



Wyre Borough Council
Date of Publication: 27 February 2019
Please ask for : Roy Saunders
Democratic Services and Scrutiny
Manager
Tel: 01253 887481

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, 7 March 2019** commencing at 7.00 pm.

Yours sincerely,

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

Garry Payne
Chief Executive

The Mayor will invite the Mayor's Chaplin, Reverend Canon John Hall to say prayers.

COUNCIL AGENDA

1. **Apologies for absence**
2. **Confirmation of minutes** (Pages 1 - 6)
To approve as a correct record the minutes of the meeting of the Council held on 17 January 2019.
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**
None received.

6. Questions "On Notice" from councillors

None received.

7. Pay Policy Statement 2019/20

(Pages 7 - 16)

Report of the Leader of the Council (Cllr Henderson) and the Service Director Performance and Innovation.

8. Business Plan 2019 - 2023

(Pages 17 - 22)

Report of the Leader of the Council (Cllr Henderson) and the Service Director Performance and Innovation.

9. Council Tax 2019/20

(Pages 23 - 38)

Report of the Leader of the Council (Cllr Henderson).

Please note: The report of the Head of Finance (Section 151 Officer) on the Council's Revenue Budget, Council Tax and Capital Programme, which was considered by the Cabinet on 13 February 2019, forms part of the background to the attached report of the Leader of the Council, with paragraph 3.1 seeking Council agreement to the recommendations of the Cabinet. An extract from the minutes of that meeting, setting out the Cabinet's recommendations, is attached as Appendix 1 of the Leader of the Council's report to this meeting. However, the detailed information from the report of the Head of Finance report to the Cabinet is not reproduced in this agenda. That report can be viewed via the Cabinet agenda on the Council's website at:

<https://wyre.moderngov.co.uk/documents/s4870/Revenue%20Budget%20Council%20Tax%20and%20Capital%20Programme%20Report.pdf>

(A copy can also be obtained on request from the Democratic Services Team, tel: 01253 887481)

10. Notices of Motion

None.

If you have any enquiries on this agenda, please contact [Roy Saunders](#), tel: 01253 887481, email: roy.saunders@wyre.gov.uk



Council Minutes

The minutes of the Council meeting held on Thursday, 17 January 2019 at the Council Chamber, Civic Centre, Poulton-le-Fylde.

Councillors present:

The Mayor, Councillor M Anderton and the Deputy Mayor, Councillor Barrowclough.

Councillors I Amos, R Amos, E Anderton, Atkins, Ballard, Beavers, Berry, B Birch, C Birch, Bowen, Bridge, Cartridge, Catterall, Collinson, R Duffy, Ellison, Fail, Gibson, Henderson, Hodgkinson, Ingham, Kay, Lees, McKay, Moon, Orme, Robinson, Shewan, Smith, B Stephenson, E Stephenson, A Turner, S Turner, A Vincent, Matthew Vincent, M Vincent and Walmsley.

Apologies: Councillors Balmain, I Duffy, Greenhough, Holden, Ibison, Jones, Murphy, Ormrod, Pimbley, Raynor and Wilson.

Officers present:

Garry Payne, Chief Executive
Mark Broadhurst, Service Director Health and Wellbeing
Mark Billington, Service Director People and Places
Marianne Hesketh, Service Director Performance and Innovation
Emma Lyons, Communications and Marketing Lead
Roy Saunders, Democratic Services and Scrutiny Manager
Peter Foulsham, Scrutiny Officer.

Also present: Alderman Bannister, Mr R Matthews (Chairman of the Independent Remuneration Panel) and 11 members of the public.

65 Confirmation of minutes

Agreed (by 25 votes to 8) that the minutes of the meeting of the Council held on 6 December 2018 be confirmed as a correct record.

66 Declarations of Interest

None.

Announcements

1. The Mayor reminded members that the Mayor's Charity Ball would take place at The North Euston Hotel on Friday 8 March 2019 and that tickets were now available from the Mayor's Secretary.
2. The Mayor announced that a Mayor's Charity Concert would be held at The Church of St Peter and St David, Lord Street, Fleetwood on Thursday 14 March 2019 at 7.00 pm.
3. The Mayor also announced that a concert by the Liverpool Royal Philharmonic Orchestra entitled 'Fleetwood Voices', sponsored by Regenda, with proceeds going to the Mayor's Charity, was to be held at 7.30pm on 22 February 2019 at the Marine Hall.
4. The Mayor said that she was pleased to announce that (subject to her re-election as a councillor on 2 May 2019) the Mayor Elect for 2019/20 was Councillor Ann Turner. Cllr Turner said that, if re-elected, she would be honoured to be Mayor and announced that her Deputy would be Cllr B Birch. (She also said that her Mayoress would be Cllr Kay).
5. Cllr R Duffy thanked members for the messages of good will she had received from members about her future health. She said that because of her impending surgery and follow-up chemotherapy treatment and, as she had already indicated that she would not be a candidate at the May elections, this was likely to be her last Council meeting. The Mayor expressed the best wishes of the Council to Cllr Duffy for a successful operation and a speedy and complete recovery.

Public questions or statements

None received.

Questions "On Notice" from councillors

- (a) Cllr R Duffy withdrew her question to the Leader of the Council about Members Allowances (previously published with the agenda) because a report on the Members Allowances Scheme was to be considered later in the meeting.
- (b) The Planning and Economic Development Portfolio Holder (Cllr Michael Vincent) responded to a question (previously published with the agenda) and also to a supplementary question from Cllr Gibson relating to comments made at the last Council meeting about the number of Council meetings. Cllr Vincent said that he had not misled the Council and that he did not therefore need to apologise.
- (c) The Planning and Economic Development Portfolio Holder (Cllr Michael Vincent) responded to a question from Cllr Gibson (previously published with the agenda) and also to a supplementary question, about responsibility for matters relating to member development. He

said that the current Leader of the Council had chosen to sit on the Councillor Development Group himself, rather than to delegate that role to the Planning and Economic Development Portfolio Holder (as Cllr Gibson had done when he had been the Leader of the Council). In doing so, Cllr Henderson had avoided a potential conflict of interest which could have occurred if the Planning and Economic Development had been required to make a decision on a member development issue, having previously being involved as a member of the Group.

- (d) The Street Scene, Parks and Open Spaces Portfolio Holder (Cllr Bridge) responded to a question from Cllr E Anderton (published with the agenda) and also to a supplementary question, about penalty notices for environmental offences. He said that information about the numbers of penalty notices issued, broken down by area but not by ward, would be collated on a quarterly basis and would be included in his future Executive Reports.

70 Executive reports

- (a) Leader of the Council (Councillor Henderson)

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

Cllr Henderson received comments from Councillors Fail and Gibson.

Agreed that the report be noted.

- (b) Resources Portfolio Holder (Councillor A Vincent)

The Resources Portfolio Holder (Cllr A Vincent) submitted a report.

Cllr A Vincent responded to questions and comments from Councillors E Anderton, Lady Atkins and Gibson.

Cllr Vincent said that comments made by Cllr E Anderton and Gibson relating to New Homes Bonus would best be addressed at the budget meeting of Council in March.

Agreed that the report be noted.

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

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

Cllr Bridge responded to questions and comments from Councillors Ballard, Lady Atkins, B Birch and Catterall.

