

Agenda

Council

Date:	Monday, 2 October 2023 at 7:00pm
Venue:	Town Hall, St Annes, FY8 1LW
	<p>Mayor : Councillor Cheryl Little Deputy Mayor : Councillor Peter Anthony</p> <p>Leader : Councillor Karen Buckley Deputy Leader : Councillor Richard Redcliffe</p> <p>Councillors Frank Andrews, Tim Armit, Mark Bamforth, Liz Bickerstaffe, Julie Brickles, Damian Buckley, Edward Collins, Peter Collins, Chris Dixon, Martin Evans, Kelly Farrington, Susan Fazackerley MBE, Joanne Gardner, Ellie Gaunt, Gail Goodman JP, Noreen Griffiths, Gavin Harrison, Paul Hayhurst, Karen Henshaw JP, Paul Hodgson, John Kirkham, Jordan Ledger, Matthew Lee, Michelle Morris, Ed Nash, Jayne Nixon, Sandra Pitman, Andrew Redfearn, Vince Settle, William Taylor, Tommy Threlfall, 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 meetings held on 17 July 2023 as correct records.	1
	ANNOUNCEMENTS:	
3	Mayor’s Announcements	1
4	Chief Executive’s Communications	1
	REPRESENTATIONS:	
5	Questions from Members of the Public For procedure to ask a question at a Council meeting see Public Speaking at Council Meetings.	3
6	Questions from Members of the Council	4
	DECISION ITEMS:	

7	Notice Of Motion – Rural Swim Provision	5 - 6
8	In Year Budget Increase – St Annes Levelling Up Round 3 Funding Application	7 - 35
9	Invitation To Accept Appointment As Mayor 2024/25	36 - 37
10	Schedule Of Meetings 2024/25	38 - 40
11	Police And Crime Panel For Lancashire	41 - 42
12	Independent Persons Allowances	43 - 44
13	Constitution Amendments	45 - 47
14	Chief Executive Terms And Conditions: JNC Handbook	48 - 50

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	2 OCTOBER 2023	5
QUESTIONS FROM MEMBERS OF THE PUBLIC			

PUBLIC ITEM

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

SUMMARY

No questions have been received from members of the public before the requisite 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, 26th September 2023, they will be circulated prior to the meeting for members' information, under separate cover.

Article 15 – Public Speaking at meetings of the Council and its Committees

15.01 Questions from Members of the Public at Full Council Meetings

- (a) Any resident of the Council's district may, subject to (b), submit a question to be asked at an ordinary meeting of the council.
- (b) Questions will only be asked under (a) if:
 - (i) the question has been given in writing to the proper officer before 4.30 p.m. on the fourth working day before the meeting (this means that if the meeting is to be held on a Monday, the question must be given before 4.30 p.m. on the Tuesday before);
 - (ii) the question will take no longer than two minutes to ask;
 - (iii) the maximum number of questions is not exceeded; and
 - (iv) The Head of Governance is satisfied that the question as submitted does not take the form of, or substantially comprise, recitations of fact or expressions of opinion, instead of a question.
- (c) The 'proper officer' means the Chief Executive, the Deputy Chief Executive or any officer in the governance team.
- (d) The maximum number of questions at each meeting is four.
- (e) The Leader of the Council will be given at least 24 hours' notice of any questions to be asked under this rule.
- (f) The question will be put at the meeting by the person who has submitted the question or, if the person is not present or does not wish to put the question themselves, by the Chief Executive or another senior officer, and will be answered by the Leader of the Council or any other member nominated by them, so long as that member has consented before the meeting.
- (g) If the question was put by the person who submitted it, that person may then ask one supplementary question, which must arise out of the answer given to the original question and take no longer than two minutes to ask, and the member who answered the original question must answer the supplementary question.
- (h) No debate will be allowed arising out of a question asked or answer given under this rule.
- (i) No person may ask more than one question under this rule at any meeting.

REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	2 OCTOBER 2023	6
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 for publication of the agenda.

If any further questions are received before the constitutional deadline, which is, for the purpose of this meeting, 4.30pm on Tuesday, 26 September 2023, they will be circulated prior to the meeting for members' information, under separate cover.

Part 4 – Rules of Procedure

9 Questions from Members of the Council

9.1 A councillor may, subject to 9.2, ask a question of the Leader of the Council or the chairman of a committee at an ordinary meeting of the council.

9.2 Questions may only be asked under 9.1 if:

- (i) The councillor who wants to ask the question has given it in writing to the Deputy Chief Executive before 4.30 p.m. on the fourth working day before the meeting (this means that if the meeting is to be held on a Monday, the question must be given before 4.30pm on the Tuesday before) and has identified who they want to answer it;
- (ii) The question is relevant to the terms of reference of the committee whose chairman is to answer it, or is to be answered by the leader of the council;
- (iii) The question will take no longer than two minutes to ask; and
- (iv) At the time the question is given to the Deputy Chief Executive, no more than four questions to be asked under this rule at the meeting concerned have previously been given to them.

9.3 The member who is to answer the question will be given at least 24 hours' notice of it.

9.4 The question must be answered at the meeting by the member to whom it is directed, unless:

- (i) the member is not present, or
- (ii) the question is directed to the leader of the council,

in either of which cases, the Leader of the Council may nominate any other member to answer, so long as that member has consented before the meeting.

9.5 The councillor who has asked the question may then ask one supplementary question, which must arise out of the answer given to the original question and take no longer than two minutes to ask, and the member who answered the original question must answer the supplementary question.

9.6 No debate will be allowed arising out of a question asked or answer given under this rule.

9.7 No councillor may ask more than one question under this rule (excluding supplementary questions under 9.5) at any meeting.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	2 OCTOBER 2023	7
NOTICE OF MOTION – RURAL SWIM PROVISION			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Tourism, Leisure and Culture (Councillor Jayne Nixon).

SUMMARY

Notice of motion is a procedure that allows members of the council to ask the council to discuss any matter for which the Council has a responsibility or which affects the Fylde area. Any member of the council can give written notice to the Deputy Chief Executive of a motion that they wish to move. The Deputy Chief Executive will publish the motion on the council's website and arrange for it to be placed on the agenda of the next available ordinary council meeting. The motion will be debated at council subject to it being moved and seconded.

RECOMMENDATION

To consider the Notice of Motion received on 19 September 2023

The Motion

1. The following Notice of Motion has been received:

"In the corporate and local plan this Council seek to maintain rural swim provision. I propose that this council as a matter of urgency, supports that position and looks at the cost of two options, the first being the buy back and repair of the existing premises, or alternatively, providing a new pool facility."

The Notice of Motion has been duly proposed by Councillor Damian Buckley.

Standing Orders

2. Part 4 (Rules of Procedure), Standing Order 12 (Motions) of the council Constitution details the procedural requirements of handling a Notice of Motion.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy community	✓
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	

IMPLICATIONS	
Finance	None arising directly from this report.
Legal	None arising directly from this report.
Community Safety	None arising directly from this report.
Human Rights and Equalities	None arising directly from this report.
Sustainability and Environmental Impact	None arising directly from this report.
Health & Safety and Risk Management	None arising directly from this report.

SUMMARY OF PREVIOUS DECISIONS
There have been no previous decisions on this item

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk Tel 01253 658521	20 September 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Notification from Councillor D Buckley	19 September 2023	CMIS > Documents and Information
Council Constitution		CMIS > Constitution /Governance Matters

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	COUNCIL	2 OCTOBER 2023	8
IN YEAR BUDGET INCREASE – ST ANNES LEVELLING UP ROUND 3 FUNDING APPLICATION			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Corporate and Economic Development (Councillor Karen Buckley).

PURPOSE OF THE REPORT

It is expected that the Government will announce details concerning the third and final round of Levelling Up Funding in Autumn 2023. In anticipation of this the Council is requested to approve funding to commission the necessary professional services required to progress a public realm scheme in St Annes. This will enable an application to be ‘shovel ready’ and therefore will have the best chance of successfully securing significant capital funding. The proposed scheme will focus on three intervention areas taken from the St Annes Masterplan; the Station Gateway, Square East and Active Travel Link.

The recommendations within the report seek to establish a project team to deliver plans up to and including RIBA Stage 3 (Developed Design). The professional fees required to commission the required services total £499,762 and are based on an indicative initial construction value of £5,164,934. Further details on how the fees are calculated and how the initial construction value has been determined contained within this report and within the Appendices.

Details regarding the initial scope of the scheme and the outline programme for delivery are included within the body of the report. The target for completion of the commission is early March 2024.

The report also provides details regarding the procurement of the project team to manage, plan, design and deliver the project to meet the Council’s objectives.

RECOVERABILITY

This decision is not recoverable because it relates to:

- A recommendation to the council or to any other committee or sub-committee of the council

RECOMMENDATIONS

1. Council is asked to approve a fully funded addition to the Councils Capital Programme in 2023/24 in the sum of £499,761 to the 'St Annes Levelling Up Round 3 Funding Application' scheme, to be met in full from the Capital Investment Reserve.
2. Council is asked to authorise the proposed expenditure of £499,761 in respect of the scheme as detailed within the report and award contracts to BDP Ltd and Gosling Consulting Ltd for £371,875 and £90,386, respectively.

SUMMARY OF PREVIOUS DECISIONS

Council – 17th July 2023

It was unanimously RESOLVED to approve a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/2024 and £500,000 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be provided from the Council's Capital Investment Reserve, £160,000 funding from UK Shared Prosperity Programme (UKSPF (UK Shared Prosperity Fund)) in 2023/2024, £250,000 in 2024/25 is to be met from external funding provided by Lancashire County Council and capital virements of £233,000 in 2023/24.

