 26 September – subject to external audit (Deloitte) catching up on the backlog of audits and having sufficient capacity. It should be noted that the 2020/21 and 2021/22 post-audit accounts are not yet signed off owing to a lack of resources at Deloitte. This was exacerbated by a national issue affecting the valuation of infrastructure assets which is now resolved. Many local authorities across Lancashire and the country as a whole are in the same position with over 1,000 local government accounts audits now behind schedule. This means that we are in the position of preparing our 2022/23 accounts without knowing our audited opening balances. We are not expecting any significant changes to the draft accounts but it all adds to the uncertainty in our forecasts.

2.2 Revenue slippage is at a similar level to 2021/22 and the value (net of reserve funding) is £1,197,750. As this expenditure still needs to be incurred, the saving is returned to balances to be spent in 2023/24 resulting in a contribution to balances of the same amount.

2.3 In summary, **additional income** from planning fees, bulky household waste, various grants, interest, legal fees and markets totals £830,288. **Savings** in employee costs, consultants and legal fees, waste containers, private contractor costs and bad debt total £705,769. These positive variances have been used to compensate for **reduced income** on benefits and rent allowances and increased expenditure on water charges, tree maintenance, postage and materials/consumables – in total unbudgeted adverse variances of £333,774.

- 2.4 The net savings of £1,202,283 (excluding changes to the general balances draw down of £5,190) together with other miscellaneous under spends of £194,643 have been used to top up the ICT Strategy Reserve £500,000, Capital Investment Reserve £394,906, Value for Money Reserve £252,020, Leisure Management Reserve £200,000 and the Property Investment Reserve by £50,000. This approach reflects a recognition of the need to invest in our own assets and ICT improvements and the council's ongoing commitment to spend to save schemes.
- 2.5 When you consider that our gross expenditure on services for last year was £54m, a net saving of £1.4m equates to 2.58%.

3. Governance and Business Support

- Procurement

- 3.1 **Insurance:** Following Cabinet approval in March, a competitive tender exercise has been undertaken to cover the insurance needs of the council using most economically advantageous tendering methodology. The resulting responses from the supply market have enabled the council to cover its statutory and non-statutory insurance needs on a three year long term agreement with a potential two year extension at a combined annual premium for all cover of £235,330 which is slightly higher than the 2022/23 premium but comes with the benefit of enhanced Public Liability cover (£25m was £10m), enhanced Employers Liability cover (£30m was £20m) and includes Contents cover within the Properties Liability policy (previously this was not covered). It also represents a saving against the 2023/24 budget of £47,050 owing to the fact that the industry indicated that the council should expect a 20% rise in prices which has not materialised owing to the competitive process followed.
- 3.2 **Energy costs at Wyre Sites:** We have now contracted 22 sites that have expiring electricity contracts at the end of September 2023 at greatly reduced rates on a two year supply contract with Opus Energy. This benefit was achieved by running a competitive auction in the supply market. The potential saving to the council per annum by contracting on the new rates, based on current consumption figures is estimated to be over £90,000 compared to the level paid in 2022/23. These sites will also benefit from data collection and aggregation software once introduced, which will allow our Estates team to better manage the use of energy across these sites so as to encourage reductions in energy waste and to further reduce costs and our carbon footprint.
- 3.3 **Energy costs – YMCA leisure centres:** Owing to the removal of the Energy Bills Relief Scheme from April and the unfortunate timing of their electricity contract renewal at the height of the wholesale market, the YMCA forecast that their subsidy requirement in 2023/24 could be significantly higher than budgeted which, at £350,000, is in itself more than double the pre-covid target. Urgent action was therefore required in order to mitigate the impact on the council's budget and limit the effect on the operational viability of the centres. With the agreement of the YMCA, a change of tenancy request (COT) was made to the incumbent

electricity supplier appointed by YMCA to legally break this contract and take advantage of current lower wholesale market pricing.

- 3.4** The gas supply for YMCA sites is currently in contract until the end of September 2023. The pricing of gas that the YMCA currently enjoy is low based on current market pricing so an exercise was undertaken to see which organisation could achieve the best pricing for the renewal contract. Wyre again undertook an auction and secured a two year contract to supply all sites at better rates than the YMCA could achieve owing to our overall buying power.
- 3.5** Overall, we expect to save on average approximately £200,000 on energy costs in a typical year as a result of the work carried out. This is positive news for both the council and the YMCA. Other work is also helping to reduce the forecast 2023/24 subsidy. However, this work is ongoing and the Medium Term Financial Plan in October will be updated to reflect any changes to the current budgeted subsidy level.
- 3.6** We are currently speaking with data collectors and aggregators about energy management software systems that can be used across all our sites to give accurate usage data on energy consumption to allow for energy saving targets to be introduced and energy waste to be identified and removed, saving on costs and carbon. When live, this data will be provided to the YMCA to allow them to manage their energy use and to be held accountable for energy improvements and usage reduction.

4. Contact Centre

- 4.1** The Energy Bills Support and Alternative Fuel Payment schemes closed to new applications on 31 May 2023. As at 8 June 2023 we had made payments to 1,100 applicants, with a further 114 applications being rejected and 30 still to be determined (as we are awaiting the supply of supporting evidence from the applicants). Subject to any further applications being sent to us late by the central government processing unit, we have until 30 June to determine and process these 30 applications for payment. There is a concern that the council will receive a flurry of applications from that unit, very close to the payment deadline and if this occurs, best endeavours will be made to obtain the necessary evidence and process them in time.
- 4.2** Issues around the verification of applications from persons residing on a permanent basis in static caravans and lodges sited on holiday caravan sites have made administration of these schemes somewhat problematic, as have the delays in BEIS passing applications on to the council to verify and pay with some applications being delayed by up to seven weeks.
- 4.3** LCC have allocated £860,000 to Wyre from the latest round of Household Support Fund (HSF4) to distribute to those most severely impacted by the cost of living crisis. Amongst other things, the guidance for this round of funding recommends that payments are made to those residents who are struggling with the cost of living increases, but do not claim social benefits. With this in mind an online application will be launched on the council website from the beginning of July and single

parents and households with dependent children, but not claiming any social benefits other than child benefit will be invited to apply for a HSF payment. They will be eligible for a payment providing that their gross household income is less than £50,000 and they hold less than £20,000 in savings.

- 4.4** Wyre residents in receipt of Localised Council Tax Support and other social benefits have already received multiple payments from previous HSF rounds and many are receiving additional support of up to £1,350 from the DWP this year, so have been excluded from applying for a payment from this round of HSF funding. However, it is envisaged that another automated payment, from the remaining balance of Council Tax Support Fund monies awarded to the council in April 2023, will be made to all LCTS claimants in January/February when household energy usage is at its highest and details will be announced nearer the time.
- 4.5** HSF payments totalling £31,000 will be made at the beginning of December to four foodbanks operating in Wyre, with the same amount being allocated to these foodbanks again in February 2024. Additionally, a further payment of £10,000 to help with the cost of their energy bills will be made available to the Fylde Coast Women's Aid domestic violence charity operating in Wyre.

