



Wyre Borough Council
Date of Publication: 6 September 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, 14 September 2023** commencing at 7.00 pm.

Yours sincerely,

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

Rebecca Huddleston
Chief Executive

The Mayor will read out the Lord's Prayer at the beginning of the meeting.

COUNCIL AGENDA

1. **Apologies for absence**
2. **Confirmation of minutes** (Pages 5 - 12)
To approve as a correct record the Minutes of the meeting of the Council held on Thursday 6 July 2023.
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 13 - 16)
- (b) Resources Portfolio Holder (Councillor McKay) (Pages 17 - 18)
- (c) Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge) (Pages 19 - 22)
- (d) Planning Policy and Economic Development Portfolio Holder (Councillor Le Marinel) (Pages 23 - 24)
- (e) Neighbourhood Services and Community Safety Portfolio Holder (Councillor Berry) (Pages 25 - 26)
- (f) Leisure, Health and Community Engagement Portfolio Holder (Councillor Bowen) (Pages 27 - 30)

8. Proposal to establish a Mayoralty Working Group (Pages 31 - 34)

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

9. Appointments to Committees, Groups and Lead Member roles (Pages 35 - 38)

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

10. Appointment of an Independent Person to the Audit and Standards Committee (Pages 39 - 42)

Report of Councillor Michael Vincent, Leader of the Council, and Clare James, Corporate Director Resources.

11. Appointment to the Lancashire Police and Crime Panel (Pages 43 - 46)

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

12. Notices of Motion

None.

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, 6 July 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, Birch, Bowen, Bridge, Cartridge, Collinson, Ellison, Fail, Ibison, Kay, Le Marinel, McKay, Minto, Raynor, Rendell, Rushforth, Smith, Stirzaker, Vincent, Fielding, Higginson, Duffy, Higgs, Rimmer, Swift, Wells, Meekins, Swatton, C Walker, Bolton, Jackson, Martin, Moliner, Nicholls, Preston, C Stephenson, Thewlis, A Walker, Livesey, Blair, B Stephenson and Leigh

Absent- apologies received:

Councillor Sorensen

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
Emma Lyons, Communications and Visitor Economy Manager
Marianne Unwin, Democratic Services and Scrutiny Manager (Temporary)
Daphne Courtenage, Democratic Services Officer
Joanne Billington, Head of Governance and Business Support
Mary Grimshaw, Legal Services Manager and Monitoring Officer

No members of the public or press attended the meeting.

1 Confirmation of minutes

The minutes of the Council meeting held on 20 April 2023 were **approved**, unanimously, by those who were in attendance.

The minutes of the Annual Council meeting held on 18 May 2023 were **approved**, unanimously, by those who were in attendance.

2 Declarations of Interest

None.

3 Announcements

The Mayor announced that her Mayor's Charities for the year 2023/24 were:

- Headway Blackpool, Wyre and Fylde
- Sam's Place
- Fleetwood Beach Wheelchairs

4 Public questions or statements

None received.

5 Questions "On Notice" from councillors

None received.

6 Executive reports

6a Leader of the Council (Councillor Vincent)

The Leader, Councillor Vincent, submitted a report.

Councillor Vincent introduced his report. He clarified the work of the East Lancashire Chamber of Commerce as referenced in his report. He also discussed the various efforts the council was taking to decrease carbon emissions in Wyre, highlighting the work underway to reduce carbon emissions from the council's fleet of vehicles.

Councillor Vincent responded to a question from Councillor Fail regarding the Lancashire Devolution Deal and the impact on the proposed Poulton to Fleetwood railway line.

Councillor Higginson addressed concerns voiced by residents about on-street parking on Brown Street in Bourne Ward. Councillor Vincent stated that he would be pleased to meet with the ward councillor to discuss the issue, but that the best method to fix it would be through Lancashire County Council as the appropriate authority.

Councillor Stirzaker questioned if she would be able to view the progress report on the Hillhouse Enterprise Zone as referred to at 3.3 of the Leader's report. Councillor Vincent agreed to send this report to Councillor Stirzaker following the meeting.

Councillor Vincent responded to a question from Councillor Baxter regarding the Lancashire Devolution Deal and asked about the possibility of the move back to an earlier devolution model of three 'super' unitaries across Lancashire. Councillor Vincent expressed his opposition to a unitary authority for Wyre.

The report was noted.

6b Resources Portfolio Holder (Councillor McKay)

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

Councillor McKay introduced her report.

Councillor Higginson asked a question regarding the Household Support Fund (HSF4). He also questioned the timescales for the payment of the Localised Council Tax Support (LCTS) to claimants. Councillor McKay welcomed and supported both schemes, but she would raise the proposed timescales of these payments with the relevant officers.

Councillor Fielding questioned the procurement of the insurance needs of the council, as referenced in the report, and whether the insurer was able to increase the premium in years two and three and if so, was there a calculation for the increased premium. Councillor McKay agreed to provide Councillor Fielding with a written response to his question.

Councillor Brian Stephenson made comments about the use of food banks in Wyre.

Councillor Wells enquired whether HSF payments were available to members of the voluntary, community and faith sector in addition to the four food banks and the Fylde Coast Women's Aid. Councillor McKay agreed to provide Councillor Wells with a written response to her question.

The report was noted.

6c Street Scene, Parks and Open Spaces Portfolio Holder (Councillor Bridge)

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

Councillor Bridge introduced his report.

Councillor Duffy thanked Councillor Bridge and Wyre officers for their participation in a recent ward walk in Pharos ward. Councillor Duffy made a comment regarding the issuing of Fixed Penalty Notices, specifically for dog fouling incidents. She questioned if the Waste Investigations Support & Enforcement Ltd (WISE) team could patrol the beach and prom areas in Fleetwood from 7am as this was a busy period. Councillor Bridge responded to Councillor Duffy's comments and assured her that he would speak to the WISE team regarding opportunities for further patrols.

