



Agenda

Council

Date:	Monday, 14 October 2019 7:00 pm.
Venue:	Town Hall, St Annes, FY8 1LW
	<p>Mayor : Councillor Angela Jacques Deputy Mayor : Councillor Richard Redcliffe</p> <p>Leader : Councillor Sue Fazackerley MBE Deputy Leader : Councillor Karen Buckley</p> <p>Councillors Ben Aitken, Frank Andrews, Peter Anthony, Tim Armit, Mark Bamforth, Brenda Blackshaw, Paula Brearley, Julie Brickles, Alan Clayton, Delma Collins, Peter Collins, Chris Dixon, Trevor Fiddler, Ellie Gaunt, Brian Gill, Shirley Green, Noreen Griffiths, Peter Hardy, Will Harris, Gavin Harrison, Paul Hayhurst, Karen Henshaw JP, Paul Hodgson, John Kirkham, Matthew Lee, Cheryl Little, Roger Lloyd, Michelle Morris, Kiran Mulholland, Ed Nash, Sally Nash-Walker, Jayne Nixon, Linda Nulty, Liz Oades, David O'Rourke, Bobby Rigby, Michael Sayward, Vince Settle, Elaine Silverwood, John Singleton JP, Roger Small, 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 meetings held on 15 July 2019 as a correct record.	1
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Contact: Katharine McDonnell - Telephone: (01253) 658423 – 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
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	5
QUESTIONS FROM MEMBERS OF THE COUNCIL			

PUBLIC ITEM

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

SUMMARY

Two 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.

The question are reproduced below.

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 14 October 2019 and a response will be given by the Leader of the Council or any other member nominated by her.

Question (1) received from Councillor Tim Armit (Tuesday 9 July 2019)

"The town centre of St Annes has been on the decline for over 5 years now. JR Taylors, Mooch, the Oliver Tree, B&M Bargains, Prezzo and others stand empty and abandoned. The choice for a shopper is so limited few make it a destination of choice. The market is on a Thursday and thus not available to most people that work. Can the council confirm what plans they have to improve St Annes footfall, encourage business and save our town centre and can they confirm which Councillor has the lead on town regeneration?"

Question (2) received from Councillor Brian Gill (Tuesday 2 October 2019)

"The Corporate Plan states that it contains objectives and actions to achieve and deliver excellent services and achieve the outcomes that our communities want and need. Whilst this is laudable, it is only as good as the measures that are put in place to show demonstrable progress and improvement.

The Corporate Plan states as a priority under Clean and Green that it will 'Deliver high quality parks and open spaces' with two actions PM 020 'Maintain and increase Green Flag Status for parks and open spaces' and PM77 'Percentage Satisfaction with Parks and Open Spaces', these are monitored by the Tourism and Leisure Committee. The goal of 6 for Green Flag Status has been achieved. This, in itself, is a great success. The other measure is at 96%, which on the face of it looks exceptional. However, it is based on only one question in the customer satisfaction survey to which only 431 people responded. Less than 1 % of Fylde residents. Hardly a compelling number. With no way of knowing if this survey was filled in by residents who actually use the children's parks, I motion that it is meaningless.

Whilst the parks team endeavour to keep on top of the maintenance, this is limited by the budget constraints placed upon them and is therefore driven by a priority process. No noticeable updates to the parks have been made for some time, unless you count the proposed Galleon to be installed in Ashton Gardens.

South Park, Blackpool Road North and Waddington Road are just some of our local parks that are in need of urgent attention. I am sure other members could add to the list.

Can council please confirm that a plan is to be presented for approval that achieves the goals set out in the Corporate Plan for all the children's parks in the Lytham St Annes area?"

REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	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 8 October, 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 14 October 2019 and a response will be given by the Leader of the Council or any other member nominated by her.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	7

NOTICE OF MOTION – SHALE GAS OPERATION

PUBLIC ITEM

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

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 Director of Resources of a motion that they wish to move. The Director 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 4th September 2019.

SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions on this item.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

The Motion

1. The following Notice of Motion has been received:

"In view of the recent and past seismic activity near the Cuadrilla's Preston New Road site which has seen universal condemnation of Cuadrilla's activities, I propose that this Council urge central government to stop all further Fracking activities in the Fylde with immediate effect. This operation has repeatedly shown itself to be an unsafe industry and that Fylde residents and their properties are quite clearly at risk if operations at Preston New Road continue"

The Notice of Motion was given by Councillor Roger Lloyd.

Standing Orders

2. Part 4 (Rules of Procedure), Standing Order 11 (Motions) of the council Constitution details the procedural requirements of handling a Notice of Motion.

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.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk Tel 01253 658521	4/9/19

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Notification from Councillor Lloyd	4/9/19	https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx
Council Constitution		https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	8
NOTICE OF MOTION – MORATORIUM			

PUBLIC ITEM

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

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 Director of Resources of a motion that they wish to move. The Director 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 30th September 2019.

SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions on this item.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

The Motion

1. The following Notice of Motion has been received:

"That this Council investigates as a matter of urgency the feasibility of introducing a moratorium on any new planning applications for developments of five or more houses in St Annes. Such a moratorium to be implemented without delay and to remain in force until all finance is in place and all contracts and agreements signed, to enable work to be commenced on the new St Annes/M55 link road."

The Notice of Motion was given by Councillor Paul Hayhurst.

Standing Orders

2. Part 4 (Rules of Procedure), Standing Order 11 (Motions) of the council Constitution details the procedural requirements of handling a Notice of Motion.