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 Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder	Council	6 July 2023

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 Improvements have been made to the Garstang Riverside Path adjacent to the picnic area. This path is part of the Wyre Way long distance recreational route and provides a gateway to the Garstang Millennium Green and the network of paths that take walkers into Bowland. The works were carried out by Lancashire County Council Public Rights of Way team on a section of muddy path at the request of Wyre Council and it has improved the accessibility of the area for visitors.
- 2.2 Britain in Bloom is a nationwide gardening competition, bringing communities together to tackle local issues. It inspires community groups to make positive changes to their local environment through horticultural, environmental and community action. This year's North West in Bloom regional competition sees a number of our local towns and villages taking part, with regulars, returning and new entries taking a chance in the different categories of competition, which include It's Your Neighbourhood; Parks; Tourist and Business classifications with judging taking place during July.
- 2.3 Sustainable planting has been the focus of the Royal Horticultural Society for a number of years now and Wyre in Bloom groups have embraced this theme across the borough. I would like to take this opportunity to thank all the volunteers for their hard work and give a special mention to Churchtown, nominated for national judging; the group received much welcomed support from the Garstang and Poulton groups who stepped in to help their fellow Bloomers.

2.4 I'm pleased to advise members that Wyre Estuary Country Park has been entered for the first time in the parks category. Volunteers supported by the Coast and Countryside team carried out seed sowing, planting out and grassland management, as well as creating a new Willow Tunnel feature at Wyre Estuary Country Park in support of the entry.

3. Waste and Recycling

3.1 Subscriptions are now being taken for the 2023/24 Garden Waste Service which runs from July 23 to June 24. Existing customers have been contacted via text, email and letter to encourage them to sign up before the 30 June deadline. As an incentive to encourage early sign up, all subscriptions (existing and new customers) made prior to 16 June were entered into a lucky prize draw to have their subscription fee refunded as part of the Great Big Green Week initiative to tackle climate change by reducing greenhouse gases through composting.

4. Environmental Enforcement

4.1 Since April, specialist enforcement services have been undertaken on behalf of Wyre Council by Waste Investigations Support & Enforcement Ltd ('WISE'), to address environmental crimes such as dog fouling, littering and other dog control measures under the Public Space Protection Orders.

4.2 WISE are providing a seven day service (including bank holidays), from 7am – 7pm for patrolling purposes during summer months (reduced in winter) with four enforcement officers operating a shift pattern in two teams, supported by a full-time team leader and back-office support.

4.3 Patrols are undertaken in all areas of the borough, guided by intelligence from council officers to address areas of known concern (hotspots), complaints from customers and areas of heavy footfall and the deployment strategy will be reviewed and updated monthly.

4.4 During April and May, WISE have been successful in issuing 408 Fixed Penalty Notices as part of reactive patrols in response to information about known 'hotspots' for litter and dog fouling and proactive patrolling in areas with PSPOs such as the beach exclusion zone, as follows:

Offence Type	Offence Numbers
Littering	366
PSPO-Dogs Exclusion Zones	35
Dog Fouling*	7
Total:	408

* Issued in: Garstang, Calder, Pilling, Great Ecclestone and Breck

Area	Patrols in Hours (April and May 2023)	Number of FPN's
Cleveleys (Victoria & Norcross, Jubilee and Cleveleys Park)	901	168
Fleetwood (Park, Mount, Rossall, Pharos and Warren)	290	208
Thornton (Pheasants Wood, Marsh Mill, Stanah and Bourne)	259	4
Poulton-le-Fylde (Hardhorn with Highcross, Carleton, Breck and Tithebarn)	1465	22
Rural East (Brock with Catterall, Garstang, Calder and Wyresdale)	55	4
Rural West (Hambleton & Stalmine, Great Eccleston, Preesall and Pilling)	112	2

4.5 Wyre's own Environmental Enforcement Officers have issued a range of warnings and sanctions since the beginning of April for littering, other waste issues and dog related cautions. This includes the issuing of 12 FPNs as follows:

- Litter x 2 (Bourne and Mount)
- Fly Tipping x 3 (Brock and Pharos x 2)
- Dogs related x 7 (Cleveleys Park, Jubilee, Bilsborrow, Mount x 2 and Bourne x 2)

4.6 Several Community Protection Warnings and Notices have also been issued along with verbal warnings in Mount and Pharos wards.

4.7 A local Waste Carrier is under investigation regarding five fly tipping offences. A total of seven additional cases are being progressed along the Single Justice Process. These include waste carriers offences, fly tipping offences and dog related offences where penalty payment is outstanding.

5. Public Conveniences

- 5.1** Renovations are progressing across all twenty locations that we provide public conveniences; Garstang High Street is now complete and was officially 'reopened' by the hosts of Radio Lancashire Breakfast at an event on 6 June, with fans of the show from across Lancashire in attendance. The works to the remaining facilities will be scheduled in over the summer months.
- 5.2** Works are now complete on the Changing Places facility located adjacent to the Fleetwood Beach Wheelchair charity base in Central Car Park. The works involved the refurbishment of the existing changing rooms to a Changing Places facility under permitted development to meet the agreed specifications of Muscular Dystrophy UK. This includes a wash down facility and adult sized changing bench, overhead hoist system and adapted toilet with increased floor dimensions to improve manoeuvrability for wheelchair users. The new unit will enable dignity, independence and safety for those with complex disabilities, and their carers. The facility is now available to service users following registration on the MDUK website and can be accessed via a coded keypad to prevent anti-social behaviour and abuse of the facility. The official opening ceremony will take place later this month and planning approval is now being sought for the Changing Places facility at Wyre Estuary Country Park.

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 Peter Le Marinel, Planning Policy and Economic Development Portfolio Holder	Council	6 July 2023

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. UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF)

2.1 Year one projects are making good progress. In accordance with the partnership UKSPF Investment Plan for the four town centre areas, the UKSPF Programme Board have awarded eight projects, following the grant application round for arts and culture themed events and festivals, including projects supporting existing heritage institutions. This will see a two year programme of new events across Fleetwood, Cleveleys, Poulton with Over Wyre and Garstang. All agreed projects are subject to signed grant agreements, upon receipt of which the confirmations will be published.

2.2 The programme of projects commencing from year two are progressing well. A suite of business support and community capacity building and infrastructure projects are due to commence from July onwards including net zero low carbon business support.

2.3 The Memorandum of Understanding for the £400,000 capital REPF programme for Wyre was received on 30 May and returned to Government on 9 June with an updated addendum. Appendix 1 contains the addendum summary. The delivery of a sector-focussed business grant programme to support diversification, in collaboration with Lancashire County Council, is underway with an expression of interest round and will be contingent on eligible criteria.

3. Wyred Up

- 3.1** Wyred Up membership has increased in numbers every month since the relaunch and we have added 106 new members since June 2022 (17% increase in 12 months). We currently have 729 members and expect to have over 800 by the end of the year.
- 3.2** The recent campaign focussed on the Visitor Economy with an event held on 27 April at the Flowerbowl Entertainment Centre which received very positive feedback. There were 39 attendees in total and once again the speakers were filmed and the footage made available to Wyred Up members. Speakers were from Marketing Lancashire, exploring the wider context of tourism within Lancashire, Emma Lyons, Wyre Council's Communications and Visitor Economy Manager talking about the Wyre strategy, the owners of Orchard Glamping who recently won on the Channel 4 programme, 'Four in a Bed' and Guy Topping, Managing Director of the Barton Grange Group. The current campaign, launched in June, focuses on Apprenticeships.
- 3.3** The 8th Wyre Business Awards will be held on 7 November at Marine Hall, Fleetwood. There will be 16 categories celebrating achievements for businesses who are based or trade within the borough.

4. Green Infrastructure Strategy

- 4.1** Consultants Knight, Kavanagh and Page were commissioned to prepare a new Green Infrastructure Strategy. To support the study, a public open space survey took place for six weeks and closed on Friday 17 March. The consultation aims to seek the communities' views on different types of green spaces across the borough, to assess the quality and understand how it can be improved.
- 4.2** A further focused consultation of parish and town councils and Wyre council ward members is currently being undertaken. This consultation will undertake a sense check of the emerging evidence already collected to explore whether there is land that is not currently identified as open space but should be. The consultation will also consider the quality of open space in their area.
- 4.3** The outcome of the two consultations will allow the Green Infrastructure Strategy to identify opportunities for improvement and investment.