Councillor Collinson thanked John Bettle, Lead Environmental Enforcement Officer, and his team for the work they had undertaken to

reduce dog fouling in Winmarleigh. These compliments were echoed by Councillor Bridge.

Councillor Bridge responded to comments and questions made by Councillor Brian Stephenson regarding bulky waste collection.

Councillor Bridge responded to a question from Councillor Stirzaker regarding the conduct of the WISE enforcement officers.

The report was noted.

6d Planning Policy and Economic Development Portfolio Holder
(Councillor Le Marinel)

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

Councillor Le Marinel introduced his report. He responded to a question from Councillor Cartridge regarding the introduction of the Wyre Local Validation Checklist and the benefits for officers.

Councillor Rimmer raised a question regarding hydrogen development on the Hillhouse Enterprise Zone site. With permission from the Mayor, Councillor Vincent clarified that the hydrogen mentioned in Leader's executive report did not relate to hydrogen storage but instead the replacement of gas with hydrogen energy within the Hillhouse site.

Councillor Le Marinel announced that there had been an agreement regarding the construction of a bridge over the proposed Poulton to Fleetwood railway line within the Hillhouse site.

The report was noted.

6e Neighbourhood Services and Community Safety Portfolio Holder
(Councillor Berry)

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

Councillor Berry introduced his report and thanked all the officers involved in responding to the United Utilities pollution incident. He updated members that Alcohol Awareness week was held on the week commencing 3 July 2023 and explained that community safety officers had provided presentations on alcohol-related issues to students and parents at high schools in Fleetwood. He also updated members that the Police and Crime Commissioner had funded a new team of three PCs and a PCSO to form a high visibility foot patrol in anti-social behaviour hot spots in Fleetwood. There would be an additional team formed to tackle specific anti-social behaviour activities in Fleetwood.

Councillor Martin commented on the United Utilities pollution incident,

emphasising the impact on Cleveleys Beach. Councillor Berry stated that officers had reassured him that the waters at Cleveleys Beach were safe, but he would share Councillor Martin's comments with officers.

Councillor Berry responded to comments from Councillor Fail regarding the water quality of the River Wyre.

Councillor Cartridge thanked the Housing team for their help finding accommodation for the people whose homes were impacted by the recent fire at The Mount Hotel in Fleetwood.

The report was noted.

6f Leisure, Health and Community Engagement Portfolio Holder
(Councillor Bowen)

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

Councillor Bowen introduced her report.

Councillor Higginson raised his concerns regarding unpleasant smells at Hawley Gardens in Thornton. Councillor Bowen agreed to ask officers to investigate this matter.

Councillor Bowen responded to a question from Councillor Duffy regarding the recent destruction and current lease agreements of three beach huts in Fleetwood.

Councillor Lady D Atkins updated members that the digital screen in the Garstang Information Point was operational. She also thanked officers for their ongoing support and promotion of events in Garstang.

The report was noted.

6g Questions and comments from members of the Cabinet to their colleagues

Councillor Vincent made a comment regarding the recent destruction of three beach huts in Fleetwood.

7 Treasury Management Outturn Report

The Resources Portfolio Holder, Councillor McKay, and the Corporate Director Resources and Section 151 Officer, Clare James submitted a report for the approval the annual report on Treasury Management Activity for the 2022/23 financial year.

In response to a question from Councillor Rimmer, Councillor McKay clarified that the council was now debt free.

Councillor Martin made a comment on the use of the wording “fiscal experiment” at point 5.5.5 of the report. He suggested that this should be replaced with “fiscal catastrophe”.

Following discussions, the following recommendation was **approved** unanimously:

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

8 Appointments to Committees, Panels and Groups - updated report

The Leader of the Council, Councillor Vincent, and the Chief Executive, Rebecca Huddleston, submitted a report for the approval of changes to the membership of committees for the remainder of the 2023/24 municipal year.

Councillor Vincent responded to a comment from Councillor Fail regarding the election of an opposition Chair or Vice Chair on committees.

Following discussions, the following recommendations were **approved** unanimously:

- 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.
- That a Wyre Independent Group member, Councillor Sorensen, be removed from the Overview and Scrutiny Committee.
- That a Labour Group member, Councillor Blair, be appointed to the Overview and Scrutiny Committee.
- That Councillor Brian Stephenson of the Labour Group be appointed to the Licensing Committee in place of Councillor Beavers of the Labour Group.

9 Calendar of Meetings 2023/24 update and 2024/25

The Leader of the Council, Councillor Vincent, and the Chief Executive, Rebecca Huddleston submitted a report for the approval of an updated programme of meetings for 2023/24 and a programme of the meetings for 2024/25.

Councillor Vincent responded to a comment from Councillor Fail regarding committee dates and potential clashes with Parish/Town Council meetings.

Following discussions, the following recommendations were **approved** unanimously:

- That the updated Calendar of Meetings for 2023/24, attached as

Appendix 1, be approved.

- That the Calendar of Meetings for 2024/25 be approved.

10 Notices of Motion

The following Notice of Motion was 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”.

Councillor Rendell proposed the Notice of Motion, Councillor Lady Atkins seconded.

Following debate, a recorded vote was requested by Councillor Vincent and confirmed by Councillors McKay, Berry, Bridge, Bowen and Le Marinel.

A recorded vote was taken.

