



Agenda

Council

Date:	Monday, 27 March 2023 at 7:00 pm
Venue:	Town Hall, St Annes, FY8 1LW
	<p>Mayor : Councillor Ben Aitken Deputy Mayor : Councillor Alan Clayton</p> <p>Leader : Councillor Karen Buckley Deputy Leader : Councillor Roger Small</p> <p>Councillors Frank Andrews, Peter Anthony, Tim Armit, Mark Bamforth, Brenda Blackshaw, Julie Brickles, Delma Collins, Peter Collins, Chris Dixon, Sue Fazackerley MBE, Trevor Fiddler, Ellie Gaunt, Brian Gill, Shirley Green, Noreen Griffiths, Peter Hardy, Will Harris, Gavin Harrison, Paul Hayhurst, Karen Henshaw JP, Paul Hodgson, Angela Jacques, John Kirkham, Matthew Lee, Cheryl Little, Roger Lloyd, Michelle Morris, Ed Nash, Sally Nash-Walker, Jayne Nixon, Linda Nulty, Liz Oades, David O'Rourke, Richard Redcliffe, Bobby Rigby, Michael Sayward, Vince Settle, Elaine Silverwood, John Singleton JP, Heather Speak, Ray Thomas, Tommy Threlfall, Stan Trudgill, Viv Willder, Michael Withers.</p>

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 2 March 2023 as a correct record.	1
	ANNOUNCEMENTS:	
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4	Chief Executive's Communications	1
	REPRESENTATIONS:	
5	Questions from Members of the Council	3
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13	Council Tax Premiums 2024/25 – To Follow	To Follow

Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

The code of conduct for members can be found in the council’s constitution at
<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	27 MARCH 2023	5
QUESTIONS FROM MEMBERS OF THE COUNCIL			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

No questions have been received from Members of the Council before the requisite deadline, as outlined in Procedural Standing Orders for Council and Committees of Part 4 of the Council's Constitution, and before the statutory deadline for publication of the agenda.

If any further questions are received before the constitutional deadline, as outlined above, they will be circulated prior to the meeting for members' information, under separate cover.

Any questions will be heard during the Council meeting on 27 March 2023 and a response will be given by the Leader of the Council or any other member nominated by the Leader of the Council.

REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	27 MARCH 2023	6
QUESTIONS FROM MEMBERS OF THE PUBLIC			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

As outlined in Article 15 – Public Speaking at meetings of the Council and its Committees any resident of the Councils district may, subject to various provisions of the article, ask a question at an ordinary meeting of the council.

No questions have been received from members of the public before the requisite deadline, as outlined in Article 15, before the statutory deadline for publication of the agenda.

If any questions are received before the constitutional deadline, which is, for the purpose of this meeting, 4.30pm on Tuesday, 21st 2023, they will be circulated prior to the meeting for members' information, under separate cover.

Any question(s) will be heard during the Council meeting on 27 March 2023 and a response will be given by the Leader of the Council or any other member nominated by the Leader of the Council.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	27 MARCH 2023	7
INVITATION TO ACCEPT APPOINTMENT AS MAYOR 2022/23			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

To invite a member of the Council to accept appointment as Mayor of the Borough of Fylde for the ensuring 2023-2024 municipal year.

RECOMMENDATION

That the Council invites Councillor Cheryl Little to accept appointment at the 2023 Annual Meeting as Mayor of the Borough of Fylde for the municipal year 2023/24.

SUMMARY OF PREVIOUS DECISIONS

The Council is invited to appoint a Mayor of the Borough of Fylde annually.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

- Members are invited to consider nominations for the position of Mayor for the municipal year 2023/24.
- In accordance with the council's conventions, it is understood that consultation has taken place amongst those members whose service places them together at the head of the seniority list (Councillors Buckley and Little) and that Councillor Cheryl Little will be nominated for election as Mayor for 2023/24.
- An updated seniority list is attached which shows the current position. The list has been compiled in accordance with the agreed Policy on the Operation of the Mayoralty.

IMPLICATIONS	
Finance	Provision is contained within the council budget for the Mayoralty.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk	13/3/23

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

Attached Documents

Appendix A – Seniority List

FYLDE BOROUGH COUNCIL MAYORALTY

SENIORITY LIST – MAY 2022

	COUNCILLOR	START OF PRESENT TERM
1*	BEN AITKEN	2007
2*	CHERYL LITTLE	2007
3	KAREN BUCKLEY	2007
4	KAREN HENSHAW	2010 (past service 2003-2007)
5	FRANK ANDREWS	2010
6=	JULIE BRICKLES	2011
6=	ALAN CLAYTON	2011
6=	PAUL HODGSON	2011
6=	EDWARD NASH	2011
6=	RICHARD REDCLIFFE	2011
6=	VIV WILLDER	2011
12=	ROGER LLOYD	2015 (past service 1991-1995)
12=	ROGER SMALL	2015 (past service 1997-2011)
14=	BRENDA BLACKSHAW	2015
14=	DELMA COLLINS	2015
14=	SHIRLEY GREEN	2015
14=	VINCE SETTLE	2015
14=	RAY THOMAS	2015
19	PETER ANTHONY	DEC 2015
20	MARK BAMFORTH	FEBRUARY 2017 (past service 1991-1999 and 2014-2017)
21	JOHN KIRKHAM	MAY 2017
22	JAYNE NIXON	NOVEMBER 2017
23	SALLY NASH	APRIL 2018
24	CHRIS DIXON	AUGUST 2018
25=	TIM ARMIT	2019 (past service 2011-2015)
25=	ELLIE GAUNT	2019
25=	BRIAN GILL	2019
25=	NOREEN GRIFFITHS	2019
25=	GAVIN HARRISON	2019
25=	WILL HARRIS	2019
25=	MATTHEW LEE	2019

25=	MICHELLE MORRIS	2019
25=	DAVID O'ROURKE	2019
25=	BOBBY RIGBY	2019
25=	MICHAEL SAYWARD	2019
25=	STAN TRUDGILL	2019
25=	MICHAEL WITHERS	2019

	THOMAS THRELFALL	1995
	PAUL HAYHURST (has already been Mayor in 2000\1)	1979
	TREVOR J. FIDDLER (has already been Mayor in 2004\5)	1979 (broken service 1995-99)
	SUSAN FAZACKERLEY (has already been Mayor 2008/9)	1987
	LIZ OADES (has already been Mayor 2010-2011)	1991
	HEATHER SPEAK (has already been Mayor 2012/13)	1999
	LINDA NULTY (has already been Mayor 2013/14)	1999
	PETER HARDY (has already been Mayor 2015-16)	1999
	JOHN SINGLETON (has already been Mayor 2017-18)	2007
	PETER COLLINS (has already been Mayor 2018-19)	2003
	ANGELA JACQUES (has already been Mayor 2019-21 – two years due to the pandemic)	2007
	*ELAINE SILVERWOOD (has already been Mayor 2021-22)	2007

* Order determined by agreement March 2021

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	27 MARCH 2023	8
INVITATION TO ACCEPT APPOINTMENT AS DEPUTY MAYOR 2022/2023			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

To invite a member of the Council to accept appointment as Deputy Mayor of the Borough of Fylde for the ensuing municipal year.

RECOMMENDATION

That the Council invites Councillor Roger Small to accept appointment at the 2023 Annual Meeting as Deputy Mayor of the Borough of Fylde for the municipal year 2023/24.

SUMMARY OF PREVIOUS DECISIONS

The Council is invited to appoint a Mayor and Deputy Mayor of the Borough of Fylde annually.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

- Members are invited to put forward nominations for the position of Deputy Mayor for the municipal year 2023/24.
- It is understood that Councillor Roger Small will be nominated.

IMPLICATIONS	
Finance	An allowance is paid to the Deputy Mayor which is budgeted for within the council budget for the Mayoralty.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk	13/3/23

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	COUNCIL	27 MARCH 2023	9
M55 – HEYHOUSES LINK ROAD			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The construction of a new purpose-built link road from Lytham St Anne's to the M55 (junction 4) has been a transport priority for Fylde Council and Lancashire County Council (LCC) since the 1990's and has been included in several corporate plans and strategic transport plans. It is a key infrastructure project in the Corporate Plan and the adopted Fylde Local Plan to 2032 (incorporating Partial Review) and is seen as essential to the delivery of planned sustainable growth for the borough.

In July 2016, the Council committed to providing funding in the sum of £1m to assist in the delivery of the link road and approved the establishment of a specific 'M55 Link-road Reserve' (the 'reserve') to meet the cost of any financial contribution from the Council towards the cost of construction. Transfers into the reserve were to be met from the achievement of additional income/savings from budget right-sizing exercises. This was achieved in June 2018 by the approval by the Finance and Democracy Committee of the transfer of a proportion of the favourable 2017/18 outturn variance into the reserve which thereafter stood at £1m.

At the March 2019 Council meeting it was agreed that the then accumulated sum of £1m within the reserve be paid to LCC towards the construction of the accelerated M55 link road. However, up to this point this payment has not been requested by LCC.

In March 2020, Council committed up to a further £1m as a Fylde Council contribution to the scheme, this further £1m to be met from retained business rate growth at the Blackpool Enterprise Zone, with any shortfall in funding that cannot be met from Section 106 contributions and business rate growth being met from the Funding Volatility Reserve.

At the Council meeting of December 2020, in order to expedite delivery of the road, by confirming the availability of the total £2m contribution from Fylde Council to the scheme, it is was agreed that the shortfall in the accumulated available funding in the sum of £0.692m be transferred from the Funding Volatility Reserve into the M55 Link Road Reserve, ahead of the accumulation of further Business Rate growth receipts arising from the Blackpool Airport Enterprise Zone, and that an equivalent sum arising from business rates growth at the Enterprise Zone in future years be transferred into the Funding Volatility Reserve as and when such growth is realised.

Construction work is now well underway with the road expected to be opened to vehicular traffic in December 2023. Lancashire County Council are the responsible body overseeing the delivery of the project and have requested that Fylde's contribution to the project is now transferred to them.

Alongside the contributions from Fylde Council to the scheme the Council has at various times approved that a number of s106 developer contributions for highway schemes be transferred to LCC to provide for the cost of the design of the scheme. As the design has now been completed there is a residual sum of £0.121m of available s106 developer contribution monies remaining which, having been previously approved, will now be paid to LCC as a further and final contribution towards the scheme design costs.