5. Barton Neighbourhood Development Plan

- 5.1** Neighbourhood Planning is a way for communities to shape the future of the places where they live and work. Neighbourhood Planning provides a set of tools for local people that allows communities to set planning policies through a Neighbourhood Development Plan. A Neighbourhood Plan cannot be used to prevent or stifle development.
- 5.2** Barton Neighbourhood Development Plan has been prepared by Barton Parish Council in association with Myerscough and Bilsborrow Parish Council, who have delegated their right to prepare a neighbourhood plan

for part of their parish to Barton Parish Council and its Steering Group in consultation with Wyre Council and Preston City Council.

- 5.3** The Barton Neighbourhood Development Plan has been prepared by the Parish Council and Steering Group, it has undergone public consultation and was submitted for examination in November 2022. The examiner's report was received on 7 June 2023 and provides a recommendation as to whether or not the Barton Neighbourhood Development Plan should go forward to a referendum. The examiner's report concludes that subject to the recommended modifications, the Barton Neighbourhood Development Plan meets the basic conditions and legal requirements.
- 5.4** Wyre Council and Preston City Council will now consider the examiner's recommended modification and prepare a decision statement that determines if the Barton Neighbourhood Development Plan should progress to referendum. If the community support the plan at referendum and vote 'yes' in favour of the plan, the Plan will be considered by Wyre Council for adoption.
- 5.5** If adopted, the Barton Neighbourhood Development Plan will become part of the development plan, and, in accordance with section 38 of the 2004 Act, planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise.

6. Wyre Local Validation Checklist

- 6.1** A draft Wyre Local Validation checklist has been prepared. It is an important document that details the information that is required when submitting a planning application. Certain national requirements are mandatory, but local authorities have the discretion to include a local list of validation criteria. This ensures that the council has the right level of information submitted with the planning application at the start of the process, which can avoid unnecessary delay.
- 6.2** The draft validation checklist is subject to a four week public consultation between 5 May and 7 June. Comments received as part of the public consultation will be considered and where appropriate, be incorporated into the final guidance document, prior to consideration for adoption by the Portfolio Holder.
- 6.3** The adopted Wyre Local Validation Checklist would provide everyone involved in the planning application process with greater certainty and consistency as to what information is required to accompany different planning applications. The adopted checklist would be subject to a review at least every two years to ensure that it remains up to date.

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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Proposed REPF Intervention	Year 1 indicative allocation	Year 2 indicative allocation	Indicative outputs	Indicative outcomes
Supporting Rural Communities				
Investment in the creation of and improvements to local rural green spaces. <ul style="list-style-type: none"> Wyre Estuary Country Park Infrastructure projects that focus on improving access from Skippool, interpretation and signage, facilities, and that help to reduce levels of Anti-Social Behaviour (ASB). 	£30,000	£140,000	Amount of green or blue space created or improved (m2) Number of facilities supported or created	Increased footfall Increased visitor numbers Improved perception of facilities/amenities Increased users of facilities/amenities Increased use of cycleways or paths Improved perceived or experienced accessibility
Investment in capacity building and infrastructure support for local civil society and community groups. <ul style="list-style-type: none"> Community grants capital programme for infrastructure schemes e.g. kitchen upgrades in community hubs capable of supporting food and drink entrepreneurs to get accreditation for food production. 	£40,000	-	Number of organisations receiving grants Number of facilities supported or created	Improved perception of facilities/amenities Increased users of facilities/amenities

Proposed REPF Intervention	Year 1 indicative allocation	Year 2 indicative allocation	Indicative outputs	Indicative outcomes
Supporting Rural Communities				
Funding (capital grants) for rural circular economy projects <ul style="list-style-type: none"> Support for premises and/or equipment to enable community projects to be supported with local skills. 	-	£20,000	Number of organisations receiving grants Number of volunteering opportunities supported	Improved engagement numbers
Funding for active travel enhancements in the local area. <ul style="list-style-type: none"> For example, capital grant towards the upgrade of a section of the canal towpath and to facilitate leisure activity. 	-	£30,000	Amount of green or blue space created or improved (m2)	Increased use of cycleways or paths Improved perception of facilities/amenities
Supporting Rural Businesses				
Small scale investment in micro and small enterprises in rural areas. Including capital funding for net zero infrastructure for rural businesses and diversification of farm businesses outside of agriculture to encourage start up, expansion or scale up of these businesses where this involves converting farm buildings into other commercial or business uses. <ul style="list-style-type: none"> Delivery of a sector-focussed business grant programme to support diversification 	£30,000	£110,000	Number of organisations receiving grants	Jobs created Jobs Safeguarded Number of businesses adopting new to firm technologies or processes Number of businesses experiencing growth
TOTAL REPF ALLOCATION	£100,000	£300,000		

* Please note: proposed interventions and amounts are indicative and may be subject to change through the programme.



Report of:	To:	Date
Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder	Council	6 July 2023

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. Community Safety

- 2.1** The council is working with a local taxi company and the Police to introduce an initiative to identify individuals who are in a vulnerable state and ensure that they are taken home safely. Based on a project that has operated with success in Blackpool. The scheme has now been extended to operate in the Wyre area. The project will be monitored and only those cases where significant police concerns are raised will be eligible for the scheme.
- 2.2** Wyre Community Safety team has worked extremely closely with Lancashire Fire and Rescue, Neighbourhood Police teams and Blackpool and Fylde College to deliver a project called Wasted Lives to try and raise awareness of road safety within the Borough.
- 2.3** The project was delivered through an impactful and thought provoking session where they talk about the fatal five which includes drink and drug driving, speeding, mobile phone use, seat belts and distractions. They delivered this to the communities of Knott End and Preesall on Friday 9 June 2023. It is hoped that the project will be able to be delivered in other areas of the borough in the future.
- 2.4** In addition the Fire and Rescue team also attended the Cleveleys Classic Car Show where they displayed a car that had been involved in a car collision, with a display board which told the story of the people involved in the road collision. The event was very well attended and there was great interest in the display and how it highlighted what could happen if you are distracted whilst driving.

- 2.5 Students from Blackpool and Fylde College filmed both the events and they will be making short films on the subject which hopefully will provide further digital tools to raise awareness amongst drivers.
- 2.6 Last year Overview and Scrutiny Committee reviewed how reports of youth related anti-social behaviour were handled in Wyre. A recommendation from the report approved by Cabinet was to work with local schools to write and deliver sketches demonstrating what anti-social behaviour means to them and the impact it has on their lives.
- 2.7 Pupils from Saint Aidan's, Cardinal Allen and Fleetwood High showcased performances at a successful Wyre Beat event held at Marine Hall in Fleetwood.
- 2.8 Wyre Beat is a project coordinated by Wyre Council working alongside Lancashire Police, Lancashire Fire and Rescue Service, Wyre's Youth Council and Lancashire County Councils Targeted Youth Support team.
- 2.9 Wyre based mental health support charity Doherty's Destiny kindly provided prizes for the schools taking part. On the night Cardinal Allen was awarded first place, winning the top prize of £500 for the school. I would like to thank Councillor Andrea Kay chair of the Overview and Scrutiny Task Group for her involvement in supporting the delivery of this successful event.

3. Housing

3.1 Rough Sleeper Initiative Funding

We have received confirmation of a funding award to assist in the prevention of rough sleeping for the current year, 2023/24. The Rough Sleeper Initiative has been ongoing for a number of years now to provide a rapid response to reports of rough sleepers and ensure support is provided to break the cycle of rough sleeping.