Cllr Bridge said that he would attempt to find out why the wind turbines at Café Cove on the Promenade at Cleveleys appeared to be

frequently breaking down and arrange for Cllr Birch to be informed of the outcome.

Agreed that the report be noted.

- (d) Planning and Economic Development Portfolio Holder (Councillor Michael Vincent)

The Planning and Economic Development Portfolio Holder (Cllr Michael Vincent) submitted a report.

Cllr Michael Vincent responded to questions and comments from Councillors E Anderton, Fail and Shewan.

Agreed that the report be noted.

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

The Neighbourhood, Services and Community Safety Portfolio Holder (Cllr Berry) submitted a report.

Cllr Berry responded to questions and comments from Councillors Robinson, Gibson, Fail, Beavers and Lady Atkins.

Agreed that the report be noted.

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

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

Cllr Bowen responded to a question and comments from Cllr Beavers.

Agreed that the report be noted.

- (g) Cabinet Member questions and Comments

Cllr Berry responded to a question from Cllr A Vincent about a recent Flooding Task Group report.

71 Localised Council Tax Support

The Resources Portfolio Holder (Cllr A Vincent) and the Service Director People and Places submitted a report on proposals seeking approval of an updated Localised Council Tax Support Scheme to replace the existing scheme from 1 April 2019.

An amendment proposed by Cllr Fail and seconded by Cllr E Anderton, to change the figure for the flat-rate non-dependent Localised Council Tax

Support deduction specified in recommendation 3.2 from £5 per week to £3.70 and to delete recommendation 3.3 on the discontinuation of the Second Adult Rebate Scheme, was LOST by 9 votes to 28.

Cllr A Vincent confirmed that the new scheme would be monitored to ensure fairness of impact and containment of costs.

Agreed (by 29 votes to 9):

1. That a £10 per week income “cushion” (up or down) be introduced, thereby removing the need to re-calculate entitlement to Localised Council Tax Support in respect of low value changes to a claimant’s weekly income.
2. That a flat-rate Localised Council Tax Support non-dependent deduction of £5 per week be introduced to replace the current tiered non-dependent reduction rates.
3. That the Second Adult-Rebate Scheme be discontinued.
4. That the current additional maximum deduction from entitlement to Localised Council Tax Support for working-age claimants be maintained at 8.5%.
5. That none of the other possible changes to the current Localised Council Tax Support Scheme which were under consideration, be implemented at this time.

72 Members Allowances Scheme

The Service Director Performance and Innovation submitted a report on the outcome of an interim review of the Members’ Allowances Scheme undertaken by the Independent Remuneration Panel.

Agreed (by 29 votes to 9):

1. That, in line with the formula applied since 2012 and endorsed last year, the Basic Allowance paid to each Councillor be increased by 2%, from £4,176 per annum to £4,260 per annum, with effect from 3 May 2019.
2. That, in view of the planned arrangements to provide tablet computer devices to all councillors from May 2019 to enable paperless meetings to be introduced, the IT Allowance of £186 per annum currently paid to each councillor be withdrawn from 2 May 2019.
3. That provision be included in the Members’ Allowances Scheme to enable the Chief Executive, in exceptional circumstances, to make a payment to a councillor experiencing financial hardship to obtain internet access at home.

4. That no other changes be made to the Scheme.

73 Notices of Motion

None.

The meeting started at 7pm and finished at 8.40pm.

NOTE: An audio recording of this meeting is available via the following link:

<https://www.youtube.com/watch?v=4n8BX3-zxRY>



Report of:	Meeting	Date
Cllr David Henderson, Leader of the Council and Marianne Hesketh, Service Director Performance and Innovation	Council	7 March 2019

Pay Policy Statement 2019/20

1. Purpose of report

- 1.1 To consider the Council's Pay Policy Statement for the 2019/20 financial year in advance of it being published on the council's website.

2. Outcomes

- 2.1 Increased accountability, transparency and fairness in the setting of local pay, ensuring that communities have access to the information they need to determine whether remuneration, particularly senior remuneration, is appropriate and commensurate with responsibility.

3. Recommendation

- 3.1 Members are asked to note and approve the Pay Policy Statement in respect of 2019/20 attached at Appendix A.

4. Background

- 4.1 The Localism Act 2011 requires the Council to prepare a Pay Policy Statement to articulate the authority's own policies towards a range of issues relating to the pay of its workforce, particularly its senior staff (or 'chief officers') and its lowest paid employees. Pay Policy Statements must be prepared for each financial year, must be approved by the full Council and published in such manner as the authority thinks fit, which must include publication on the authority's website. The first statement was prepared and approved by Council at their meeting on 1 March 2012.

5. Key issues and proposals

- 5.1 Accountability** – The Secretary of State considers that decisions on pay policies should be taken by elected members i.e. those who are directly accountable to local communities. That is why the Act requires that pay policy statements, and any amendments to them, are considered by a meeting of full Council and cannot be delegated to any sub-committee. Such meetings should be open to the public and should not exclude observers. In addition, full Council should be offered the opportunity to vote before large salary packages are offered in respect of new appointments and the threshold set by the Secretary of State is £100,000. This should include salary, any bonuses, fees or allowances routinely payable to the appointee and any benefits in kind to which the officer is entitled as a result of their employment.
- 5.2 Transparency** - Approved policy statements must be published on the authority’s website as soon as is reasonably practicable after they are approved or amended. The definition of chief officers is not limited to Heads of Paid Service or statutory chief officers but also includes those who report directly to them (non-statutory chief officers) and to their direct reports (deputy chief officers).
- 5.3 Fairness** – The Act requires authorities to set their policies on remuneration for their highest paid staff alongside their policies towards their lowest paid employees. In addition, it requires authorities to illustrate the relationship between the remuneration of its chief officers and its employees who are not chief officers via the publication of an organisation’s pay multiple – the ratio between the highest paid employee and the median earnings across the organisation. (The median is the middle number of a group of numbers; that is, half the numbers have values that are greater than the median, and half the numbers have values that are less than the median.)
- 5.4** The Pay Policy Statement for the 2019/20 – financial year is attached at Appendix A.

Financial and legal implications	
Finance	None arising directly from the report.
Legal	Compliance with sections 38 to 43 of the Localism Act 2011.