The following members voted in support of the motion: Councillors Amos, Lady D Atkins, Sir R Atkins, Baxter, Beavers, Berry, Birch, Blair, Bolton, Bowen, Bridge, Cartridge, Catterall, Collinson, Duffy, Ellison, Fail, Fielding, Higginson, Higgs, Ibison, Jackson, Kay, Le Marinel, Leigh, Livesey, Martin, McKay, Meekins, Minto, Moliner, Nicholls, Preston, Raynor, Rendell, Rimmer, Robinson, Rushforth, Smith, B Stephenson, C Stephenson, Stirzaker, Swatton, Swift, Thewlis, Vincent, A Walker, C Walker and Wells.

The Notice of Motion was **approved** unanimously.

The meeting started at 7.00 pm and finished at 8.27 pm.

Date of Publication: 13.07.2023

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Report of:	To:	Date
Councillor Michael Vincent, Leader of the Council	Council	14 September 2023

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

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

2. Lancashire Devolution Deal

- 2.1 Lancashire County Council, together with Blackburn with Darwin and Blackpool Council continue to work with a small group of senior civil servants to progress a devolution deal for Lancashire.
- 2.2 The deal being discussed is based around a level two County Combined Authority (CCA) model without a mayor and will seek to devolve power and funding to Lancashire. The level two deal is seen very much as a starting point from which to build on.
- 2.3 It is estimated that a shadow county combined authority could be in place from this Autumn which would run alongside a period of public consultation and stakeholder engagement.
- 2.4 A Level 2 deal establishes the legally constituted governance that can support good decision making for Lancashire and provide a platform on which future negotiation with government is based. As such part of the work currently underway is to define what the governance and voting arrangements will look like, including understanding how districts and other key stakeholders will be engaged in the governance process.

3. Staff Listening Day Sessions

- 3.1 I attended a number of listening day sessions which were held with staff during July. It was fantastic to see so many staff attending these events and to have the opportunity to thank them for all of their hard work and dedication.

- 3.2** The sessions, led by the Chief Executive brought staff together to look at achievements over the last year and to have a discussion about what the Council does well that we can build on, what we could do better as an organisation and discuss the visibility and support of the Corporate Management Team.
- 3.3** All of the feedback from the sessions has been captured and a small officer working group has been established to start to explore and action some of the great ideas and suggestions which have been put forwards. Staff will be kept up to date on this work via the Council's intranet and an update on what has been delivered will be provided at the next round of listening day sessions later in the year.

4. Place Based Partnerships

- 4.1** Lancashire County Council have appointed Louise Taylor as the Director of Health and Care Integration for Lancashire and part of Louise's role is to develop and lead place based partnerships across Lancashire. The partnerships are a collaboration of planners and providers across health, local authority and wider community representatives who will take a collective responsibility for improving the health and wellbeing of residents within a place.
- 4.2** They will work together to makes sure services are joined up to improve health and wellbeing outcomes for the population, prevent people from being unwell and reduce health inequalities across neighbourhoods.
- 4.3** In order to deliver this Lancashire has been split into three 'localities'; Central and West Lancashire, East Lancashire and North Lancashire. Wyre forms part of the North Lancashire locality together with Fylde and Lancaster and within this two Executive Oversight Groups have been established, one for Lancaster and one which covers Fylde and Wyre. Each Executive Oversight Group will feed into the integrated care partnership as required.
- 4.4** Our Chief Executive has been asked to sit on the Executive Oversight Group and will provide updates to the Council as this work progresses. One current proposal being discussed is around the delegation of additional funding and responsibility for service delivery at a district level. A workshop with the Lancashire Chief Executives group is being planned for September to discuss how best to take this work forward.

5. Other updates

- 5.1** I attended a meeting with Fylde Council's leader and Chief Executive last month to build on our existing strong relationship and share relevant information and learnings.

5.2 We have received our first information request from the Covid 19 public inquiry, which was regarding the procurement and distribution of key equipment and supplies including PPE. Clearly, our role in PPE procurement was limited however we have responded within the timeframes requested. We expect further requests to come through over coming months, but until they do it is uncertain whether there will be an impact in terms of capacity to respond to them.

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	14 September 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 On 18 July, Lee Rowley MP, the Parliamentary Under-Secretary of State for Local Government and Building Safety wrote to all local authorities to outline plans to address the significant backlog of local audits in England. The letter indicated that there will be further consultation over the summer to agree a way forward to complete the backlog and develop a sustainable solution to the timeliness challenges which the sector has faced in recent years.
- 2.2 The implementation of any changes agreed is expected to commence from December 2023, by which time it is anticipated that our 2020/21 accounts will have been signed off with progress well underway on the 2021/22 accounts. Based on the current proposed 'backstop' dates, we aren't anticipating that Wyre will be affected by the changes.

3. Governance and Business Support

- 3.1 There is currently still no agreement on the 2023/24 Pay Award. Unison's ballot for strike action ended in July and whilst they achieved the required mandate for strike action in a number of councils, most of them were smaller employers. The mandate for strike action was not achieved at Wyre. In light of this they have decided to await the ballot results from Unite before publicly confirming their next steps.
- 3.2 The National Joint Council unions recently wrote to the National Employers seeking an improvement to the pay offer. However in a letter dated 17 August the Employers reaffirmed the pay offer which for the majority of staff would be £1,925 (pro-rata to part-time employees) as full and final.

- 3.3** Two of the three local government unions need to agree the pay offer for it to be implemented but with Unite and GMB expected to continue the dispute for the rest of the summer and autumn unfortunately it is not anticipated an agreement will be reached in the near future. The Medium Term Financial Plan will be reviewed again in October and will reflect any developments.