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.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk Tel 01253 658521	30/9/19

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Notification from Councillor Hayhurst	30/9/19	https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx
Council Constitution		https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	9
NOTICE OF MOTION – LEASEHOLD TERMS			

PUBLIC ITEM

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

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 Director of Resources of a motion that they wish to move. The Director 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 30th September 2019.

SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions on this item.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

The Motion

1. The following Notice of Motion has been received:

“This council:

1. *Is deeply concerned about the practice of developers selling on leasehold terms where:*
 - *Residents are given no opportunity to purchase said leasehold at market price;*
 - *Leaseholds are sold on to third parties;*
 - *Ground rent costs increase well above initially agreed limits; and*
 - *Onerous terms are included in the leasehold which introduce unnecessary charges for mundane activities such as decorating, repairs, and pet ownership.*
2. *Calls on developers to sell all future houses in the borough as freehold or unfettered long leasehold at a peppercorn rent, and will look at future planning policy to see if priority can be given to developers offering homes on a freehold basis.”*

The Notice of Motion was given by Councillor Chris Dixon.

Standing Orders

2. Part 4 (Rules of Procedure), Standing Order 11 (Motions) of the council Constitution details the procedural requirements of handling a Notice of Motion.

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.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk Tel 01253 658521	30/9/19

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Notification from Chris Dixon	30/9/19	https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx
Council Constitution		https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	10
CONSTITUTION AMENDMENTS			

PUBLIC ITEM

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

SUMMARY

The Audit and Standards Committee, through the Constitution Review Working Group, has undertaken a Constitution refresh. The Constitution Review Working Group had provided periodic reports on its work and a final report was brought before the Audit and Standards Committee at its July meeting. A further report was brought to its meeting in September 2019, to clarify two aspects of the revisions. In addition, proposals on changes to the limits on the number of times members can substitute at Planning Committee were also considered in light of recommendations from the Planning Committee. The final recommendations of the Audit and Standards Committee are now before Council for adoption.

RECOMMENDATIONS

1. To approve those aspects of Part 2- Articles of the Constitution, Part 3 – Responsibility for Functions and Part 4 – Rules of Procedure be amended in accordance with the highlighted changes.

SUMMARY OF PREVIOUS DECISIONS

Council - 3 April 2017
 Finance and Democracy Committee - 19 June 2017, 19 March and 26 November 2018
 Audit and Standards Committee - 15 November 2018
 Finance and Democracy Committee - 26 November 2018
 Council – 10 December 2018
 17 January 2019
 Audit and Standards Committee – 30 July 2019
 Audit and Standards Committee – 19 September 2019
 Planning Committee – 4 September 2019

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Constitution Review Working Group has discussed and debated a revisions to the constitution and these are were presented to the July Audit and Standards Committee for approval with a view to the same being recommended to the Council for adoption.
2. Two suggested revisions where deferred for further consideration and recommended for approval at the Audit and Standards meeting on 19 September 2019
3. In addition, proposals on changes to the limits on the number of times members can substitute at Planning Committee were also considered in light of recommendations from the Planning Committee. The changes are recommended for clarity, or in the case of the amendment to the recovery procedure in Part 3, to allow Councillors more time to recover a decision.
4. The amendments are appended to the report and are highlighted for ease.

IMPLICATIONS	
Finance	None arising from this report
Legal	None arising from this report
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

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk or 01253 658521	26 September 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Constitution		Constitution

Attached: Annotated extracts from Part 2, Part 3 and Part 4 of the constitution showing the proposed changes.

Article 13 – Review and Revision of the Constitution

13.01 Maintaining the Constitution

The Monitoring Officer has responsibility to maintain an up-to-date version of this Constitution, incorporating all alterations and amendments, and to ensure that it is available for consultation by Councillors, staff and the public.

13.02 Monitoring and Review

The Monitoring Officer will monitor and review the operation of this Constitution with a view to the aims and principles of the Constitution being given full effect, and may make recommendations to the Council for amendments or revisions to it.

13.03 Protocol for monitoring and review of constitution by monitoring officer

The Monitoring Officer must be aware of the strengths and weaknesses of the Constitution adopted by the Council, and may recommend ways in which it could be amended in order better to achieve the purposes set out in Article 1. In undertaking this task, the Monitoring Officer may:

- (a) observe meetings of different parts of the member and officer structure;
- (b) undertake audit trails of sample decisions;
- (c) record and analyse issues raised with him/her by members, officers, the public and other relevant stakeholders; and
- (d) compare practices in this authority with those in other comparable authorities, or national examples of best practice.

13.04 Constitution Review

The Monitoring Officer will review the Constitution every three years and seek its formal readoption by the Council. In the intervening period, the Monitoring Officer has a duty to keep the Constitution under review and has delegated authority to amend the Constitution where there has been a change in law, job titles, structures, re-arrangement of job responsibilities, ~~or general administrative convenience~~. Such changes will be notified to members and the published Constitution will be amended.

13.05 Amendments and Alterations Generally

Except for alterations made by the Monitoring Officer under Article 13.04, changes to the constitution will only be approved by the full Council after consideration of a recommendation from the Audit and Standards Committee or a proposal from the Chief Executive or the Monitoring Officer, or by way of members proposing a notice of motion in accordance with the Council's Procedure Rules subject to Section 101(2) of the Local Government Act 1972 applying which allows any committee of the council to arrange for any of its functions to be discharged by an officer of the authority.