- 3.2 We will be receiving £75,860 from DLUHC which will go towards funding an officer to engage with rough sleepers as soon as a report is received, to help fund emergency accommodation, tenancy training and rent in advance/rent bond for those that need it. Through this package of support the aim is to provide stable accommodation for any rough sleepers and the provision of necessary support to help ensure they don't return to the streets.

4. Wyre Beach Management Scheme

- 4.1 I am pleased to advise members that phase 1 of the project to provide a rock revetment to the sea wall immediately north of Café Cove Cleveleys is complete. Works to improve the appearance and to increase the height of the front sea wall are to commence in September with completion in December.
- 4.2 To facilitate the works, unfortunately will require a road closure to take place along the length of Rossall Promenade north of Thornton Gate. Emergency vehicle access will be maintained during the works and

residents will be advised of the planned closure which will commence in September through to December 2023.

- 4.3 Phase 2 works will commence in August this year as the Marine Management Organisation (MMO) licence has now been received as has planning permission. Officers are now discharging the conditions prior to commencement.
- 4.4 In addition, the Environment Agency have approved the additional funding required to cover inflationary costs to enable completion of the scheme which is due to be concluded by December 2026.

5. Our Future Coast

- 5.1 The project board has now been established with representatives from partner agencies such as Lancashire Wildlife Trust, Natural England, Environment Agency, Lancaster University and Marine Management Organisation as well as Wyre Council.
- 5.2 The project together with the Wyre Natural Flood Management project being led by Wyre Rivers Trust are receiving national coverage including representation at the National Flood and Coast Conference which identified the projects as the way forward for building community resilience through innovation in working methods and financing.

6. United Utilities failure of the outfall pipe at Fleetwood Waste Water Treatment Works.

- 6.1 We were informed by United Utilities of a pollution incident in the early hours of 13 June 2023. Unfortunately storms on the evening of 12 June caused emergency discharge to the Combined Sewer Overflows at Anchorsholme and Manchester Square owing to a damaged pipe at Fleetwood Waste Water Treatment Works.
- 6.2 United Utilities called a meeting of partner organisations in the early hours of the Wednesday morning. Following this, the Environment Agency gave advice against swimming and the council displayed advisory signs at accesses to the beach and advised residents about the incident via various media channels.
- 6.3 At the time of writing the preferred temporary option prior to replacement of the damaged pipe section is to lay pipework to bypass the fault. Additionally to increase capacity within the system, sewerage was taken by tanker to other treatment works to remove the build-up in the system.

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:	To:	Date
Councillor Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder	Council	6 July 2023

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. Environmental Health

2.1 Food Safety – the council has a graduated approach to enforcement and work with food business operators to help them provide safe and hygienic food businesses. There are 1225 food businesses operating in Wyre and 93% are considered to be broadly compliant with food safety legislation (equivalent to a food hygiene rating of 3 or above). During the course of 2022/23, we have served Hygiene Improvement Notices in 16 premises, issued two simple cautions and prosecuted one food business. Businesses are visited unannounced and where there is evidence of poor hygiene, structure and/or management of the food business the necessary enforcement action will be taken which may lead to prosecution where businesses are not prioritising food safety sufficiently.

2.2 Environmental Protection – During 2022/23, the team dealt with the following service requests:-

- 107 Anti-Social Behaviour
- 7 Insect Nuisance
- 6 Light nuisance
- 83 Smoke and Fume
- 10 Grit and dust
- 15 Odour
- 160 Accumulation requests
- 124 Condition of premises
- 25 Drainage
- 59 Pest Control
- 9 Public Health Funeral requests
- 341 Noise

Where sufficient evidence can be obtained to support the complainant the team will have no hesitation in escalating the case and during the course of the year the team served 75 enforcement notices requiring the subject to remedy a particular problem.

3. Tourism and Events

- 3.1 Wyre's coronation celebrations** - Hundreds of people came together on Monday 8 May in Garstang to celebrate the coronation of King Charles III. Despite the rain there was a brilliant turn out. Families came to enjoy the live music and entertainment throughout the day and take part in the coronation walk which was extremely popular, with finishers receiving a commemorative medal. Feedback from the day was really positive and we hope to host the walk every year for families as part of Garstang Walking Festival.
- 3.2 Tourism network** - Following the recent Wyred Up networking meeting which was themed around the visitor economy, the team have started work on setting up a tourism network of local businesses. Our ambition is to have a database of all Wyre's tourist attractions and places to stay so that we can promote them through our channels and together create a shared campaign to encourage more people to visit Wyre. We have created a sense of place toolkit and shared this with businesses who have signed up to the network. This contains access to free photography and videos of Wyre as well as promotional wording to use. As part of this work we will also be visiting businesses in our network so that we can get new photography, speak to the business owners and produce a regular business spotlight which we will share on our Discover Wyre channels.
- 3.3 Half term and summer fun in Wyre** - We pulled together activities happening at our venues and at other attractions across Wyre and shared these through a half term campaign to encourage people to come to Wyre in the holidays and also to let residents know what's taking place in the local area. There are lots of events happening across Wyre throughout summer – more details are on the Discover Wyre website - [Events – Discover Wyre](#).

4. Health and Community Engagement

- 4.1 Working with People with Disabilities** - We are supporting two regular sessions for people with disabilities. Every other Saturday there is a club for children with special educational needs and disabilities (SEND) at Fleetwood Leisure Centre organised by the Play Inclusion Project, a local disability charity. The club gives up to 12 children every week the opportunity to go swimming and take part in a wide variety of activities including arts, crafts and games. Since it started in January 2023, there have been over 100 attendances supported by staff and carers. There is often a lack of provision to support SEND families so we are delighted to be able to support the Play Inclusion Project to provide this much needed activity session. Wyre Wheels, our disability cycling programme re-started at Memorial Park, Fleetwood in March and will continue until October. Every Friday we offer people with disabilities and those with long term health conditions, such as those who have had a stroke, the

opportunity to ride a range of bikes, trikes and wheelchair bikes. The session runs with the support of a large number of volunteers and is really popular. Average attendance is now over 20 people per session and the participants really love coming every Friday.

- 4.2 Holiday Activity and Food Programme (HAF)** - The HAF programme ran again over the Easter holidays and is going from strength to strength with parents booking 1,559 sessions for their children and young people and 1,375 attending, (89% attendance rate), which we were delighted with. In total, there were 18 HAF clubs and offers at venues across Wyre provided by eight different local providers. We worked with five local sandwich providers, six local artists and a company providing healthy eating/nutrition advice sessions to support our delivery. We had some really good feedback from the children and parents. We also supported a Children's nature-themed arts and crafts session at the outdoor classroom, Stanah – children made lovely painted plant pots, potted up mini daffodils and made Easter-themed wreaths to take home.
- 4.3 Dementia Action Week (15th – 21st May)** - We held a week of reminiscence sessions across the borough to promote awareness and support for people living with dementia and their carers. We engaged with many residents in libraries, at Alexandra Care Home in Poulton and at Healthier Fleetwood, Affinity where we held a collaborative session with colleagues from The Walnut Tree (an organisation supporting those with early onset dementia). The sessions were well attended and attendees enjoyed looking at the wide variety of reminiscence artefacts.
- 4.4 Supporting Local Community Groups** - In April, we held a funding event for local third sector organisations which was well attended. We had presentations from the Walney Extension Community Fund, the Lancashire Culture and Sport Fund as well as the Wyre Community Lottery. Following the event, five organisations booked in for appointments with our Senior Community Engagement & Research Officer these were: Garstang Arts, DW Skills, Jars of Joy, Walnut Tree and the Flounders (Disability) Swimming Club. Various levels of support are required e.g. business/project planning, finding and applying for funding, group set-up and paperwork/constitutional matters. Supporting local third sector organisations is a key priority for the Active Lives and Communities Team and, so far this year, we have already met with 25 independent groups and organisations providing them with a range of support. If members are aware of local community groups that need support please signpost them through to the team.
- 4.5 Community engagement roadshows** - The Communities team have been out and about earlier last month on one of their regular healthy communities roadshows. As part of the week long roadshow, the team visited Over Wyre Medical Centre, Thornton and Poulton Libraries as well as Booths Supermarket in Garstang. As well as listening to local residents, we promoted our health and wellbeing offer, in particular our wide ranging volunteering opportunities at Wyre Council to link in with the nationally recognised Volunteering week. We also gave advice to residents on issues such as recycling. We will be repeating these roadshows later in the summer and in the autumn.