RECOMMENDATIONS

The Council is requested to:

1. Authorise the payment of £2m to Lancashire County Council as a contribution towards the construction of the accelerated M55 link road based on Heads of Terms as detailed in the report, fully funded from the M55 Link Road Reserve which has been established for this purpose; and
2. Note that the intended payment of the remaining s106 developer contributions that have been previously approved as a contribution to the design costs of the scheme in the sum of £0.121m will be paid to Lancashire County Council.

SUMMARY OF PREVIOUS DECISIONS

The council has previously agreed the priority to achieve the construction of the M55 link-road through a series of strategic plans and policies approved or supported by Fylde Council including:

- Lancashire Local Transport Plan 2001/02 - 2005/06 (Lancashire County Council)
- Fylde Coast Highways and Transport Masterplan 2015 – 2032 (Lancashire County Council)
- Lancashire Local Transport Plan (Lancashire County Council)
- Fylde Council Economic Development Strategy and Action Plan - 2012 to 2030, Adopted January 2013 (Fylde Borough Council)
- The Fylde Coast Framework for Inclusive Growth & Prosperity – 2015 to 2020, Adopted June 2016 (Blackpool, Fylde and Wyre Economic Development Company)
- The Fylde Local Plan to 2032 (Incorporating Partial Review)(Fylde Borough Council)

Council - 4 July 2016

Resolved to:

1. approve the establishment of a specific 'M55 Link-road Reserve' to meet the cost of any financial contribution from the Council towards the cost of construction;
2. approve the transfer of £196k from the Capital Investment Reserve into the M55 Link-road Reserve;
3. request that officers investigate further funding opportunities, including the achievement of additional income/savings from budget right-sizing exercises which could be considered for potential transfer into the M55 Link-road Reserve;
4. approve an 'in principle' contribution of up to £1m towards the cost of construction of the M55 link road up to 2019, with a further report detailing how the remainder of the required contribution may be identified;
5. agree the Heads of Terms to establish the conditions that should be attached to the approval of the above financial contribution and that these conditions form the basis of a detailed agreement between all parties;
6. that the Councils programme committees be instructed to consider new capital schemes only where they are urgently required for health and safety reasons or where there is strong business case to protect/enhance existing revenue or create a revenue income stream in order that priority is given to accumulating a sufficient contribution towards delivery of the M55 link road scheme;
7. approve the attendance and involvement of the Leader and Deputy Leader of the Council, along with relevant officers as appropriate, to continue discussions and meetings with the different parties with the aim to reach a solution to funding the accelerated construction of the M55 link road;
8. agree that a further report be prepared for Council when the outcome of the discussions above are finalised in order that Members may consider the final details of the agreement, together with any associated specialist legal or other advice implications and how the contribution from the Council would be funded; and
9. approve an addition to the capital programme for 2016/17 in the sum of £424,765.02, which has been met in full from the balance of S106 developer contributions for construction of the link road currently

held by the Council for this purpose in the same sum. The developer contribution is intended to provide funding for the design and the contractual management of the link-road scheme by Lancashire County Council, and Members are requested to note that this payment has been made in accordance with the terms of the planning obligation.

Council - 25 March 2019

RESOLVED to approve a fully funded addition to the capital programme in 2019/20 of £1,000,000 fully funded from the M55 Link Road Reserve that was created in 2016/17 and to authorise the payment of £1,000,000 to Lancashire County Council towards the construction of the accelerated M55 link road based on Heads of Terms as detailed in the report.

Council – 18 March 2020

RESOLVED, in the event that it was not possible to secure additional external funding, including contributions through section 106 agreements, to;

1. Commit up to £1m of Business Rate growth from the Blackpool Enterprise Zone as a further contribution towards the accelerated construction of the M55-Heyhouses Link Road;
2. Approve the transfer into the M55 Link Road Reserve of current and future Business Rate growth receipts arising from the Blackpool Airport Enterprise Zone to a maximum sum of £1m;
3. Approve that in the event that less than £1m of Business Rate growth has accumulated by the time that the funds are required by Lancashire County Council to deliver the road, that any shortfall would be met from the Funding Volatility Reserve.

Council – 7 December 2020

RESOLVED: That the Council approve that the sum of £0.692m be transferred from the Funding Volatility Reserve into the M55 Link Road Reserve, ahead of the accumulation of further Business Rate growth receipts arising from the Blackpool Airport Enterprise Zone, in order to confirm the availability of the full £2m contribution from Fylde Council to the scheme at this point, with an equivalent sum arising from business rates growth at the Enterprise Zone in future years being transferred into the Funding Volatility Reserve as and when such are growth is realised.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

1. The construction of a new purpose-built link road from Lytham St Anne's to the M55 (junction 4) has been a transport priority for Fylde Council and Lancashire County Council since the 1990's and has been included in several corporate plans and strategic transport plans. It is a key infrastructure project in both the Corporate Plan and the adopted Fylde Local Plan (incorporating partial review) and is seen as essential to the delivery of planned sustainable growth for the borough.
2. In July 2016, the Council committed to providing funding in the initial sum of £1m to assist in the delivery of the link road and approved the establishment of a specific 'M55 Link-road Reserve' (the 'reserve') to meet the cost of any financial contribution from the Council towards the cost of construction. Transfers into the reserve were to be met from the achievement of additional income/savings from budget right-sizing exercises. This was achieved in June 2018 by the approval by the Finance and Democracy Committee of the transfer of a proportion of the favourable 2017/18 outturn variance into the reserve which thereafter stood at £1m.
3. At the Council meeting of 18th March 2020 the Council approved the transfer into the M55 Link Road Reserve of current and future Business Rate growth receipts arising from the Blackpool Airport Enterprise Zone to a

maximum sum of an additional £1m and that in the event that less than £1m of Business Rate growth has accumulated by the time that the funds are required by Lancashire County Council to deliver the road, that any shortfall would be met from the Funding Volatility Reserve.

4. In December 2020 Council approved that the sum of £0.692m be transferred from the Funding Volatility Reserve into the M55 Link Road Reserve, ahead of the accumulation of further Business Rate growth receipts arising from the Blackpool Airport Enterprise Zone, in order to confirm the availability of the full £2m contribution from Fylde Council to the scheme at this point, with an equivalent sum arising from business rates growth at the Enterprise Zone in future years being transferred into the Funding Volatility Reserve as and when such are growth is realised.

THE PROJECT

5. The project is defined as a 2.5km high quality road link allowing significantly improved access to proposed new development (residential and commercial), as well as improving access between Junction 4 of the M55 and Lytham St Annes. The scheme will crucially provide additional highway capacity and unlock access to significant development sites identified in the Lancashire LEP's Strategic Economic Plan and Fylde Council's Local Plan to 2032, located to the north of Lytham St Annes.
6. The planning history of the road, its links to the Queensway development and the benefits of accelerated construction were covered in the previous report considered by Council in [March 2020](#).

PROGRESS SINCE DECEMBER 2020

7. When the scheme was last considered by Council, the design of the road was being progressed with two alternative options to deliver the southernmost part of the scheme: a constrained scheme that would be built within the confines of the existing highway, requiring retaining structures and reduced footway widths; and an unconstrained scheme that would require additional land to be acquired and so allow a segregated cycleway/footway to be provided along the entire length of the route.
8. Negotiations to acquire the additional land were ultimately successful and so the scheme is progressing in accordance with the unconstrained design.
9. Although, initial site preparation work started during the summer of 2019 with the diversion of existing services and utilities that crossed the line of the proposed link road, construction works started in earnest in June 2021 with the commencement of the pre-loading and ground works contract.
10. The southern part of the ground works from Cypress Point to Main Dyke have now been completed and this part of the site has been handed over to LCC in order that they may commence construction of the road itself. The ground works on the northern part of the site, Cropper Road to Main Dyke, which also includes some significant drainage and bridging structures is still ongoing.

PROCUREMENT

11. The commissioning of the overall project is being undertaken by Lancashire County Council as the local highway authority. The completed link road will be adopted as a highway by LCC.
12. Following a competitive procurement exercise, the ground works contract was let to Duo Group. The construction of the road itself will be completed by LCC Highway Operations (LCC's own construction team).

TIMETABLE

13. Despite the unstable nature of the ground and the uncertainties in the surcharging methodology required to construct the road, the project is progressing in line with the original project timetable and is expected to be open to vehicular traffic in December 2023. Additional works to provide landscaping and the adjacent bridleway that will, in part, run parallel to the new road along the line of the old Moss Road are programmed to be completed by April 2024. Further highway improvements to the immediate local highway network are also proposed if monitoring demonstrates that they are necessary.

FINANCIAL CONSIDERATIONS

14. The decision to commit the initial capital support to accelerate the delivery of the link road in July 2016 was made subject to a number of terms including:
- The grant made by Fylde Council is to achieve an accelerated construction and delivery of the M55 Link Road significantly in advance of that linked to the delivery of the Queensway housing development.
 - The grant made by Fylde Council requires all parties to the project to use their best endeavours to ensure delivery of the M55 Link Road and reserves the right to reduce or withdraw its contribution if it believes that any party has not done so.
 - The grant is payable on the basis of appropriate contributions from other partners.
 - The offer of a grant from Fylde Council may be reduced or removed if the contributions from other partners are reduced either through a reduction in the cost of the overall project or if any application for additional grant funding towards the project is successful.
 - The contribution from Fylde Council must be acknowledged where appropriate in all publicity that refers to how the funding of the M55 Link Road is made up.
15. The final heads of terms will still need to be agreed. However, as construction has already commenced prior to LCC requesting the payment of Fylde's contribution, a number of these heads of terms, for example ensuring that the full funding package is available and that the contributions will accelerate the delivery of the link road, will not now be required.
16. The link road project has secured funding from a range of sources. The overall funding package remains as it was when the additional commitment was confirmed in December 2020, which was as follows:

Funding Source	Amount of Funding
Getting Building Fund	£5,790,000
Lancashire County Council	£5,483,778
Fylde Council	£2,000,000
Highways England	£4,780,000
National Productivity Investment Fund	£5,000,000
Kensington Developments Limited	£2,500,000
Total	£25,553,778
Value of other elements such as S106 contributions and land	£1,500,000
Scheme Grand Total	£27,053,778

17. LCC advise that the project is currently being delivered in line with budget forecasts.
18. The £1m payment authorised by Council on 25 March 2019 was never made to LCC as the funding profile for the project meant that other funding sources had to be spent first and so LCC did not request the transfer of funds to them.
19. In addition to the £2m capital funds, the council still holds a balance of s106 developer contribution monies in the sum of £0.121m that have previously been agreed for payment to LCC to cover design costs, but have not yet been claimed. Subject to receiving a claim from LCC including suitable evidence of the incursion of these costs, these funds will also be transferred to LCC.