4. Contact Centre

- 4.1** Council tax records show that 232 households in receipt of Localised Council Tax Support, are currently facing the additional financial burden of having to buy school uniforms for dependent children starting at senior schools this September. In order to help these families meet these additional costs, payments totalling £37,500 (£150 per child) have been made from the Household Support Fund (HSF) to the families concerned.
- 4.2** Applications for a payment from the HSF are currently being invited from couples or single parents with dependent children and gross incomes under £52,000 (couple) or £40,000 (single parent) per year, but not in receipt of any social benefits, other than child benefit. To date the volume of applications is low, though it is expected to increase towards the end of summer when there is a corresponding increase in household energy costs. We continue to promote the scheme through our usual channels, with adverts also taken out in local newsletter publications.

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	14 September 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 The Green Flag Award scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces. The scheme aims to ensure that everybody has access to quality open spaces, that these spaces are appropriately managed and meet the needs of the local community.
- 2.2 This year, Vicarage Park, Poulton; Hawthorne Park and Wyre Estuary Country Park in Thornton along with Memorial Park and The Mount in Fleetwood have all retained the prestigious Green Flag accreditation.
- 2.3 On 18 July I attended a celebration event with the Mayor and other councillors to recognise the achievement and thank the hard work and dedication of all the teams and incredible volunteers working to make Wyre's parks and open spaces such welcoming places for people to spend time enjoying the outdoors, essential to good health and wellbeing.
- 2.4 Wyre Council received £3.9million from the UK Government through the UK Shared Prosperity Fund in December 2022. One of our key public realm projects is the redevelopment and renovation of Cottam Hall to realise its full potential as a community asset to support wellbeing, active lifestyles, and deliver environmental improvements. Stage one of this process is to create a comprehensive Masterplan for the Playing Fields. ReLandscapes have been appointed to undertake the necessary consultation and work closely with key stakeholders over the coming months.

- 2.5** We are working in partnership with the Wyre Rivers Trust to introduce natural flood management measures and create thriving habitats for all to enjoy at King George's playing field in Thornton. The project will restore a section of Royles Brook and create water storage areas including wetlands and ponds; 400 trees will also be planted as part of the project, with sign off anticipated by the end of September. The Lancashire Environmental Fund and United Utilities are also contributing to this £80,000 investment to help reduce flood risk in the area.
- 2.6** Educational and creative activities are ongoing at The Mount as part of the Heritage Lottery Fund Project, including a geology talk, leaf printing, gardening demonstrations and heritage bookbinding events. Weekly events were co-ordinated by the Activity Development Officer at The Mount and Memorial Park throughout the school holidays to promote fun through learning.
- 2.7** Site improvement works have taken place at Wyre Estuary Country Park to create a wildflower meadow, restore pathways and treat wooden fencing. The ranger team have worked in partnership with Wyre Rivers Trust to engage with school groups studying the salt marshes and meadows. Large numbers of visitors attended the Green Gathering and Homeless Hounds events.
- 2.8** The Wyre Great Outdoor programme has included a wide variety of seasonal activities across Wyre's parks and open spaces. Wildlife of Larkholme Grasslands, walks along the river and canal in Garstang, Music on the Park at Hawthorne Park along with Xplorer Orienteering and ecology events at Wyre Estuary Country Park.

3. Young Wyre in Bloom

- 3.1** The Cleaner Greener Project Officer has supported ten local schools and nurseries in this year's Young Wyre in Bloom initiative. Representatives of the school groups demonstrated how school grounds and indoor spaces can be maximised to grow fruit and vegetables, provide bee friendly planting, reuse school materials and promote climate friendly activities in an educational environment. The participants were awarded seven gold, two silver and one bronze award in acknowledgement of these environmental achievements. The main Wyre in Bloom awards will be announced at the ceremony to be held later this year.

4. Environmental Enforcement

- 4.1** Public space protection orders (PSPOs) are in place across the borough for the enforcement of dog control under the Anti-Social Behaviour Crime and Policing Act 2014. These PSPOs require a person in control of a dog to comply with conditions including the exclusion of dogs from certain areas; a requirement to place dogs on leads in certain locations and the immediate removal of dog faeces. Failure to comply with a PSPO is an offence which can be dealt with by a fixed penalty notice of £100 or by prosecution (maximum fine £1000). A public consultation was carried out during July to seek views on extending the PSPOs for a further three years, beyond the expiry date of 22 October 2023. The

outcome of the consultation was reported to the September Cabinet meeting.

5. Public Conveniences

- 5.1** I was pleased to officially open the new Changing Places Toilet facility at Central Car Park in Fleetwood on 19 July to coincide with Changing Places Awareness. This event provided an opportunity to promote this vital new provision and raise awareness of the life changing difference Changing Places toilets make. The facility has been made possible through grant funding from the Department for Levelling Up, Housing and Communities in partnership with Muscular Dystrophy UK, with capital funding in support of the provision from Fleetwood Town Council and Wyre Council. Danfo have provided this new facility and generously agreed to clean and maintain the additional unit within existing costs. This new Changing Places facility will enable dignity, independence and safety for residents and visitors with disabilities of a complex nature. Works will now commence on 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.

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Report of:	To:	Date
Councillor Peter Le Marinel Planning Policy and Economic Development Portfolio Holder	Council	14 September 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 The Council's 2023/24 UKSPF and REPF allocations were confirmed on 11 July by the Department of Levelling UP, Housing and Communities. Since July many projects are now underway. Delivery includes the commencement of Cleveleys multiple arts and creative programme with a community event held at Jubilee Gardens showcasing the mural developed by well known artist Christian Fenn, the Fleetwood Blue Plaque Heritage project, the launch of Garstang Carers Group, the launch of a rural community infrastructure grant programme and the start of the Boost for business support programme.