5. YMCA Leisure Centres

- 5.1** Our Leisure Centres continue to be well utilised, despite the challenging economic environment that they are operating in. There were over 654,000 visits to our YMCA Leisure Centres and Swimming Pools in 2022/23, a 19% increase on 2021/22, which is a great result. We have over 6,500 members at our facilities, with an increase in the number of people who took out direct debit memberships in particular this year. There were also over 2,500 local children on the Learn to Swim and School Swimming Pool programme across our facilities.

6. Marine Hall and Thornton Little Theatre

- 6.1** The TV recording of Dickinson's Real Deal at Marine Hall in May was a great success, with the highest turnout the producers had seen for a long while! The crew arrived in Fleetwood on a gloriously sunny day and took the opportunity to film across the town over the weekend. The programme is due to be shown on ITV early in 2024.
- 6.2** BBC Question Time will also be filming live from Marine Hall in July. Information about this has not yet been published on the programme's website. When the date is announced, there will be a link to the application process for those who wish to be in the audience.

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.



Report of:	Meeting	Date
Councillor Lesley McKay, Resources Portfolio Holder and Clare James, Corporate Director Resources and S.151 Officer	Council	6 July 2023

Treasury management activity 2022/23

1. Purpose of report

1.1 To report on the overall position and activities in respect of Treasury Management for the 2022/23 financial year.

2. Outcomes

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

3. Recommendation

3.1 That the Annual report on Treasury Management Activity for the 2022/23 financial year be approved.

4. Background

4.1 This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2022/23. This report meets the requirements of both the Chartered Institute of Public Finance and Accounting (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

4.2 During 2022/23 the minimum reporting requirements were that the full Council should receive the following reports:

- An annual treasury strategy in advance of the year (considered by Cabinet (23/03/2022) and recommended to Council; approved by Council (14/04/2022)).

- A mid-year (minimum) treasury update report (reviewed and noted by Council (27/10/2022)).
- An annual review following the end of the year describing the activity compared to the strategy (this report).

4.3 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report, is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council’s policies previously approved by members. On 15 May 2023 all council officers involved in treasury management activity were provided with Treasury Management training from Link Asset Services. Other sessions were also provided during the year which were attended by various Finance staff. Training will be rolled out to members during 2023/24.

5. Key issues and proposals

5.1 The Council's Capital Expenditure and Financing

5.1.1 The council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.) which has no resultant impact on the council’s borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

5.1.2 The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

Description	2021/22 Actual (£000)	2022/23 Budget (£000)	2022/23 Actual (£000)
Capital expenditure	4,537	17,344	13,357
Financed in year	4,537	17,344	13,357
Unfinanced capital expenditure	0	0	0

*Please note the outturn position in both years is still an estimate prior to the sign off of the accounts by the Council’s external auditors, Deloitte LLP.

5.2 Overall Treasury Position as at 31 March 2023

5.2.1 The council's treasury position, at the beginning and end of the 2022/23 financial year, was as follows:

	31/03/22 Principal (£000)	Rate/ Return (%)	Avg Life (Yrs)	31/03/23 Principal (£000)	Rate/ Return (%)	Avg Life (Yrs)
Total Debt	1,563	4.43	25	15	0	0
Total Investments	(51,784)	0.16	0	(46,001)	1.83	0
Net debt / (investment)	(50,221)	-	-	(45,986)	-	-
Total Debt	1,563	4.43	25	15	0	0
Capital Financing Requirement (CFR)	(11,068)	-	-	(10,973)	-	-
Over / (under) borrowing	(9,505)	-	-	(10,958)	-	-

5.3 The Treasury Management Strategy for 2022/23

Economic updates based on information provided by Link:

5.3.1 Investment returns picked up throughout the course of 2022/23 as central banks, including the Bank of England, realised that inflationary pressures were not transitory, and that tighter monetary policy was called for. Starting in April at 0.75%, the Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 4.25% by the end of the financial year, with the potential for a further one or two increases in 2023/24.

5.3.2 The sea-change in investment rates meant local authorities were faced with the challenge of pro-active investment of surplus cash for the first time in over a decade, and this emphasised the need for a more detailed working knowledge of cash flow projections so that the appropriate balance between maintaining cash for liquidity purposes, and "laddering" deposits on a rolling basis to lock in the increase in investment rates as duration was extended, became an ongoing feature of the investment landscape.

5.3.3 With bond markets selling off, equity valuations struggling to make progress and, latterly, property funds enduring a wretched Q4 2022, the more traditional investment options, such as specified investments (simple to understand, and less than a year in duration) became more

actively used. Meantime, through the autumn, and then in March 2023, the Bank of England maintained various monetary policy easing measures as required to ensure specific markets, the banking system and the economy had appropriate levels of liquidity at times of stress. Nonetheless, while the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the Great Financial Crisis of 2008/09. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

5.4 The Borrowing Requirement and Debt

5.4.1 The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR). The underlying need to borrow for capital purposes is measured by the CFR, while usable reserves and working capital are the underlying resources available for investment. The table below compares the estimated CFR to the debt which exists at 31 March. This gives an indication of the borrowing required. It also shows the estimated resources available for investment. An option is to use these balances to finance the expenditure rather than investing, often referred to as internal borrowing, so the table gives an indication of the minimum borrowing requirement through this method.

	31/03/22 Actual (£000)	31/03/23 Budget (£000)	31/03/23 Actual (£000)
CFR	11,068	10,973	10,973
Less external borrowing	1,552	1,552	-
Borrowing requirement	9,516	9,421	10,973
Reserves and Balances	35,320	30,453	33,394
Borrowing / (investment) need	(25,804)	(21,032)	(22,421)

*Please note the outturn position in both years is still an estimate prior to the sign off of the accounts by the Council's external auditors, Deloitte LLP.

5.5 Borrowing Rates and Borrowing Outturn in 2022/23

5.5.1 During 2022/23, the council maintained an under-borrowed position. This meant that the capital borrowing need, the CFR, was not fully funded with loan debt as cash supporting the council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were initially low and minimising counterparty risk on placing investments also needed to be considered.