IMPLICATIONS	
Finance	<p>This report requests the Council to:</p> <ol style="list-style-type: none"> 1) Authorise the payment of £2m to Lancashire County Council as a contribution towards the construction of the accelerated M55 link road based on Heads of Terms as detailed in the report, fully funded from the M55 Link Road Reserve which has been established for this purpose; and 2) Note that the remaining s106 developer contributions that have been previously approved as a contribution to the design costs of the scheme in the sum of £0.121m will be paid to Lancashire County Council.
Legal	None arising from this report.
Community Safety	None arising from the report
Human Rights and Equalities	None arising from the report
Sustainability and Environmental Impact	None arising from the report
Health & Safety and Risk Management	None arising from the report

LEAD AUTHOR	CONTACT DETAILS	DATE
Mark Evans	mark.evans@fylde.gov.uk & Tel 01253 658460	March 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Previous council decisions as set out in the report		www.fylde.gov.uk

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	COUNCIL	27 MARCH 2023	10
MEMBERS' ALLOWANCES			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Independent Remuneration Panel met on 5 October 2022 and again on 3 February 2023 and recommended that Council consider adopting an increase in members' allowances for the financial year 2023-24 as detailed below.

The Panel was mindful of the proposed new committee structure that is intended to be implemented following the May 2023 local elections and the fact that the number of councillors will be reduced from 51 to 37. The Panel was also mindful of the current financial climate. The recommendations also took account of the intention that some members of the council would be designated as lead members following the adoption of the new committee structure and recommended a special responsibility allowance for those councillors.

RECOMMENDATION

To adopt the following recommendations of the Independent Remuneration Panel with effect from 9 May 2023:

- I. To increase to the level of basic allowance to £4,540
- II. To increase the special responsibility allowances as follows:
 - Leader of the Council - £12,059
 - Deputy Leader - £3,621
 - Chairmen of Policy, Scrutiny & Planning Committees - £4,824
 - Vice-Chairman of above - £2,412
 - Chairmen of Audit and Standards committees- £1,958
 - Vice- Chairmen of Audit and Standards committees - £982
 - Chairmen of Public Protection and Licensing committees - £1,958
 - Vice-Chairmen of above - £982
 - Chairman of Member Development Steering Group - £2,412
 - Leader of each political group - £39 per group member
- III. To introduce a special responsibility allowance for lead members of £4,824
- IV. To maintain the present level of travel and subsistence allowances and dependent carers' allowance for 2023-24.
- V. To amend the Policy on the Operation of the Mayoralty to reflect that mayoral allowances will receive an annual uplift based on CPI levels, with a cap of 2.5%

SUMMARY OF PREVIOUS DECISIONS

Council considers recommendations from the Independent Remuneration Panel each year. Last municipal year, the recommendations were reported to the council 6 December 2021. The decision of the council at that meeting was not to increase the level of allowances.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	√
Environment – To deliver services customers expect	
Efficiency – By spending money in the most efficient way	√
Tourism – To create a great place to live and visit	

REPORT

1. The Local Authorities (Members' Allowances) (England) Regulations 2003 provide for local authorities to establish and maintain an Independent Remuneration Panel. The purpose of the Panel is to make recommendations to the council about the allowances to be paid to elected members.
2. The Council must have regard to the recommendations of the Panel.
3. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations allow the inclusion of a travel and subsistence and a co-optees' allowance within an allowances scheme. These allowances are discretionary.
4. The Independent Panel met on 5 October 2022 and again on 3 February 2023 and has made recommendations concerning the Council's scheme.
5. The Panel was mindful of the proposed committee structure that will be implemented following the May 2023 local elections and the fact that the number of councillors will be reduced from 51 to 37. The Panel was also mindful of the current financial climate. The recommendations also took account of the intention that some members of the council would be designated as lead members following the adoption of the new committee structure and recommended a special responsibility allowance for those councillors at the same level as that for chairmen of the Executive, Planning and scrutiny committees.
6. Any changes to allowances would normally take effect from 1 April. However, given that changes to the number of councillors and the committee structure would take effect following the elections in May 2023, the panel recommended that any changes should take effect from May 8, when the councillors elected take office, with the existing allowances remaining in place until then. Since the panel met, a bank holiday to mark the coronation of His Majesty the King has been announced for May 8. This means that the day on which councillors will take office following the May elections will now be May 9, not May 8. Accordingly, the committee is requested to stipulate that any changes that it makes to allowances should take effect on May 9 2023.
7. Members are asked to consider the three documents below:
 - Appendix 1: The report to the independent panel on 5/10/2022;
 - Appendix 2: A note of the panel's deliberations and recommendations from 5/10/22;
 - Appendix 3: A note of the panel's deliberations and recommendations from 3/2/23
8. The recommendations of the panel as set out at the head of this report have been rounded to the nearest pound from the calculations considered by the panel, as the panel requested.

FINANCIAL IMPLICATIONS

9. The following table was presented to the panel as an indication of the potential costs of the new rates, based on there being 4 new Lead Member roles:

New Structure with new rates (incl Lead Members)

Allowance Type	Amount per allowance	Number of positions	Total Amount of allowance
Basic	£4,540	37	£167,980.00
Leader of the Council	£12,059.38	1	£12,059.38
Deputy Leader of the Council	£3,620.65	1	£3,620.65
Chairmen of Policy, Scrutiny and Planning Committees	£4,823.75	4	£19,295.00
Vice Chairmen of above	£2,411.88	4	£9,647.50
Chairmen of Audit & Standards	£1,957.88	2	£3,915.75
Vice Chairman of above	£981.78	2	£1,963.55
Chairmen of Public Protection and Licensing	£1,957.88	2	£3,915.75
Vice Chairmen of above	£981.78	2	£1,963.55
Chairman of Member Development Group	£2,411.88	1	£2,411.88
Lead Members	£4,823.75	4	£19,295.00
Leader of each Political Group	£38.59	37 max ¹	£1,427.83
Total			£247,495.84

¹ Calculation based on number of councillors

10. The Council's base budget includes recurring revenue provision of £280,602 per annum for the member's allowance scheme. If approved, the proposals in the report can be met from the existing revenue budget provision, with a recurring saving of approximately £33k per annum based on the assumptions in the table above. The actual saving will vary depending upon the number of Lead Members appointed, and the number of Leaders of Political Groups. The next update of Council's financial forecast will be updated to reflect the final saving once these factors are finalised.

IMPLICATIONS	
Finance	Financial implications of the proposals are set out in the body of the report.
Legal	Payment of members' allowances and the amount of such allowances is discretionary. However, the council is obliged to "have regard" to the recommendations of the independent panel.
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

¹ Calculation based on number of councillors

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	Email ian.curtis@fylde.gov.uk Tel 01253 658506	14 March 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Report to remuneration panel	October 2022	Town Hall, Lytham St Annes
Notes of remuneration panel meeting	October 2022	Town Hall, Lytham St Annes
Notes of remuneration panel meeting	February 2023	Town Hall, Lytham St Annes

Attached Documents

Appendix 1: The report to the independent panel on 5/10/2022;

Appendix 2: A note of the panel's deliberations and recommendations from 5/10/22;

Appendix 3: A note of the panel's deliberations and recommendations from 3/2/23



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	MEMBERS' INDEPENDENT REMUNERATION PANEL	5 OCTOBER 2022	1
MEMBERS' ALLOWANCES			

PUBLIC/EXEMPT ITEM

This item is for consideration in a meeting that is not open to the public.

SUMMARY

To brief members of the remuneration panel on the factors that may affect their consideration of the proper level of allowances for members of Fylde Council.

RECOMMENDATIONS

Members are asked to reach recommendations for the financial year 2023-24 about:

- The level of basic allowance payable to all councillors
- Which councillors are to receive special responsibility allowances
- The levels of special responsibility allowances
- Whether to continue to pay dependants' carers' allowance and, if so, whether to cap the rates payable; and
- Whether to continue to pay travel and subsistence allowances and, if so, of how much

SUMMARY OF PREVIOUS DECISIONS

The Independent Remuneration Panel last met, to review Members' Allowances, on 11 November 2021.

REPORT

Introduction

1. Councillors in local government are not paid a salary, but a conscientious councillor will put in many hours of work each week to fulfil their duties. The system of allowances is intended to provide some compensation for that commitment, time and dedication. Without allowances, many people may be discouraged from standing serving as councillors. Allowances should therefore be at a level that will allow high calibre candidates from all sectors of the community to stand for election or to serve as councillors.
2. As panel members will recall, the Local Authorities (Members' Allowances) (England) Regulations 2003 provide for local authorities to establish and maintain an independent remuneration panel. The purpose of the panel is to make recommendations to the council about the allowances to be paid to elected members.
3. The council must have regard to the recommendations of the panel.
4. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations also allow (but don't require) the inclusion of a travel and subsistence allowance and an allowance for attendances at conferences ('co-optee's allowance') and meetings within an allowances scheme.

5. The existing members' allowances scheme, adopted by the council following consideration of the recommendations of the independent remuneration panel, and which is subject to review in respect of the period beginning 1 April 2023, is as set out as appendix 1. For convenience, the levels of basic and special responsibility allowances presently payable are set out in paragraph 24.
6. Paragraphs 9 to 23 below are based on previously published guidance from the Department for Levelling Up, Housing and Communities on members' allowances, subject to deletion of material now superseded and material not now applicable to Fylde.
7. In summary, the allowances which are or may be payable to members of local authorities are as follows:
 - basic allowance
 - special responsibility allowance
 - dependants' carers' allowance
 - travelling and subsistence allowance
 - Co-optee's allowance.

