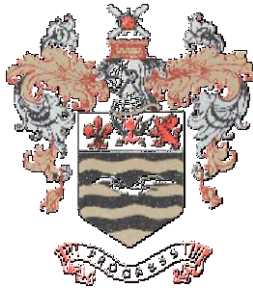


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BLACKPOOL COUNCIL

Tuesday, 10 May 2022

To: The Members of Blackpool Council

Lady Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of **Blackpool Council** to be held in the Council Chamber at the Town Hall, Blackpool on Wednesday, 18 May 2022 commencing at 2.00 pm for the transaction of the business specified below.

A handwritten signature in black ink, appearing to read 'David Lewis'.

Director of Governance and Partnerships

Business

1 THE ELECTION OF THE MAYOR OF THE COUNCIL

To elect the Mayor.

2 THE MAYOR'S ACCEPTANCE OF OFFICE

The Worshipful the Mayor to make a Declaration of Acceptance of the Corporate Office of Mayor.

3 THE APPOINTMENT OF THE DEPUTY MAYOR OF THE COUNCIL

To appoint a deputy Mayor.

4 THE DEPUTY MAYOR'S ACCEPTANCE OF OFFICE

The Deputy Mayor to make a Declaration of Acceptance of the Corporate Office of Deputy Mayor.

5 THE MAYOR TO PAY THANKS IN RESPECT OF THE SERVICE OF THE EX-MAYOR

- The Mayor and group leaders / representatives will have the opportunity to thank the Ex-Mayor for her service.
- The Mayor will present a bouquet and past Mayor's medal to Councillor Amy Cross.
- The Ex-Mayor will have an opportunity to thank the Mayor.

6 THE MAYOR'S ADDRESS

The Worshipful the Mayor to address the meeting in relation to her forthcoming year.

7 DECLARATIONS OF INTEREST

Members are asked to declare any interests in the items under consideration and in doing so state:

(1) the type of interest concerned either a

- (a) personal interest
- (b) prejudicial interest
- (c) disclosable pecuniary interest (DPI)

and

(2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Governance in advance of the meeting.

8 MINUTES OF THE LAST MEETINGS HELD ON 8 MARCH AND 5 MAY 2022 (Pages 1 - 10)

To agree the minutes of the last meetings held on 8 March and 5 May 2022 as a true and correct record.

9 ANNOUNCEMENTS

To receive official announcements from the Mayor.

10 SCRUTINY LEAD MEMBER (Pages 11 - 14)

The Council will be asked to consider the re-appointment of a Lead Member for Scrutiny.

11 APPOINTMENT OF COMMITTEES (Pages 15 - 24)

The Council will be asked to consider the appointment of its committees, in accordance with the Council's Constitution and the Local Government Act 1972.

12 SCHEME OF DELEGATION / CHANGES TO THE CONSTITUTION (Pages 25 - 26)

The Council will be asked to consider its scheme of delegation.

13 PROGRAMME OF MEETINGS 2022/2023 (Pages 27 - 36)

The Council will be asked to consider a programme of meetings for 2022/2023 and to note provisional meeting dates from May to July 2023.

14 REVISED CODE OF CONDUCT FOR MEMBERS (Pages 37 - 54)

To consider for approval a revised Code of Conduct for Members as recommended by the Standards Committee.

15 BLACKPOOL MEDAL (Pages 55 - 58)

The Council to consider awarding the Blackpool Medal to Mrs Elaine Smith MBE.

Venue information:

First floor meeting room (lift available), accessible toilets (ground floor), no-smoking building.

Other information:

For queries regarding this agenda please contact Sarah Chadwick, Democratic Governance Senior Adviser, Tel: (01253) 477153, e-mail sarah.chadwick@blackpool.gov.uk

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at www.blackpool.gov.uk.