- 5.5.2** PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably owing to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. Indeed, in recent years many bond yields up to 10 years in the Eurozone turned negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter-term yields. In the past, this has been a precursor of a recession.
- 5.5.3** However, since early 2022, yields have risen dramatically in all the major developed economies, first as economies opened post-Covid; then because of the inflationary impact of the war in Ukraine in respect of the supply side of many goods. In particular, rising cost pressures emanating from shortages of energy and some food categories have been central to inflation rising rapidly. Furthermore, at present the FOMC, ECB and Bank of England are all being challenged by persistent inflation that is exacerbated by very tight labour markets and high wage increases relative to what central banks believe to be sustainable.
- 5.5.4** Gilt yields have been on a continual rise since the start of 2021, peaking in the autumn of 2022. Currently, yields are broadly range bound between 3% and 4.25%. As at 31 March 2023, all gilt yields from 1 to 50 years were between 3.64% and 4.18%, with the 1 year being the highest and 6-7.5 years being the lowest yield. There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate first rises to dampen inflationary pressures and a tight labour market, and is then cut as the economy slows, unemployment rises, and inflation (on the Consumer Price Index measure) moves closer to the Bank of England's 2% target. As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.
- 5.5.5** The Bank of England is also embarking on a process of Quantitative Tightening, but the scale and pace of this has already been affected by the Truss/Kwarteng "fiscal experiment" in the autumn of 2022 and more recently by the financial market unease with some US (e.g., Silicon Valley Bank) and European banks (e.g., Credit Suisse). The gradual reduction of the Bank's original £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.

5.5.6 No new borrowing was undertaken during the 2022/23 year. Capital schemes budgeted for in 2022/23 were funded by grants and contributions, capital receipts and council reserves. The council has previously undertaken external borrowing with the Public Works Loan Board. The maturity structure of the debt is shown in the table below. However, the council repaid all outstanding loans in October 2022, becoming debt free. The timing of this during the ‘Truss’ government resulted in a discount being received on the outstanding balance of £1,552,000 totalling £70,864 as a result of interest rates rises.

	31/03/22 Actual (£000)	31/03/23 Actual (£000)
Under 12 months	-	-
12 months and over and within 20 years	552	-
20 years and over and within 30 years	-	-
30 years and over and within 50 years	1,000	-

5.5.7 Interest payments in respect of long-term borrowing for the 2022/23 financial year totalled £37,062, which was in line with the full year budget of £37,060. The actual interest payments, including miscellaneous payments for the year to 31 March is £37,083 compared to the full year budget of £37,060.

5.5.8 The council incurs charges at 4% over the current base rate for net overdrawn balances with no annual arrangement fee. The council’s net bank account position was not overdrawn during the financial year 2022/23.

5.6 Investments

5.6.1 Investment Policy – the council’s investment policy is governed by the Department of Levelling Up, Housing and Communities (DLUHC) investment guidance, which has been implemented in the annual investment strategy approved by the Council on 14 April 2022. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies, (Standard and Poor’s (S&P), Moody’s and Fitch Ratings), supplemented by additional market data, (such as ratings outlooks, credit default swaps, bank share prices etc.).

5.6.2 The investment activity during the year conformed to the approved strategy, and the council had no liquidity difficulties.

5.6.3 Investments held by the council – internally managed funds earned an average of 1.83%. There is no one comparable performance indicator. The average 7 day SONIA (Sterling Overnight Interbank Average) rate was 2.23% but if a more suitable benchmark is provided by Link then this

has been used instead. The equated investments are analysed in the table below:

	Equated Investment Principal (£)	Interest Due (£)	Rate of Return (%)	Bench-mark Return (%)
Santander 35 Day Corp Notice	8,000,001	141,799	1.77%	2.12%
Qatar 3 month	4,093,151	122,498	2.99%	2.72%
Qatar 6 month	3,556,165	89,822	2.53%	3.11%
Handelsbanken I.A Account	3,789,042	28,322	0.75%	2.23%
Bank of Scotland (Call Acc)	3,883,974	9,679	0.25%	2.23%
Nat West - Liquid Select	4,995,743	19,378	0.39%	2.23%
LGIM	8,052,054	180,896	2.25%	2.19%
Insight	7,810,959	161,567	2.07%	2.19%
Deutsche	6,661,918	138,861	2.08%	2.19%
Prime Rate	8,054,246	185,337	2.30%	2.19%
Total	58,897,253	1,078,159	1.83%	

5.6.4 Interest receivable from investments for the 2022/23 financial year totals £1,078,159 compared to the full year budget of £870,000. Interest overall including miscellaneous items, received in the year totalled £1,149,015 compared to a budgeted figure of £940,860. The improved interest position was a result of the Bank of England raising interest rates throughout the year.

5.6.5 There have been no occasions of funds over £100,000 remaining in the council's overnight general account since February 2018 when the NatWest roll up facility and control account was activated.

5.6.6 There have been no occasions during the year were the council breached its counterparty investment limits, which are in place to manage interest rate exposure risk.

5.7 Other Issues / Updates

5.7.1 Following the consultation undertaken by DLUHC on IFRS 9, the Government has extended the mandatory statutory override for local authorities to reverse out all unrealised fair value movements resulting from pooled investment funds to 31 March 2025. Local authorities are required to disclose the net impact of the unrealised fair value movements in a separate unusable reserve throughout the duration of the override in order for the Government to keep the override under review and to maintain a form of transparency. There is currently no impact on Wyre.

5.7.2 The implementation of IFRS16, bringing currently off balance sheet leased assets onto the balance sheet, has been delayed until 1 April 2024. This is expected to have limited impact on Wyre’s accounts.

5.7.3 This report has been prepared in accordance with the CIPFA Treasury Management Code and the Prudential Code. Both of these Codes were updated late in December 2021 and although they took effect immediately, the new guidance allowed for a period of transition towards achieving full compliance. The council’s Treasury Management Strategy, Policies and Practices were updated in March to comply with the updated code and we continue to work with our treasury management consultants to keep abreast of any changes.

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

Other risks/implications: checklist

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

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

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

Processing Personal Data

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

report author	telephone no.	email	date
Ben Ralphs	01253 887309	ben.ralphs@wyre.gov.uk	16/06/23

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

List of appendices

Appendix 1 – Prudential and Treasury Indicators

Appendix 1 – Prudential and Treasury Indicators

1. Prudential Indicators	2021/22 Actual (£000)	2022/23 Estimate (£000)	2022/23 Actual (£000)	2023/24 Estimate (£000)
Capital Expenditure	4,537	17,344	13,357	10,095
Ratio of financing costs to net revenue stream	0.50%	0.50%	0.50%	0.50%
Gross Borrowing requirement General Fund	1,563	1,602	15	50
Gross debt	1,563	1,602	15	50
CFR	11,068	10,973	10,973	10,878
Annual change in CFR	-95	-95	-95	-95
2. Treasury Management Indicators	2021/22 Actual (£000)	2022/23 Estimate (£000)	2022/23 Actual (£000)	2023/24 Estimate (£000)
Authorised Limit for external debt borrowing	20,000	20,000	20,000	20,000
Other long term liabilities	100	100	100	100
Total	20,100	20,100	20,100	20,100
Operational Boundary for external debt borrowing	13,452	13,452	13,452	13,452
Other long term liabilities	11	50	11	50
Total	13,463	13,502	13,463	13,502
Actual external debt	1,563	1,602	15	50

Maturity structure of fixed rate borrowing during 2021/22	upper limit	lower limit
Under 12 month	100%	0%
12 months and within 24 months	45%	0%
24 months and within 5 year	75%	0%
5 years and within 10 years	75%	0%
10 years and above	100%	0%

These gross limits are set to avoid large concentrations of fixed rate debt that has the same maturity structure and would therefore need to be replaced at the same time.