Planning Committee - 27th July 2022

It was resolved:

That, Members consider the final draft of the St Annes Town Centre and Island Masterplan and that, subject to the incorporation of any amendments that the Committee consider necessary, adopt the masterplan as a framework to guide future investment and development projects in the resort.

That the St Annes Town Centre and Island Masterplan and companion documents be used to support applications for grant funding and to secure financial contributions from developments (Sn 106) in the borough to ensure the future vitality of the town centre and the island.

REPORT

BACKGROUND

1. In July 2022, Planning Committee formally adopted the St Annes Masterplan, which is available as a background paper available via the link here <https://new.fylde.gov.uk/st-annes-town-centre-masterplan/>.
2. The Masterplan brings together a wide range of stakeholder views and defines a long-term vision for the holistic regeneration of St Annes. The footprint of the Masterplan extends from St-Annes-on-the-Sea train station in the east, through the main district centre of St Annes Road West, across Clifton Drive to the Pier and then south towards the Island site.
3. The Masterplan details a series of physical interventions through development of buildings and public realm, as well as identifying a series of actions designed to boost the visitor economy through the Destination Management Plan.
4. Using the Masterplan as a strategic base document, the Council submitted a bid to Government in July 2022 for Levelling Up Round 2 funding to deliver the main public realm elements of the Masterplan, the total of which was £14.6m.
5. In January 2023, the Council was informed that the bid was unsuccessful, this coincided with a workshop between elected members on The Leadership Board and senior officers on the delivery of the Masterplan. The workshop outcome concluded that the Council needs to secure the necessary skill set, personnel, and funding strategy to deliver the Masterplan. The Council does not at present have the capacity or employ personnel with the required skill set to initiate the process required to deliver the Masterplan in its entirety.
6. In July 2023, the Council approved a fully funded addition to the Council's Capital Programme for £1.5m to deliver the St Annes Event Space scheme. This will be the first project delivered as part of the Masterplan, due for completion in Summer 2024.

LEVELLING UP FUND

7. Since the announcement of the unsuccessful Round 2 Levelling Up Fund bid, officers and lead members have been preparing ahead of the expected third and final round of Levelling Up Fund applications. Despite there being no formal announcement by the Government, Officers have been actively engaging with civil servants from DLUHC (Department for Levelling Up Housing and Communities) to understand the possible timescales and parameters of Round 3 applications, as well as keeping up to date with information provided by industry partners via webinars and briefing notes.
8. In early Summer 2023 the MP invited the Leader of the Council and the Head of Projects and Regeneration to an informal meeting to discuss the latest conversations happening in Government regarding Round 3 applications. The Council have been advised to prepare bids in the region of £5-6million and to propose projects which are 'shovel ready'. Further information on the definition of 'shovel ready' and the likely criteria for Round 3 applications is contained below in the Programme and Key Drivers section of the report.
9. It is anticipated that the window for Round 3 applications will open in Autumn 2023, although this has not been formally confirmed by Government. For added context, in the last round of applications the process for submission, evaluation and award took approximately 6 months.

SCHEME DETAILS

10. The scheme will involve the development of significant elements of the Masterplan up to and including RIBA Stage 3 (Developed Design). It is anticipated that the scope of the design work will focus on three main intervention areas taken from the Masterplan, these are:

The Station Gateway

Upgrade of public realm in station forecourt area to alter the station egress to align with St Anne's Road West to provide a direct view through the Square to the pier and to create a strong sense of arrival and a welcoming experience for rail users. Potentially also taking the opportunity to prepare the adjacent site for development by a hotel operator as a separate scheme.

Square East

Refresh of the east of the Square, including the upgrade of existing street furniture, scaling back the planting, replacing the pedestrian road crossings with raised table super crossings, and enhanced link to Ashton Gardens (Garden Street). There is the potential to upgrade the hard paving and the streetscape to further strengthen the principle of the extended promenade, including landscaped planting, rockery edges and water features.

Active Travel Link

Active Travel Link on the North side of the Square, providing a clear and legible route through the town centre to the Pier and Promenade

11. Further details and graphics of the above intervention areas can be found within the Masterplan.

COST BREAKDOWN OF THE SCHEME

12. The costs for delivering the scheme are based on the initial indicative construction value of the proposed bid, which is £5,164,934. This figure is derived from the Masterplan Delivery Strategy and includes the high-level cost estimates for the 3 intervention areas described above with an inflationary allowance added to reflect the proposed delivery programme.
13. To progress the scheme up to RIBA Stage 3, the professional team will be appointed on a fee percentage based on the estimated construction value. For BDP multi-disciplinary services (including Landscape Architect, Civil Engineering, Services Engineering, Transport Consultancy and Planning Consultancy) the fee percentage is 7.2%, which equates to £371,875. For Gosling Consulting Ltd (including Project and Cost Management Services) the fee percentage is 1.76%, which equates to £90,386.

14. In addition to the fees identified above, £37,500 has been allocated for surveys required to inform the design. A survey schedule will be developed throughout the first stage of the project. Together these sums total £499,761.
15. The Council are requested to note that the final costs for the total project (i.e., what we apply to the government to deliver the scheme) are to be refined and firmed up ahead of the Round 3 submission. This will include any professional fees required beyond RIBA Stage 3 to completion of the project.

FUNDING BREAKDOWN OF THE SCHEME

16. The Council are requested to fully fund the scheme from the Capital Investment Reserve, with future funding for the works to be applied for through Levelling Up Funding.

PROGRAMME, KEY DRIVERS AND RISK

17. The indicative programme for the scheme is contained within section 3 of the report at Appendix A. This programme includes for a detailed public consultation exercise as part of the development of the design. We are aiming to deliver a fully costed RIBA Stage 3 developed design package for approval by early March 2024.
18. Formal feedback from the Government regarding Fylde's LUF (Levelling Up Fund) Round 2 can be found at Appendix B. Within the report it is clear that the Round 2 bid fell short because of issues regarding deliverability. The report refers to 'premature' proposals which would require many further stages of project development before works can commence. The issue regarding deliverability was further reinforced during a recent online seminar delivered by DWF, who confirmed that of the £3.8 billion awarded during the first two rounds of Levelling Up Funding, only £392m has been spent. This represents an actual spend of 5% against awarded funds. Applicants have been advised that bids will need to demonstrate that they will be 'shovel ready' and that works are ready to commence soon after funding is awarded. 'Shovel ready' schemes can be defined as schemes which have the necessary statutory approvals in place and have been sufficiently developed in terms of design whereby works can be tendered and the client is able to award contracts shortly after funding is announced.
19. The Council is advised that the Levelling Up Round 3 application process will be as competitive as previous rounds and that there are no guarantees of achieving funding for capital works. The rationale for expending circa £500,000 to develop the project is to increase our chances of securing significant funding to deliver transformational works within the Town Centre and to start to make significant inroads into the delivery of the St Annes Masterplan. It is clear from the official feedback and conversations with Government and other industry experts that if the Council do not undertake this vital preparatory work, then Fylde will not be considered for any Levelling Up Funding.
20. Although Levelling Up Funding is not guaranteed, there is value in progressing design proposals up to RIBA Stage 3 as these proposals could be used to apply for other funding sources as and when they become available. The proposals could also be divided up into smaller schemes which the Council may decide to fully fund through the Capital Investment Reserve.

PROCUREMENT

21. Further to the recommendations in the report it is necessary to confirm the procurement arrangements for the proposed appointment of the project team and how these align with the Council's Contract Procedure Rules. It is proposed to appoint the project team via the use of frameworks. The decision to proceed with the framework aligns with the Fylde Council Procurement Strategy outcome 7.2 which seeks to use aggregated buying power to take advantage of best prices. The other main advantage of the direct award through the framework is to expedite the appointment of key services to progress the project at an early stage, rather than spending 2-3 months through a protracted competitive tender process.
22. The procurement of external consultants is essential to best ensure the delivery of the project as the Council does not have the capacity or employ personnel with the required skill set to deliver large aspects of the scheme. Officers from the Projects and Regeneration Service will act as the client for the project, managing the consultant team and reporting back on progress through the appropriate governance channels.
23. The Council is requested to appoint BDP Ltd to deliver multi-disciplinary services as detailed within Appendix A for the sum of £371,875. The award of this contract will be made via the National Health Service Shared Business Service Framework, Lot 12 (which is also available to other public bodies such as the council), through

a direct award process. Officers also recommend this appointment because BDP have prepared the overall Masterplan and are lead design consultants for the Event Space. BDP have built up a good working relationship with officers and are performing well on the Events Space project. There are major synergies and interfaces between the Event Space project and the deliverables of the LUF Round 3 application, which will benefit from using the same consultant team.

24. The Council is requested to appoint Gosling Consulting Ltd to deliver Project and Cost Management Services as detailed within Appendix A for the sum of £90,386. The appointment for Project and Cost Management services will be made through the direct award option on the RISE Framework for construction and engineering consultancy services. Gosling Consulting are also working with the Council on the Events Space project and the rationale for their appointment is the same as that for BDP Ltd.

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	✓

IMPLICATIONS	
Finance	Council is asked to approve a fully funded addition to the Council's Capital Programme in 2023/24 in the sum of £499,761 to the 'St Annes Levelling Up Round 3 Funding Application' scheme, to be met in full from the Capital Investment Reserve.
Legal	None arising directly from this report.
Community Safety	None arising directly from this report.
Human Rights and Equalities	None arising directly from this report.
Sustainability and Environmental Impact	None arising directly from this report.
Health & Safety and Risk Management	None arising directly from this report.