2.2 Public consultations are underway for the Fleetwood Seafront Masterplan Project which focusses on the Marine Hall, Leisure Centre and surrounding area. Whilst consultation will commence for projects in Garstang and Cleveleys town centres. Sadly one of the festivals support by UKSPF, Tram Sunday, had to be cancelled due to the weather.

3. Conservation Area Appraisals

3.1 A contract for the provision of conservation area appraisals for Garstang, Poulton-le-Fylde, Scorton, Churchtown, Calder Vale and Lower Dolphinhome has been awarded to Growth Lancashire following a competitive quotation process earlier this year. This contract forms part of a wider programme for the review of all Conservation Areas and the programme covers a period of two years. The Growth Lancashire contract value was £27,250.

- 3.2 As part of the review programme, work on Fleetwood Conservation Area will be undertaken 'in-house' and will align with the wider review timetable. These reviews will form part of the evidence base for the Local Plan.
- 3.3 Numerous public consultations will be required and will be undertaken 'in-house' with the objective of adoption by Full Council, on or before June 2025. This will take the form of a single report containing all the appraisal and management plan documents for each Conservation Area.
- 3.4 Currently work is well advanced on surveys for Fleetwood, Garstang and Lower Dolphinhholme and work has recently started on Poulton-le-Fylde.

4. Wyre Local Validation Checklist

- 4.1 Consultation on the draft Wyre Local Validation checklist has been completed and the Council implemented the new procedure on 17 July 2023. This new approach should ensure that the council has the right level of information submitted with a planning application at the start of the process and so avoids unnecessary delay and work.
- 4.2 The adopted checklist must be reviewed at least every two years, ensuring that it remains up to date. Implementation of the checklist has had a short term impact upon the time taken to validate applications, as the new process is embedded, but this should not adversely impact our annual statutory performance measures.

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 Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder	Council	14 September 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 I am pleased to be able to advise members that following a bid to the Police and Crime Commissioner's Safer Lancashire Neighbourhood Fund – Fighting Crime Grants scheme we have secured £40,000 towards the upgrade of the council’s town centre CCTV system which was approved by Cabinet earlier this year.

3. Housing

3.1 Winter 2023/24 Affordable Warmth Funding Bid

In preparation for next winter Lancashire County Council are once again making funding available to district councils to deliver high impact affordable warmth interventions to individuals who are most vulnerable to harm from cold or damp homes. Ultimately, the funding aims to reduce levels of death and illness over the winter months and to improve people's wellbeing. We have submitted a bid for up to £89,153 of funding for the Borough.

3.2 Home Upgrade Grant (HUG2)

Supported by our officers Cosy Homes in Lancashire (CHiL) have been proactively promoting the recently launched Lancashire HUG2 funding in the Borough. Their promotion team attended the Great Eccleston Show and the Garstang Show recently and mail-outs have started across some of our eligible rural areas. Further information and details of how residents can apply are available at <https://www.chil.uk.com/> HUG2 supports the installation of insulation and renewable heating technologies, such as air source heat pumps or solar thermal and to be eligible houses need to be without gas central heating with an Energy Performance Certificate (EPC) rating of D to G. Applicants are means tested.

4. Wyre Beach Management Scheme

4.1 I am pleased to report that Planning and Marine Management Organisation (MMO) licence conditions have been discharged allowing a timely start to the Phase 2 works. The works commenced on 31 July, ahead of schedule.

5. Wyre Natural Flood Management

5.1 I was delighted to visit one of the project sites in August with the Chief Executive to see first-hand how working with landowners, utilising innovative funding mechanisms can provide multiple benefits. These benefits include space for wildlife, improved water quality carbon sequestration and reducing the risk of flooding to downstream communities.

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

6.1 I can advise that on 9 August I attended a meeting with United Utilities arranged by The Chief Executive to discuss the recent failure, discharges and future investment plans to improve water quality in the Wyre area.

7. Flood Event 23 July 2023

7.1 Heavy prolonged rainfall (over a month's rainfall in 48 hours) led to flooding across many areas of the borough including Thornton, St. Michaels, Garstang, Stalmine and Preesall over the weekend of 22-23 July. The community flood action groups played a very important role in notifying residents and communicating messages and I would like to thank them for their contributions.

7.2 Our emergency response team responded to several incidents over the weekend, assisting residents and providing flood pumps across the area. I would personally like to thank all the officers involved for all their efforts during the weekend.

8. Electric Charging Points

8.1 The final commissioning of the Electric Vehicle charging points within our car parks was completed during August. This includes a 22KV charger at Quaile Holme Road car park to allow the NatWest Bank electric bank vehicle to operate. Wyre have now installed 44 7KV, 2 22KW and 5 50KW chargers. All have been upgraded to accept chip and pin payment (allowing all to utilise).

9. Comments and questions

9.1 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 Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder	Council	14 September 2023

Executive Report: Leisure, Health and Community Engagement Portfolio Holder
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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 As part of an eight week rolling programme led by the Environment Agency our Environmental Health team participated in a day of action across Blackpool, Wyre and Fylde. In total 25 permitted waste sites on the Fylde Coast were visited by a joint team of enforcement officers. These sites varied in nature from end of life vehicle sites to skip hire companies and included locations at which the Environment Agency has previously received reports of concern from members of the public. In addition to offering advice and guidance to some site operators, eight suspected permit breaches were recorded, officers came across an illegal waste site and intervened at a site which was illegally burning waste. All identified issues will now be pursued by the Environment Agency's Morecambe Bay Team.