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

15.0 Questions from Members of the Public at Full Council Meetings

- 15.01 Any resident of the Council's district may, subject to 15.02, may ask a question at an ordinary meeting of the council.
- 15.02 Questions will only be asked be asked under 15.01 if:
- (i) the person who wants to ask the question has given it in writing to the Director of Resources 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);
 - (ii) the question will take no longer than two minutes to ask; and
 - (iii) ~~at the time the question is given to the Director of Resources, no more than four questions to be asked under this rule at the meeting concerned have previously been given to her.~~ A maximum of five questions can be added under this rule at the meeting concerned and should be notified to the Chief Executive, Director of Resources or a member of the Governance Team.
- 15.03 The Leader of the Council will be given at least 24 hours' notice of any questions to be asked under this rule.
- 15.04 The question 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.
- 15.05 The person 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.
- 15.06 No debate will be allowed arising out of a question asked or answer given under this rule.
- 15.07 No person may ask more than one question under this rule (excluding supplementary questions under 15.05) at any meeting.
- 15.08 If a person who has given a question to the Director of Resources as provided under 15.02 is unable to attend the council meeting to ask it, the Leader of the Council must arrange for a written answer to the question to be given to the person who has submitted it.

15.1 Public Platform

Public Platform is an opportunity for people who live or work in the Council's district to put their point of view to a committee about matters within its terms of reference. The first fifteen minutes of each meeting of each programme committee, will be available for Public Platform. Public Platform will be conducted as set out below.

- (a) The Chairman will begin the meeting by inviting any person (other than a councillor) who is present at a meeting and lives or works in the Council's district to address the committee about any matter within the committee's terms of reference.
- (b) If he considers that Public Platform may be oversubscribed, the Chairman will give priority to members of the public who wish to speak about items on the agenda of the meeting.
- (c) No person may address the meeting for longer than three minutes.

- (ii) During the recovery period, the Director of Resources shall recover a decision for consideration at a meeting of the council if so requested by any ten members of the council. She shall arrange for the decision to be placed on the agenda of the next available meeting of the council
- (iii) Notwithstanding anything in the scheme of delegation or elsewhere in the constitution:
 - a. a recoverable decision may not be implemented during the recovery period; and
 - b. a decision that has been recovered under rule (b)(ii) will be treated for all purposes as though the decision had been a recommendation to a meeting of the council to take that decision

- (iv) In this rule:

The “next available” meeting means the first meeting falling more than ten working days after the Director of Resources receives the request for recovery, unless it is practicable to include the decision as an agenda item at an earlier meeting, in which case it means that earlier meeting.

“recoverable decision” means any decision taken by a committee or sub-committee of the council except:

- a. a decision to make a recommendation to a meeting of the council or to any committee or sub-committee of the council (including a joint committee);
- b. a decision relating to the determining of any approval, consent, licence, permission or registration;
- c. a decision relating to conduct or procedure at the meeting at which it was taken; or
- d. a decision in respect of which the Chief Executive, following consultation with the leader of the council, has, before the decision is recovered, certified that any delay likely to be caused by the recovery process would seriously prejudice the council’s or the public interest.

“recovery period” means, in relation to a decision, the period of six working days commencing with the day when the draft minutes of the meeting are posted on the Council’s website that made the decision. This means that, if the meeting was held minutes were posted on a TuesdayMonday, the request for recovery would need to be made no later than 4.30pm the following Tuesday of the following week, unless there was a bank holiday in between.

11 MOTIONS

11.1 Notice of Motion

(a) Purpose and limitations

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.

(b) Giving notice

Any member of the council can give written notice to the Director of Resources (or a member of the Governance Team in her absence) of a motion ~~that~~ they wish to move. -

The Director 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 "next available" meeting means the first meeting falling more than eight working days after the written notice has been given. Motions will be listed on the agenda in the order in which notice was received.

(c) At the council meeting

The motion will be debated at council subject to it being moved as set out in this rule and seconded. Only the member who gave written notice of a motion under this rule may move it at the council meeting, unless the council indicates its assent to another member moving it in their place.

11.2 Procedural Motions

The following motions may be moved at any council meeting without notice:

- (i) to appoint a chairman of the meeting at which the motion is moved;
- (ii) to amend the minutes;
- (iii) to change the order of business in the agenda;
- (iv) to refer something to an appropriate body or individual;
- (v) to appoint a committee or member arising from an item on the agenda;
- (vi) to receive reports or adoption of recommendations of committees or officers and any resolutions following from them;
- (vii) to withdraw a motion;
- (viii) to amend a motion;
- (ix) to proceed to the next business;
- (x) that the question be now put;
- (xi) to adjourn a debate;
- (xii) to adjourn a meeting;
- (xiii) to suspend a particular council procedure rule;

- (d) Every member may speak once on any amendment for up to five minutes, when invited to do so by the Mayor.
- (e) The member who proposed the original motion has the right to speak last in the debate about any amendment to it, immediately before the Mayor asks members to vote on the amendment.
- (f) If an amendment is carried, the Mayor will read out the amended motion, which thus replaces the original motion. Members can then continue to debate the motion and may propose further amendments, which will be dealt with under this rule. After any debate and if there are no further amendments, the Mayor will put the substantive motion as amended to the vote.
- (g) When a member has proposed an amendment to a motion, no-one can propose another amendment until the amendment that has been proposed has been voted on (or has failed because it has not been seconded), although the Mayor may in his/her sole discretion accept notice of further amendment(s).
- (h) All amendments should be submitted in writing and given to officers prior to the [Council] meeting. If this is not possible, a written copy will be accepted during the meeting so that ~~officers~~ it can be read ~~it~~ aloud, thus providing clarity to all members.

12.8 When a member may speak again

A member who has spoken on a motion or an amendment may not speak again on the motion or amendment he has spoken on, except;

- (a) to move a further amendment if the motion has been amended since he/she last spoke;
- (b) in exercise of a right of reply;
- (c) on a point of order; and
- (d) by way of personal explanation.