Report of:	Meeting	Date
The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston	Council	6 July 2023

Update to Appointments to Committees, Panels and Groups 2023/24
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1. Purpose of report

- 1.1 To enable changes to be made to the membership of committees and other panels and groups for the remainder of the 2023/24 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 the revised political balance calculations following the Warren Ward election held on Thursday 22 June 2023 as set out in Appendix 1, be noted.
- 3.2 That a Wyre Independent Group member, Councillor Sorensen, be removed from the Overview and Scrutiny Committee.
- 3.3 That a Labour Group member, Councillor Blair, be appointed to the Overview and Scrutiny Committee.
- 3.4 That Councillor Brian Stephenson of the Labour Group be appointed to the Licensing Committee in place of Councillor Beavers of the Labour Group.

4. Background

- 4.1 On 22 June 2023 Wyre Council held a local election to fill the two vacancies in Warren ward. This election was delayed owing to the death of one of the candidates. The result of this election saw Maureen Blair and Brian Stephenson elected as councillors for Warren ward. As a

consequence, a change is required to the membership of committees, in order to comply with the political balance rules.

4.2 Section 15 of the Local Government and Housing Act requires that the allocation of places on non-executive Committees of the Council be allocated on the following criteria:

- (a) that not all seats on a body are allocated to the same Political Group;
- (b) that the majority of seats on a body is allocated to a particular Political Group, if the number of persons belonging to that Group is the majority of the Authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary Committees of a relevant Authority which are allocated to each Political Group bears the same proportion to the total of all the seats on the ordinary Committees of that Authority;
- (d) subject to paragraphs (a) - (c) above, that the number of seats on a body which are allocated to each Political Group bears the same proportion to the number of all seats on that body as is borne by the number of members of that Group in membership of the Authority.

4.3 Following the Warren ward elections on 22 June 2023 the political composition of the Council is:

Conservative	30 members
Labour	17 members
Wyre Independents	3 members

4.4 There are a total of 60 seats available on the Committees appointed by the Council. The application of the calculations in paragraph 4.2 leads to an overall allocation of 37 seats to the Conservative Group, 20 seats to the Labour Group and 3 seats to the Wyre Independents Group.

4.5 In order to meet, as closely as possible, the political balance requirements on **each committee** (as set out in Section 5(d) of the 1989 Act), as well as the proportion of the total seats on all committees (set out in Section 15c of the 1989 Act), it is proposed that places be allocated on committees as show in the table in paragraph 5.1 below.

5. Key issues and proposals

5.1 The application of the political balance rules to these committees provides for the allocation of seats as follows:

	Con	Lab	Ind
Audit & Standards Committee (12)	7	4	1

Licensing Committee (12)	7	4	1
Overview and Scrutiny Committee (12)	7	5	0
Planning Committee (12)	7	4	1
Employment & Appeals Committee (4)	3	1	0
Senior Officers Appointments Committee (4)	3	1	0
Senior Officers Disciplinary Committee (4)	3	1	0
	37	20	3

- 5.2** The committee memberships have been reviewed in order to meet criteria b of the Section 15 of the Local Government and Housing Act, as outlined in paragraph 4.2 of this report, each committee must have a majority membership of the majority group, in this case the Conservative Group. Negotiations with the Leaders of the Labour Group and the Wyre Independent Group were held in order for the Conservative Group to keep their majority on these committees without being required to reduce committee sizes. These discussions resulted in a membership change to the Overview and Scrutiny Committee with the removal of a Wyre Independent Group member (Cllr Sorensen) and the appointment of an additional Labour Group member (Cllr Blair). It was also requested by the Leader of the Labour Group to replace Councillor Beavers with Councillor Brian Stephenson on the Licensing Committee.
- 5.3** The full calculations are set out in Appendix 1.
- 5.4** Approval of the recommendations set out in paragraphs 3.1 to 3.4 will enable these proposals to be implemented and compliance with the legal requirements to be met.

Financial and legal implications	
Finance	None arising directly from this report.
Legal	The proposals in this report are in accordance with legal requirements, as set out in paragraph 4.2 of the 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

risks/implications	✓ / x
asset management	x
climate change	x

sustainability	x
health and safety	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 Unwin	01253 887326	Marianne.Unwin@wyre.gov.uk	27.06.2023

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

List of appendices

Appendix 1: Political balance calculations

Political Balance Calculations - 2023/24

Political Composition

Conservatives	30	60.00%
Labour	17	34.00%
Aligned Independents	3	6.00%
Total Members	50	100.00%
Non-aligned Independent/s	0	
Vacant	0	

at 23 June 2023 %
Assumes three groups are formed

Committee/Panel

Committee/Panel	No. of Seats	Conservative	Labour	Aligned Independents	Total
Council	50				
Cabinet	6				
Places to which Political Balance Rules statutorily apply:					
Planning	12	7.2	4.1	0.7	12.0
Licensing	12	7.2	4.1	0.7	12.0
O&S	12	7.2	4.1	0.7	12.0
Audit and Standards (plus 2x Independent members of the public)	12	7.2	4.1	0.7	12.0
Employment and Appeals	4	2.4	1.4	0.2	4.0
Senior Officer Disciplinary	4	2.4	1.4	0.2	4.0
Senior Officer Appointments	4	2.4	1.4	0.2	4.0
Total Places to which Political Balance Rules Statutorily Apply-Rounded		34.4	19.4	4.2	60.0
Total Places to which Political Balance Rules Statutorily Apply-Unrounded	60	36.0	20.4	3.6	60.0
Places to which Political Balance Rules do not statutorily apply:					
Councillor Development	12	6.0	4.0	1.0	11
Planning Policy	12	6.0	4.0	1.0	11

Adjustment Required to.....			Final Allocations.....			
Conservative	Labour	Aligned Independents	Conservative	Labour	Aligned Independents	Total
			7	4	1	12
			7	4	1	12
	1	-1	7	5	0	12
			7	4	1	12
1			3	1	0	4
1			3	1	0	4
1			3	1	0	4
			37	20	3	60
			61.67%	33.33%	5.00%	
			1.67%	-0.67%	-1.00%	

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Report of:	Meeting	Date
The Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston	Council	6 July 2023

Calendar of Meetings 2023/24 (update) and 2024/25
--

1. Purpose of report

- 1.1 To publish an updated programme of meetings involving councillors for 2023/24 and a programme of meetings for 2024/25.

2. Outcomes

- 2.1 An effective democratic decision making process.

3. Recommendation

- 3.1 That the updated Calendar of Meetings for 2023/24, attached as Appendix 1, be approved.
- 3.2 That the Calendar of Meetings for 2024/25 be approved.

4. Background

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

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

- 4.2 The programme of meetings for 2023/24 has been amended to include dates for meetings of the Climate Change Overview and Scrutiny Sub-committee.

- 4.3 The Calendar of Meetings for 2024/25 follows a broadly similar pattern to 2023/24.

5. Key issues and proposals

5.1 Overview and Scrutiny Committee

The Overview and Scrutiny Committee held a Work Programme Workshop with members of the Corporate Management Team on 7 February 2023 to determine possible reviews for the next municipal year (2023/24). It was agreed that the committee would schedule an additional, dedicated meeting to review the 2023 – 2027 Wyre Council Business Plan. It is proposed that this meeting will be held on Monday 25 September 2023 at 6pm.

5.2 Climate Change Overview and Scrutiny Sub-committee

The Overview and Scrutiny Committee agreed at their meeting on 12 June 2023 to set up a Sub-committee to deal with climate change issues. The dates of the meetings of the Sub-committee for 2023/24 are included in the revised Calendar of Meetings 2023/24.

5.3 It is proposed that there be four meetings annually of the Climate Change Sub-committee, to take place on Thursdays at 6pm.

5.4 Calendar of Meetings 2024/25

The proposed Calendar of Meetings for 2024/25 closely follows the pattern for meetings in 2023/24. The only significant changes are that the meetings of Full Council, the Overview and Scrutiny Committee and the Licensing Committee in April 2025 have been brought forward by one week because of the Easter weekend.

