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

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:

- o   review the functions and role of the Mayor
- o   review the method by which the Mayor is currently selected and appointed
- o   review the Mayoral Protocol
- o   review Mayoral engagements
- o   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.

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

List of appendices

None.