12.9 Alteration or withdrawal of motion or amendment

- (a) A member who has proposed a motion or amendment may only alter or withdraw it if his seconder and the meeting agrees (the meeting's consent to be signified by a vote, but without discussion) and any alteration is one that could have been made as an amendment.
- (b) If an amendment is moved, the proposer of the original motion has the right of reply at the close of the debate on the amendment.
- (c) The proposer of the amendment has no right of reply to the debate on his or her amendment.

12.10 Motions which may be moved during debate

When a motion or amendment is being debated, no-one may propose any other motion or amendment except the following procedural motions:

- (i) to amend the motion presently being debated;
- (ii) to proceed to the next business (*see rule 12.11(b)*);
- (iii) that the question be now put (*see rule 12.11(c)*);
- (iv) to adjourn a debate (*see rule 12.11(d)*);
- (v) to adjourn a meeting (*see rule 12.11(d)*);
- (vi) to exclude the public and press in accordance with the Access to Information Rules; and

- (c) *If he will be absent from the whole of a committee or sub-committee meeting, a member may, subject to paragraph (d), be represented by a named substitute member, but only if the intended substitution is notified to the Director of Resources (or her representative) no later than the day before the meeting either:*
 - (i) *by the member who will be absent; or*
 - (ii) *by or on behalf of the leader of his political group (but only if the member who will be absent does not notify a substitution at any time before the start of the meeting).*
- (d) *No member may act as substitute at a meeting of a committee if he has previously acted as substitute at three meetings of that committee during the municipal year.*
- (e) *23(c) and (d) do not apply to the Planning Committee. Rule 24 applies instead.*
- (f) *Substitute members may speak, propose or second motions and amendments and vote as though they were a member of the Committee or Sub-Committee.*

24 SUBSTITUTES AT PLANNING COMMITTEE

- (a) *If he will be absent from the whole of a meeting of the Planning Committee, a member of that committee may, subject to paragraph (b), be represented by a Reserve Planning member but only if the intended substitution is notified to the Director of Resources (or her representative) no later than the day before the meeting either:*
 - (i) *by the member who will be absent; or*
 - (ii) *by or on behalf of the leader of his political group (provided that the member who will be absent does not notify a substitution at any time before the start of the meeting).*
- ~~(b)~~ ~~*No member may act as substitute at a meeting of the committee if he has previously acted as substitute at five meetings of the committee during the municipal year.*~~
- ~~(c)~~(b) *A Reserve Planning Member is a member who has been named as such by the Planning Committee.*
- ~~(d)~~(c) *There can be no more than ten Reserve Planning Members at any time.*
- ~~(e)~~(d) *The Planning Committee can only name as a Reserve Planning Member a member whom they consider:*
 - (i) *has a sufficient level of experience or training to enable him to contribute to the work of the committee; and*
 - (ii) *is willing and available to frequently attend meetings of the committee (whether or not acting as a substitute).*

25 CONFIDENTIALITY

Members should not disclose (whether verbally, in writing or otherwise) any information, material or matter presented to or considered or decided by a meeting of the Council or Committee/Sub-committee following the exclusion of the press and public from the meeting or meetings concerned unless the Chief Executive has expressly consented in writing.

26 DECISIONS AFFECTING PERSONS EMPLOYED BY THE COUNCIL

If any matter or question arises at a meeting of the Council, a Committee or Sub-committee concerning the appointment, conduct, promotion, dismissal, suspension, salary, pension, conditions of service or other

personal facts or circumstances of any person employed by the Council, that matter or question shall not be discussed until the meeting has decided whether or not to exercise its powers to exclude the press and public during the consideration of that item, pursuant to Section 100A(4) of the Local Government Act 1972 or any re-enactment of that legislation.

27 DECISION OF THE CHAIRMAN

- (a) *The ruling of the Chairman at any meeting of the Council, or a Committee/sub-committee concerning the conduct of that meeting, the interpretation, construction or application of these rules or questions of order, procedure, propriety, relevancy or regularity; shall be final and shall not be challenged or disputed at any meeting of the Council, or a Committee.*
- (b) *The Chairman must stop any discussion which, in his/her opinion, is irrelevant to the consideration of the business before the meeting or does not concern the economic, social or environmental well being of the district (as the case may be).*

28 SUSPENSION AND AMENDMENT OF STANDING ORDERS

28.1 Suspension

Any of these standing orders may be suspended by motion for the duration of the meeting. But the motion to suspend must be on notice unless at least half of the whole number of members of the Council, committee or sub-committee are present. Suspension can only be for the duration of the meeting.

28.2 Amendment

Any motion to add to, vary or revoke these standing orders, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council except where it is a result of a proposal put forward by the Audit and Standards Committee or a proposal from the Chief Executive or the Monitoring Officer in accordance with provision 13.05 'Amendments and Alterations Generally'.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	14 OCTOBER 2019	11
MEMBERS' ALLOWANCES			

PUBLIC ITEM

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

SUMMARY

The Independent Remuneration Panel has agreed a recommendation for councillors' allowances for the financial year 2020-21. The recommendation is detailed below. The report asks members to consider the recommendation and adopt if appropriate.