SUMMARY OF PREVIOUS DECISIONS
<p>Council – 17th July 2023 It was unanimously RESOLVED to approve a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/2024 and £500,000 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be provided from the Council's Capital Investment Reserve, £160,000 funding from UK Shared Prosperity Programme (UKSPF (UK Shared Prosperity Fund)) in 2023/2024, £250,000 in 2024/25 is to be met from external funding provided by Lancashire County Council and capital virements of £233,000 in 2023/24.</p> <p>Planning Committee - 27th July 2022 It was resolved: That, Members consider the final draft of the St Annes Town Centre and Island Masterplan and that, subject to the incorporation of any amendments that the Committee consider necessary, adopt the masterplan as a framework to guide future investment and development projects in the resort. That the St Annes Town Centre and Island Masterplan and companion documents be used to support applications for grant funding and to secure financial contributions from developments (Sn 106) in the borough to ensure the future vitality of the town centre and the island.</p>

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
N/a		

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	charlie.richards@fylde.gov.uk & Tel 01253 658520	22 September 2023

Appendix A – St Annes Masterplan LUF 3 – Primary Delivery Plan
Appendix B – LUF Round 2 – Official Feedback Notes

PRIMARY DELIVERY REPORT

ST ANNES-ON-SEA | LEVELLING UP FUND BID
(ROUND 3) – CONSULTANT SUPPORT



AUGUST 2023
Revision C



GOSLING | CONSULTING

CHARTERED QUANTITY SURVEYORS | PROJECT MANAGERS | CONSTRUCTION COST CONSULTANTS

Contents

1.0 Introduction, Background & Report Purpose 1

2.0 Previous Masterplan Summary & Highlights 4

3.0 LUF Round 3 Proposal..... 6

Appendix

- Appendix 1: BDP Stage 2 Final Masterplan Report September 2022
- Appendix 2: BDP Stage 2 Delivery Strategy Report September 2022
- Appendix 3: Original BDP Masterplan Costing Exercises
- Appendix 4: BCIS Construction Cost Inflation Index
- Appendix 5: Consultant Scope Documents

Revision	Issued	Prepared	Checked	Comment
#	07/08/2023	DG	JW	
A	08/08/2023	DG	JW	Update following CR comments
B	08/08/2023	DG	JW	Updated following MC comments
C	08/08/2023	DG	JW	Programme Updated following CR comments

1.0 Introduction, Background & Report Purpose

Gosling Consulting have been asked to provide a report evaluating the work required to bring forward a Round 3 'Levelling Up Fund' bid for town centre improvements in St Annes-on-Sea.

We have been asked to consider:

- The previous masterplan
- Reasons for the unsuccessful bid in Round 2
- What a secured award could be
- The fees appropriate to the anticipated budget
- The elements of the masterplan which could consequently be brought forward with the residual budget excluding fees
- Consultant scopes and programme for delivery

What is the Levelling Up Fund? ¹

The Levelling Up Fund was announced in November 2020 as part of the 2020 Spending Review. The purpose of the Fund is to invest in "local infrastructure that has a visible impact on people and their communities and will support economic recovery." The Fund is worth £4.8 billion.

The Levelling Up Fund is part of the wider "levelling up" agenda, a loosely connected set of policies designed to address the longstanding problem of the UK's regional economic disparities.

The first two funding rounds have focused on three investment themes – transport projects, town centre and high street regeneration and cultural investment.

What happened in the first round of funding?

The government published a prospectus alongside the March 2021 Budget. This stated funding would focus on the areas "most in need of levelling up". The areas are determined by an index ranking local authorities by on a scale of 1 to 3, with those ranked 1 considered most in need.

The ranking system was based on three criteria:

1. need for economic recovery and growth.
2. need for improved transport connectivity.
3. need for regeneration.

¹ <https://commonslibrary.parliament.uk/which-areas-have-benefited-from-the-levelling-up-fund/>

Every local authority was eligible to submit at least one bid, up to a value of £20 million, though county councils with transport powers, combined authorities, mayoral combined authorities and the Greater London Authority were eligible to submit one transport bid with a value of between £20 million and £50 million.

Applications for the first round of the Levelling Up Fund were open between March and June 2021. A full list of successful bidders was published on 27th October 2021.

305 bids were received, of which 105 were successful, with a total value of £1.7 billion. The largest successful bid was worth just under £50 million.

What happened in the second round of funding?

The opening of the second round of the Levelling Up Fund was announced in the 2022 Spring Statement.

An updated prospectus and new priority index were published. Places were able to move up to a higher priority category and the number of priority category 1 places was expanded, with the intention of capturing areas whose levels of need had increased since the Fund's launch, for example due to impacts of the covid-19 pandemic.

A full list of successful bidders was published on 19th January 2023.

529 bids were submitted, of which 111 were successful, with a total value of £2.1 billion. The two largest successful bids were worth £50 million each, while a further two bids worth just under £50 million were also successful.

Fylde Council submitted a bid in round 2 for £14 million which was unsuccessful, the feedback given was that the schemes having invested more in developed designs and planning, which were considered to be 'shovel ready', were those which were more likely to proceed and therefore more worthy of investment.

In January 2023, Secretary of State Michael Gove revealed a third round of bidding, although firm dates for the programme have not yet been released. Rounds 1 and 2 had short bidding windows. From announcement of the Levelling Up Fund (LUF) Round 2 to the original submission deadline was 10 weeks, although this was later extended because of technical issues.

It is anticipated that an announcement will be made in the latter part of 2023, but exact timescales are currently unknown and the intention is to progress the project as far as possible in advance of a bid.

It is noted that Fylde Council, following the unsuccessful Round 2 bid, have made the decision to proceed with the Event Square East with funds secured, partly, from the UK Shared Prosperity Fund and also Council reserves. This project has already advanced to concept stage, with a public consultation event running until the 11th August 2023. Whilst this element of the masterplan is being delivered in isolation, there are clear synergies with the wider town masterplan of which the design team will be cognisant and any appropriate interfaces are being incorporated where possible. It is assumed that this section of the town centre works would be out with any Round 3 bid.

Given the feedback from the Round 2 bid, Fylde Council are considering progressing elements of the original masterplan proposals to RIBA Stage 3, in order that a Round 3 'Levelling Up Fund' bid would be more likely to succeed and consequently secure delivery funds. Section 3.0 of this report looks at the proposed masterplan elements which could form part of this scope, the resource required to deliver, the associated costs and the programme. Section 2.0 reflects on the contents of the town centre masterplan.

2.0 Previous Masterplan Summary & Highlights

The masterplan area covers the town centre retail and commercial area, centred on St Anne’s Road West and the connecting roads including Wood Street, and the ‘Island site’, extending from the car park north of the pier to the southern car park, at the far end of Promenade Gardens.

The client group commissioned the masterplan in order to identify a vision and strategy for the development of St-Anne’s-on-the-Sea over the next 5–10 years, to guide investment and development proposals and to inform planning decision making, but also to underpin and be prepared for a future bid for government or other public sector funding that may be available from time to time to support town centre regeneration. Recent examples of such funds include Future High Streets Fund, Towns Fund, the Levelling Up Fund and the Shared Prosperity Fund.

The following 5 key objectives were derived from the extensive consultation and development

- Revitalisation of the town centre through the encouragement of a more diverse mix of uses and by repurposing underused space
- Regeneration of the Island site to fulfil its potential as an attractive, year round leisure destination meeting the demands of target visitors, following planned improvements to coastal defences and associated public spaces
- Enhancement of the town centre and seafront arrival experience (or ‘gateways’) from key transport linkages including rail and road, both of which are expecting to benefit from network and service improvements in the coming years
- Creation of a strong connection between the town centre and the promenade (the ‘Pier Link’) to maximise the economic potential and synergies across the resort as a whole
- Delivering high-quality and complementary pedestrian, cyclist and road environments with improved wayfinding and a clear design layout to promote connectivity and a sense of place for St-Anne’s-on-the-Sea

The intervention areas identified in the masterplan are:

- **Station Gateway:** the area around the station is a key gateway to St Anne's, however, the area feels disconnected and offers a poor experience for onward pedestrian travel towards the town centre and seafront
- **The Square:** is the heart of St Anne's town centre; however, it suffers from poor connectivity, underutilised buildings and public realm, and a lack of night time activity
- **The 'Pier Link':** is the main connecting route between the town centre and seafront but it currently lacks activity and interest, discouraging linked visits
- **The Pier:** St Anne's Pier is both an important heritage asset and visitor destination, however it provides a limited experience and poor setting
- **South Promenade and Car Park Promenade Gardens:** are central to St Anne's identity as a 'Garden town by the sea', however they are looking tired and in need of investment
- **The Island:** is the main site for leisure activities across the seafront, but the quality of this destination is undermined by poor building design and the domination of car parking.

3.0 LUF Round 3 Proposal

The central aim of the masterplan is to enhance St-Anne's-on-the-Sea's existing architectural, cultural, and commercial strengths. This will be achieved through the application of the approved masterplan and its objectives, detailed earlier in this report. Although each project in the masterplan presents a significant regenerative effort, the below hierarchy prioritises each according to their role in achieving the overarching goals set by the masterplan, their strategic importance, and the inclusive engagement process already undertaken. By adopting this hierarchy, the implementation of projects, and consequently the accomplishment of regeneration objectives, will be expedited.