Budget Provision

8. Though the council continues to benefit from prudent financial management and is debt-free, there is still uncertainty about the medium-term financial outlook. Like other local authorities, the council's financial position depends to a significant extent on government funding decisions, which will not become clearer until HM Treasury announces future funding in December. At present, it is not known whether the announcement will set out funding levels for one year ahead, or for a longer period. In particular, there is uncertainty about the level going forward of New Homes Bonus and retained business rates. Inflationary pressures on council budgets have been intense during the past year, including, but not limited to, fuel and energy costs. Those pressures are expected to continue, and the financial uncertainty is compounded by the fallout following the September mini budget. The Government has said that it will be seeking reductions in public expenditure, and it is not yet known how this will affect on local government. Consequently, the Council continues to explore and implement where possible opportunities to reduce expenditure including taking advantage of efficiency-savings achieved through the restriction on non-essential spending and to maximise income generating activities.
9. The annual recurring budgeted cost of members' allowances and expenses to the council based on the present allowances scheme is set out in Table 1 –

Table 1:

Annual Estimated Members Allowances & Expenses 2022/23

<u>Basic Allowances</u>	<u>204,000</u>
<u>Independent Person Allowances</u>	<u>1,200</u>
<u>Special Responsibility Allowances</u>	<u>59,802</u>
<u>Technology Allowance</u>	<u>1,200</u>
<u>National Insurance</u>	<u>1,500</u>
<u>Car Mileage</u>	<u>3,800</u>
<u>Total budget Provision</u>	<u>271,502</u>

Basic allowance

10. Each local authority must make provision in its scheme of allowances for a basic, flat rate allowance payable to all members of the authority. The allowance must be the same for each member. The allowance may be paid in a lump sum, or in instalments through the year.
11. Basic allowance is intended to recognise the time commitment of all councillors, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of their homes.

Special responsibility allowance

12. Each local authority may also make provision in its scheme for the payment of special responsibility allowances for those councillors who have significant responsibilities. Special responsibility allowance may be payable for duties which fall within the following categories:
 - acting as leader or deputy leader of a political group
 - presiding at meetings of a committee, sub-committee, or joint committee
 - representing the authority at meetings of another body
 - membership of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
 - acting as a spokesperson for a political group on a committee or sub-committee
 - membership of a panel dealing with licensing or controlling any activity
 - any other activities in relation to the discharge of the authority's functions as to require equal or greater effort of the member than any of the activities listed above.
13. A scheme must also specify the amounts of allowance to be paid for each such responsibility.
14. Where, as at Fylde, one political group is in control, and where an authority has decided to pay special responsibility allowances, the authority must make provision for the payment of a special responsibility allowance to at least one member of a minority group.

Dependants' carers' allowance

15. A scheme of allowances may also include the payment of a dependants' carers' allowance to those councillors who incur expenditure for the care of children or other dependants whilst undertaking particular duties. These duties are specified in the Regulations and are as follows:
 - a meeting of the authority
 - a meeting of a committee or sub-committee of the authority
 - a meeting of some other body to which the authority make appointments or nominations, or
 - a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
 - a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority, and to which representatives of more than one political group have been invited
 - a meeting of a local authority association of which the authority is a member
 - duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
 - any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

Travelling and subsistence allowance

16. Each local authority may also make provision in its scheme for the payment of a travelling and subsistence allowance to its members. This may include provision for the payment of an allowance for those members who travel by bicycle or other non-motorised transport.
17. The Regulations provide that travelling and subsistence allowances may be paid for:
 - a meeting of the authority

- a meeting of a committee or sub-committee of the authority
- a meeting of some other body to which the authority make appointments or nominations
- a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
- a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority or a joint committee of the authority and one or more other authorities, and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the authority is a member
- duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
- any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

Backdating of Allowances

18. When a scheme of allowances is amended, an authority may choose to apply the amendment retrospectively to the beginning of the financial year in which the amendment is made.
19. Where a councillor takes on duties entitling them to a different level of allowances (e.g. where a councillor is appointed to a position entitling them to special responsibility allowance), the new level of allowances may be applied retrospectively to the time at which the circumstances changed.
20. Independent remuneration panels may make recommendations, where relevant, as to whether the payments on which they have made a recommendation may be backdated. Authorities must have regard to these recommendations.

Annual Adjustments of Allowance levels

21. A scheme of allowances may make provision for an annual adjustment of allowances to be ascertained by reference to an index as may be specified by the authority and contained in the scheme. The scheme must be publicised each year, whether or not it has been amended.
22. Where the only change made to a scheme is that caused by the annual impact of an index contained within that scheme, the scheme shall not be considered to have been amended, and thus an authority will not have to seek a recommendation from its independent remuneration panel.
23. Where a panel recommends that allowance levels should be determined according to an index, it should also make a recommendation as to how long the index should run before reconsideration. In any case, an index may not run for more than four years before a further recommendation on it is sought from an independent remuneration panel.

Forgoing allowances

24. A scheme must provide that a person may forgo all or part of any allowances to which they are entitled. To do this they must give notice in writing to the proper officer of the authority.

Basic and special responsibility allowances at Fylde Council

25. The present allowances scheme at Fylde, which was approved at the Council meeting of 6 December 2021 and remained unchanged following the recommendations of the panel last year, provides for a basic allowance of £4,000 and the following special responsibility allowances:

Leader of the Council – £10,625

Deputy Leader – £3,190

Chairmen of Programme Committees and Planning Committee – £4,250

Vice Chairmen of above – £2,125

Chairman of Audit and Standards – £3,450

Vice-Chairman of Audit and Standards – £1,725

Chairmen of Public Protection and Licensing – £1,725

Vice-Chairmen of above – £865

Chairman of Member Development Steering Group – £2,125

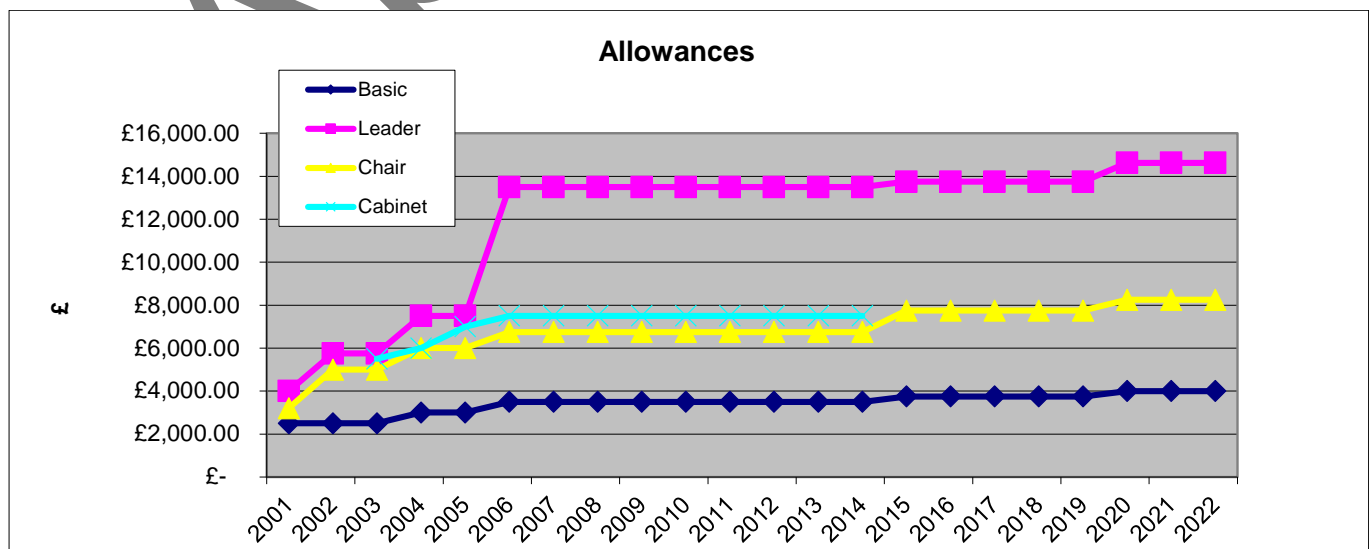
Leader of each political group – £34 a member

26. For completeness, members should note that the chairman of the Chief Officers Employment Committee does not receive an allowance because the committee meets only infrequently. Additionally, the chairman of the Economic Prosperity Board does not receive an allowance since the role is alternated between the representatives of the three constituent councils, who are the respective council leaders.

Historical data

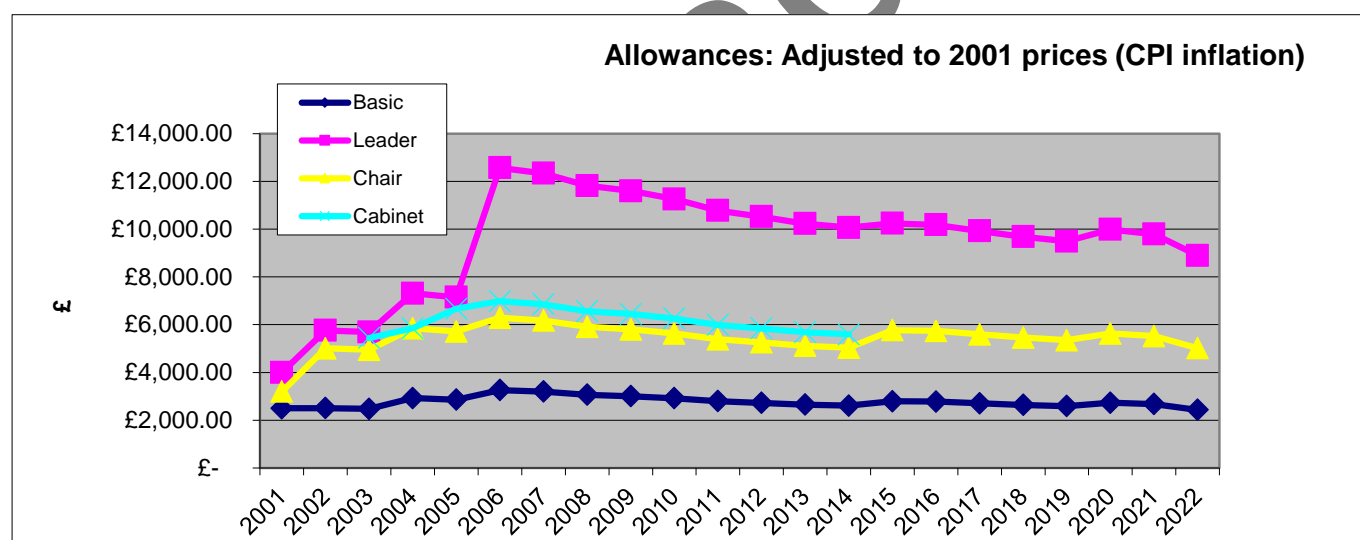
27. The following table and graph show allowance levels at Fylde since 2001. Please note that the figures for leader and chairman include both the basic allowance payable to all councillors and the special responsibility allowance payable for their position (but excludes the allowance paid to the Leader as leader of a political group, which varies according to the membership of the group, but is presently £1,054).