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Present:

Councillor Burdess (in the Chair)

Councillors

Baker	Cox	Matthews	Sloman
Benson	Critchley	B Mitchell	Smith
Brookes	Farrell	M Mitchell	Stansfield
Cain	Galley	O'Hara	Taylor
Mrs Callow JP	Hobson	Owen	Walsh
Campbell	Hugo	Robertson BEM	L Williams
Clapham	Hunter	Roberts	T Williams
D Coleman	Hutton	D Scott	Wilshaw
G Coleman	Jackson	Mrs Scott	
Collett	Kirkland	R Scott	

In Attendance:

Neil Jack, Chief Executive

Steve Thompson, Director of Resources

Mark Towers, Director of Governance and Partnerships / Monitoring Officer

Lorraine Hurst, Head of Democratic Governance

Jenni Cook, Democratic Governance Senior Adviser

1 DECLARATIONS OF INTEREST

In relation to agenda item 7, Council Tax 2022/23 the following declarations of interest were made:

- Councillors Cain, Critchley and Walsh declared prejudicial interests as Council-appointed non-executive directors of Blackpool Operating Company Ltd
- Councillors Hutton, Kirkland and Stansfield declared prejudicial interests as Council-appointed non-executive directors of Blackpool Waste Services Limited (Enveco)
- Councillors Burdess, Galley and Matthews declared personal interests as Council-appointed non-executive directors of Blackpool Transport Services Limited
- Councillors Hugo, Jackson and T Williams declared personal interests as Council-appointed representatives on Lancashire Combined Fire Authority
- Councillor Benson declared a personal interest as her spouse was employed by Blackpool Transport Services Limited
- Councillor O'Hara declared a personal interest as his son was employed by Blackpool Transport Services Limited.

2 MINUTES OF THE LAST MEETINGS HELD ON 8 AND 9 FEBRUARY 2022

Resolved: That the minutes of the informal Council meeting held on 8 February 2022 and the minutes of the formal Council meeting held on 9 February 2022 be signed by the Deputy Mayor as a correct record.

MINUTES OF COUNCIL MEETING - TUESDAY, 8 MARCH 2022

3 CAPITAL STRATEGY 2022/23 TO 2024/25

The Council considered the recommendations from the Executive meeting of 7 February 2022 in relation to the proposed capital strategy which incorporated the Property Investment Strategy for 2022/23. Members noted that the proposed Capital Strategy aligned with the priorities set out in the Council Plan and Treasury Management Strategy.

Motion: Councillor L Williams proposed (and Councillor Taylor seconded):

‘To approve the Capital Strategy 2022/2023 to 2024/2025 incorporating the Property Investment Strategy 2022/2023’.

Motion carried: The motion was submitted to the Council and carried.

4 CAPITAL PROGRAMME 2022/23 TO 2024/25

Members considered the recommendations of the Executive from 7 February 2022 regarding the Capital Programme for 2022/2023, 2023/2024 and 2024/2025. It was noted that the programme ran concurrently with the General Fund Revenue Budget and projected forward indicative spending for three years at an estimated value of £263.5 million.

Motion: Councillor L Williams proposed (and Councillor Taylor seconded):

- ‘1. To approve the Capital Programme for 2022/2023 as set out in the report and in Appendices 4a and 4b to the Executive report.
2. To agree that Executive approval will continue to be required for all Prudential borrowing schemes (reference paragraph 6.10 of the report).
3. To approve the Single Capital Pot approach as outlined with a top slice of 12.5% to allow for investment in key priority areas and overspends that are not otherwise fundable (reference paragraph 6.14 of the report).
4. To agree the Capital Prudential Indicators as identified in Appendix 4c to the Executive report’.

Motion carried: The motion was submitted to the Council and carried.

5 TREASURY MANAGEMENT STRATEGY 2022/23

The Council considered the recommendations of the Executive in relation to the proposed Treasury Management Strategy 2022/2023, which set out how the Council would manage its investments and cashflows over the forthcoming financial year.