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
data protection	x

report author	telephone no.	email	Date
Liesl Hadgraft	01253 887316	liesl.hadgraft@wyre.gov.uk	7 February 2019

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

List of appendices

Appendix A – Pay Policy Statement 2019/20



Pay Policy Statement 2019/20

Wyre Council
Civic Centre
Breck Road
Poulton-le-Fylde

March 2019

The Pay Policy Statement for Wyre Council

1. Introduction

- 1.1 In order to demonstrate openness and accountability in local pay and in accordance with the Localism Act, the Council is required to publish a Pay Policy Statement for each financial year which must be approved by full Council. This is the eighth statement produced by the Council, relating to the 2019/20 financial year, and must be approved and prepared before the end of March 2019. The statement must articulate the authority's own policies towards a range of issues relating to the pay of its workforce, particularly its senior staff (or 'chief officers') and its lowest paid employees.
- 1.2 For the purposes of the statement, the reference to 'Chief Officers' includes the Head of Paid Service (Chief Executive), the Service Directors, the S151 Officer (Head of Finance), the Monitoring Officer (Head of Business Support) and deputy chief officers or those reporting or directly accountable to one or more of the statutory chief officers (Heads of Service), with the exception of some Third Tier Managers
- 1.3 In accordance with the Act, remuneration includes: The employee's salary;
- Any bonuses payable by the authority to the employee;
 - Any charges, fees or allowances payable by the authority to the employee;
 - Any benefits in kind to which the employee is entitled;
 - Any increase in or enhancement of the employee's pension entitlement where the increase or enhancement is as a result of a resolution of the authority;
 - Any amounts payable by the authority to the employee on the employee ceasing to be employed by the authority, other than any amounts that may be payable by virtue of any enactment – e.g. statutory redundancy.
- 1.4 Under the new arrangements, full Council should be offered the opportunity to vote before large salary packages are offered in respect of any new appointments. The Secretary of State considers that £100,000 is the right level for that threshold to be set and salary packages should include salary, bonuses, fees or allowances routinely payable to the appointee and any benefits in kind to which the officer is entitled as a result of their employment.
- 1.5 The Act does not require authorities to use their pay policy statements to publish specific numerical data on pay and reward. Data is currently published on pay and reward in accordance with the Code of Recommended Practice for Local Authorities on Data Transparency in relation to [senior employees](#) defined as above £50,000 and the [Accounts and Audit Regulations 2015 Statement of Accounts Note 32 \(p82\)](#) for posts where the full time equivalent salary is at least £50,000.
- 1.6 In determining the pay and remuneration of all its employees, the Council complies with all relevant employment legislation including the National Minimum Wage (Amendment) Regulations 2016, Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and, where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. The Council ensures that there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

2. Pay Multiple

- 2.1 In June 2010, the Government asked Will Hutton to undertake a review of Fair Pay in the public sector and the final report was published in March 2011. The report highlighted that there is value in ensuring that decisions about senior pay are taken in the context of similar decisions on lower paid staff and that the relationship between those decisions should be considered. The Government welcomed this approach and the Act therefore requires authorities to set their policies on remuneration for their highest paid staff alongside their policies toward their lowest paid employees. The recommended way of illustrating this relationship is via the publication of an organisation's pay multiple – the ratio between the highest paid employee and the mean average or median earnings.
- 2.2 Using information held in the payroll system as at January 2019, a pay multiple of 4.05 (previously 4.05 at Jan'18) has been calculated as the mean average using a mean salary of £25,670.14 and 5.07 (previously 4.94) as the median using a median salary of £20,541.
- 2.3 The relationship between the remuneration of chief officers and other employees is determined by the pay and grading evaluation system and is not based on pay differentials associated with seniority. The pay and grading system determines salary levels based on skills, knowledge, relationships, the work environment and responsibilities, including managerial sphere of responsibility.
- 2.4 Following a series of staffing reviews which has seen significant reductions in cost, the Council's policy going forward will be to ensure that the pay multiple is not significantly changed. The Council will monitor its alignment with external pay markets, both within and outside the sector, and use available benchmark information as appropriate.

3. Remuneration

- 3.1 There is no change to the senior management structure implemented with effect from 1 April 2016. The current remuneration package for the Chief Executive is £98,848 to £104,050 (by three incremental progression points) and the three Service Directors currently have a remuneration package of £58,656 to £62,226 (by three equal incremental progression points). In determining the grading structure for these posts, which fall outside the nationally agreed arrangements, the Council takes account of the need to ensure value for money balanced against the need to recruit and retain employees who are able to meet the requirements of the role.
- 3.2 Heads of Service are remunerated in accordance with the pay and grading structure agreed by both the Employment and Appeals Committee and the Cabinet at their meeting 8 December 2008. This revised pay and grading structure was implemented as a result of the 1997 Single Status Agreement which required all councils to review their local grading structures and to implement a structure which was fair and non-discriminatory. The Council adopts the national pay bargaining arrangements in respect of the establishment and revision of the national pay spine and the pay and grading structure is published on the council's website.

For the 2019/20 financial year, Heads of Service will be remunerated as follows::

Head of Planning Services – Grade 14

Head of Environmental Health and Community Safety – Grade 14

Head of Built Environment – Grade 13

Head of Contact Centre – Grade 14
Head of Business Support – Grade 14
Head of Governance – Grade 13
Head of Engineering Services – Grade 14
Head of Finance – Grade 14

3.3 The Head of Business Support and the Head of Finance receive an annual allowance of £3,090.60 and £5,610 respectively for undertaking the Monitoring Officer and Section 151 Officer roles. These allowances are increased in line with agreed pay awards. (Note: As part of a contract for services with Lancaster City Council, the Head of Governance currently receives an additional payment linked to progression through Grade 14.)

3.4 As of 1 April 2019 the Council's pay and grading structure will incorporate new pay spines agreed as part of the NJC pay agreement for 2018-20. The new pay spines have been assimilated into our existing grading structure and have been agreed with regional Unions. As part of this agreement a number of new and one existing spinal points have been made inactive, namely spinal points 10,12,13,16 and 21. For clarity these have not been deleted and therefore can be re-introduced into the spinal structure if it is deemed necessary following any appropriate negotiation process.

3.5 New appointments will normally be made at the minimum of the relevant pay scale for the grade, although this can be varied where necessary to secure the best candidate. Progression through the incremental scale is subject to satisfactory performance which is assessed on an annual basis. The level of remuneration is not variable dependent upon the achievement of defined targets.

3.6 The Council does not award any other elements of senior remuneration such as bonuses, performance related pay or severance payments. Fees for the Returning Officer and other electoral duties are identified and paid separately for local government elections, elections to the UK Parliament and EU Parliament and other electoral processes such as referenda. As these relate to performance and delivery of specific election duties as and when they arise, they are distinct from the process for the determination of pay for Chief Officers.

3.7 **Referendum, Parliamentary and European Elections** – A Maximum Recoverable Amount (MRA) of funding for conducting these elections is set by the Cabinet Office in advance of holding the election. This MRA details the total amount of funding that is available for administering the elections as well as the fee to be paid to the Returning Officer.

County Council Elections – The Council receives notification from Lancashire County Council of a set of fees and charges which details the fee to be paid to the Deputy Returning Officer and also Presiding Officers, Poll Clerks and Polling Station Inspectors. The next County Council elections will be held on 6 May 2021.

Borough and Parish Elections – The fees and disbursements are determined by the Returning Officer under delegated powers. The schedule is reviewed annually and published on the website with the majority of fees being determined by the number of wards or parishes contested and the number of registered postal voters. The next Borough and Parish Council elections will be held on 2 May 2019.

Police and Crime Commissioner Elections – The next election will be held in May 2020. A Maximum Recoverable Amount (MRA) of funding for conducting these elections is set by the Cabinet Office in advance of holding the election. This MRA details the total amount of funding that is available for administering the election as well as the fee to be paid to the Local Returning Officer.

- 3.8 There may be occasions when employees are subject to formal standby arrangements such as Albion and Neptune concerning river and tidal flooding. This is paid at £91.38 per week with recall to work being paid for chief officers at plain time or time off in lieu.