	Basic	Leader	Chairman
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00
2002	£ 2,500.00	£ 5,750.00	£ 5,000.00
2003	£ 2,500.00	£ 5,750.00	£ 5,000.00
2004	£ 3,000.00	£ 7,500.00	£ 6,000.00
2005	£ 3,000.00	£ 7,500.00	£ 6,000.00
2006	£ 3,500.00	£ 13,500.00	£ 6,750.00
2007	£ 3,500.00	£ 13,500.00	£ 6,750.00
2008	£ 3,500.00	£ 13,500.00	£ 6,750.00
2009	£ 3,500.00	£ 13,500.00	£ 6,750.00
2010	£ 3,500.00	£ 13,500.00	£ 6,750.00
2011	£ 3,500.00	£ 13,500.00	£ 6,750.00
2012	£ 3,500.00	£ 13,500.00	£ 6,750.00
2013	£ 3,500.00	£ 13,500.00	£ 6,750.00
2014	£ 3,500.00	£ 13,500.00	£ 6,750.00
2015	£ 3,750.00	£ 13,750.00	£ 7,750.00
2016	£ 3,750.00	£ 13,750.00	£ 7,750.00
2017	£ 3,750.00	£ 13,750.00	£ 7,750.00
2018	£ 3,750.00	£ 13,750.00	£ 7,750.00
2019	£ 3,750.00	£ 13,750.00	£ 7,750.00
2020	£ 4,000.00	£ 14,625.00	£ 8,250.00
2021	£ 4,000.00	£ 14,625.00	£ 8,250.00
2022	£ 4,000.00	£ 14,625.00	£ 8,250.00



The following table and graph¹ shows the same data adjusted for inflation² since 2001:

	Basic	Leader	Chair	Cabinet
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00	
2002	£ 2,463.62	£ 5,666.34	£ 4,927.25	
2003	£ 2,431.46	£ 5,592.36	£ 4,862.92	£5,349.22
2004	£ 2,876.45	£ 7,191.12	£ 5,752.90	£5,752.90
2005	£ 2,811.32	£ 7,028.30	£ 5,622.64	£6,559.75
2006	£ 3,199.39	£ 12,340.49	£ 6,170.25	£6,855.83
2007	£ 3,137.79	£ 12,102.89	£ 6,051.44	£6,723.83
2008	£ 3,010.97	£ 11,613.74	£ 5,806.87	£6,452.08
2009	£ 2,963.07	£ 11,428.98	£ 5,714.49	£6,349.43
2010	£ 2,897.22	£ 11,175.00	£ 5,587.50	£6,208.33
2011	£ 2,788.77	£ 10,756.68	£ 5,378.34	£5,975.94
2012	£ 2,724.66	£ 10,509.40	£ 5,254.70	£5,838.56
2013	£ 2,660.71	£ 10,262.76	£ 5,131.38	£5,701.53
2014	£ 2,617.97	£ 10,097.89	£ 5,048.95	£5,609.94
2015	£ 2,793.75	£ 10,243.75	£ 5,773.75	£ -
2016	£ 2,768.83	£ 10,152.38	£ 5,722.25	
2017	£ 2,699.28	£ 9,897.34	£ 5,578.50	
2018	£ 2,638.10	£ 9,673.04	£ 5,452.08	
2019	£ 2,586.81	£ 9,484.95	£ 5,346.06	
2020	£ 2,728.94	£ 9,977.68	£ 5,628.43	
2021	£ 2,677.45	£ 9,789.42	£ 5,522.24	
2022	£ 2,432.65	£ 8,894.39	£ 5,017.35	



Comparisons with other authorities

28. Officers have carried out a survey of current members' allowances schemes, which is included as appendix 2. The survey covers all other district councils in Lancashire. The comparative information below is taken from this survey except where noted. Members will note that Blackburn with Darwen and Blackpool are unitary authorities, which deal with the full range of council functions.

¹ The allowance shown for those members receiving a special responsibility allowance includes their basic allowance and their special responsibility allowances, other than allowances as group leaders.

² The measure of inflation used is the Consumer Prices and Housing Index (CPIH), which is the ONS lead index for consumer prices.

29. Other district councils have changed to a committee system since the Localism Act 2011 made it possible to do so. The spreadsheet at appendix 2 includes information about allowances payable by three such authorities.
30. For ease of reference, I set out comparisons between Fylde and relevant averages below:
- The basic allowance³ at Fylde (£4,000) is **below** the average for all councils in Lancashire (£4,866) and **below** the average for shire districts in Lancashire (£4,166). However, the cost of basic allowance per head of population per year is the joint highest among shire districts in Lancashire (£2.51).
 - The special responsibility allowance for the leader of the council at Fylde (£10,625) is **below** the average for all councils in Lancashire (£15,371) and **below** the average for shire districts in Lancashire (£13,490).

New committee structure from May 2023

31. The number of councillors that form the council will reduce from the May 2023 elections from 51 to 37. It is expected that the council will also change its committee structure from that time. While keeping a committee system, the existing four programme committees would be replaced by one overarching Policy Committee, together with two overview and scrutiny committees. The Planning, Licensing and Public Protection Committees would be kept, but the Audit and Standards Committee would be replaced by an Audit and Governance Committee and a Standards Committee. The new structure is shown at appendix 3.
32. The new Policy Committee would have terms of reference that would make it responsible for all functions of the council other than were reserved by law or by the council's constitution to the council or to other committees. As the council uses a committee system of governance and not an executive model, individual members of the Policy Committee will not have decision-making powers. However, the council could choose to give responsibility to particular members of the committee to take oversight of particular areas of council activity.
33. The panel is asked to base its recommendations on the committee structure described above and in appendix 3. In particular, the panel might want to consider:
- The extent, if any, to which the reduced number of councillors should be reflected in the basic allowance;
 - Whether members of the Policy Committee should be entitled to a special responsibility allowance and, if so, at what level; and
 - Whether members of the Policy Committee who are given oversight of a particular area of the council's activity should be entitled to a special responsibility allowance and, if so, at what level.
 - Whether the allowance for group leaders, currently set by reference to the number of members of the group, should be revised, perhaps by replacing it with an element in the leader's allowance and a separate fixed allowance for the leader of the opposition
34. The amount of basic and special responsibility allowances that would be payable during the current municipal year if all members claimed all available allowances is £263,904. The amount that would be payable at the same rates under the intended new structure, taking into account the smaller number of members, and making certain assumptions (e.g. that chairmen of the Policy Committee and scrutiny committees were considered equivalent to programme committee chairmen) would be £206,228.

Transition

35. Any changes to allowances would normally take effect from 1 April. However, given that changes to the number of councillors and the committee structure would take effect following the elections in May 2023, the panel is recommended to stipulate that any changes that it puts forward should take effect from May 8, when the councillors elected take office.

³ Figures rounded to the nearest pound

IMPLICATIONS	
Finance	The Council's base revenue budget includes recurring provision of £271,502 per annum for members' allowances as set out in paragraph 8 of this report. Any increases in allowances will result in increased revenue costs which will require approval by Council in due course.
Legal	The council must take into account the views of the panel when reviewing members' allowances.
Community Safety	None arising from this report
Human Rights and Equalities	The allowances scheme should enable people from all sectors of the community to serve as elected members without suffering a financial detriment by doing so.
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	01253 658506	29 September 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

Attached documents

- Appendix 1 Existing Members Allowance Scheme
- Appendix 2 Allowance Schemes at Other Authorities
- Appendix 3 New Committee Structure

PART 6 – MEMBERS' ALLOWANCES SCHEME

Approved by Council on 19 October 2020

1 INTRODUCTION

The scheme outlined in this document is based on the recommendations of the Members' Allowances Independent Remuneration Panel, which has met to consider members' allowances in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003. The scheme will have effect from 1 October 2007.

2 BASIC ALLOWANCE – with effect from 1 April 2020

Basic allowance is to be paid to all Members, and is intended to recognise a time commitment expected of all Members, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of homes, and IT costs such as telephone connections to the internet. Each Member is entitled to £4,000.00 per annum, which will be paid monthly.

3 SPECIAL RESPONSIBILITY ALLOWANCE – with effect from 1 April 2020

3.1 A special responsibility allowance will be paid in addition to any entitlement to basic allowance for those Members who have significant responsibilities.

3.2 The Members receiving special responsibility allowance and the yearly allowances payable are as follows:-

Leader of the Council - £10,625

Deputy Leader of the Council - £3,190

Chairmen of the Planning; Finance and Democracy; Operational Management; Environment, Health and Housing; Tourism and Leisure Committees - £4,250

Vice-Chairmen of the above Committees - 50% of Chairmen's allowance - £2,125

Chairman of Audit and Standards Committee - £3,450

Vice-Chairman of the Audit and Standards Committee - 50% of Chairmen's allowance - £1,725

Chairman of Member Development Steering Group - £2,125

Chairmen of the Public Protection and Licensing Committees - £1,725

Vice-Chairmen of the above Committees - £865.

Leader of each political group - £34 per group member.

** NB Independent persons, who work with the Standards Committee and the Monitoring Officer receive an honoraria payment of £475 per annum each from Fylde Borough Council with an annual uplift in line with the Retail Price Index (RPI) in April, reviewed every three years.*

4 PART PAYMENTS

In the case of basic and special responsibility allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable.

5 REPAYMENTS

In the event of a Member ceasing to be entitled to these allowances for whatever reason, any amount overpaid should be repaid in full to the Council on demand.

6 REVOCATION

Basic and special responsibility allowances will be paid automatically unless notice is received in writing from the member concerned revoking the entitlement. All such notices should be delivered to the Director of Resources.

7 TRAVEL AND SUBSISTENCE ALLOWANCES

7.1 In addition to the Members' Allowances Scheme, travel and subsistence allowance are payable.

7.2 A full schedule of rates payable for travel and subsistence is attached at annex B.

7.3 A full list of those bodies which are accepted as approved duties for the payment of travel allowance is attached at annex C.

8 DEPENDENTS' CARERS' ALLOWANCES

8.1 In addition to the Members' Allowances Scheme, dependents' carers' allowances are payable.

8.2 The allowance is payable in respect of such expenses of arranging for the care of their children or dependants as are necessarily incurred by a member in attending at a meeting of a body accepted as an approved duty for the payment of dependents' carers' allowance.