Motion: Councillor L Williams proposed (and Councillor Taylor seconded):

- ‘1. To approve the Treasury Management Strategy 2022/2023 including both the Borrowing and Investment Strategies set out in Appendix 5c and Appendix 5d to the

MINUTES OF COUNCIL MEETING - TUESDAY, 8 MARCH 2022

Executive report.

2. To adopt the Treasury Management Policy Statement, the three key principles and four clauses taken from CIPFA's Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes (2021 Edition) set out in Appendix 5b to the Executive report.
3. To approve the revised Prudential Indicators and limits for 2022/2023 and the new Prudential Indicators and limits for 2022/2023 – 2024/2025 set out in Appendix 5e to the Executive report.
4. To approve the Minimum Revenue Provision Policy Statement for 2022/2023, which will ensure a prudent Minimum Revenue Provision charge in the annual statement of accounts. The policy is set out in Appendix 5f to the Executive report'.

Motion carried: The motion was submitted to the Council and carried.

6 COUNCIL PLAN

A report on the Council Plan was considered by members, along with the recommendations from the Executive on 24 February 2022 for its approval, following updates made in relation to the order of Council priorities, work to address the climate emergency and details of the Council's pandemic response and approach to recovery.

Motion: Councillor L Williams proposed (and Councillor Taylor seconded):

'To approve the updated Council Plan as attached at Appendix 3a to the Executive report, with immediate effect until 31 December 2024'.

Motion carried: The motion was submitted to the Council and carried.

7 COUNCIL TAX 2022/23

The Council considered the recommendations from the Executive from the meetings on 7 February and 24 February 2022 in relation to the draft General Fund Revenue Budget and setting of Council Tax for 2022/2023.

Members firstly considered the budget proposals in relation to Blackpool Operating Company Limited.

Motion 1: Councillor L Williams proposed (and Councillor Taylor seconded):

'To agree a budget saving of £900,000 based on a dividend from Blackpool Operating Company Limited (ref. Appendix 2 of the report to the Executive on 7 February 2022)'.

Recorded vote: The Council noted that under the Local Authorities (Standing Order) (England) (Amendment) Regulations 2014, there was a requirement for a recorded vote on setting the Council tax and budget. The voting was as follows:

For the motion: Councillors Benson, Brookes, Burdess, Campbell, Clapham, D Coleman, G

MINUTES OF COUNCIL MEETING - TUESDAY, 8 MARCH 2022

Coleman, Collett, Cox, Farrell, Galley, Hobson, Hugo, Hunter, Hutton, Jackson, Kirkland, Matthews, B Mitchell, M Mitchell, O'Hara, Owen, Roberts, Robertson, D Scott, Mrs Scott, R Scott, Sloman, Smith, Stansfield, Taylor, L Williams, T Williams, Wilshaw - **Total 34.**

Against the motion: Councillor Baker – **Total 1.**

Abstentions: Councillor Mrs Callow – **Total 1.**

Motion 1 carried: The motion was therefore carried.

Note: Having declared prejudicial interests, Councillors Cain, Critchley and Walsh left the meeting during consideration of the above part of the item.

Motion 2: Councillor L Williams proposed (and Councillor Taylor seconded):

‘To agree a budget saving of £250,000, as part of the identified total non-recurrent savings of £6.04m to replenish working balances, based on savings as a result of consolidation following the establishment of Blackpool Waste Services Limited trading as Enveco (ref. Appendix 2 of the report to the Executive on 7 February 2022)’.

Recorded vote: The Council noted that under the Local Authorities (Standing Order) (England) (Amendment) Regulations 2014, there was a requirement for a recorded vote on setting the Council tax and budget. The voting was as follows:

For the motion: Councillors Baker, Benson, Brookes, Burdess, Cain, Mrs Callow, Campbell, Clapham, D Coleman, G Coleman, Collett, Cox, Critchley, Farrell, Galley, Hobson, Hugo, Hunter, Jackson, Matthews, B Mitchell, M Mitchell, O'Hara, Owen, Roberts, Robertson, D Scott, Mrs Scott, R Scott, Sloman, Smith, Taylor, Walsh, L Williams, T Williams, Wilshaw - **Total 36.**

Against the motion: None

Abstentions: None

Motion 2 carried: The motion was therefore carried.