- **Station Gateway** - Upgrade of public realm in station forecourt area to alter the station egress to align with St Anne's Road West to provide a direct view through the Square to the pier and to create a strong sense of arrival and a welcoming experience for rail users. Potentially also taking the opportunity to prepare the adjacent site for development by a hotel operator as a separate scheme
- **The Square (East)** - Refresh of the east of the Square, including the upgrade of existing street furniture, scaling back the planting, replacing the pedestrian road crossings with raised table super crossings, and enhanced link to Ashton Gardens (Garden Street). There is the potential to upgrade the hard paving and the streetscape to further strengthen the principle of the extended promenade, including landscaped planting, rockery edges and water features.
- **Active Travel Route** - Active Travel Link on the North side of the Square, providing a clear and legible route through the town centre to the Pier and Promenade
- **Pier Link** – it is considered that the Pier link proposal could form part of the scope, if the works to the square or station gateway were unable to progress for any reason
- **The Pier** – given the ownership challenges, and the significant potential investment required, it is unlikely that this could form part of this proposal
- **South Promenade and Gardens** – given the scale of the works, and the remote location from the town centre, it is unlikely that this could form part of this proposal
- **The Island Site** – given the scale of the works, and the remote location from the town centre, this would not form part of this proposal

To establish a forecast cost, including fees, for these works the costing exercises provided in the BDP Masterplan document dated Sept 2022 have been used.

A view has been taken on the scope of to the Station Gateway, which it is assumed will not include the new station building or the demolition of the Whiteside Taxis building, nor will it include the proposed hotel.

These costs have been indexed to current prices using BCIS and projected to September 2024.

The works to The Square East have been included as per the Masterplan proposals without adjustment.

The works to form an active travel corridor have only been included as a provisional allowance of £1.5m, which is significantly less than the allowance in the BDP Masterplan (£2.5m). This is on the presumption that, whilst works can be completed to facilitate the future integration of the travel corridor into the initial phases, the works to the Pier Link, including the Lord Derby site, will not be brought forward in this phase and should therefore be excluded.

Fees have been added based on the following allowances:

BDP Multi-Disciplinary Design

Current Event Space BDP Fees

CV - £1.5M

BDP design team fees (Stages 2-6) @ £180,000 = 12%

Stages 2-3 @ 60% = £108,000 (or 7.2% of CV)

Expanded Scope BDP Fees

CV - £5.164M

BDP design team fees (Stages 2-6) @ 12% = £619,680

Stages 2-3 @ 60% = £371,875 (or 7.2% of CV)

Gosling Consulting PM/QS

CV - £5.164M

GCL PM/QS fees (Stages 2-6) @ 3.5% = £180,110

Stages 2-3 @ 50% = £90,386 (or 1.76% of CV)

The scopes of services for both BDP and GCL would be as provided on the current Event Square West scheme, these scopes are appended in Appendix 5 for reference.

The table below summarises a budget cost position, demonstrating how the identified projects could be delivered within an assumed LUF 3 award of £5 – 6 million.

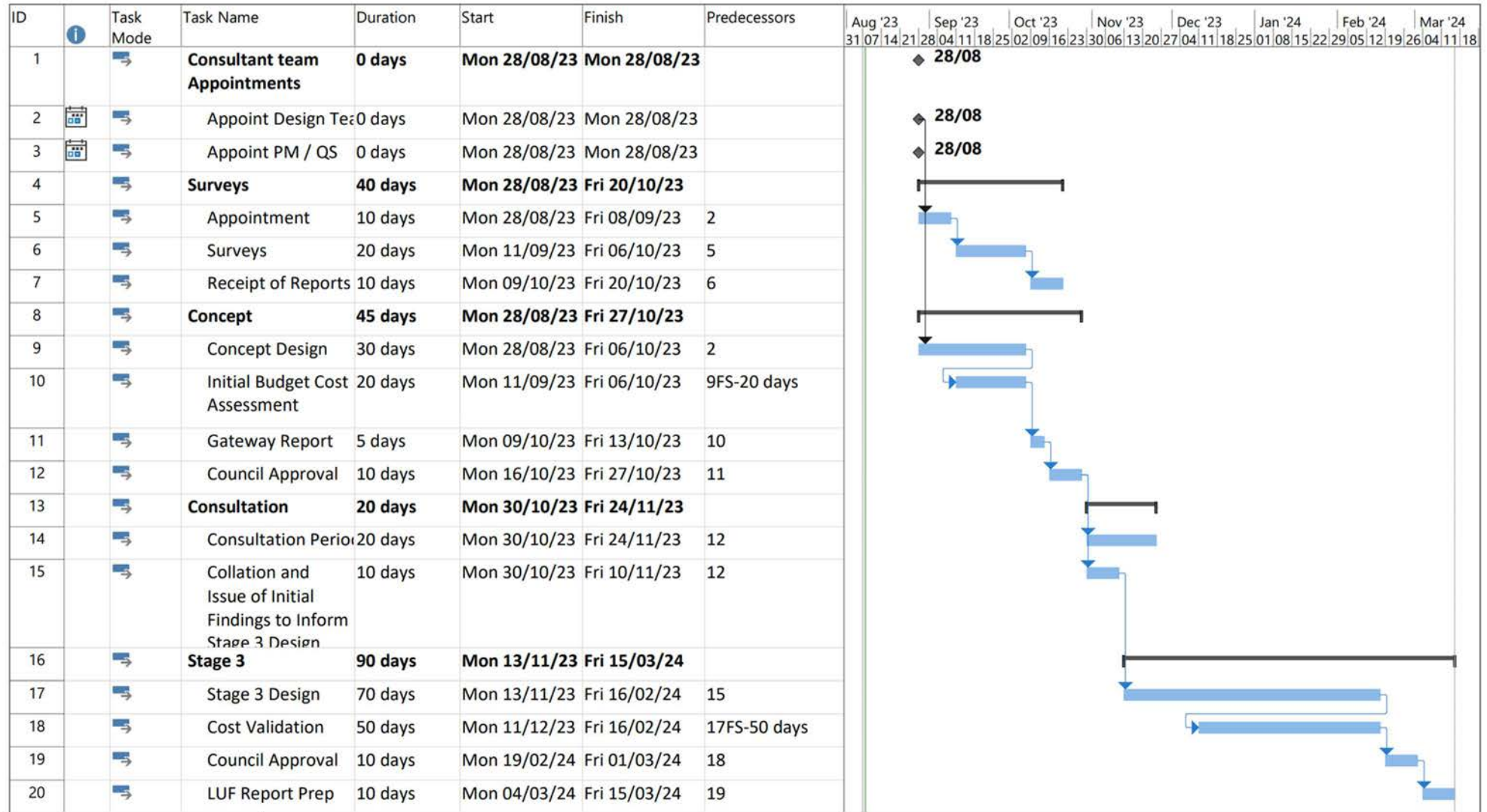
It is worth noting that these costs are indicative and would be subject to a detailed cost appraisal once design had developed to concept stage.

An allowance of £37,500 has also been made for general surveys required to progress the design.

The fee commitment, based on these budgets, totals £499,761.65 for the initial Stage 2 – 3, which would be required for a planning submission and the LUF 3 submission in March 2023.

Decription	Construction Cost Sept 22	Inflation to Sept 24	Updated Construction Cost	Design Fees to Stage 3	PM/QS Fees to Stage 3	Total Forecast
Station Gateway Public Realm						
Overall Cost as BDP Sept 22 Costings	£1,820,785.00					
OMIT Demo of Station Building	(£40,000.00)					
OMIT Construction of New	(£493,000.00)					
ADD Refurb Allowance	£ 50,000.00					
OMIT Demo of Taxi Building	(£25,000.00)					
OMIT Paving to ditto	(£13,770.00)					
Sub-Total	£1,299,015.00					
Prelims @ 15%	£ 194,852.25					
Contingency/Risk @ 20%	£ 259,803.00					
Total	£1,753,670.25	6.78%	£1,872,596.86	£ 134,826.97	£ 32,770.44	£2,040,194.27
The Square (East)						
Overall Cost as BDP Sept 22 Costings	£1,583,245.00	6.78%	£1,690,614.08	£ 121,724.21	£ 29,585.75	£1,841,924.04
Active Travel Corridor						
Allowance to enable future installation of an Active Travel Corridor including footpath widening, substrate installation, relocation of street furniture etc	£1,500,000.00	6.78%	£1,601,723.75	£ 115,324.11	£ 28,030.17	£1,745,078.02
Active Travel Corridor						
Allowance for surveys generally (topo, GPR, drains etc)				£ 37,500.00	£ -	£ 37,500.00
			£5,164,934.68	£ 409,375.30	£ 90,386.36	£5,664,696.33
			Total Fee Expenditure		£ 499,761.65	

As regards a programme to deliver the outputs for a LUF submission in March 2024, the high level schedule below indicates key milestones which would need to be achieved:



1 <https://commonslibrary.parliament.uk/which-areas-have-benefited-from-the-levelling-up-fund/>

APPENDIX ONE

BDP Stage 2 Final Masterplan Report September 2022

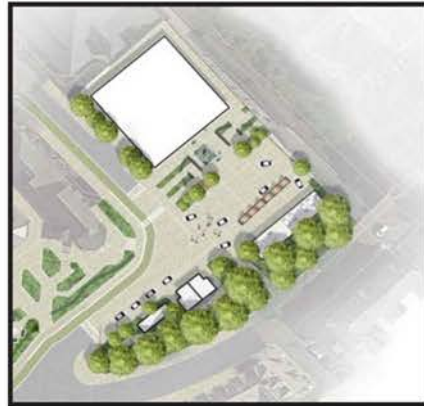
APPENDIX TWO

BDP Stage 2 Delivery Strategy Report September 2022

APPENDIX THREE

Original BDP Masterplan Costing Exercises

PROJECT 1.1: STATION GATEWAY PUBLIC REALM (LUF project)



SCOPE:
 Station barrier/ Gateway feature with new public realm works - landscaped gardens, new hgard surfacing, street furniture/seating and the like; Proposed water feature; Existing train station building to be demolished; New taxi waiting shelter, cycle hub and improvements to encourage use of public transport; Short stay parking bays (2x Blue Badge, 6x Standard) including EV charge points; Retained trees and planting to substation and toilet block; Improved lighting, signage & crossings; Potential future extension of public realm Works to Station Gateway (Road).