4. Pension Contributions

- 4.1 Since 1 October 2017, the Council has been required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment for all those who do not opt out of the Local Government Pension Scheme (LGPS). The rate of future service contributions is set by the Actuary advising the Pension Fund and is reviewed on a triennial basis in order to ensure that the scheme is appropriately funded. The future service rate, set at 1 April 2017 for a three year period, is 15.8%.
- 4.2 The staging date for Auto-Enrolment of employees who receive payment in respect of the Elections was 1 August 2017 and the Council had to automatically enrol all qualifying workers into an approved pension scheme from that date. For this purpose qualifying employees are those aged between 22 years and state pension age who earn at least £10,000 per year from their election duties. Wyre Elections had no automatic enrolment duty from the staging date but the situation is monitored as part of the ongoing assessment process.

5. Redundancy

- 5.1 The LGPS Regulations require the Council to formulate and keep under review a policy for [Employer Discretions](#) concerning the exercise of functions in awarding additional pension or service to members and in operating early retirement and flexible retirement provisions.
- 5.2 The policy makes it clear how the Council intends exercising its discretionary functions in order to ensure that Members remain in control and that the council tax payers' interests are safeguarded.
- 5.3 Section 2 shows the options available to the Council and scheme members to terminate employment including early retirement, redundancy/early retirement in the interests of efficiency of the service, voluntary early retirement and ill health retirement.
- 5.4 Section 3 lists all the discretions that have been considered and how the Council wishes to exercise their discretion in each case. There remains only one discretion which allows the granting of additional pension (up to a maximum of £6,755 a year) but the Council has determined not to award this.
- 5.5 Whilst the Council has a discretionary power to award a one-off lump sum payment of up to two years' pay (104 weeks) inclusive of any redundancy payment it has decided not to award enhanced payments and will use the statutory formula to calculate redundancy payments giving a maximum of 30 week's pay but has adopted

the power to use the actual week's pay (excluding employer's pension contribution) for the calculation of redundancy rather than the statutory limit.

- 5.6 In approving early or flexible retirement with employer consent, the Council will assess each case on its merits, taking into account the costs, the efficiency savings that will accrue, impact on service, potential for service improvements, etc.

6. Flexible Retirement

- 6.1 Sometimes it can appear that the public sector is paying an individual twice – through a salary and a pension – for doing the same job. The Council can determine whether all or some benefits can be paid if an employee applies for flexible retirement at or after age 55. Employees opting for flexible retirement by reducing hours or moving to a lower grade can draw their pension benefits whilst continuing in employment and building up further benefits in the scheme. The Council does not automatically operate this discretion but each case is considered on its merits.

7. Re-employment of Chief Officers

- 7.1 The Council does not specifically preclude the employment or contracting of chief officers who were previously employed by the authority and who, on ceasing to be employed, were in receipt of a severance or redundancy payment.
- 7.2 Lancashire County Council, the administering authority for the LGPS, are responsible for determining any policies concerning the abatement of pensions i.e. where pension has been enhanced previously either through the award of added years or ill health retirement.

8. Contracts

- 8.1 Where the Council is unable to recruit chief officers, or there is a need for interim support to provide cover for a substantive chief officer post, the Council may consider engaging individuals under a 'contract for service'. These will be sourced through the relevant procurement process ensuring that the Council can demonstrate value for money. The responsibility for assessing the employment status of the contractor sits with the Council along with responsibility for deducting tax and national insurance and paying the correct tax as applicable. However such persons are not Wyre Council employees and the Council is not required to make either pension or national insurance contributions. The Council does not currently have any chief officers engaged under such arrangements.

9. Lowest Paid

- 9.1 In accordance with the Localism Act, the Council is required to develop its own definition of "lowest paid" and explain why that definition has been chosen.
- 9.2 The lowest paid persons employed by the Council are reimbursed in accordance with the established pay and grading structure with the minimum spinal column point (scp) in use. As of 1 April 2019 this will be new scp 1 namely £17,364 per annum for a full time equivalent (37 hours), this level of payment ensures that all staff are paid above the statutory national living wage regardless of their age. However with the introduction of the new Apprenticeship Scheme in April 2017 it is intended to reintroduce the national minimum wage for apprentices and those aged 16 to 25 so

that we can ensure that we meet the requirements of that scheme. This introduction could also serve to dispel some of the equal pay issues that may arise with the impending increase of the national living wage to £9 by 2020. The table below illustrates the rates of pay from 1 April 2019.

National Living Wage	National Minimum Wage			
	21 to 24	18 to 20	Under 18	Apprentice
25 and over				
£8.21	£7.70	£6.15	£4.35	£3.90

Apprentices are entitled to the apprentice rate if they're either aged under 19 or aged 19 or over and in the first year of their apprenticeship.

10. Terms and Conditions

10.1 For the purposes of the Pay Policy Statement, the reference to 'Chief Officers' includes the Chief Executive, the Service Directors and the Heads of Service who have different sets of terms and conditions as indicated below.

- Chief Executive – the Joint Negotiating Committee for Chief Executives;
- Service Directors – the Joint Negotiating Committee for Chief Officers; and
- Heads of Service – the National Joint Council for Local Government Services.

10.2 All posts carry a casual car user status which entitles the employee to reimbursement at the rate of 52.2p per mile.

10.3 Entitlement to sickness absence for all posts is detailed below.

10.4	During 1 st year of service	One month's full pay and (after four months' service), two months' half pay
	During 2 nd year of service	Two months' full pay and two months' half pay
	During 3 rd year of service	Four months' full pay and four months' half pay
	During 4 th and 5 th years of service	Five months' full pay and five months' half pay
	After completing 5 th year of service	Six months' full pay and six months' half pay

10.5 Annual leave entitlement for both the Chief Executive and the Service Directors is 30 working days and after the completion of five years' service with the organisation 35 working days; recognising that these four post holders are not entitled to accrue flexi-time. Heads of Service being eligible for the following:

Up to the completion of 4 years	23 days
From the 4 th complete year to the 5 th complete year	25 days
After completion of 5 years	28 days

10.6 No chief officers or any other employees, excluding legal officers who require a practising certificate to represent the Council in court, receive any reimbursement for professional fees.



Report of:	Meeting	Date
Cllr David Henderson, Leader of the Council and Garry Payne, Chief Executive	Council	7 March 2019

Business Plan 2019-2023

1. Purpose of report

- 1.1 To seek approval of the Council's Business Plan for 2019-2023.

2. Outcomes

- 2.1 To ensure that medium and long term resources and service provision are prioritised and planned in accordance with the Medium Term Financial Plan (MTFP), the aspirations of local residents, local research and data and the national policy framework.
- 2.2 That the Business Plan is effectively monitored and delivered.

3. Recommendations

- 3.1 To approve the Council's Business Plan for 2019-2023.

4. Background

- 4.1 Each year, the Council produces a Business Plan. The Business Plan is a key document in the business planning framework and its purpose is to set out the Council's vision and priorities in line with the Medium Term Financial Plan (MTFP). The council has effective performance management arrangements in place which ensures that progress against the Business Plan is reported on a quarterly basis. This includes the involvement and support of Overview and Scrutiny who receive quarterly performance review reports.
- 4.2 Corporate Management Team, Heads of Service and 3rd Tier Managers developed the Business Plan at a planning session held in November

2018. The draft plan was then discussed with Management Board before being presented to the Overview and Scrutiny Committee. The Overview and Scrutiny Committee received the draft plan at their meeting on 7 January 2019 and some slight amendments were incorporated.