8.3 A full list of those bodies which are accepted as approved duties for the payment of dependents' carers' allowance is attached at annex C.

9 CLAIMS

Claims for travel and subsistence allowances should be submitted monthly. Claims must be made on the official claim form available from the Finance Director. Claims must be made within three months of the meeting or travel occurring. Any claims made after three months will not be paid.

10 PUBLICATION

The Council is required to publish details of the Members' Allowances Scheme as soon as practicable after the scheme has been determined/revised and after the end of each financial year the total amounts received by each Member.

ANNEX A

SUMMARY OF THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS 2003, insofar as they define "approved duty" and are relevant to Fylde

The regulations provide that the following duties are approved for the purposes of the payment of travel and subsistence allowance and dependants' carers' allowance:

- Attendance at a meeting of the authority, or any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
- any other meeting the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee, provided that-
 - (a) where the authority is divided into two or more political groups, it is a meeting of which members of at least two such groups have been invited, or
 - (b) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
- a meeting of any association of authorities of which the authority is a member;
- Duties undertaken on behalf of the authority in pursuance of any standing order requiring a member or members to be present while tender documents are opened;
- Duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises; and
- Any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority, or of any of its committees or sub-committees.

Appendix A

Annex B

RATES OF TRAVELLING ALLOWANCE PAYABLE

1 (1) The rate of travel by public transport shall not exceed the amount of ordinary fare or any available cheap fare, and where more than one class of fare is available the rate shall be determined, in the case of travel by ship by reference to first class fares, and in any other case by reference to second class fares unless the body determines, either generally or specifically, that first class fares shall be substituted.

(2) The rate specified in the proceeding sub-paragraph may be increased by supplementary allowances not exceeding expenditure actually incurred:

- (a) on Pullman Car or similar supplements, reservation of seats and deposit or portage of luggage; and
- (b) on sleeping accommodation engaged by the member for an overnight journey, subject, however, to reduction by one-third of any subsistence allowance payable to him/her for that night.

2 (1) The rate of travel by a member's own solo motor cycle, or one provided for his/her use, shall not exceed:

- (a) for the use of a solo motor cycle of cylinder capacity not exceeding 150 c.c., 8.5p a mile;
- (b) for the use of a solo motor cycle of cylinder capacity exceeding 150 c.c., but not exceeding 500 c.c., 12.3p a mile;
- (c) for the use of a solo motor cycle of cylinder capacity exceeding 500 c.c., 16.5p a mile.

(2) The rate of travel by a member's own private motor vehicle, or one belonging to a member of his/her family or otherwise provided for his/her use, other than a solo motor cycle, shall not exceed:

45p a mile;

(3) The rate specified in paragraph (2) may be increased:

(a) in respect of the carriage of each passenger, not exceeding 4, to whom a travelling allowance would otherwise be payable under any enactment, by not more than 3.0 pence a mile for the first passenger and 2.0 pence per mile for the second and subsequent passengers.

(b) by not more than the amount of any expenditure incurred on tolls, ferries or parking fees, including overnight garaging.

(4) For the purpose of this paragraph the cylinder capacity shall be that entered in the vehicle registration book or document by the Secretary of State under the Vehicles (Excise) Act 1971.

3. The rate of travel by taxi-cab or cab shall not exceed:

- (a) in cases of urgency or where no public transport is reasonably available, the amount of the actual fare and any reasonable gratuity paid, and
- (b) in any other case, the amount of the fare for travel by appropriate public transport.

4. The rate of travel by a hired motor vehicle other than a taxi-cab shall not exceed the rate which would have been applicable had the vehicle belonged to the member who hired it:

Provided that where the body so approves the rate may be increased to an amount not exceeding the actual cost of hiring.

5. The rate of travel by air shall not exceed the rate applicable to travel by appropriate alternative means of transport together with an allowance equivalent to the amount of any saving in attendance allowance or financial loss allowance, and subsistence allowance consequent on travel by air:

Provided that where the council resolves, either generally or specifically, that the saving in time is so substantial as to justify payment of the fare for travel by air, there may be paid an amount not exceeding:

- (a) the ordinary fare or any available cheap fare for travel by regular air service, or
- (b) where no such service is available or in case of urgency, the fare actually paid by the member.

RATES OF SUBSISTENCE ALLOWANCE PAYABLE

1 (1) The rate of subsistence allowance shall not exceed:

(a) in the case of an absence, not involving an absence overnight, from the usual place of residence:

(i) of more than 4 hours, or where the authority permits, a lesser period, before 11 a.m., (breakfast allowance) £4.92;

(ii) of more than 4 hours, or where the authority permits, a lesser period, including the period between 12 noon and 2 p.m., (lunch allowance), £6.77;

(iii) of more than 4 hours, or where the authority permits, a lesser period, including the period 3 p.m. to 6 p.m., (tea allowance), £2.67;

(iv) of more than 4 hours, or where the authority permits, a lesser period, ending after 7 p.m., (evening meal allowance), £8.38.

(b) in the case of an absence overnight from the usual place of residence £79.82 and for such an absence overnight in London, or for the purposes of attendance at an annual conference (including or not including an annual meeting) of the Local Government Association or such other association of bodies as the Secretaries of State may for the time being approve for the purpose, £91.04.

(2) For the purposes of this paragraph, London means the City of London and the London boroughs of Camden, Greenwich, Hackney Hammersmith and Fulham, Islington, Kensington and Chelsea, Lambeth, Lewisham, Southwark, Tower Hamlets, Wandsworth and Westminster.

2. Any rate determined under paragraph 1(b) above shall be deemed to cover a continuous period of absence of 24 hours.

3. The rates specified in paragraph 1 above shall be reduced by an appropriate amount in respect of any meal provided free of charge by an authority or body in respect of the meal or the period to which the allowance relates.

4. Where main meals (breakfast, lunch or dinner) are taken on trains during a period for which there is an entitlement to a day subsistence allowance, the reasonable cost of the meals (including VAT), may be reimbursed in full, within specified limits. In such circumstances, reimbursement for the reasonable cost of a meal would replace the entitlement to the day subsistence allowances for the appropriate meal period.

ANNEX C

Approved Duties

Attendance at any of the following meetings or events in column 1 is specified as an approved duty for the purpose of the payment of travelling and subsistence allowances and dependents' carers' allowances for the persons specified in column 2

Meeting	Persons qualified for allowance
Council	Councillor
Committee	Member of that committee
Sub-committee	Member of that sub-committee
Joint committee	Member of that committee appointed or nominated by Fylde Borough Council
Committee chairman's briefing	Chairman and vice-chairman
Tender opening	One Chairman
Site visit	Member of the committee or sub-committee under whose auspices the visit has been arranged
Course, seminar or conference	Member authorised to attend by the Member Development Steering Group or the Chief Executive
Any other external organisation	Member appointed or nominated to the organisation, or nominated to attend its meetings, by the council
Any other meeting or event at which the attendance of a member is invited or sanctioned by an officer	Member whose attendance is invited or sanctioned