3. Tourism and Events

- 3.1 Along with the countryside team we have attended events across Wyre to showcase the great things our borough has to offer. We have produced a new range of Discover Wyre branded merchandise featuring illustrations of Wyre to give out at events containing details of our tourism website to encourage people to check back and see what's on in Wyre. Our newly produced giant deckchair is also now in use at events, providing a photo opportunity for visitors. Our strong branding and web details are clearly visible and our hope is that photos will be shared far and wide and help put Wyre on the map.
- 3.2 We are meeting with the organisers of the recent Star Wars meet up in Cleveleys to work together on an event for next year. We hope that this

high quality event will attract visitors from all over the country as it grows in popularity year on year.

- 3.3 We are working on promoting our filming offer for Wyre, creating pages on our website for visitors looking for film locations to experience, and also for production companies looking for new locations. We are updating all of Wyre's locations on the Filming England database to promote our unique assets to large scale productions.
- 3.4 A summer family day was held at Fleetwood Market for families on 19 August involving lots of traditional family fun including a Punch and Judy show, balloon making, open top bus rides and live music. It was all for free and was a great success.
- 3.5 We are working on promoting Heritage Open Day events in Wyre to help people discover more about the history and heritage of our towns and buildings throughout September.

4. Marine Hall and Thornton Little Theatre

- 4.1 Marine Hall will be open for Heritage Open Days on Thursday 14 and Friday 15 September from 10am until 4pm. The free entry events will feature an exhibition, live music from Joe Boe and heritage talks throughout the day. There will also be free entry to The Mount Pavilion on Saturday 16 and Sunday 17 September from 10am until 4pm, as part of the same initiative, hosted by Fleetwood Civic Society.
- 4.2 Shows coming up at Marine Hall over the next few weeks, include 'The Three Degrees', supported by local band 'The Casinos' (Friday 22 September) and a week of 'Phantom of The Opera' performed by Thornton and Cleveleys Operatic Society (24—28 October). More information about tickets for all shows at both Theatres can be found at www.wyretheatres.co.uk

5. Active Lives and Community Engagement

- 5.1 **Round 2 of Crowdfund Lancashire – Wyre Projects:** We have supported and promoted local clubs and organisations to apply to the Lancashire Culture and Sport Fund crowdfunding opportunity. Five local projects have been successful in gaining a pledge from the fund if they hit their fundraising targets. The Round 2 local projects are: Thornton Cleveleys Gala 126 Celebration; Help Us Combat Domestic Abuse; Lancashire Sea Change; Dukes Cinema on Tour and; Step into Joy Fest 24 Fleetwood. We hope that these projects hit their targets and gain the funding from the fund. Keep Wyre Grooving and Celebrating Kirkland and Catterall Memorial Hall have already hit their targets from the previous round of funding. You can read more and support the projects at <https://www.spacehive.com/movement/lancashire>
- 5.2 **Children's Swimming Lesson data for 2022/23 – 48 schools** participated in school swimming lessons at our pools during 2022/23. 11 schools visited Fleetwood pool, 17 visited Poulton and 20 took lessons at Garstang pool. This resulted in 2216 children benefiting from school swimming lessons across all the pools during the year (807 of these at

Fleetwood, 788 at Poulton and 621 in Garstang). On top of this there were an additional 1333 children per week on the YMCA's learn to swim programme over the year (550 per week at Fleetwood pool, 356 per week at Poulton pool and 427 per week at Garstang. Feedback from school swimming and the participants of other YMCA swimming lessons continues to be very good.

- 5.3** In the Forest of Bowland and rural areas volunteers have undertaken 30m of dry-stone walling at Cobble Hey as part of our commitment to supporting the development and practice of traditional boundary management skills. They have erected approximately 50m of post and rail fencing in two locations around the Brock picnic site. This will help to ease parking congestion and assist in water safety. The volunteers have also restored a footbridge at Holmewood, making it safe for public on a popular concessionary path that links in with Nicky Nook. In addition, the County Council has utilised funding from the Forest of Bowland AONB to construct over 500m of new footpath improvements to Nicky Nook Fell paths.

6. Comments and questions

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

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Report of:	Meeting	Date
Councillor Michael Vincent, Leader of the Council, and Rebecca Huddleston, Chief Executive	Council	14 September 2023

Proposal to establish a Mayoralty Working Group
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1. Purpose of report

1.1 To enable a Mayoralty Working Group to be set up to discuss civic matters.

2. Corporate priorities

2.1 Ensuring an updated and fit for purpose Mayoralty function.

3. Recommendations

3.1 That the Council appoints a Mayoralty Working Group.

3.2 That five Conservative councillors and three Labour councillors be appointed as members of the Working Group for the remainder of the 2023/24 Municipal Year.

3.3 That, an initial meeting of the new group be held on a date to be arranged in October 2023 and that a limited number of further meetings then be arranged before the Group (i) feeds its comments in to the discussions of the Independent Remuneration Panel and (ii) reports its recommendations to the Council early in 2024.

4. Background

4.1 It is proposed that a working group be established to carry out a review of the Mayoralty. The last time the council reviewed the Mayoralty function was in October 2001 by the Best Value Scrutiny Committee.

4.2 It is appropriate that the Mayoralty be reviewed again in order to ensure that it is fit for purpose and delivers a proportionate level of civic and ceremonial provision for the residents of Wyre. In recent years it has been more and more difficult to recruit a Mayor, with the current Mayor

serving an additional year in order to alleviate the immediate pressures after the borough elections in May. It is also advisable to review the expectations and role of the Mayor in order to address any issues that have arisen, particularly in the current economic climate.