5. Key issues and proposals

- 5.1** The Business Plan is attached at Appendix 1 and sets out what the Council is prioritising over the coming years. It provides a guide for Members and officers to ensure that all decisions and activities support the effective achievement of our vision and priorities.
- 5.2** The Business Plan covers a four year period which has been developed to align with the four year election cycle. As 2019 is the start of a new election cycle, an opportunity has been taken to develop a new style plan to cover this new four year period – 2019-2023. A new vision and priorities have been developed along with a clear plan of how the vision will be delivered.
- 5.3** The vision is supported by a number of key priorities which are set out under three ambitions as follows:-
- Economy – A strong local economy
 - People – Supporting communities to lead healthier lifestyles
 - Place – A quality local environment for all to enjoy
- 5.4** Alongside the vision and priorities is a delivery plan of how we will achieve our vision and how we will measure progress. Updates on progress will be provided on a quarterly basis to Management Board and Overview and Scrutiny Committee.
- 5.5** An Equality Impact Assessment (EIA) has been carried out on the new Business Plan which is a requirement of Section 149 of the Equality Act 2010 which imposes a legal duty, known as the Public Sector Duty (Equality Duty), on all public bodies, to consider the impact on equalities in all policy and decision making. The EIA concluded that the Business Plan will have a positive impact for all of our residents in terms of advancing equality and fostering good relations. The impact of the business plan will be monitored quarterly and any necessary adjustments will be made to the EIA, as appropriate.

Financial and legal implications	
Finance	The Business Plan is closely aligned to the Medium Term Financial Plan (MTFP) to ensure that priorities are effectively resourced.
Legal	There are none.

Other risks/implications: checklist

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

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

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

Processing Personal Data

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

report author	telephone no.	email	date
Marianne Hesketh	01253 887350	Marianne.hesketh@wyre.gov.uk	12/02/19

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

List of appendices

Appendix 1 – Business Plan 2019-2023

Business Plan 2019-2023

Our Vision: Wyre is a healthy and happy place where people want to live, work, invest and visit

People

OUR AMBITION - SUPPORTING COMMUNITIES TO LEAD HEALTHIER LIFESTYLES

We will:

- Collaborate with residents and local stakeholders to support and maximise opportunities for improving health and wellbeing across our communities
- Support our ageing population to maintain independence and remain safe in their own homes
- Collaborate with our partners to support prevention and early help
- Explore opportunities for communities and partners to deliver initiatives that utilise community assets and help connect residents to their communities



Economy

OUR AMBITION - A STRONG LOCAL ECONOMY

We will:

- Support economic growth by attracting investment to Wyre and by supporting businesses to prosper
- Work with transport authorities to improve the transport infrastructure and connectivity across the Fylde Coast
- Maximise commercial opportunities, improve the return from all our assets whether that be buildings or land and deliver efficiencies
- Transform the way the Council delivers services through making better use of technology

Place

OUR AMBITION - A QUALITY LOCAL ENVIRONMENT FOR ALL TO ENJOY

We will:

- Utilise Wyre's USP - the Great Outdoors - supporting residents and visitors to maximise the opportunities from coast to countryside
- Collaborate with our partners to respond to climate change issues, including reducing flood risk across Wyre.
- Work with residents, Parish and Town Councils and businesses to protect and enhance the quality of our neighbourhoods

Delivering our Vision



Economy

How will we do this?

- Implement the Wyre Local Plan 2011-2031
- Deliver the implementation plan for Hillhouse Technology Enterprise Zone
- Develop an Economic Development Strategy
- Support our partners in the roll out of full fibre infrastructure on the Fylde Coast
- Deliver our commercial strategy projects
- Deliver the asset management programme of work
- Explore options for a commercial partner for Marine Hall

Deliver our Digital Wyre strategy including the implementation of a Citizen Access Portal

How will we measure progress?

- Take up of employment land
- Number of businesses supported
- % growth in business rate base at the Enterprise Zone
- Town centre vacancy rates
- Out of work benefit claimant count
- Annual efficiency savings delivered
- % of e-contacts as a % of total contacts
- Satisfaction with council services



People

How will we do this?

- Develop and deliver new pilot projects with the three GP health neighbourhoods for Wyre – Fleetwood, Wyre Integrated Neighbourhood and Wyre Rural Extended Neighbourhood
- Deliver a programme of work to promote healthy choices and healthier lifestyles to keep people well
- Work with Lancashire County Council to create and deliver new local Housing and Support Schemes
- Maximise opportunities from the Better Care Fund to support older people and people with disabilities to stay in their own homes
- Care and Repair (Wyre and Fylde) will identify need and supply a range of community equipment for vulnerable residents
- Host and support the Wyre and Fylde Integrated Team
- Review our safeguarding policies and practices across all council services
- Work with partners to improve the resilience and aspirations of our young people
- Facilitate community projects that improve the use and sustainability of council community assets

How will we measure progress?

- % of food establishments considered broadly compliant with food safety legislation
- Number of people helped to remain independent at home
- Excess weight in adults
- % of physically active adults
- Number of obese children (aged 10-11)
- Number of leisure centre visits
- Number of cases supported by Integrated Team
- Take up of the FYI Directory by Wyre residents and groups



Place

How will we do this?

- Develop and deliver the communications campaigns to promote Wyre's countryside, coast, parks and tourism offer
- Facilitate and support delivery of Coastal Community Funded projects
- Deliver the Wyre Beach Management Scheme
- Develop and support Flood Action Groups
- Deliver the Mount Restoration Project in Fleetwood
- Facilitate and support the improvement of parks and open spaces
- Implement initiatives and promote activity to help achieve a cleaner, greener Wyre
- Tackle problematic empty homes
- Facilitate delivery and promotion of the Wyre Community Lottery

How will we measure progress?

- Number of volunteer hours
- Number of people attending outdoor activities
- Increase in visitor numbers to the borough
- Satisfaction with parks and open spaces
- Satisfaction with keeping public land free from litter
- Reduction in fly tipping reported
- Number of long term empty properties
- Reported incidences of ASB
- Number of homes protected from flooding
- Number of flood action groups supported
- Money raised for good causes by the Wyre Community Lottery

Wyre is a healthy and happy place where people want to live, work, invest and visit





Report of:	Meeting	Date
Cllr David Henderson, Leader of the Council	Council	7 March 2019

Council Tax 2019/20

1. Purpose of report

1.1 The determination of the Council Tax for the Borough for the 2019/20 financial year.

2. Outcomes

2.1 The total Council Tax for 2019/20 for the District, County, Police and Fire purposes.

3. Recommendations

3.1 That the formal Council Tax resolution as agreed by Cabinet 13 February 2019, as set out in Appendix 1 attached, be agreed.