RECOMMENDATION

To adopt the following recommendations of the Independent Remuneration Panel with effect from 1 April 2020:

- I. Increase the level of basic allowance and special responsibility allowances as follows:
 - Basic allowance – from £3,750 to £4,000
 - Leader of the Council – from £10,000 to £10,625
 - Deputy Leader – from £3,000 to £3,190
 - Chairmen of Programme Committees – from £4,000 to £4,250
 - Vice-Chairman of above – from £2,000 to £2,125
 - Chairman of Audit and Standards – from £3,250 to £3,450
 - Vice- Chairman of Audit and Standards – from £1,625 to £1,725
 - Chairmen of Public Protection and Licensing – from £1,625 to £1,725
 - Vice-Chairmen of above – from £812.50 to £865
 - Chairman of Member Development Steering Group – from £2,000 to £2,125
 - Leader of each political group – from £32 a member to £34 a member
- II. Maintain the present level of travel and subsistence allowances and dependent carers' allowance for 2020 – 21.
- III. Increase the allowance paid to the three Independent Persons to £800 per person per annum, with the cost to be shared equally with Blackpool, and the allowance to be backdated to 22 May 2019 (Annual Council).
- IV. Approve an unfunded revenue budget increase in respect of the above changes to Members' Allowances in the sum of £16,500 per annum from 2020/21 onwards.

SUMMARY OF PREVIOUS DECISIONS

Council considers recommendations from the Independent Remuneration Panel each year. Last municipal year, the recommendations were reported to the council 10 December 2018. The decision of the council at that meeting was to maintain the present level of allowances.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	√
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to 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 has met and has made recommendations concerning the council's scheme.
5. The Panel being mindful of the fact that allowances had not increased for a number of years, and that the real value of allowances had consequently fallen significantly, recommended that basic allowance and special responsibility allowances be increased as follows:

Basic allowance – from £3,750 to £4,000

Leader of the Council – from £10,000 to £10,625

Deputy Leader – from £3,000 to £3,190

Chairmen of Programme Committees – from £4,000 to £4,250

Vice-Chairman of above – from £2,000 to £2,125

Chairman of Audit and Standards – from £3,250 to £3,450

Vice- Chairman of Audit and Standards – from £1,625 to £1,725

Chairmen of Public Protection and Licensing – from £1,625 to £1,725

Vice-Chairmen of above – from £812.50 to £865

Chairman of Member Development Steering Group – from £2,000 to £2,125

Leader of each political group – from £32 a member to £34 a member

6. The Panel also recommended an increase to the payments made to the three Independent Persons, to £800 per person per annum, with the cost of the allowance to be shared equally with Blackpool and backdated to 22 May 2019, the date of Annual Council.
7. Members are asked to consider the two documents below:
 - Appendix 1: [The report to the independent panel](#); and
 - Appendix 2: [A note of the panel's deliberations and recommendations](#).

IMPLICATIONS	
Finance	The Council's base revenue budget includes recurring provision of £254,855 per annum for the member's allowance scheme. The effect of the changes as proposed would be an increase in the annual cost of members' Allowances of £16,500. If the proposed changes are agreed the Council is requested to approve an unfunded revenue budget increase in respect of the changes to Members' Allowances in the sum of £16,500 per annum from 2020/21 onwards.
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

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	Email ian.curtis@fylde.gov.uk Tel 01253 658506	3 October 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Report to remuneration panel	September 2019	Town Hall, Lytham St Annes
Notes of remuneration panel meeting	September 2019	Town Hall, Lytham St Annes

Attached Documents

Appendix 1: The report to the independent panel

Appendix 2: A note of the panel's deliberations and recommendations



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	MEMBERS' INDEPENDENT REMUNERATION PANEL	13 SEPTEMBER 2019	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 2019-20 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 17 September 2018.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

Introduction

1. 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.
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 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 commencing 1 April 2020, 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.
5. Paragraphs 9 to 23 below are based on previously published guidance from the Ministry of Housing, Communities and Local Government on members' allowances, subject to deletion of material now superseded and material not now applicable to Fylde.
6. 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.

Budget Provision

7. Historic reductions in funding have meant that the Council has needed to take steps to reduce expenditure and maximise income generating activities in the current and future years. Based on the latest forecast position the Council is currently budgeting for a surplus in the current year followed by a broadly balanced financial position in future years. However, much uncertainty over future funding for Local Government remains, with the eagerly awaited outcome of the Fair Funding Review being delayed from publication in 2019 to autumn 2020 at the earliest. Consequently the Council continues to explore, and implement where possible, all opportunities to reduce expenditure including taking advantage of efficiency-savings achieved through the restriction on non-essential spending and to maximise income generating activities.
8. The annual recurring budgeted cost of members' allowances and expenses to the council based on the amount estimated for under the present scheme is set out in Table 1 –

Table 1 – Annual Estimated Members Allowances & Expenses – Budget provision 2019/20

Basic Allowances	£191,250
Independent Person Allowances	£1,050
Special Responsibility Allowances	£56,286
National Insurance	£1,269
Car Mileage	£3,800
Total Estimated Cost	£253,655

In addition to the above, budget provision of £15,200 for Members Technology Allowance exists for 2019/20 as the first year of a four year term for Members.

Basic allowance

9. 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.
10. 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

11. 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.
12. A scheme must also specify the amounts of allowance to be paid for each such responsibility.
13. 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

14. 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

15. 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.
16. 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

17. 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.
18. 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.
19. Independent remuneration panels may make recommendations, where relevant, as to whether the payments on which they have made a recommendation may be backdated. Authorities will be required to have regard to these recommendations.

Annual Adjustments of Allowance levels

20. 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.
21. 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 deemed to have been amended, and thus an authority will not have to seek a recommendation from its independent remuneration panel.
22. Where a panel makes a recommendation 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

23. 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

24. The present allowances scheme at Fylde, which was approved at the Council meeting of 14 December 2015 and remained unchanged following the recommendation of the panel last year, provides for a basic allowance of £3,750 and the following special responsibility allowances:

Leader of the Council - £10,000.00.