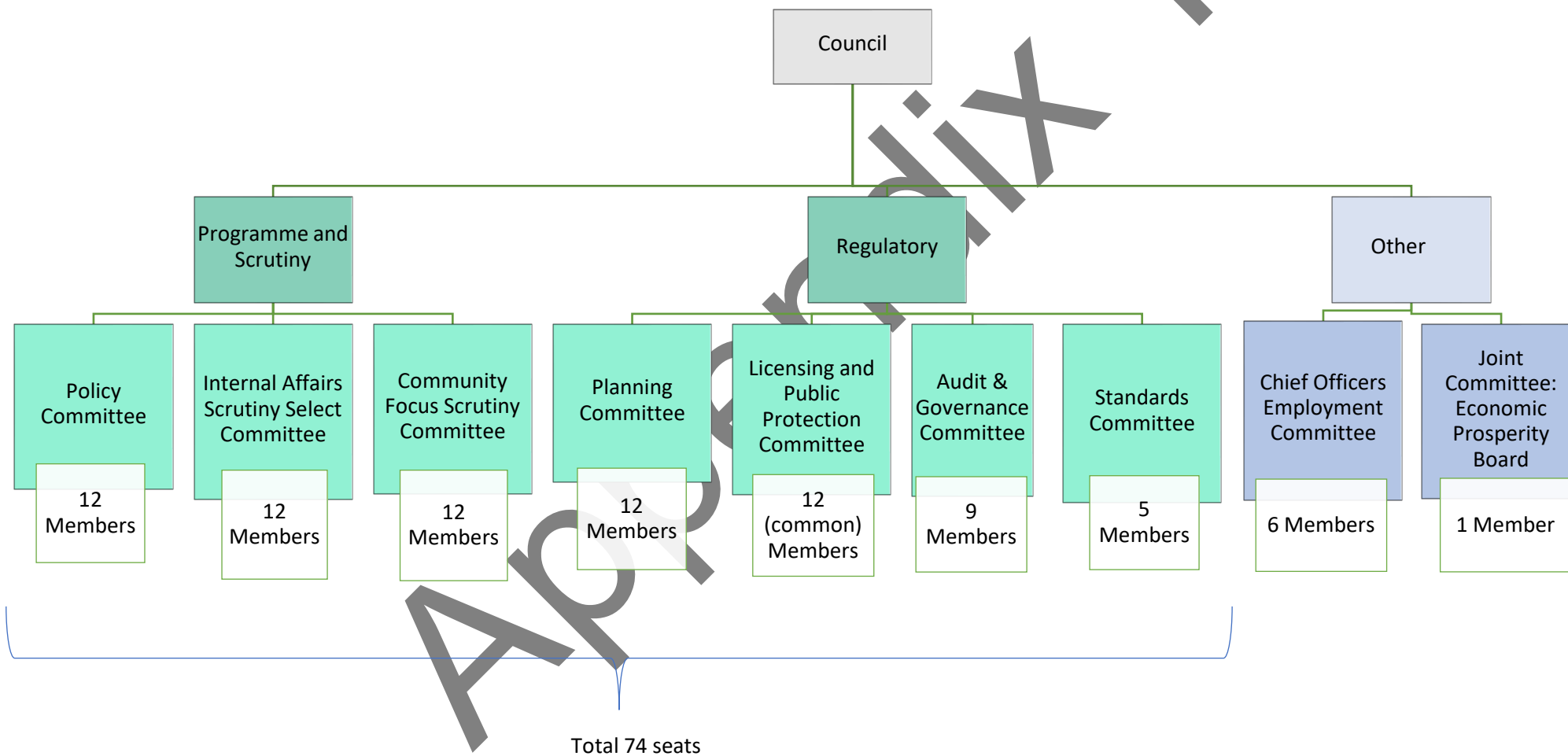
APPENDIX 2 Comparison of Council

	Committee system														
	Blackburn	Blackpool	Burnley	Chorley	Hyndburn	Lancaster	Preston	Rossendale	South Ribble	West Lancs	Wyre	Fylde	Craven	Stroud	Ribble Valley
Population (ONS 2020 mid-year estimates)	150,030	138,381	89,344	118,870	81,133	148,119	144,147	71,432	111,086	114,496	113,067	81,211	57,338	120,903	62,026
Number of Elected Members	51	42	45	47	35	60	57	36	50	54	50	51	30	51	40
Basic Allowance	£7,464	£10,664	£3,570	£4,856	£4,634	£3,629	£4,357	£3,342	£4,827	£4,842	£4,545	£4,000	£4,690	£6,108	£3,885
Leader	£21,328	£31,992	£12,495	£14,661	£21,594	£11,281	£9,651	£13,368	£15,105	£12,105	£21,452	£10,625	£8,910	£12,216	£15,540
Deputy	£797	£19,195	£3,570	£4,540	£10,797	£6,661	£7,015	£10,026	£4,864	£7,263	£2,273	£3,190	£4,690	£6,108	£9,712
Leader of Opposition	£7,464	£14,396	£893	£7,525	£6,951	£5,540.60*	£3,921	£6,684	£4,864	£3,389	£727	£544	£940	£4,482	£7,770
Deputy Leader of Opposition	£2,133	£7,198	0	£2,117	£2,317	0	0	0	0	£1,694	0	£0	0	0	0
Cabinet Members	£7,464	£14,396	£4,643	£4,859	£8,110	£5,641	£5,490	£6,684	£6,302	£4,842	£9,090	n/a	n/a	n/a	n/a
Chairs Regulatory Committees (Dev.Cont & Lic)	£5,225 - Dev £5,012 - Lic	£8,531	£2,856 - Dev £1,785 - Lic	£3,289	£6,951 - Dev £1,529 - Lic	£4,371	£3,921 - Dev day rate £1,529 - Lic	£3,342	£5,401 - Dev £3,432 - Lic	Licensing 2 x £2,421 Planning £4,842	£6,818 Dev £4,545 Lic	£4,250 - Dev £1,725 - Lic	£2,350 - Dev £2,350 - Lic	£6,719 - Dev, Lic	£7,770 - Dev £5,827 Lic
Vice Chairs Regulatory Committees	£1,919 - Dev £1,813 - Lic	£4,266	£1,428 - Dev	£1,620	£2,317 - Dev £765 - Lic	0	day rate	£150*	0	£0	0	£2,125 - Dev £865 - Lic	£470 - Dev £760 - Lic	£2,443 - Dev, Lic	£1,111 - Dev £556 Lic
Chairs Overview & Scrutiny	£3,199	£10,664	£4,463	£4,859	£6,719	£4,228	£23,267	£3,342	£3,689	2 x £2,421	£6,818	n/a	£2,350	n/a	
Vice Chairs Overview & Scrutiny	£0	£5,332	£1,428	£1,620	£5,561	£0	day rate	0	0	£0	0	n/a	£470	n/a	
Chair Audit	£0	£8,531	£1,785	£1,943	£765	£2,326	£1,690	£3,342	£3,689	£2,421	£4,545	Joint Audit & Standards £3,450	£3,500	£6,719	£5,827
Vice Chair Audit	£0	£4,856	0	£57	0	0	day rate	0	0	£0	0	Joint Audit & Standards £1,725	£470	£2,443	£556
Chair Standards	£1,600	n/a	n/a	n/a	0	£1,234	£1,690	Merged with Audit	£563	£0	£546	see above	£2,350	merged with audit	n/a
Vice Chair Standards	£0	n/a	n/a	n/a	0	0	day rate	Merged with Audit	0	£0	.	see above	£470	merged with audit	n/a
Independent Persons		see Fylde		£573	0	0	£514	0	Only paid expenses	£500 Reserve	Only travel expenses	£400 x3 (50% paid by B/pool)	0	0	Only travel allowance
Notes					Members of Planning Cmt receive £765 (excl chair etc)	*Divided between group leaders not represented in Cabinet	Vice-chair day rates When acting as chair only	*One off Payment to Vice Chair when acting as Chair only.			Leader's allowance includes a separate group leader's allowance	Programme Committees Chairman £4,250 and Vice Chair £2,125.		Chairmen of service committees £6,719, vice-chairs £2,443	Committee chairmen: £5,827, vice-chairs £556

												Leader's allowance includes a separate group leader's allowance			
Basic Allowance per Cllr per resident	£2.54	£3.24	£1.80	£1.92	£2.00	£1.47	£1.72	£1.68	£2.17	£2.28	£2.01	£2.51	£2.45	£2.58	£2.51

Appendix

New Committee System with 2 Scrutiny Committees



**INDEPENDENT REMUNERATION PANEL
NOTE OF MEETING HELD ON 5 October 2022**

Present: Mr David Cam, Chairman
Mrs Helen Hockenhull
Mrs Karen Eaton
Ian Curtis, Head of Governance
Sharon Wadsworth, Democratic Services (note taker)

Ian Curtis welcomed everyone to the meeting.

Ian Curtis presented the 2023/2024 Member Allowance Scheme report, a copy of which had previously been circulated to members of the Panel.

The report covered the current level of members' allowances and the special responsibility allowances; dependent carers' allowance; and a comparison of allowances paid in 2001 to 2022. The report also provided information regarding the level of allowances adjusted to 2001 prices (the consumer price index); information regarding the different allowances, the annual budgeted amount for members' allowances and the Council's financial position. He advised that the advice from the Chief Financial Officer was that the level of future funding was uncertain with the Government seeking reductions in public expenditure.

The report provided a detailed spreadsheet comparing the allowances paid by other Lancashire authorities and authorities who operated a committee system.

The panel were updated on the expected new committee structure that would be implemented following the May 2023 local elections that would also see the number of councillors being reduced from 51 to 37.

Mr Curtis suggested to the panel that, due to the upcoming election and committee structure change, any changes to the allowances should be adopted in May 2023 rather than April.

Mr Curtis discussed the current Special Responsibility Allowances, and the ability of the Panel to set an allowance and link the allowances to an index. He explained that the allowances would then increase with the index but there would be a need to review the allowances every four years rather than annually.

The Panel thanked Ian for his report and presentation.

The Panel considered their recommendations for the financial year 2023-24 regarding:

- The level of basic allowance payable to all councillors
- Which councillors were to receive special responsibility allowances
- The levels of special responsibility allowances
- Whether to continue to pay dependants' carers' allowance and, if so, whether to cap the rates payable; and
- whether to continue to pay travel and subsistence allowances and, if so, of how much

The Panel went through the report and highlighted the current financial difficulties being faced by the council, including increasing fuel costs, interest rates and inflation, and the uncertainty of the impact to residents and businesses of the borough. It was also acknowledged that while the council finances were currently stable and in surplus the uncertainty of future funding was cause for caution.

It was the opinion of the panel that with the reduction in the number of members, following the 2023 election, it was reasonable that the public would expect to see reduced costs. It was also realistic to expect that each councillor would likely have an increased workload due to the increase in proportion of ward members.

The Panel acknowledged the new committee structure that would take effect from May 2023 and agreed that any proposed changes to the allowances would take effect from 8th May 2023. It was agreed that there was not enough information at this time to consider if the new structure would exceptionally increase the frequency and duration of meetings. It was also unknown if there would be any additional responsibility roles in addition to those of chair/vice chair, Leader and Deputy Leader. In light of these unknown factors the Panel agreed that they would reserve the right to meet again, after May 2023, to re-evaluate the allowances.

The Panel discussed the merits of linking the allowances to an index but agreed that this was not currently the best approach at this time, in light of the current financial climate.

The Panel confirmed that the dependents' carers' allowance and travel allowances be maintained as present.

The Panel confirmed that there would be no changes to the roles that may be in receipt of special responsibility allowances.

The Panel agreed that balancing the reduction in members and the expectation that a saving would be made against the likely increase in the individual members workloads, and taking into account rising inflation, it was to recommend an increase to the level of basic allowances to £4,540 and the special responsibility allowances by 13.5%, as per the attached calculations. The decision represents sharing the savings, made by the reduction in the numbers, between the Councillors and the public. Members would be invited to discuss if the amounts were to be rounded up or down when the matter is tabled at full Council. The Panel also reserve the right to reconvene after the May 2023 elections if it is deemed necessary.

Mr Cam thanked the other Panel members for their attendance and consideration of the matters at hand and thanked the officers for their work and advice.