STAKEHOLDERS:
 Northern Trains; Whitesides Taxis.

FINAL

1.0 Site clearance/demolitions	Qty.	Un.	Rate £	£211,900
1.1 General clearance	2,817	m2	£10	£28,170
1.2 Demolish existing station building	1	item	£40,000	£40,000
1.3 Demolish existing taxi building	1	item	£25,000	£25,000
1.4 Remove various walls, features etc. generally	1	item	£20,000	£20,000
1.5 B/o and remove existing hardstandings - station/parking	2,817	m2	£30	£84,510
1.5 B/o and remove existing hardstandings - road	474	m2	£30	£14,220

2.0 New Public Realm Areas	Qty.	Un.	Rate £	£1,608,885
2.1 New station gateway; Natural stone paving	1,972	m2	£250	£493,000
2.2 New station gateway; Soft landscaped areas	845	m2	£75	£63,375
2.3 New public realm - Road; Natural stone paving	474	m2	£250	£118,500
2.4 Taxi building replaced with short-stay/disabled parking; High quality concrete paving	162	m2	£85	£13,770
2.5 Allowance for new taxi waiting shelter	1	item	£100,000	£100,000
2.6 Allowance for new water feature	1	item	£150,000	£150,000
2.7 Allowance for new "Welcome to St Annes" feature/public art	1	item	£250,000	£250,000
2.8 Allowance for street furniture (seating, planters etc.)	1	item	£50,000	£50,000
2.9 Allowance for "cycle hub"	1	item	£75,000	£75,000
2.10 Retained trees/planting in vicinity of WC block/substation; General uplift of area	1,762	m2	£20	£35,240
2.11 Zebra crossing on St Andrew's Road North including parallel cycle crossing	1	item	£50,000	£50,000
2.12 Allowance for street lighting	1	item	£50,000	£50,000
2.13 Allowance for street signage/wayfinding	1	item	£50,000	£50,000
2.14 Allowance for services diversions and the like	1	item	£100,000	£100,000
2.15 Allowance for EV chargers	4	Nr.	£2,500	£10,000

OVERALL SUMMARY:			
1.0 Site clearance/demolitions			£211,900
2.0 New Public Realm Areas			£1,608,885
		SubTotal	£1,820,785
	ADD Preliminaries @ 15%		£273,118
	ADD Risk/Contingency @ 20%		£364,157
		TOTAL	£2,458,060

ADD FEES:		
Pre-Contract inc 4% architect / QS, 2% struc.engineer, M&E, CDM, 2% for surveys	8.0%	£196,645
Post Contract inc 6% Project Management, 0.5% Programme Management	6.5%	£159,774
	TOTAL	£2,814,478

Note - Inflation is excluded but is included in Tab C of the DLUHC Workbook

PROJECT 2.1: THE SQUARE - ACTIVE TRAVEL LINK (LUF project)



SCOPE:
 New "active travel" link from station to pier; Relocate bus stops more towards rail station; Refresh planting, new shelters etc; Removal of existing street clutter; Upgraded streetscape; Cycle routes; Upgrade pedestrian and cycle road crossings; New hard surfaces, kerbs and laybys, street furniture etc; Improved lighting & signage; Potential future change of surface treatments,

STAKEHOLDERS:
 Local Authority; Local businesses

FINAL

1.0	Site clearance/demolitions	Qty.	Un.	Rate £	£101,480
1.1	General clearance	2,537	m2	£10	£25,370
1.2	Break/out and remove existing hardstandings related to active travel link	2,537	m2	£30	£76,110

2.0	New Public Realm Areas	Qty.	Un.	Rate £	£1,543,045
2.1	New "active travel link"; Coloured tarmac/resin bound gravel	2,537	m2	£285	£723,045
2.2	Relocate bus stops with shelters, raised kerbs and laybys	3	Nr	£70,000	£210,000
2.3	Provide new zebra crossings across St. Annes Road West	4	Nr	£40,000	£160,000
2.4	Provide new zebra crossing with parallel cycle crossing of Garden Street	2	Nr	£50,000	£100,000
2.5	Allowance for street furniture (seating, planters and the like)	1	item	£50,000	£50,000
2.6	Allowance for street lighting	1	item	£150,000	£150,000
2.7	Allowance for street signage/wayfinding	1	item	£50,000	£50,000
2.8	Allowance for services diversions and the like	1	item	£100,000	£100,000

OVERALL SUMMARY:				
1.0	Site clearance/demolitions			£101,480
2.0	New Public Realm Areas			£1,543,045
			SubTotal	£1,644,525
		ADD Preliminaries @ 15%		£246,679
		ADD Risk/Contingency @ 20%		£328,905
			TOTAL	£2,220,109

ADD FEES:				
	Pre-Contract inc 4% architect / QS, 2% struc.engineer, M&E, CDM, 2% for surveys	8.0%		£177,609
	Post Contract inc 6% Project Management, 0.5% Programme Management	6.5%		£144,307
			TOTAL	£2,542,025

Note - Inflation is excluded but is included in Tab C of the DLUHC Workbook

1 <https://commonslibrary.parliament.uk/which-areas-have-benefited-from-the-levelling-up-fund/>

PROJECT 2.3: THE SQUARE EAST



SCOPE:
 New public realm to provide flexible large scale event space with different "modes" available; New hardstandings and high quality pedestrian/streetscape upgrades including "street rooms"; Refresh planting; Paved open paved space for markets, kite festival and suchlike; Lighting to reveal heritage character; Proposed vertical elements (totems/feature lighting/banners); Potential future design option with water feature, white limestone rockery edges + coastal appropriate planting.

STAKEHOLDERS:
 Local Authority; Local businesses

FINAL

1.0 Site clearance/demolitions	Qty.	Un.	Rate £	£258,960
1.1 General clearance	5,224	m2	£10	£52,240
1.2 Remove various walls, features etc. generally	1	item	£50,000	£50,000
1.3 Break/out and remove existing hardstandings generally	5,224	m2	£30	£156,720

2.0 New Public Realm Areas	Qty.	Un.	Rate £	£1,324,285
2.1 "The Square East" - Large scale event space; Natural stone paving	2,115	m2	£250	£528,750
2.2 Upgraded streetscape generally; High quality concrete paving	592	m2	£85	£50,320
2.3 Upgraded pedestrian surfaces/crossings generally; Concrete block paving	1,510	m2	£65	£98,150
2.4 Upgraded pedestrian surfaces; Timber decking	1,007	m2	£100	£100,700
2.5 Soft landscaped areas; Generally	383	m2	£75	£28,725
2.6 Allowance for upgrade to existing retained areas - hard surfaces; Concrete block paving	1,783	m2	£50	£89,150
2.7 Allowance for upgrade to existing areas - soft l/scaping; Retained & thinned vegetation	1,783	m2	£30	£53,490
2.8 Allowance for street furniture (seating, planters and the like)	1	item	£75,000	£75,000
2.9 E/o street furniture - shelters	1	item	£50,000	£50,000
2.10 Allowance for street signage/wayfinding	1	item	£50,000	£50,000
2.11 Allowance for services diversions and the like	1	item	£100,000	£100,000
2.12 Allowance for street lighting	1	item	£100,000	£100,000

OVERALL SUMMARY:				
1.0 Site clearance/demolitions				£258,960
2.0 New Public Realm Areas				£1,324,285
			SubTotal	£1,583,245
		ADD Preliminaries @ 15%		£237,487
		ADD Risk/Contingency @ 20%		£316,649
			TOTAL	£2,137,381

1 <https://commonslibrary.parliament.uk/which-areas-have-benefited-from-the-levelling-up-fund/>

PROJECT 3.1: THE PIER LINK: ROAD & PUBLIC REALM (LUF project)

FINAL



SCOPE:
 New and improved public realm + road/active travel; Raised speed tables and associated highways and junctions remodelling including crossings for pedestrians and cycles; Lord Derby associated public realm; Spill out space and seating for GF activity; Upgraded streetscape; Street furniture etc; Improved lighting & signage.