Deputy leader of the Council - £3,000

Chairmen of the Development Management Committee; Finance and Democracy Committee; Operational Management Committee; Environment, Health and Housing Committee; and Tourism and Leisure Committee - £4,000.00.

Vice-Chairmen of the above Committees - 50% of Chairmen's allowance -£2,000.00.

Chairmen of the Public Protection and Licensing Committees - £1,625.00.

Vice-Chairmen of the above Committees - 50% of Chairmen's allowance -£812.50.

Chairman of the Audit and Standards Committee - £3,250.00.

Vice –chairman of the Audit and Standards Committee – 50% of chairman's allowance - £1,625.00.

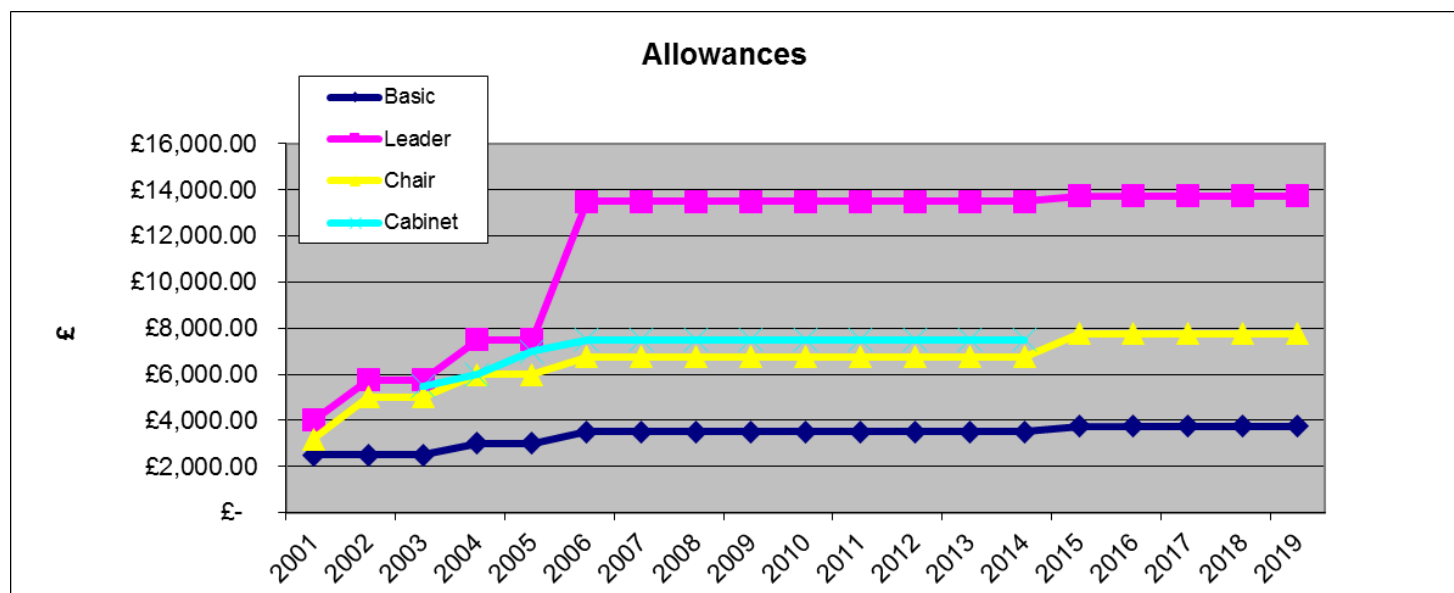
Leader of each political group - £32 per group member.

Chairman of the Member Development Steering Group - £2,000

Historical data

25. At the meeting of the panel in 2018, members asked that the report for this year should include detailed historical data. 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 particular 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 £992).

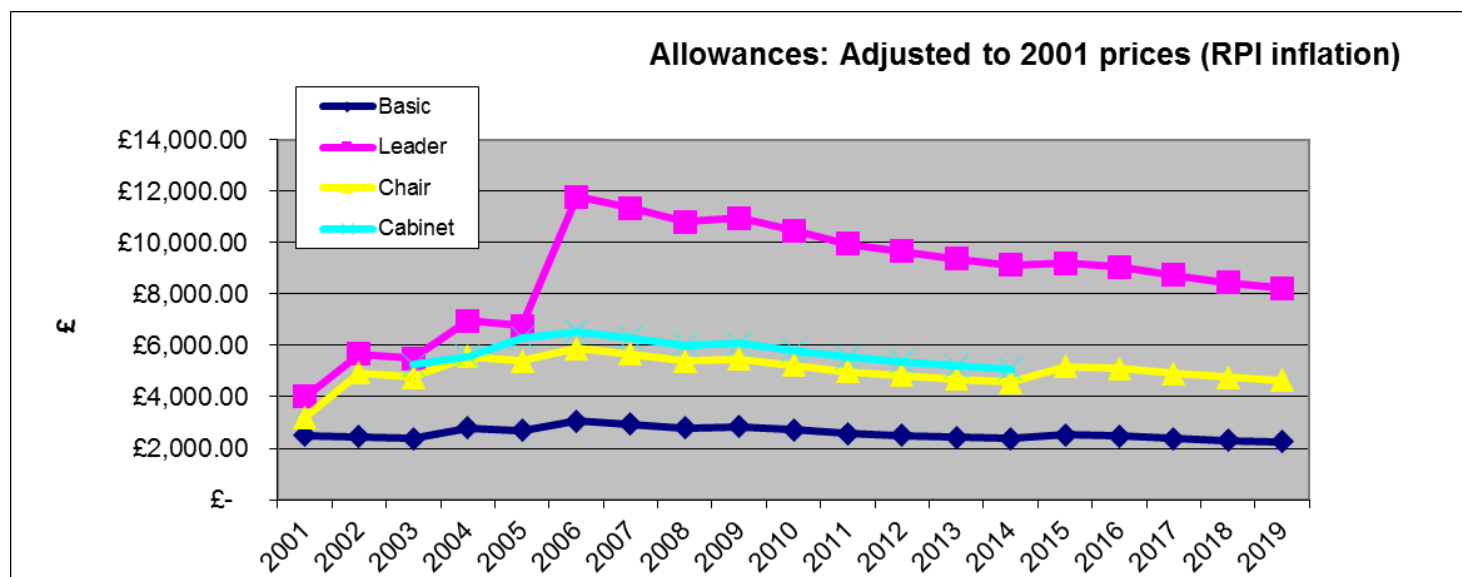
	Basic	Leader	Chairman
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00
2002	£ 2,500.00	£ 5,750.00	£ 5,000.00
2003	£ 2,500.00	£ 5,750.00	£ 5,000.00
2004	£ 3,000.00	£ 7,500.00	£ 6,000.00
2005	£ 3,000.00	£ 7,500.00	£ 6,000.00
2006	£ 3,500.00	£ 13,500.00	£ 6,750.00
2007	£ 3,500.00	£ 13,500.00	£ 6,750.00
2008	£ 3,500.00	£ 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