Financial and legal implications	
Finance	The updated number of meetings in 2023/24 is proposed to increase by four meetings a year. There are no proposed changes to the amount of meetings for 2024/25.
Legal	The proposed schedule of meetings meets with the requirements of the law and the Council's constitution.

Other risks/implications: checklist

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

risks/implications	✓ / x
community safety	x

risks/implications	✓ / x
asset management	x

equality and diversity	x
sustainability	x
health and safety	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	06/06/2023

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

List of appendices

Appendix 1 Updated Calendar of Meetings for 2023/24

Appendix 2 Updated Dates of meetings 2023/24

Appendix 3 Calendar of Meetings 2024/25

Appendix 4 Dates of meetings 2024/25

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CALENDAR OF MEETINGS 2023/24

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

Key

COU ANN = Annual Council Meeting 7pm

BH = Bank Holiday

* = Budget Meeting (must be held before 11 March)

CG = Conservative Group - 6pm

LG = Labour Group - 6pm

CAB = Cabinet – 6pm

COU = Council - 7pm

A&S = Audit and Standards Committee - 6pm

E&A = Employment and Appeals Committee - 6pm

CCSC = Climate Change O&S Sub-committee – 6pm

CDG = Councillor Development Group – 6pm

O&S = Overview and Scrutiny Committee - 6pm

PLA = Planning Committee - 2pm

LIC = Licensing Committee - 6pm

MB = Management Board – 5pm

CMT = Corporate Management Team

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



CALENDAR OF MEETINGS UPDATED

May 2023 to May 2024

DATES OF MEETINGS 2023/24 (UPDATED)

COUNCIL

8 meetings. Same number as in 2022/23. Thursdays at 7pm.

18 May 2023 (Annual meeting 2023/24)

6 July 2023

14 September 2023

26 October 2023

30 November 2023

25 January 2024

7 March 2024 (Budget meeting)

18 April 2024

AUDIT AND STANDARDS COMMITTEE

5 meetings. Not evenly spaced. Scheduled to fit in with the requirements of the Audit Plan and various statutory deadlines.

Tuesdays at 6pm.

Additional meetings will be organised, if necessary, to deal with any particular Code of Conduct issues that may arise.

20 June 2023

25 July 2023

26 September 2023

14 November 2023

27 February 2024

EMPLOYMENT AND APPEALS COMMITTEE

3 meetings. Same number and similar pattern as in 2022/23.

Mondays at 6pm.

10 July 2023

30 October 2023

19 February 2024

OVERVIEW AND SCRUTINY COMMITTEE

8 meetings. Same number as in 2022/23.

Mondays at 6pm.

An additional meeting (25 September 2023) has been scheduled for the committee to consider the Council's Business Plan.

12 June 2023

17 July 2023

4 September 2023

25 September 2023

16 October 2023

20 November 2023

15 January 2024

26 February 2024

22 April 2024

PLANNING COMMITTEE

12 meetings. Same pattern of meetings as in previous years.

First Wednesday of each month, at 2pm.

7 June 2023

5 July 2023

2 August 2023

6 September 2023

4 October 2023

1 November 2023

6 December 2023

3 January 2024

7 February 2024

6 March 2024

3 April 2024

1 May 2024

LICENSING COMMITTEE

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

30 May 2023

27 June 2023

18 July 2023

22 August 2023

19 September 2023

17 October 2023

21 November 2023

16 January 2024

20 February 2024

19 March 2024

23 April 2024

CLIMATE CHANGE SUB-COMMITTEE

This newly-established Overview and Scrutiny Committee Climate Change Sub-committee will meet three times during the remainder of 2023/24 and four times a year thereafter, on Thursdays at 6pm.

21 September 2023

7 December 2023

21 March 2024

CABINET

9 meetings. Wednesdays at 6pm.

7 June 2023

12 July 2023

6 September 2023

18 October 2023

29 November 2023

10 January 2024

14 February 2024 (Budget meeting)

20 March 2024

17 April 2024

COUNCILLOR DEVELOPMENT GROUP

4 Meetings. Same pattern as in 2022/23. Mondays at 6pm.

19 June 2023

18 September 2023

11 December 2023

18 March 2024

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

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

Management Board: Every 2 weeks (alternate weeks from CMT)
Wednesdays at 5pm.

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

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CALENDAR OF MEETINGS 2024/25

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

Key

COU ANN = Annual Council Meeting 7pm

BH = Bank Holiday
* = Budget Meeting

School Holidays

CG = Conservative Group – 6pm
LG = Labour Group – 6pm

CAB = Cabinet – 6pm
COU = Council – 7pm
A&S = Audit and Standards Committee – 6pm
E&A = Employment & Appeals Committee – 6pm
CCSC = Climate Change Sub-committee – 6pm
CDG = Councillor Development Group – 6pm

O&S = Overview and Scrutiny Committee – 6pm

PLA = Planning Committee – 2pm
LIC = Licensing Committee – 6pm

MB = Management Board – 5pm
CMT = Corporate Management Team

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



CALENDAR OF MEETINGS

May 2024 to May 2025

DATES OF MEETINGS 2024/25

COUNCIL

8 meetings. Same number as in 2023/24. Thursdays at 7pm.

16 May 2024 (Annual meeting 2024/25)

4 July 2024

12 September 2024

24 October 2024

28 November 2024

23 January 2025

6 March 2025 (Budget meeting)

10 April 2025

AUDIT AND STANDARDS COMMITTEE

5 meetings. Not evenly spaced. Scheduled to fit in with the requirements of the Audit Plan and various statutory deadlines.

Tuesdays at 6pm.

Additional meetings will be organised, if necessary, to deal with any particular Code of Conduct or other issues that may arise.

18 June 2024

23 July 2024

24 September 2024

13 November 2024

25 February 2025

EMPLOYMENT AND APPEALS COMMITTEE

3 meetings. Same number and similar pattern as in 2023/24.
Mondays at 6pm.

8 July 2024

28 October 2024

17 February 2025

OVERVIEW AND SCRUTINY COMMITTEE

8 meetings. Same number as in 2023/24.
Mondays at 6pm.

10 June 2024

15 July 2024

2 September 2024

14 October 2024

18 November 2024

13 January 2025

24 February 2025

14 April 2025

PLANNING COMMITTEE

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

5 June 2024

15 July 2024

7 August 2024

4 September 2024

2 October 2024

6 November 2024

4 December 2024

8 January 2025

5 February 2025

5 March 2025

2 April 2025

7 May 2025

LICENSING COMMITTEE

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

28 May 2024

25 June 2024

16 July 2024

20 August 2024

17 September 2024

15 October 2024

19 November 2024

14 January 2025

18 February 2025

18 March 2025

15 April 2025

CLIMATE CHANGE SCRUTINY SUB-COMMITTEE

4 meetings. Same number as in 2023/24.
Thursdays at 6pm.

13 June 2024

19 September 2024

5 December 2024

13 March 2025

CABINET

9 meetings. Same number as in 2023/24.
Wednesdays at 6pm.

5 June 2024

10 July 2024

4 September 2024

16 October 2024

27 November 2024

8 January 2025

12 February 2025 (Budget meeting)

19 March 2025

16 April 2025

COUNCILLOR DEVELOPMENT GROUP

4 Meetings. Same pattern as in 2023/24.
Mondays at 6pm.

17 June 2024

16 September 2024

9 December 2024

17 March 2025

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

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

Management Board: Every 2 weeks (alternate weeks from CMT)
Wednesdays at 5pm.

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