STAKEHOLDERS:
 Local Authority; Local businesses

1.0 Site clearance/demolitions	Qty.	Un.	Rate £	£140,680
1.1 General clearance	2,267	m2	£10	£22,670
1.2 Break/out and remove existing hardstandings generally	2,267	m2	£30	£68,010
1.3 Remove various walls, features etc. generally	1	item	£50,000	£50,000

2.0 New Road/Public Realm Areas	Qty.	Un.	Rate £	£1,057,695
2.1 Road/pedestrian surfaces: Raised speed tables + associated highways/junctions remodelling; Concrete block paving and the like	2,267	m2	£85	£192,695
2.2 Allowance for street furniture (seating, planters etc.)	1	item	£30,000	£30,000
2.3 Toucan crossing of Clifton Drive with parrallel cycle crossing within signal junction	1	item	£80,000	£80,000
2.4 Rework Clifton Drive junction incl. road narrowing (part of active travel route); Road signage for one-way; Traffic regulation order	1	item	£350,000	£350,000
2.5 Toucan crossing of Clifton Drive with parrallel cycle crossing within signal junction	1	item	£80,000	£80,000
2.6 New signalling equipement required across junction	1	item	£150,000	£150,000
2.7 Allowance for street signage/wayfinding	1	item	£50,000	£50,000
2.8 Allowance for services diversions and the like	1	item	£75,000	£75,000
2.9 Allowance for street lighting	1	item	£50,000	£50,000

OVERALL SUMMARY:			
1.0 Site clearance/demolitions			£140,680
2.0 New Road/Public Realm Areas			£1,057,695
		SubTotal	£1,198,375
	ADD Preliminaries @ 15%		£179,756
	ADD Risk/Contingency @ 20%		£239,675
		TOTAL	£1,617,806

ADD FEES:			
Pre-Contract inc 4% architect / QS, 2% struc.engineer, M&E, CDM, 2% for surveys	8.0%		£129,425
Post Contract inc 6% Project Management, 0.5% Programme Management	6.5%		£105,157
		TOTAL	£1,852,388

Note - Inflation is excluded but is included in Tab C of the DLUHC Workbook

APPENDIX FOUR

BCIS Construction Cost Inflation Index



BCIS General Building Cost Index #1111
BCIS General Building Cost Index

Base date:
1985 mean = 100
Updated:
25-Jul-2023
Series no.
#1111

Date	Index	Status	Percentage change		
			On year	On quarter	On month
Aug-2021	395.6	Revised	9.5%	4.5%	1.9%
Sep-2021	399.6	Revised	10.4%	4.8%	1.0%
Oct-2021	402.4	Revised	11.0%	3.7%	0.7%
Nov-2021	404.7	Revised	11.3%	2.3%	0.6%
Dec-2021	405.0	Revised	10.6%	1.4%	0.1%
Jan-2022	406.4	Revised	10.7%	1.0%	0.3%
Feb-2022	408.1	Revised	10.2%	0.8%	0.4%
Mar-2022	413.2	Revised	10.6%	2.0%	1.2%
Apr-2022	425.1	Revised	13.2%	4.6%	2.9%
May-2022	433.7	Firm	14.6%	6.3%	2.0%
Jun-2022	440.6	Revised	15.5%	6.6%	1.6%
Jul-2022	440.7	Revised	13.5%	3.7%	0.0%
Aug-2022	444.7	Revised	12.4%	2.5%	0.9%
Sep-2022	441.9	Firm	10.6%	0.3%	-0.6%
Oct-2022	442.9	Firm	10.1%	0.5%	0.2%
Nov-2022	441.7	Revised	9.1%	-0.7%	-0.3%
Dec-2022	440.4	Revised	8.7%	-0.3%	-0.3%
Jan-2023	440.9	Firm	8.5%	-0.5%	0.1%
Feb-2023	442.3	Firm	8.4%	0.1%	0.3%
Mar-2023	443.4	Firm	7.3%	0.7%	0.2%



Base date:
1985 mean = 100
Updated:
25-Jul-2023
Series no.
#1111

Date	Index	Status	Percentage change		
			On year	On quarter	On month
Apr-2023	445.6	Provisional	4.8%	1.1%	0.5%
May-2023	449.2	Provisional	3.6%	1.6%	0.8%
Jun-2023	446.3	Provisional	1.3%	0.7%	-0.6%
Jul-2023	455.3	Forecast	3.3%	2.2%	2.0%
Aug-2023	456.0	Forecast	2.5%	1.5%	0.2%
Sep-2023	456.4	Forecast	3.3%	2.3%	0.1%
Oct-2023	459.6	Forecast	3.8%	0.9%	0.7%
Nov-2023	459.7	Forecast	4.1%	0.8%	0.0%
Dec-2023	459.6	Forecast	4.4%	0.7%	-0.0%
Jan-2024	461.5	Forecast	4.7%	0.4%	0.4%
Feb-2024	462.4	Forecast	4.5%	0.6%	0.2%
Mar-2024	462.8	Forecast	4.4%	0.7%	0.1%
Apr-2024	464.7	Forecast	4.3%	0.7%	0.4%
May-2024	465.4	Forecast	3.6%	0.6%	0.2%
Jun-2024	464.8	Forecast	4.1%	0.4%	-0.1%
Jul-2024	470.6	Forecast	3.4%	1.3%	1.2%
Aug-2024	470.8	Forecast	3.2%	1.2%	0.0%
Sep-2024	470.8	Forecast	3.2%	1.3%	0.0%
Oct-2024	473.1	Forecast	2.9%	0.5%	0.5%
Nov-2024	473.3	Forecast	3.0%	0.5%	0.0%
Dec-2024	473.5	Forecast	3.0%	0.6%	0.0%

1 <https://commonslibrary.parliament.uk/which-areas-have-benefited-from-the-levelling-up-fund/>

APPENDIX FIVE

Consultant Scope Documents

LUF20361 - From the Station to the Sea - Revitalising St Anne's Town Centre and Promenade Gardens

Fylde | England | Cultural | £13,140,000

Bid Summary:

The LUF bid will kickstart delivery of the St Anne's-on-the-Sea Masterplan (Attachment 16) by transforming public realm and connectivity from the station gateway to the Promenade, integrating the town centre and seafront and providing a linked, high-quality experience for residents and visitors alike.

Alongside the agreed £12m investment in the sea wall, the bid provides the foundations for the relaunch of St Anne's offer as a high-quality family seaside resort and Fylde Coast's 'retreat', encouraging new investment in a refreshed and more diverse town centre, and a transformed family-focussed offer along the seafront, extending activity into the evening.

Headline:

This was a relatively strong bid, with good information on strategic fit, rationale for investment and a well-presented economic case, with relevant information and data. The bid would have benefitted from an improved deliverability section. The bid felt unambitious in scope, with the potential to be delivered in discreet phases rather than as one project, and possibly premature in being submitted for funding with preparatory work still to be undertaken. Some of the funding interdependencies and the procurement strategy could also have been better developed and explained.

Assessment Overview

Strategic Fit:

There was clear and robust engagement with local stakeholders. These were both strong and broad, with both local community members / groups and local businesses being contacted about the proposal.

The bid made excellent reference to local / regional / national strategies. The bid's discussion of the Redefining Lancashire and the positive references to its key objectives showed its excellent symmetry to regional strategies.

There was a clear rationale as to how the investment would challenge the barriers to growth. This had been supplemented with a strong degree of rationale and evidence.

However, there was not a clear link between the UK's environmental strategy (Net Zero) and the proposed interventions set out in the bid.

There were some gaps on how the proposed interventions would improve the lives of the elderly within St Anne's. Much of the bid discussed how St Anne's had a higher average age than the rest of the UK, yet the interventions, such as the improvements to the town centre, did not discuss how this would impact those with mobility issues.

Economic Case:

The bid included comprehensive analysis of the issues facing St Anne's with a number of key metrics used to demonstrate where the area had underperformed compared to regional and national trends. Data came from reliable sources (local data sources and studies, national statistics and third-party data). Robustness was ensured through use of multiple data sources. Evidence around barriers, costs, and benefits (including assumptions used in modelling) was in line with guidance and the studies used were listed throughout the Technical Note.

The bid included a well-presented logic model which covered all the outputs, outcomes and impacts (broken down in to short, medium and long-term). The Theory of Change set out a strong narrative for how proposals would achieve the stated aims and address existing and future problems. Evidence and case studies were referenced which link outputs to outcomes – however, some additional evidence on how these outcomes would drive the expected impacts would have strengthened the Theory of Change.

The bid explained to a good level of detail the methodology behind calculations of costs and benefits. Economic costs had been correctly derived from financial costs. All relevant outcomes had been included and these had been monetised in line with official guidance, using suitable appraisal periods. Additionality assumptions were specified for each benefit and were sensible. The size of benefits were proportional to the proposals and were justified by the analysis and evidence. All costs and benefits had been reported by time period and had been adjusted to the correct price year and discounted appropriately.

Deliverability:

This application was underpinned by a masterplan for the thoroughfare from St Anne's station to, and along, the seafront. It was limited in its ambition to upgrading the public realm in a programme of six distinct projects which were relatively straightforward projects to deliver.

However, the application appeared premature, given the substantial work required to turn the masterplan into delivery. Such work included the appointment of a design team, designs, cost estimates refined, planning approval sought and obtained, procurement strategy approved, tenders sought, and a contractor appointed before a start on site can be achieved.

In consequence, there was little wriggle room within the programme should any delays be incurred, and it was noted that some of the works were dependent on the successful and timely implementation of works to the sea defences. It was noted that this dependency was not included within the programme's risk register.

It was not clear how the £300k from the UKSPF was to be considered as eligible match funding given that it was proposed to be used for events and it was not obvious where the costs of such activity were included within the project budgets.

A more refined procurement strategy would have made the application more convincing. The approach to commissioning was not clear and it would have been helpful to have seen a more definitive approach to the number of construction contracts envisaged and the routes to market.

The monitoring and evaluation (M&E) plan set out clear objectives and discussed the need for agreement on research questions to monitor the outcomes of the bid.