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

	Basic	Leader	Chairman
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00
2002	£ 2,463.05	£ 5,665.01	£ 4,926.09
2003	£ 2,389.69	£ 5,496.28	£ 4,779.37
2004	£ 2,783.19	£ 6,957.98	£ 5,566.38
2005	£ 2,704.99	£ 6,762.49	£ 5,409.99
2006	£ 3,055.67	£ 11,786.15	£ 5,893.07
2007	£ 2,942.99	£ 11,351.53	£ 5,675.76
2008	£ 2,801.62	£ 10,806.24	£ 5,403.12
2009	£ 2,842.31	£ 10,963.21	£ 5,481.61
2010	£ 2,712.66	£ 10,463.10	£ 5,231.55
2011	£ 2,584.36	£ 9,968.26	£ 4,984.13
2012	£ 2,505.37	£ 9,663.57	£ 4,831.78
2013	£ 2,429.11	£ 9,369.44	£ 4,684.72
2014	£ 2,369.34	£ 9,138.87	£ 4,569.43
2015	£ 2,513.05	£ 9,214.52	£ 5,193.64
2016	£ 2,467.26	£ 9,046.60	£ 5,098.99
2017	£ 2,381.37	£ 8,731.68	£ 4,921.49
2018	£ 2,306.98	£ 8,458.91	£ 4,767.75
2019	£ 2,244.82	£ 8,231.00	£ 4,639.29

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.



Comparisons with other authorities

26. 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 whole range of council functions.
27. 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 four such authorities.
28. For ease of reference, I set out comparisons between Fylde and relevant averages below:
 - The basic allowance² at Fylde (£3,750) is **below** the average for all councils in Lancashire (£4,642) and **below** the average for shire districts in Lancashire (£3,971). However, the cost of basic allowance per head of population per year is the second highest among shire districts in Lancashire (£2.40).
 - The special responsibility allowance for the leader of the council at Fylde (£10,992³) is **below** the average for all councils in Lancashire (£15,030) and **below** the average for shire districts in Lancashire (£13,285).

Independent persons for ethical standards matters

29. Fylde Borough Council has common arrangements with Blackpool Council in relation to the ethical standards framework. Both councils have adopted substantially the same Code of Conduct for Members and arrangements for dealing with allegations of member misconduct. As part of these common arrangements there is a shared pool of three Independent Persons. The independent persons have statutory roles working with the Monitoring officer and with members who have been subject to an allegation of misconduct.
30. The role at Blackpool and Fylde currently receives an allowance payment of £700 per year which was agreed in October 2016 and the cost is shared 50/50 between both authorities. That allowance is not currently updated annually.

² Figures rounded to the nearest pound

³ Comprised of the leader's allowance of £10,000 and an allowance of £32 per group member as the leader of the majority political group

31. In January a [review](#) of the current standards framework, the first since the Localism Act 2011, was published by the Committee on Standards in Public Life ("CSPL") to see if the Framework is conducive to promoting and maintaining the standards expected by the public. The recommendations from this report have been submitted to Government but no response has yet been made.
32. The recommendations in the CSPL review would be likely to effect the role of the Independent Person and would necessitate a further review of the allowance paid for the position. There is also a feeling at both councils that the role has become more demanding. Blackpool Council has accepted a recommendation by its independent remuneration panel that the allowance for the independent persons be increased to £800 subject to a further review after the Government has responded to the review by the Committee on Standards in Public Life, or within two years, whichever is the shorter. Blackpool Council has accepted this recommendation. The panel is asked to consider whether it agrees with the proposed increase.

Other matters

33. The opposition group at Fylde has appointed shadow committee chairmen for the first time. There is one shadow chairman for each of three of the four programme committees, and one for the Planning Committee. The opposition group has appointed two shadow chairmen for the Operational Management Committee. The shadow chairmen either attend briefings with the committee chairmen, or receive separate briefings, before a meeting of their committee. These members could be awarded special responsibility allowances.
34. General (but not universal) practice in Lancashire and in the other areas surveyed appears to be that no special responsibility allowance is paid to shadow chairmen. Members are asked to consider whether an allowance should be paid at Fylde.