Calculations

Table 1 - Current Structure

Allowance Type	Amount per allowance	Number of positions	Total Amount of allowance
Basic	£4,000	51	£204,000
Leader of the Council	£10,625	1	£10,625
Deputy Leader of the Council	£3,190	1	£3,190
Chairmen of Programme and Planning Committees	£4,250	5	£21,250
Vice Chairmen of above	£2,125	5	£10,625
Chairman of Audit & Standards	£3,450	1	£3,450
Vice Chairman of above	£1,725	1	£1,725
Chairmen of Public Protection and Licensing	£1,725	2	£3,450
Vice Chairmen of above	£865	2	£1,730
Chairman of Member Development Group	£2,125	1	£2,125
Leader of each Political Group	£34	51 max ¹	£1,734
Total			£263,904

Table 2 – New Structure with Current rates as in table one

Allowance Type	Amount per allowance	Number of positions	Total Amount of allowance
Basic	£4,000	37	£148,000
Leader of the Council	£10,625	1	£10,625
Deputy Leader of the Council	£3,190	1	£3,190
Chairmen of Policy, Scrutiny and Planning Committees	£4,250	4	£17,000
Vice Chairmen of above	£2,125	4	£8,500
Chairmen of Audit & Standards	£1,725	2	£3,450
Vice Chairman of above	£865	2	£1,730
Chairmen of Public Protection and Licensing	£1,725	2	£3,450
Vice Chairmen of above	£865	2	£1,730
Chairman of Member Development Group	£2,125	1	£2,125
Leader of each Political Group	£34	37 max ²	£1,258
Total			£201,058

¹ Calculation based on number of councillors

² Calculation based on number of councillors

Table 3 – New Structure with new rates

Allowance Type	Amount per allowance	Number of positions	Total Amount of allowance
Basic	£4,540	37	£167,980.00
Leader of the Council	£12,059.38	1	£12,059.38
Deputy Leader of the Council	£3,620.65	1	£3,620.65
Chairmen of Policy, Scrutiny and Planning Committees	£4,823.75	4	£19,295.00
Vice Chairmen of above	£2,411.88	4	£9,647.50
Chairmen of Audit & Standards	£1,957.88	2	£3,915.75
Vice Chairman of above	£981.78	2	£1,963.55
Chairmen of Public Protection and Licensing	£1,957.88	2	£3,915.75
Vice Chairmen of above	£981.78	2	£1,963.55
Chairman of Member Development Group	£2,411.88	1	£2,411.88
Leader of each Political Group	£38.59	37 max ³	£1,427.83
Total			£228,200.84

³ Calculation based on number of councillors

INDEPENDENT REMUNERATION PANEL
NOTE OF MEETING HELD ON 3 February 2023

Present: Mr David Cam DL, Chairman
 Mrs Helen Hockenhull
 Mrs Karen Eaton*
 Tracy Manning, Deputy Chief Executive & Monitoring Officer
 Ian Curtis, Head of Governance
 Sharon Wadsworth, Democratic Services (note taker)

Councillor Karen Buckley, Leader of the Council, attended for the start of the meeting.

*Mrs Eaton joined the meeting remotely, and rang off after several minutes due to connectivity issues.

Tracy Manning welcomed everyone to the meeting and introduced Councillor Karen Buckley in her role as Leader of the Council. The purpose of the meeting was to discuss a level of allowance for the proposed role of Lead Members.

Councillor Buckley explained to the panel what she envisaged the Lead Member Role would look like with the new committee structure. A description of the Lead Member role had been circulated to the panel prior to the meeting together with an illustration from the current chairmen of the programme committees on the amount of time their commit to their roles.

Councillor Buckley considered the time input needed for the new Lead Members roles would be akin to the current programme committee chairmen.

Councillor Buckley clarified that the Lead Members would form part of the new executive committee. As members within a committee system, they would not have any individual decision-making powers, however they would champion and provide a political steer on specific areas and be the lead contact with officers on matters within the remit allocated to them. They would also be expected to attend the overview and scrutiny committees when required along with other forums such as Leadership Board and Budget Working Steering Groups.

The Lead Members would be appointed by the Leader and the number of roles would be with the gift of the Leader to determine, although it was anticipated to be between 4 and 6 roles.

In relation to any training requirements for the role, Tracy Manning responded that the specialist training e.g. leadership skills, would be provided as required.

Mr Cam thanked Councillor Buckley for her time and information, Councillor Buckley left the meeting.

Tracy Manning and Ian Curtis provided further information for the Panel on any points of clarification required. It was reported that any allowance set could be indicative, and could be re-visited, in light of experience gained in operating the governance system post May 2023.

The panel concluded that as the Lead Members were new roles, it was difficult to be precise in the amount of responsibility which would be attributed to the role. The Panel would also like to understand how the roles interplayed with the other respective Chairman and Vice-Chairmen as working practices became embedded.

It was therefore agreed to set an indicative rate of £4,823.75, the same as the proposed allowance for the chairmen, to be the subject of further review following a period of operation with a view to the allowance for 2024/25 being re-evaluated.

Before the meeting closed, Tracy Manning, canvassed the panels opinion on the Mayoral Allowance. She advised that the IRP do not normally review the Mayoral Allowances but that a policy on the operational of the mayoralty was held that stated that the mayoral allowance would increase each year in line with RPI.

The current allowance was £12,997 and increasing it in line with the Dec 2022 RPI would see a 13% uplift. This had been discussed at the Finance and Democracy Chairman's brief and the feeling was that an uplift of this magnitude seemed out of step with other increases. It had been requested to canvass the views of the IR Panel members in this regard.

Advice from Paul O'Donoghue, Chief Financial Officer, was to consider amending the policy to increase by the CPI levels instead of the RPI, with a cap of 2.5%.

The panel felt that the option of increasing the mayoral allowances by CPI levels, together with the setting of a cap, was a reasonable proposal. The Panel also indicated that they would be happy to consider the mayoral allowances in general in further detail if so desired going forward.

Mr Cam thanked the other Panel members for their attendance and consideration of the matters at hand and thanked the officers for their work and advice.

Calculations

Table 3 – New Structure with new rates (inc Lead Members)

Allowance Type	Amount per allowance	Number of positions	Total Amount of allowance
Basic	£4,540	37	£167,980.00
Leader of the Council	£12,059.38	1	£12,059.38
Deputy Leader of the Council	£3,620.65	1	£3,620.65
Chairmen of Policy, Scrutiny and Planning Committees	£4,823.75	4	£19,295.00
Vice Chairmen of above	£2,411.88	4	£9,647.50
Chairmen of Audit & Standards	£1,957.88	2	£3,915.75
Vice Chairman of above	£981.78	2	£1,963.55
Chairmen of Public Protection and Licensing	£1,957.88	2	£3,915.75
Vice Chairmen of above	£981.78	2	£1,963.55
Chairman of Member Development Group	£2,411.88	1	£2,411.88
Lead Members	£4,823.75	4	£19,295.00
Leader of each Political Group	£38.59	37 max ¹	£1,427.83
Total			£247,495.84

¹ Calculation based on number of councillors

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHIEF EXECUTIVE	COUNCIL	27 MARCH 2023	11
LEADERSHIP BOARD – CLOSURE REPORT			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The current term of office for the council will end in May 2023 with the Borough elections and the return of a new group of elected members. The Boundary Commission Review means that there will be a reduction in the number of elected members from 51 to 37 and the governance review undertaken in response to the reduced membership of the council will see the creation of an executive policy committee and scrutiny arrangements. The council from May 2023 will have new governance that will require different working arrangements. At the final meeting of each committee for the current term of office the working groups and boards that have been established and appointed by the committee will be formally closed and disbanded where appropriate to create the opportunity for the new council to review and determine the most appropriate arrangements under the new governance structure.

RECOMMENDATIONS

That the council disband the Leadership Board and acknowledges that the members of the Board appointed by the committee have fulfilled the intended objectives and aims set by the committee.

SUMMARY OF PREVIOUS DECISIONS

Full Council established the Leadership Board at the meeting on July 20th, 2020.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

1. The Leadership Board was established at the Full Council meeting on July 20th, 2020. The Leadership Board is responsible for the strategic corporate direction of the authority, consisting elected members with special responsibility and senior managers of the council.
2. The elected members include the Leader and the Chairman of the programme committees to ensure a corporate cross-cutting approach to budget setting. The elected members provided the steer to officers on

all aspects of the Corporate Plan approved by Full Council as well as corporate strategic matters that would arise for example Combined Authority, Ukrainian Refugees etc.

3. The Leadership Board met monthly and has been integral in successfully monitoring the delivery of actions and outcomes in the Corporate Plan as well as ensuring that officers had a clear steer on the strategic issues facing the council.
4. The Leadership Board has fulfilled its remit and are thanked for their hard work, dedication, and contribution. Programme committees will not be part of the new committee governance arrangements from May 2023 and there will be inevitable elected member changes because of the boundary review. It is therefore recommended that the Leadership Board is disbanded and that arrangements for elected member engagement in strategic matters under the new governance arrangements are determined by the new council.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications
Community Safety	There are no community safety implications
Human Rights and Equalities	There are no human rights or equalities implications
Sustainability and Environmental Impact	There are no sustainability or environmental implications
Health & Safety and Risk Management	There are no health & safety or risk management implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Allan Oldfield	Allan.oldfield@fylde.gov.uk	February 24 th 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	COUNCIL	27 MARCH 2023	12
COMMITTEE MINUTES			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Following the change in the committee structure from May 2023 Council are invited to confirm the minutes from the last cycle of programme committee meetings as correct records.

RECOMMENDATION

1. To confirm the minutes, as previously circulated, of the meetings of the programme committees as correct records as follow:-
 - i. Environment, Health and Housing Committee held on 7 march 2023;
 - ii. Tourism and Leisure Committee held on 9 March 2023;
 - iii. Operational Management Committee held on 14 March 2023;
 - iv. Finance and Democracy Committee held on 20 March 2023.

SUMMARY OF PREVIOUS DECISIONS

Committee minutes are usually brought to the next meeting of the committee for confirmation of accuracy.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	
Environment – To deliver services customers expect	
Efficiency – By spending money in the most efficient way	
Tourism – To create a great place to live and visit	

REPORT

1. From May 2023 a new committee structure will be in place that would see the current programme committees, Finance and Democracy, Environment, Heath and Housing, Tourism and Leisure and Operational Management, being discontinued and replaced with two new scrutiny committees and an Executive Committee.

2. Draft minutes are normally submitted to the next ordinary meeting of the committee concerned for confirmation as a correct record. As the most recent round of meetings for the programme committees will be the final meetings of those committees, that will not be possible for those meetings. Instead, Council is invited to confirm the following minutes in table 1 as correct records. It would be appropriate if only members of the council who were present at the meetings concerned voted on the accuracy of the minutes.

Committee	Date of Meeting	Link to draft minutes
Environment, Health and Housing Committee	7 March 2023	Minutes of the EH&H meeting held on 7 March 2023
Tourism and Leisure Committee	9 March 2023	Minutes of the T&L meeting held on 9 March 2023
Operational Management Committee	14 March 2023	Minutes of the OpMgmt meeting held on 14 March 2023
Finance and Democracy Committee	20 March 2023	Minutes of the F&D committee held on 20 March 2023

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications
Community Safety	There are no community safety implications
Human Rights and Equalities	There are no human rights or equalities implications
Sustainability and Environmental Impact	There are no sustainability or environmental implications
Health & Safety and Risk Management	There are no health & safety or risk management implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	ian.curtis@fylde.gov.uk	February 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF REVENUES AND BENEFITS SHARED SERVICE	COUNCIL	27 MARCH 2023	13
COUNCIL TAX PREMIUMS 2024/25			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

Please note that the Council Tax Premiums 2024/25 report is TO FOLLOW.