3.2 That this Council's Band D equivalent Council Tax for the 2019/20 financial year of £199.74 together with parish precepts, as submitted in the report on the Budget, be approved for each of the valuation bands as follows:

Valuation Bands

	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Barnacre-with-Bonds	137.43	160.33	183.24	206.14	251.95	297.75	343.57	412.28
Bleasdale	149.24	174.11	198.99	223.86	273.61	323.35	373.10	447.72
Cabus	144.08	168.09	192.11	216.12	264.15	312.17	360.20	432.24
Catterall	192.31	224.36	256.42	288.47	352.58	416.68	480.78	576.94
Cloughton-on-Brock	166.23	193.94	221.65	249.35	304.76	360.17	415.58	498.70
Fleetwood	150.25	175.29	200.34	225.38	275.47	325.55	375.63	450.76
Forton	156.67	182.78	208.90	235.01	287.24	339.46	391.68	470.02
Garstang	161.11	187.96	214.82	241.67	295.38	349.08	402.78	483.34
Great Eccleston	156.84	182.98	209.12	235.26	287.54	339.82	392.10	470.52
Hambleton	158.09	184.43	210.79	237.13	289.83	342.52	395.22	474.26
Inskip-with-Sowerby	152.76	178.22	203.68	229.14	280.06	330.98	381.90	458.28
Kirkland	184.03	214.70	245.38	276.05	337.40	398.74	460.08	552.10
Myerscough and Bilsborrow	155.20	181.06	206.94	232.80	284.54	336.26	388.00	465.60
Nateby	137.73	160.68	183.64	206.59	252.50	298.40	344.32	413.18
Nether Wyresdale	167.25	195.12	223.00	250.87	306.62	362.36	418.12	501.74
Out Rawcliffe	148.47	173.21	197.96	222.70	272.19	321.67	371.17	445.40
Pilling	188.56	219.98	251.42	282.84	345.70	408.54	471.40	565.68
Preesall	167.09	194.94	222.79	250.64	306.34	362.03	417.73	501.28
Stalmine-with-Staynall	166.69	194.47	222.26	250.04	305.61	361.17	416.73	500.08
Upper Rawcliffe-with-Tarnacre	147.82	172.45	197.10	221.73	271.01	320.27	369.55	443.46
Winmarleigh	149.55	174.48	199.41	224.33	274.18	324.03	373.88	448.66
All other area of the Borough	133.16	155.35	177.55	199.74	244.13	288.51	332.90	399.48

- 3.3** That it be noted that for the year 2019/20 the major precepting authorities have stated the following amounts in precepts, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings in the Council's area as shown below:-

Valuation Bands

	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£	£	£	£	£	£	£	£
Lancashire County Council	897.73	1047.35	1196.97	1346.59	1645.83	1945.07	2244.32	2693.18
Police and Crime Commissioner for Lancashire	134.30	156.68	179.07	201.45	246.22	290.98	335.75	402.90
Lancashire Combined Fire Authority	46.32	54.04	61.76	69.48	84.92	100.36	115.80	138.96

- 3.4** That having calculated the aggregate in each case of the amounts at 3.2 and 3.3 above, and in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, the following amounts are set as the Council Tax for the year 2019/20 for each part of its area and for each of the categories of dwellings shown below:-

Valuation Bands

	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£	£	£	£	£	£	£	£
Barnacre-with-Bonds	1215.78	1418.40	1621.04	1823.66	2228.92	2634.16	3039.44	3647.32
Bleasdale	1227.59	1432.18	1636.79	1841.38	2250.58	2659.76	3068.97	3682.76
Cabus	1222.43	1426.16	1629.91	1833.64	2241.12	2648.58	3056.07	3667.28
Catterall	1270.66	1482.43	1694.22	1905.99	2329.55	2753.09	3176.65	3811.98
Claughton-on-Brock	1244.58	1452.01	1659.45	1866.87	2281.73	2696.58	3111.45	3733.74
Fleetwood	1228.60	1433.36	1638.14	1842.90	2252.44	2661.96	3071.50	3685.80
Forton	1235.02	1440.85	1646.70	1852.53	2264.21	2675.87	3087.55	3705.06
Garstang	1239.46	1446.03	1652.62	1859.19	2272.35	2685.49	3098.65	3718.38
Great Eccleston	1235.19	1441.05	1646.92	1852.78	2264.51	2676.23	3087.97	3705.56
Hambleton	1236.44	1442.50	1648.59	1854.65	2266.80	2678.93	3091.09	3709.30
Inskip-with-Sowerby	1231.11	1436.29	1641.48	1846.66	2257.03	2667.39	3077.77	3693.32
Kirkland	1262.38	1472.77	1683.18	1893.57	2314.37	2735.15	3155.95	3787.14
Myerscough and Bilsborrow	1233.55	1439.13	1644.74	1850.32	2261.51	2672.67	3083.87	3700.64
Nateby	1216.08	1418.75	1621.44	1824.11	2229.47	2634.81	3040.19	3648.22
Nether Wyresdale	1245.60	1453.19	1660.80	1868.39	2283.59	2698.77	3113.99	3736.78
Out Rawcliffe	1226.82	1431.28	1635.76	1840.22	2249.16	2658.08	3067.04	3680.44
Pilling	1266.91	1478.05	1689.22	1900.36	2322.67	2744.95	3167.27	3800.72
Preesall	1245.44	1453.01	1660.59	1868.16	2283.31	2698.44	3113.60	3736.32
Stalmine	1245.04	1452.54	1660.06	1867.56	2282.58	2697.58	3112.60	3735.12
Upper Rawcliffe-with-Tarnacre	1226.17	1430.52	1634.90	1839.25	2247.98	2656.68	3065.42	3678.50
Winmarleigh	1227.90	1432.55	1637.21	1841.85	2251.15	2660.44	3069.75	3683.70
All other areas of the Borough	1211.51	1413.42	1615.35	1817.26	2221.10	2624.92	3028.77	3634.52

4. Background

4.1 The Council Tax for Wyre Borough Council for 2019/20 as recommended by the Cabinet at their meeting of the 13 February 2019 is detailed below:-

		£m
Net Expenditure (Before Other Government Grants)		14.085
Less	New Homes Bonus	1.406
Less	Revenue Support Grant	0.000
Less	Baseline Funding	3.355
Less	NDR Grant (net of contributions to the Lancashire Pilot)	2.418
Less	Government Redistributed NDR Levy	0.051
		6.855
Add	Projected NDR below Baseline Funding (offset above)	0.236
Add	Collection Fund – Council Tax and NDR	0.271
		7.362
Amount Required from Council Tax		7.362
Divided by Council Tax Base at Band D equivalent		36,858
Council Tax for 2019/20		£199.74
Council Tax for 2018/19		£193.94
Increase from 2018/19		£5.80

5. Key issues and proposals

5.1 Under the provisions of the Local Government Finance Act 1992 as amended, Wyre Borough Council, as billing authority, is required to determine a Council Tax for the services provided by Lancashire County Council, the Police and Crime Commissioner for Lancashire, the Combined Fire Authority, Wyre Borough Council and where appropriate, Parish Councils. The expenditure levels, government contributions and other adjustments to arrive at the calculation of the full Council Tax are as follows:-