IMPLICATIONS	
Finance	The Council's base revenue budget includes recurring provision of £253,655 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	
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	
Health & Safety and Risk Management	

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	01253 658506	12 September 2019

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

**INDEPENDENT REMUNERATION PANEL –
NOTE OF MEETING HELD ON 13 SEPTEMBER 2019, TOWN HALL, ST ANNES**

Present: Mr David Cam, Chairman

Mrs Helen Hockenhull

Mrs Karen Eaton

Tracy Manning, Director of Resources

Ian Curtis, Head of Governance

Katharine McDonnell, Democratic Services Officer (note taker)

Tracy Manning welcomed everyone to the meeting.

She advised Panel members that since the Panel had last met, there had been an all-out borough election, and the Council had been notified by the Boundary Commission, the council would be subject to a review of the electoral boundaries. The review process would commence in 2020 and any recommended changes in place for the next all-out borough election in 2023.

She further advised that the allowances for the Independent Persons had been considered at a joint meeting of Blackpool and Fylde's Independent Remuneration Panels, and had been agreed to increase the allowance to £800 per annum, with the cost of the allowance shared equally between Blackpool and Fylde. The allowance would need to be back dated to Annual Council on 22 May 2019.

Ian Curtis presented the 2020/2021 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 2006 and 2019. The report also provided information regarding the level of allowances adjusted to 2001 prices (the retail price index); information regarding the different allowances, the annual budgeted amount for members' allowances and the Council's financial position. Finally it provided a detailed spreadsheet comparing the allowances paid by other Lancashire authorities and authorities who operated a committee system.

The Panel thanked Ian for his report and discussed the questions posed in the report. In the course of their discussion, the panel noted that the council was in a robust financial position and had made a series of well balanced judgements over the years. The result of which were healthy reserves and the delivery of capital schemes which benefitted the borough.

In the course of their discussion the Panel also considered councillors' workload and discussed the roles that attracted Special Responsibility Allowances (SRA) and the time commitment for those roles. The Panel also noted it was some time since an increase had been recommended, and the steer from Government appeared to indicate a move to more funding for public services.

Taking all matters into consideration the Panel recommended that there be an increase in the basic allowance for all councillors to £4000, and the percentage increase to be applied

across all SRAs and group leader payments. The allowances recommended therefore would be as follows;

Basic allowance - £3,750 to £4,000
Leader of the Council £10,000 to £10,625
Deputy Leader - £3,000 to £3,190
Chairmen of Programme Committees £4,000 to £4,250
Vice-Chairman of above - £2,000 to £2,125
Chairman of Audit and Standards - £3,250 to £3,450
Vice- Chairman of Audit and Standards - £1,625 to £1,725
Chairman of Member Development - £2,000 to £2,125
Chairman of Public Protection and Licensing - £1,625 to £1,725
Vice-Chairman of above - £865
Leader of each political group - £32 a member to £34 a member

To increase the allowance for the Independent Persons to £800 per person per annum, with the cost shared equally with Blackpool, and back dated to Annual Council held on 22 May 2019.

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.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MONITORING OFFICER	COUNCIL	14 OCTOBER 2019	12
APPOINTMENTS TO OUTSIDE BODIES			

PUBLIC ITEM

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

SUMMARY

The Council makes a number of appointments to outside bodies each year. In May 2019, Council asked that the programme committees make recommendations from within their respective memberships for those outside bodies relating to the brief for the committee. The majority of those nominated Councillors were duly appointed by Council at its meeting on 15 July.

However Lytham Town Trust and the Police Crime Commissioner's Panel were not appointed. Prior to Council in July 2019 Councillor Anthony advised that he did not wish to represent the Town Trust. Around the same time decisions regarding political balance prevented a decision being made on the Council's representative on the PCC Panel.

Both these appointments were referred back to their relevant committees in September 2019.

RECOMMENDATION

1. To appoint Councillor Ray Thomas as the Council's representative on Lytham Town Trust for the 2019/20 municipal year; and
2. To appoint Councillor Ben Aitken (and Councillor Viv Willder as named substitute) as the Council's representative on the Police Crime Commissioner's Panel for the 2019/20 municipal year.

SUMMARY OF PREVIOUS DECISIONS

Council are required to confirm the appointments to outside bodies annually.

3 September 2019 – Environment, Health and Housing Committee recommended to Council the appointment of Councillor Ben Aitken (and Councillor Viv Willder as named substitute) to serve as the Council's representative on the Police Crime Commissioner's Panel for the municipal year 2019-20.

5 September 2019 – Tourism and Leisure Committee recommended to Council the appointment of Councillor Ray Thomas to serve as the Council's representative on Lytham Town Trust for the municipal year 2019-20.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Council makes a number of appointments to outside bodies in each municipal year, in an election year the appointments are made at the first Council meeting following the Annual meeting.
2. The outside bodies to which the Council nominates, together with the names of those members nominated by the relevant programme committee, is attached as appendix 1.
3. The current protocol is that members are required to produce regular reports on the bodies on which they serve, currently every six months. These reporting forms will come to the programme committee to which the external partnership relates.
4. All reporting forms must be submitted via the online electronic reporting form; and that committee chairmen, whose members are not supplying reports, enquire whether that member wishes to continue as a representative of the outside body.
5. Nominations for the Police Crime Commissioner's Panel and Lytham Town Trust were considered at Environment, Health and Housing Committee and Tourism and Leisure Committee respectively, and the nominees are now recommended to Council for appointment.

IMPLICATIONS	
Finance	None arising from the report.
Legal	None arising from the 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
Tracy Manning	01253 658521	18 September 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
none		