Indicators were provided, to allow for effective monitoring. No explicit governance arrangements were provided.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	2 OCTOBER 2023	9
INVITATION TO ACCEPT APPOINTMENT AS MAYOR 2024/25			

PUBLIC ITEM

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

<p>RELEVANT LEAD MEMBER</p> <p>This item is within the remit of Lead Member for Finance and Resources (Councillor Ellie Gaunt).</p>
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<p>PURPOSE OF THE REPORT</p> <p>To invite a member of the Council to accept appointment as Mayor of the Borough of Fylde for the ensuring 2024-2025 municipal year.</p>
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<p>RECOVERABILITY</p> <p>This decision is not recoverable because it relates to a recommendation to the council.</p>

<p>RECOMMENDATION</p> <p>That the Council invites Councillor Karen Henshaw to accept appointment at the 2024 Annual Meeting as Mayor of the Borough of Fylde for the municipal year 2024/25.</p>

REPORT

- Members are invited to consider nominations for the position of Mayor for the municipal year 2024/25.

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	√

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.

SUMMARY OF PREVIOUS DECISIONS
The Council is invited to appoint a Mayor of the Borough of Fylde annually.

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
None		

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk	11 September 2023

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	2 OCTOBER 2023	10
SCHEDULE OF MEETINGS 2024/25			

PUBLIC ITEM

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

<p>RELEVANT LEAD MEMBER</p> <p>This item is within the remit of Lead Member for Finance and Resources (Councillor Ellie Gaunt).</p>
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<p>PURPOSE OF THE REPORT</p> <p>The attached schedule of meetings details the propped committee dates for the municipal year 2024/25.</p>
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<p>RECOVERABILITY</p> <p>This decision is not recoverable because it relates to:</p> <ul style="list-style-type: none"> - A recommendation to the council or to any other committee or sub-committee of the council

<p>RECOMMENDATION</p> <ol style="list-style-type: none"> 1. To approve the schedule of meetings for 2024/25 subject to any necessary amendments.
--

REPORT

1. The schedule of meetings shown at Appendix 1 are the proposed committee dates for the forthcoming municipal year. Members are invited to endorse these proposals.
2. The proposed schedule has been compiled taking into account the budget setting and financial reporting requirements of the council.
3. It has also taken into account peak holiday times including religious festivals and care has been taken to avoid these wherever possible whilst still meeting the council's obligations.
4. The proposed schedule is based on the level of service for 2023/24 for which there is support from within existing budgetary provision.

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	

IMPLICATIONS	
Finance	Provision is contained within the council budget for scheduled meetings.
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.

SUMMARY OF PREVIOUS DECISIONS
The schedule of meetings is approved at full Council each municipal year.

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
None		

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk	18 September 2023

Attached documents
Appendix 1 – Schedule of Meetings 2024/25

Fylde Council Schedule of Meetings

Version 2.1

2024/2025

24/25	May '24	June	July	August	September	October	November	December	January '25	February	March	April	May	2024/25
Mo			1											Mo
Tu			2			1						1		Tu
We	1		3 Planning			2			1 Bank Holiday			2		We
Th	2 Elections		4	1		3			2			3	1 Elections	Th
Fr	3		5	2		4	1		3			4	2	Fr
Sa	4	1	6	3		5	2		4	1	1	5	3	Sa
Su	5	2	7	4	1	6	3	1	5	2	2	6	4	Su
Mo	6 Bank Holiday	3	8	5	2	7 Council	4	2	6	3 Council	3 £ Council £	7	5 Bank Holiday	Mo
Tu	7	4	9	6	3 SC - Int	8	5	3 Executive	7	4	4 Executive	8 SC - Int	6	Tu
We	8 AGM	5	10	7	4 Planning	9 Planning	6 Planning	4	8	5	5	9	7 AGM	We
Th	9	6	11	8	5	10	7	5	9	6 Audit	6	10 Audit	8	Th
Fr	10	7	12	9	6	11	8	6	10	7	7	11	9	Fr
Sa	11	8	13	10	7	12	9	7	11	8	8	12	10	Sa
Su	12	9	14	11	8	13	10	8	12	9	9	13	11	Su
Mo	13	10	15 Council	12	9	14	11	9	13	10	10	14	12	Mo
Tu	14	11	16	13	10	15 SC - Com	12	10	14	11	11 SC - Com	15	13	Tu
We	15 Planning	12 Planning	17 PP	14	11	16	13	11 Planning	15	12	12 PP	16	14	We
Th	16 SC - Com	13	18 SC - Com	15	12	17	14 PP	12	16 SC - Com	13	13	17	15	Th
Fr	17	14	19	16	13	18	15	13	17	14	14	18 Good Fri	16	Fr
Sa	18	15	20	17	14	19	16	14	18	15	15	19	17	Sa
Su	19	16	21	18	15	20	17	15	19	16	16	20	18	Su
Mo	20	17	22	19	16	21	18	16 Council	20	17 £ Executive £	17 Council	21 Easter Mon	19	Mo
Tu	21	18 SC - Int	23	20	17 Executive	22 Executive	19 SC - Int	17	21	18 SC - Int	18	22	20	Tu
We	22	19	24	21	18	23	20	18	22 Planning	19 Planning	19	23	21 Planning	We
Th	23 Executive	20	25 Audit	22	19 Standards	24	21	19	23	20	20 Standards	24	22 Executive	Th
Fr	24	21	26	23	20	25	22	20	24	21	21	25	23	Fr
Sa	25	22	27	24	21	26	23	21	25	22	22	26	24	Sa
Su	26	23	28	25	22	27	24	22	26	23	23	27	25	Su
Mo	27 Bank Holiday	24	29	26 Bank Holiday	23	26	25	23	27	24	24	28	26 Bank Holiday	Mo
Tu	28	25 Executive	30	27	24	27	26	24	28 Executive	25	25	29 Executive	27	Tu
Wed	29	26	31 Planning	28	25	28	27	25 Xmas Day	29	26	26 Planning	30 Planning	28	Wed
Th	30	27		29	26 Audit	29	28 Audit	26 Boxing Day	30	27	27		29	Th
Fr	31	28		30	27		29	27	31	28	28		30	Fr
Sa		29		31	28		30	28		29	29		31	Sa
Su		30			29			29		30	30			Su
Mo					30			30			31			Mo
Tu								31						Tu

Key:

PP = Licensing and Public Protection

SC - Comm = Community Focus Scrutiny

SC - Int = Internal Affairs Scrutiny

£ indicates budget meeting

School holidays

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	COUNCIL	2 OCTOBER 2023	11
POLICE AND CRIME PANEL FOR LANCASHIRE			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Social Wellbeing (Councillor Chris Dixon).

PURPOSE OF THE REPORT

The Police and Crime Panel for Lancashire has requested that the council nominate a member of the Independent group as an additional member of the panel. Council is asked to make the nomination.

RECOVERABILITY

This decision is not recoverable because it relates to:

- A recommendation to the council or to any other committee or sub-committee of the council

RECOMMENDATION

To nominate Councillor Matthew Lee as an additional member of the Police and Crime Panel for Lancashire.

REPORT

1. Police and crime panels are statutory bodies set up in each police area under the Police reform and Social Responsibility Act 2011. The roles and powers of panels and the arrangements for them are set out in [government guidance](#).
2. Panel membership is made up of councillors, along with at least two independent co-opted members. The lead member for social wellbeing is presently a member of the panel for Lancashire, having been nominated by the council at its meeting on July 17. In order to achieve an appropriate political balance, the panel has asked that the council nominate an additional councillor from the Independent group. It is understood that Councillor Lee will be nominated as the additional member and will accept the nomination.

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	v

IMPLICATIONS

Finance	No implications
Legal	No implications
Community Safety	The role of the panel is acutely concerned with enhancing community safety.
Human Rights and Equalities	No implications
Sustainability and Environmental Impact	No implications
Health & Safety and Risk Management	No implications

SUMMARY OF PREVIOUS DECISIONS

Council, 17 July 2023: Appointed the lead member for social wellbeing as the council's representative to the panel.
Council, various: appointed previous representatives to the panel.

BACKGROUND PAPERS

Name of document	Date	Where available for inspection
Police and Crime Panel agenda	July 2023	https://democracy.blackburn.gov.uk/ieListDocuments.aspx?CId=200&Mid=3512&Ver=4
Police, Fire and Crime Panels Guidance	June 2023	www.gov.uk/government/publications/police-and-crime-panels/police-fire-and-crime-panels-guidance#panels-in-england

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	Email & Tel 01253 658506	27 July 2023

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	COUNCIL	2 OCTOBER 2023	12
INDEPENDENT PERSONS ALLOWANCES			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Finance and Resources (Councillor Ellie Gaunt).

PURPOSE OF THE REPORT

A joint meeting of the Fylde and Blackpool Independent Remuneration Panels was held earlier in the year, to consider the allowances of the Standards Independent Persons. The three Independent Persons (IP's) serve both Fylde and Blackpool Council with respect to standards matters and the handling of allegations of elected member misconduct.

The Audit and Governance Committee is to consider the matter at its meeting on Thursday 28 September 2023. The committee's recommendations, if different to below, will be reported at Council.

RECOVERABILITY

This decision is not recoverable because it relates to a recommendation to the council or to any other committee or sub-committee of the council.

RECOMMENDATION

The Audit and Governance Committee recommends to Council that the allowance for the Independent Persons be set at £1,000 per annum, backdated from 1 June 2023, with an annual uplift applied thereafter in line with the Retail Price Index (RPI), as agreed in 2021.