5. Key issues and proposals

5.1 The Working Group will:

- review the functions and role of the Mayor
- review the method by which the Mayor is currently selected and appointed
- review the Mayoral Protocol
- review Mayoral engagements
- review civic events attended by the Mayor

5.2 The Special Responsibility Allowances paid to the Mayor and Deputy Mayor are not within the scope to the Working Group, as they will be the subject of a review and recommendations by the Independent Remuneration Panel (IRP). However, the work of the group will provide useful context for the IRP when making their decisions on the level of remuneration and ideally the Working Group will complete their exercise before Christmas in order to feed into that process as well.

5.3 As the proposed Working Group is not being established as a formal Committee or Sub-Committee its composition does not have to comply with the statutory political balance requirements set out in Section 15 of the Local Government and Housing Act 1989. However, the Council's usual convention is to agree to appoint members to a Group in the same proportion as the make-up of the Council overall. Therefore, it is proposed that the Working Group be made up of eight councillors, five Conservative members and three Labour members, as follows

Conservative (5)

Cllr Catterall
Cllr Collinson
Cllr Minto
Cllr Preston
Cllr Ibison

Labour (3)

Cllr Duffy
Cllr Stirzaker
Cllr A Walker

The Chair and Vice Chair will be elected at the first meeting.

5.4 It is anticipated that this will be a short, time-limited review, which will report its findings and recommendations to the Council in January 2024, so as to form part of the IRP's review of allowances, guide the process

for the election of the Mayor at the Annual Meeting on 16 May 2024 and guide the functions of the Mayoralty thereafter. Once the Working Group has reported its recommendations to the Council it will cease to exist, unless requested by the Council to continue its work for a specific purpose.

6. Alternative options considered and rejected

6.1 No alternative options were considered.

Financial, Legal and Climate Change implications	
Finance	The establishment of the sub-committee has had an impact on resources; while Democratic Services will have overall responsibility for the Group, the Civic Officer will provide specialist expertise to meetings. With the current officer resources, it has been determined that this short, time-limited review is manageable without requiring additional resource to be brought in. Some of the issues to be considered by the Mayoralty Working Group may have financial implications. These will need to be considered as proposals are worked-up and will be subject to the normal approval process.
Legal	The arrangements for the establishment of the Mayoralty Working Group comply with the requirements of the law and the Council's Constitution.
Climate Change	None arising from this report.

Other risks/implications: checklist

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

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

risks/implications	✓ / x
asset management	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	26 July 2023

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

List of appendices

None.



Report of:	Meeting	Date
Councillor Michael Vincent, Leader of the Council, and Rebecca Huddleston, Chief Executive	Council	14 September 2023

Appointments to Committees, Groups and Lead Member roles

1. Purpose of report

- 1.1 To enable changes to be made to the membership of a Committee, Group or Lead Member role for the remainder of the 2023/24 Municipal Year.

2. Corporate priorities

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

3. Recommendations

- 3.1 That Councillor David Higgs of the Conservative Group be appointed to the Planning Committee in place of Councillor Andrea Kay.
- 3.2 That Councillor Sue Catterall of the Conservative Group be nominated as a substitute for the Councillor Development Group in place of Councillor Andrea Kay and that this be noted.
- 3.3 That the appointment of Councillor Callum Baxter of the Conservative Group as the Lead Member for Children and Young People in place of Councillor Andrea Kay be noted.

4. Background

- 4.1 The changes proposed are to help redistribute the current workloads of Councillor Andrea Kay.

5. Key issues and proposals

- 5.1 The appointment to the Planning Committee is a straight replacement of one councillor by another from the same group and so there are no immediate implications for the political balance calculations, which will remain the same. This will be a permanent appointment for the remainder of the 2023/24 Municipal Year.
- 5.2 The substitution to the Councillor Development Group is in line with Procedure Rule 26 of Part 4.01 Council Procedure Rule in the Council’s Constitution. In exceptional circumstances, where a member is likely to be absent from their duties as a councillor for a period of two months or more a substitute can be nominated. The Chief Executive has confirmed that Councillor Sue Catterall will stand in as the provisional substitute member for the Councillor Development Group. At each meeting where Councillor Andrea Kay is absent, members of the group may propose a motion that she is replaced by a substitute member. This substitution arrangement will be reviewed when necessary.
- 5.3 The appointment of Councillor Callum Baxter as the Lead Member for Children and Young People is a matter for the Leader of the Council. It is possible that the appointment of Councillor Callum Baxter to the role will be reviewed in six months’ time.

6. Alternative options considered and rejected

- 6.1 No alternative options have been considered.

Financial, Legal and Climate Change implications	
Finance	The allowance for the Lead Member for Children and Young People is unchanged by this report at £250 per annum and payment will be made to Councillor Baxter instead of Cllr Kay from the date following approval.
Legal	There are no legal implications associated with this report.
Climate Change	There are no climate change implications associated with this report.

Other risks/implications: checklist

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

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

asset management	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	09/08/2023

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

List of appendices

None.

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Report of:	Meeting	Date
Councillor Michael Vincent, Leader of the Council and Clare James, Corporate Director Resources	Council	14 September 2023

Appointment of an Independent Person to the Audit and Standards Committee

1. Purpose of report

- 1.1 To seek approval to appoint an independent person to the Audit and Standards Committee.

2. Corporate priorities

- 2.1 An effective process for ensuring that the council has robust governance arrangements in place.
- 2.2 Independent members who have suitable abilities and expertise which enhance those of the elected members and boost the Audit and Standards Committee's effectiveness.

3. Recommendation

- 3.1 That Mr Paul M. Taylor be appointed as a co-opted independent member onto the Audit and Standards Committee.

4. Background

- 4.1 In October 2022, the Chartered Institute of Public Finance and Accountancy (CIPFA) updated their Audit Committees: Practical Guidance For Local Authorities And Police (2022 edition). It included additional guidance and resources to support audit committee members, and those working with and supporting the committee's development. This confirmed CIPFA's recommendation that each authority's Audit Committee should include at least two co-opted Independent Members to provide appropriate technical expertise. Whilst not a requirement, it is considered best practice and approval was sought to introduce the arrangement at Wyre.