	Total for County	Total for Police	Total for Combined Fire	Total for WBC	Total Band D Excl. Parishes	Av. Band D Parish Precept	Total Band D Incl. Parishes
	£m	£m	£m	£m			
Precept	493.898	88.263	30.442	7.362			
		No. of properties					
Council Tax Base (Band D equivalent)	366,777	438,138	438,138	36,858			
	£	£	£	£	£	£	£
COUNCIL TAX 2019/20	1,346.59	201.45	69.48	199.74	1,817.26	18.87	1,836.13
COUNCIL TAX 2018/19	1,294.92	177.45	67.46	193.94	1,733.77	18.00	1,751.77
Increase/Reduction(-)	51.67	24.00	2.02	5.80	83.49	0.87	84.36
	3.99%	13.52%	2.99%	2.99%	4.82%	4.83%	4.82%
					or £1.61 per week		
2019/20 Council Tax as a proportion of total bill	74.1%	11.1%	3.8%	11.0%	100%		
2019/20 Council Tax as a proportion of total bill	73.3%	11.0%	3.8%	10.9%		1.0%	100%

- 5.2 The Council Tax for each property band based on the £1,817.26 indicated in the table in paragraph 5.1 (which excludes Parish Precepts) will be:-

	£	% of Band D
BAND A	1,211.51	66.6667
B	1,413.42	77.7778
C	1,615.35	88.8889
D	1,817.26	100
E	2,221.10	122.2222
F	2,624.92	144.4444
G	3,028.77	166.6667
H	3,634.52	200

- 5.3 The local authority is required each year to estimate whether there will be a surplus or deficit on its Collection Fund. Surpluses or deficits attributable to Council Tax are apportioned between the County, the Police and Crime Commissioner for Lancashire, the Combined Fire Authority and the District. Surpluses or deficits attributable to Non-Domestic Rates are apportioned between Central Government, the County, the Combined Fire Authority and the District. The surplus attributable to Wyre is anticipated to be £147,410 in relation to Council Tax and the deficit £417,850 in relation to Non-Domestic Rates. Both of these have been taken into account for the Borough Council's purposes in 2019/20. A collection rate of 98%, the same as that budgeted in 2018/19, has been assumed in the calculation of the Council Tax base. The Collection Fund Statement is shown at Appendix 2(a) for Council Tax and Appendix 2(b) for Non-Domestic Rates with a sample Council Tax Bill at Appendix 3.

Financial and legal implications	
Finance	Considered in detail in the report above.
Legal	In accordance with the Council's Policy Framework, decisions as to the Council's budget and setting the Council Tax are reserved to the Council. The recommendations contained within the report, if agreed, enable the Council to comply with the Policy Framework and also meet its statutory obligations.

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

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

health and safety	x
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data protection	x
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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
Clare James	01253 887308	Clare.James@wyre.gov.uk	20.02.19

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

List of appendices

Appendix 1 – Formal Council Tax Resolution agreed at Cabinet 13 February, 2019

Appendix 2(a) – Collection Fund Statement – Council Tax

Appendix 2(b) – Collection Fund Statement – Non-Domestic Rates

Appendix 3 – Example of Council Tax Bill

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Extract from minutes of Cabinet meeting of 13 February 2019

CAB.38 Revenue Budget, Council Tax and Capital Programme

The Resources Portfolio Holder Head of Finance (S151 Officer) submitted a report asking for confirmation of the Revenue Budget, Council Tax, Revised Capital Budget 2018/19 and Capital Programme 2019/20 onwards.

Decision

Cabinet approved the following recommendations as set out in the report. *Note* - where references are made to appendices, these are as included with the report. The paragraph numbers below also mirror those of the Cabinet report.

- 3.1** That the following be approved:
- a.** The Revised Revenue Budget for the year 2018/19 and the Revenue Budget for 2019/20.
 - b.** For the purpose of proposing an indicative Council Tax for 2020/21, 2021/22, 2022/23 and 2023/24, taking into account the Medium Term Financial Plan at Appendix 2 which reflects an increase of 2.99% each year, any increase will remain within the principles determined by the Government as part of the legislation relating to Local Referendums allowing the veto of excessive Council Tax increases.
 - c.** Members' continuing commitment to the approach being taken regarding the efficiency savings, detailed within the Council's 'Annual Efficiency Statement' at Appendix 1.
 - d.** Any increases in the base level of expenditure and further additional expenditure arising during 2019/20 should be financed from existing budgets or specified compensatory savings, in accordance with the Financial Regulations and Financial Procedure Rules.
 - e.** The use of all other Reserves and Balances as indicated in Appendices 4 and 5.
 - f.** The manpower estimates for 2019/20.
 - g.** In accordance with the requirements of the Prudential Code for Capital Finance, those indicators included at Appendix 7.
 - h.** The Revised Capital Budget for 2018/19 and the Capital Programme for 2019/20 onwards.

3.2 That it be noted that, in accordance with the Council's Scheme of Delegation, as agreed by Council at their meeting on 24 February 2005:

a. The amount of 36,857.73 has been calculated as the 2019/20 Council Tax Base for the whole area [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

b. A Council Tax Base, for dwellings in those parts of its area to which a Parish precept relates, has been calculated as indicated below.

a. The amount of 36,857.73 has been calculated as the 2019/20 Council Tax Base for the whole area [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

b. A Council Tax Base, for dwellings in those parts of its area to which a Parish precept relates, has been calculated as indicated below.

Barnacre-with-Bonds	966.37
Bleasdale	62.18
Cabus	610.64
Catterall	845.29
Claughton-on-Brock	342.65
Fleetwood	6,535.55
Forton	567.12
Garstang	1,806.54
Great Eccleston	577.10
Hambleton	1,069.68
Inskip-with-Sowerby	340.18
Kirkland	137.59
Myerscough and Bilsborrow	450.73
Nateby	221.41
Nether Wyresdale	317.81
Out Rawcliffe	261.38
Pilling	806.29
Preesall	1,916.81
Stalmine-with-Staynall	569.12
Upper Rawcliffe-with-Tarnacre	295.61
Winmarleigh	128.93

3.3 The Council Tax requirement for the Council's own purposes for 2019/20 (excluding Parish precepts) is £7,361,963.

3.4 That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Act:-

a.	£76,375,581	Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
b.	£68,318,072	Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
c.	£8,057,509	Being the amount by which the aggregate at 3.4(a) above exceeds the aggregate at 3.4(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
d.	£218.61	Being the amount at 3.4(c) above (Item R) all divided by Item T (3.2(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
e.	£695,546	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act and as detailed in Appendix 6.
f.	£199.74	Being the amount at 3.4(d) above less the result given by dividing the amount at 3.4(e) above by Item T (3.2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

3.5 That the Council's basic amount of Council Tax for 2019/20 is not considered excessive in accordance with principles approved under Section 52ZB of the Local Government Finance Act 1992.