REPORT

1. Fylde Borough Council and Blackpool Council have shared arrangements in relation to the standards framework and have adopted substantially the same Code of Conduct for Members and arrangements for dealing with complaints of member misconduct. As part of these shared arrangements there is a shared pool of three Independent Persons.
2. At the joint meeting of the Independent Remuneration Panel, the Panel heard how the respective roles of the independent persons worked at Blackpool and Fylde. The Panel also heard examples of recent meetings including hearings the independent persons had been involved with. The last review had taken place in September and a revised figure of £950 per annum was agreed with an annual uplift in line with the allowance scheme.

3. The current remuneration for this position was £966.62 per year with payment made per council on a 50/50 basis. After deliberations and an acknowledgement that remuneration for this position should reflect the time and responsibility needed and to recognise that there had been no cost of living rise last year for the role, it was considered appropriate that an uplift should be given. The Joint Panel agreed to recommend to both Blackpool and Fylde Borough Council that the remuneration for Blackpool and Fylde Independent Persons should be £1,000 per year, backdated to 1st June 2023.
4. Blackpool Council considered this matter at its meeting of full Council on Wednesday 28 June and agreed to the recommendation.

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	

IMPLICATIONS	
Finance	The recommendations in this report would result in an increase of £90 for Fylde’s proportion of the increased allowance for 2023/24, with the cost rising by RPI annually thereafter. These costs can be met from existing revenue budget provision.
Legal	Each council must have an Independent Remuneration Panel which examines allowances and members must consider its recommendations
Community Safety	NA
Human Rights and Equalities	NA
Sustainability and Environmental Impact	NA
Health & Safety and Risk Management	NA

SUMMARY OF PREVIOUS DECISIONS
The allowance for the Independent Persons was last reviewed in October 2021

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
none		

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Email tracy.manning@fyde.gov.uk & Tel 01253 658521	July 2023

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	COUNCIL	2 OCTOBER 2023	13
CONSTITUTION AMENDMENTS			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Finance and Resources (Councillor Ellie Gaunt).

PURPOSE OF THE REPORT

In Part 4, Procedure Rules, the constitution prescribes the order of items on an ordinary Council meeting agenda. As part of the review of the constitution, the order was altered to accommodate a request that public questions were heard first.

The order of business at council meetings is not prescribed but the current procedure rules are ambiguous as they infer that the ordering of the council agenda takes place in a prescribed manner. To provide greater clarity a revision to the procedure rules is suggested by Councillor Buckley, Council Leader. This proposed revision is set out within the report.

The Audit and Governance Committee is to consider the matter at its meeting on Thursday 28 September 2023. The committee's recommendations, if different to below, will be reported at Council.

RECOVERABILITY

This decision is not recoverable because it relates to:

- A recommendation to the council or to any other committee or sub-committee of the council

RECOMMENDATIONS

The Audit and Governance Committee recommends to Council to amend procedure rule 4.3 of the Constitution in relation to the proposed order of items for ordinary meetings of the Council.

REPORT

1. In Part 4, Procedure Rules, the constitution sets out business that would usually be considered as part of an ordinary Council meeting.
2. The constitution does not set out the order for items to appear on an agenda, although it is accepted good practice to place procedural items, such as taking declarations of interest and the approval of minutes, at the start of an agenda, followed by items where public involvement or speakers are involved as near to the front of the agenda as possible.

3. The leader of the council has asked the committee to consider recommending a change to procedure rule 4.3, as set out below (omitted or relocated words struck through, new words or words in new places highlighted, numbering to be amended):

Ordinary Meetings

The Council will agree a schedule of ordinary meetings of the council before the last ordinary meeting before the annual meeting in each year. ~~Ordinary meetings will~~ It is usual for the order of business at ordinary council meetings to be as follows:

- i. elect a person to preside if the Mayor and Deputy Mayor are not present;*
- ii. receive any declarations of interest from members;*
- iii. approve the minutes of the last meeting;*
- iv. receive any announcements from the Mayor and/or the Chief Executive;*
- v. deal with any written questions from members of the public submitted under Article 15;*
- vi. deal with any questions from members of the council submitted under rule 9;*
- vii. consider notices of motion in the order in which they have been received*
- viii. deal with any business from the last Council meeting;*
- ix. consider any business specified in the summons to the meeting;*
- x. consider any recommendations and/or reports from committees;*
- ~~*xi. consider notices of motion in the order in which they have been received;*~~
- ~~*xii. consider any other business specified in the summons to the meeting; and*~~
- xiii. hear any report from a member who represents the council on any outside body on the work of that body or any issue arising from the council's involvement with it (such reports and any subsequent questions to be limited to a maximum of two per meeting and five minutes per report).*

4. The amendments are intended to set out a usual order of business for ordinary council meetings, which will allow council meetings to flow naturally, whilst ensuring that the public are given priority.

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	✓

IMPLICATIONS	
Finance	None arising from this report
Legal	The changes would set out an expected order of business for ordinary council meetings, which would correspond with current custom and practice. The changes are consistent with good governance.
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report

Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

SUMMARY OF PREVIOUS DECISIONS
None pertaining to this matter.

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
None		

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk & Tel 01253 658521	30 August 2023

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	COUNCIL	2 OCTOBER 2023	14
CHIEF EXECUTIVE TERMS AND CONDITIONS: JNC HANDBOOK			

PUBLIC ITEM

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

RELEVANT LEAD MEMBER

This item is within the remit of the lead member for finance and resources (Councillor Gaunt).

PURPOSE OF THE REPORT

The council is a member of the Joint Negotiating Committee for Chief Executives of Local Authorities (JNC), which is responsible for agreeing on terms and conditions for local authority chief executives. Last year, the JNC introduced an updated model procedure for disciplinary proceedings involving chief executives, which applies to all member local authorities.

The procedure requires local authorities to have three committees: an independent disciplinary committee, an appeals committee, and an independent panel comprising only independent persons. The report recommends the existing Chief Officer Employment Committee to fulfil the role of the independent disciplinary committee, the Public Protection Committee to take on the function of the appeals committee, and a new committee to be established to become the independent panel.

The Audit and Governance Committee is to consider the matter at its meeting on Thursday 28 September 2023. The committee's recommendations, if different to below, will be reported at Council.

RECOVERABILITY

This decision is not recoverable because it relates to a recommendation to the council.

RECOMMENDATIONS

The Audit and Governance Committee recommends to Council to:-

1. Add the wording set out in paragraph 3 of the report to the terms of reference of the Chief Officer Employment Committee, and amend its membership by omitting the independent persons;
2. Add the wording set out in paragraph 4 of the report to the terms of reference of the Public Protection Committee; and
3. Establish a new committee, known as the JNC (Chief Executives) Independent Panel, with the terms of reference and membership set out in paragraph 5 of the report.

REPORT

1. The council is a member of the Joint Negotiating Committee for Chief Executives of Local Authorities ('the JNC'). The JNC is comprised of representatives of local authorities and trades unions. It agrees the terms and conditions for local authority chief executives. The terms and conditions were amended last year. The changes included an updated model procedure for disciplinary proceedings involving chief executives. The changes apply to all local authorities who are members of the JNC.
2. The updated model procedure requires local authorities to have the following committees:
 - An **independent disciplinary committee**.
 - An **appeals committee**
 - An **independent panel**, which must comprise at least two of the council's independent persons appointed under the Localism Act 2011.
3. It is recommended that the existing Chief Officer Employment Committee should fulfil the role of the independent disciplinary committee. It should have an additional term of reference as follows: "*to fulfil the functions of the Independent Disciplinary Committee as set out in model disciplinary procedure which forms part of the National Salary Framework & Conditions of Service Handbook published by the Joint Negotiating Committee for Local Authority Chief Executives*". The independent persons should no longer be members.
4. It is also recommended that the Public Protection Committee should fulfil the role of the appeals committee. The model procedure suggests that the appeals committee should have no more than five members. The Public Protection Committee has twelve members, but it sits as a panel of three, selected at random, when it hears disciplinary appeals. Therefore, it would follow that in the instance of an appeal, that a panel of five of its members would be selected at random to undertake this role. There would need to be an extra element to its terms of reference, which would be: "*to fulfil the functions of the Appeals Committee as set out in model disciplinary procedure which forms part of the National Salary Framework & Conditions of Service Handbook published by the Joint Negotiating Committee for Local Authority Chief Executives*".
5. Finally, it is recommended that there should be a new committee to carry out the functions of the independent panel. It should be called the JNC (Chief Executives) Independent Panel. Its terms of reference would be: "*to fulfil the functions of the Independent Panel as set out in model disciplinary procedure which forms part of the National Salary Framework & Conditions of Service Handbook published by the Joint Negotiating Committee for Local Authority Chief Executives*". The panel members would be the council's three independent persons.

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	v
Tourism – To create a great place to live and visit	

IMPLICATIONS	
Finance	There are no financial implications arising from this report
Legal	The new structure needs to be put in place to ensure that the council is compliant with the terms and conditions as agreed on its behalf by the JNC. Should the disciplinary procedure ever be invoked, it would be important for the council to be compliant.
Community Safety	None relating to this report
Human Rights and Equalities	None relating to this report
Sustainability and Environmental Impact	None relating to this report
Health & Safety and Risk Management	None relating to this report

SUMMARY OF PREVIOUS DECISIONS
None

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
Joint Negotiating Committee for Local Authority Chief Executives National Salary Framework & Conditions of Service Handbook	September 2022	Town Hall, Lytham St Annes

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	Email & Tel 01253 658506	28 July 2023