- 4.2** At the Annual Council meeting held on 18 May 2023, the Appointments to Committees, Panels and Groups 2023/24 report proposed that two external co-opted Independent Members be appointed to the Audit and Standards Committee. This report further confirms the appointment to this position. The Independent Person is a non-councillor with experience in the area of audit, risk management and governance. The Independent Member will not be able to vote in the same way as councillors; instead, they will act as an advisory consultant.
- 4.3** An advert seeking to appoint two Independent Members was placed on Jobs Go Public, Facebook and LinkedIn. It required all interested parties to submit an application to the council demonstrating how they met the essential and desirable criteria set out in the job description and person specification. The appointment was not open to any person who had been an Elected Member, Parish Councillor or officer of Wyre Council within the last five years or a person who is a relative or close friend of an Elected Member or Officer of Wyre Council.
- 4.4** The council received an early expression of interest from one individual. However they were prevented from applying owing to the exclusion criteria in 4.3. One eligible application was received though, and following an interview with the Corporate Director Resources (S151 Officer) and the Head of Governance and Business Support, it was agreed that the candidate met the essential criteria and would be an asset to the committee.
- 4.5** Mr Paul M. Taylor is a qualified internal auditor (CFIIA) and former Chief Internal Auditor for Blackpool Council. For his services to the profession, he was granted Fellowship of the Chartered Institute of Internal Auditors. Mr Taylor had previously served on the Veolia Environmental Trust as a volunteer regional panel member, later becoming the chair of the local regional panel and a trustee on the trust's board. He has also served as a school governor, including chairing finance committees and governing bodies, a member and lay chair of a parochial church council, chair of a heritage centre project group, a trustee of a disability charity and a trustee of the British Sjögren's Syndrome Association and chair of the charity's audit, risk and finance committee.
- 4.6** A decision was made to recommend to Council that Mr Paul M. Taylor, who has extensive local government and senior leadership experience and a background in internal audit, be appointed to the Audit and Standards Committee.

5. Key issues and proposals

- 5.1** Following the recruitment process, Mr Paul M. Taylor, who meets the required criteria, has indicated that he is willing to become a co-opted Independent Member of the committee.

5.2 The advert for the second appointment will remain active until a second Independent Member can be appointed, at which time, a new report will be submitted to the Council to confirm this additional appointment.

6. Alternative options considered and rejected

6.1 No alternative options were considered.

Financial, Legal and Climate Change implications	
Finance	None arising directly from this report. The role is voluntary and any expenses claimed will be met from existing budgets.
Legal	None arising from this report.
Climate Change	None arising from this report.

Other risks/implications: checklist

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

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

risks/implications	✓ / x
asset management	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	18.07.2023

List of background papers:

name of document	date	where available for inspection

List of appendices

None.



Report of:	Meeting	Date
Councillor Michael Vincent, Leader of the Council and Clare James, Corporate Director Resources	Council	14 September 2023

Appointment to the Lancashire Police and Crime Panel

1. Purpose of report

1.1 To enable a second member to be appointed to the Lancashire Police and Crime Panel for 2023/24.

2. Corporate priorities

2.1 Effective representation on the Lancashire Police and Crime Panel.

2.2 To work with partners to reduce violence and anti-social behaviour.

3. Recommendation

3.1 That Councillor Le Marinel be appointed as Wyre's second representative on the Lancashire Police and Crime Panel.

4. Background

4.1 The Police and Crime Panel for Lancashire is a formal Joint Committee of the 15 local authorities for the Lancashire Police Force area, established under the Police Reform and Social Responsibility Act 2011. Its composition, terms of reference and procedure rules are set out in Part 3.04 of the Council's Constitution.

4.2 Each council in Lancashire is entitled to appoint one member to the Panel. Since 2015, the Neighbourhood Services and Community Safety Portfolio Holder has been appointed as Wyre's representative.

5. Key issues and proposals

5.1 The Secretary to the Panel, currently an officer at Blackburn with Darwen Council, makes arrangements, in consultation with the Leaders and Chief

Executives of all the member authorities, to ensure that the political balance requirements are met.

5.2 In order to help achieve the required political balance the Secretary to the Panel has identified that three top-up places will help achieve political balance. The Secretary has further indicated that a Conservative co-opted additional member from Wyre would assist towards achieving a more balanced Panel.

5.3 Councillor Peter Le Marinel has previously served on the Panel as a co-opted additional member, having previously served the Panel and he therefore possesses the necessary skills and experience to be a suitable appointment.

6. Alternative options considered and rejected

6.1 No alternative options were considered.

Financial, Legal and Climate Change implications	
Finance	Whilst the Lancashire Police and Crime Panel is separate from Wyre Council, any associated costs of the Panel are borne by the constituent councils; Blackburn with Darwen Council, as lead authority, will receive funding from the Home Office to cover administrative costs, which the council will then be entitled to recover as appropriate. Should any Wyre Council member be appointed as Chair or Vice Chair of the Panel or as a Lead or Member of a Task and Finish Group, they will become entitled to a single annual payment (details can be found in the PCP terms of reference). Other members of the panel can claim expenses for attendance (such as mileage). Any costs incurred will be fully recovered from Blackburn with Darwen Council.
Legal	The proposals in this report are in accordance with legal requirements, as referred to in section 4.1 of this report.
Climate Change	None arising from this report.

Other risks/implications: checklist

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

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

asset management	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	26 July 2023

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

List of appendices

None.

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