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Collection Fund Statement - Council Tax

Appendix 2(a)

2017/18 Actual £		2018/19 Original £	2018/19 Revised £	2019/20 Original £
	Income			
60,797,382	Council Tax - Income from Taxpayers	63,537,326	65,459,105	67,675,626
<u>-14,963</u>	Council Tax Benefit	<u>0</u>	<u>-5,874</u>	<u>0</u>
60,782,419		63,537,326	65,453,231	67,675,626
	Contribution re Collection Fund previous year balance			
0	Lancashire County Council	0	0	0
0	Lancashire Police Authority/Police and Crime Commissioner for Lancashire	0	0	0
0	Lancashire Combined Fire Authority	0	0	0
<u>0</u>	Wyre B.C.	<u>0</u>	<u>0</u>	<u>0</u>
60,782,419		63,537,326	65,453,231	67,675,626
	Expenditure			
	Precepts			
43,719,685	Lancashire County Council	46,967,124	46,967,124	49,632,251
5,920,590	Lancashire Police Authority/Police and Crime Commissioner for Lancashire	6,436,163	6,436,163	7,424,990
2,343,902	Lancashire Combined Fire Authority	2,446,794	2,446,794	2,560,876
<u>7,383,399</u>	Wyre B.C.	<u>7,687,245</u>	<u>7,687,245</u>	<u>8,057,509</u>
59,367,576		63,537,326	63,537,326	67,675,626
	Distribution of Collection Fund previous year balance:-			
770,773	Lancashire County Council	932,957	932,957	900,638
106,425	Police and Crime Commissioner for Lancashire	126,343	126,343	123,419
42,972	Lancashire Combined Fire Authority	50,018	50,018	46,920
<u>131,483</u>	Wyre B.C.	<u>157,558</u>	<u>157,558</u>	<u>147,410</u>
	Bad and Doubtful Debts			
414,232	Write Ons(-)/Offs	0	180,000	0
<u>-11,681</u>	Provisions	<u>0</u>	<u>161,681</u>	<u>0</u>
60,821,780		64,804,202	65,145,883	68,894,013
<u>-39,361</u>	Surplus/Deficit (-) for year	<u>-1,266,876</u>	<u>307,348</u>	<u>-1,218,387</u>
60,782,419		63,537,326	65,453,231	67,675,626
950,400	Surplus/Deficit (-) Balance at 1 April	1,266,876	911,039	1,218,387
<u>-39,361</u>	Surplus/Deficit (-) for year	<u>-1,266,876</u>	<u>307,348</u>	<u>-1,218,387</u>
<u>911,039</u>	Balance at 31 March	<u>0</u>	<u>1,218,387</u>	<u>0</u>

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Collection Fund Statement - Non-Domestic Rates

Appendix 2(b)

2017/18 Actual £		2018/19 Original £	2018/19 Revised £	2019/20 Original £
	Income			
26,236,652	NDR Collected from Ratepayers	27,507,029	27,005,393	27,474,823
-1,561,870	NDR Transitional Protection due (to)/from Central Govt.	-950,955	-1,142,766	-889,648
	Distribution of Collection Fund previous year balance:-			
	Non-Domestic Rates			
1,850,262	Central Government	433,188	433,188	522,312
333,047	Lancashire County Council	77,974	77,974	94,016
37,005	Lancashire Combined Fire Authority	8,664	8,664	10,446
1,480,210	Wyre B.C.	346,550	346,550	417,850
28,375,306		27,422,450	26,729,003	27,629,799
	Expenditure			
	<u>Non-Domestic Rate Contributions</u>			
12,209,931	Central Government	12,416,257	12,416,257	6,196,421
2,197,788	Lancashire County Council	2,234,926	2,234,926	4,337,494
244,199	Lancashire Combined Fire Authority	248,325	248,325	371,785
9,767,946	Wyre B.C.	9,933,005	9,933,005	13,879,981
24,419,864		24,832,513	24,832,513	24,785,681
149,805	Cost of NNDR Collection - Wyre B.C.	150,613	150,613	149,787
	Distribution of Collection Fund previous year balance:-			
	Non-Domestic Rates			
0	Central Government	0	0	0
0	Lancashire County Council	0	0	0
0	Lancashire Combined Fire Authority	0	0	0
0	Wyre B.C.	0	0	0
0	Interest on refunds	0	0	0
	Disregarded Amounts			
267,997	Enterprise Zone Growth	60,060	60,060	138,593
	Bad and Doubtful Debts			
388,158	Write Ons(-)/Offs	150,000	150,000	150,000
879,458	Provisions for Bad Debts and Appeals	1,362,888	1,279,502	1,361,114
26,105,282		26,556,074	26,472,688	26,585,175
2,270,024	Surplus/Deficit (-) for year	866,376	256,315	1,044,624
28,375,306		27,422,450	26,729,003	27,629,799
-3,570,963	Surplus/Deficit (-) Balance at 1 April	-866,376	-1,300,939	-1,044,624
2,270,024	Surplus/Deficit (-) for year	866,376	256,315	1,044,624
-1,300,939	Balance at 31 March	0	-1,044,624	0

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Appendix 3



Local Taxation Section
Civic Centre
Breck Road
Poulton le Fylde
Lancs FY6 7PU

www.wyre.gov.uk

☎ (01253) 891000
email revenues@wyre.gov.uk

Issued on 01-APR-2019

Mr J Average
21 Acacia Avenue
Wyretown
Lancs

Account Reference
70015192
**Please quote with payments and
in all correspondence**

COUNCIL TAX BILL

Reason for bill: Annual Bill

Property to which the bill refers	HOW THE TAX IS ARRIVED AT FOR BAND D		%
21 Acacia Avenue	Lancs County Council	1250.89	3.0
Wyretown	Wyre Borough Council	199.74	3.0
Lancs	PCC for Lancashire	201.45	13.5
	Your Parish Council	29.40	-3.0
	LCC Adult Social Care*	95.70	1.0
	Combined Fire Authority	69.48	3.0
Parish 012			
Valuation Band D			
Disabled Band C			
Property Reference 001201230021001			
	Total for band	1846.66	4.7%
Charge for period Band D	01 APR 2019 to 31 MAR 2020		1846.66
Less Disabled Persons Reduction	01 APR 2019 to 31 MAR 2020		-205.18
Less 25% Reduction for single occupancy	01 APR 2019 to 31 MAR 2020		-410.37

Percentage change from last year is shown.
See enclosed leaflet for more information



* The council tax attributable to Lancs County Council includes a precept to fund adult social care, go to wyre.gov.uk/counciltax for further details.

Total amount due - to be paid as detailed below

1231.11

FIRST INSTALMENT DUE ON 21-APR-2019 1 x 123.21
9 OTHER INSTALMENTS DUE ON 21-MAY-2019 TO 21-JAN-2020 9 x 123.10
INSTALMENTS TO BE PAID BY: DIRECT DEBIT

CHANGES IN CIRCUMSTANCES/PAYMENTS RECEIVED AFTER 28TH FEBRUARY ARE NOT SHOWN ON THIS BILL. YOU WILL RECEIVE A REVISED BILL TO REFLECT ANY CHANGES AFTER THAT DATE IF NECESSARY

NOTES ON THE EXAMPLE COUNCIL TAX BILL

The example bill illustrates an annual bill which would be served on a taxpayer who is the only occupier of a band D dwelling and has elected to pay his bill by Direct Debit over ten months. He is permanently disabled.

1. As a result of having qualifying features in his home to meet the needs of his disability the bill is charged on band C rather than band D. Therefore an allowance to reflect the difference in charge between the two bands is shown on the bill.
2. A discount of 25% (of the band C tax) is allowed because of single occupation of the dwelling.
3. Council Tax regulations require the Council to show the percentage change from year to year for each of the precepts that make up the bill; Lancashire County Council (including the Adult Social Care Precept), Wyre Borough Council, the Police and Crime Commissioner for Lancashire and the Lancashire Combined Fire Authority. In addition there may be changes in the parish amount, some which may show a large percentage change but which are for only small sums of money.

[arm/ex/cou/cr/12/0103pd8 App 3](#)