Note: Having declared prejudicial interests, Councillors Hutton, Kirkland and Stansfield left the meeting during consideration of the above part of the item.

Motion 3: Councillor L Williams proposed (and Councillor Taylor seconded):

‘The Council to agree the proposed the remaining recommendations 2c to 2k as outlined in Appendix 7(a) (and reproduced below), bringing together the recommendations from the Executive meetings on 7 February 2022 and 24 February 2022 into a summary document, set out in accordance with the requirements of the Localism Act 2011:

1. To agree a level of budget savings of £7.7m (£8.6m minus £900,000 already approved in 2a) (ref. paragraphs 7.1 and 7.4 and Appendix 2 of the report to the

MINUTES OF COUNCIL MEETING - TUESDAY, 8 MARCH 2022

Executive on 7 February 2022).

2. To agree the level of net expenditure for the draft General Fund Revenue Budget 2022/23 of £160,276,000 (ref. paragraph 6.2 of the report to the Executive on 7 February 2022).
3. That the Chief Executive be authorised to take any necessary steps to ensure all staffing savings are achieved (ref. paragraph 8.1 of the report to the Executive on 7 February 2022).
4. That the target level of working balances remains at £6m (ref. paragraph 10.4 of the report to the Executive on 7 February 2022).
5. To adopt the formal Council Tax Resolutions set out at Appendix 7(a) (Annex 1), in so doing agree a Council Tax Requirement of £64,992,000 and a Council Tax Base of 37,140.
6. To note the calculation of Aggregate Amounts as directed by Section 31A of the Local Government Finance Act 1992 as set out at Appendix 7(a) (Annex 1 and 2).
7. To approve a level of Council Tax for the financial year 2022/23 of £1,749.92 at valuation Band D equivalent (a 2.99% increase including the 1% Adult Social Care Precept but excluding the precepts for the Police and Crime Commissioner for Lancashire and the Lancashire Combined Fire Authority).
8. To note that the Police and Crime Commissioner for Lancashire's precept for the financial year 2022/23 is £236.45 (a £10.00 increase, equivalent to 4.42%) for a Band D Tax equivalent and the Lancashire Combined Fire Authority precept for the financial year 2022/23 is £77.27 (a £5.00 increase, equivalent to 6.92%) for a Band D Tax equivalent.
9. To confirm that should recommendation 2h) above be approved, the aggregate levels of Council Tax for Valuation Bands A to H will be as below:

VALUATION BAND	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
BLACKPOOL	1,029.09	1,200.59	1,372.12	1,543.63	1,886.67	2,229.69	2,572.72	3,087.26
ADULT SOCIAL CARE PRECEPT	137.53	160.45	183.37	206.29	252.13	297.97	343.82	412.58
BLACKPOOL TOTAL CTAX	1,166.62	1,361.04	1,555.49	1,749.92	2,138.80	2,527.66	2,916.54	3,499.84
POLICE	157.63	183.91	210.18	236.45	288.99	341.54	394.08	472.90
FIRE	51.51	60.10	68.68	77.27	94.44	111.61	128.78	154.54
COUNCIL TAX 2022/23	1,375.76	1,605.05	1,834.35	2,063.64	2,522.23	2,980.81	3,439.40	4,127.28

MINUTES OF COUNCIL MEETING - TUESDAY, 8 MARCH 2022

Recorded vote: The Council noted that under the Local Authorities (Standing Order) (England) (Amendment) Regulations 2014, there was a requirement for a recorded vote on setting the Council tax and budget. The voting was as follows:

For the motion: Councillors Benson, Brookes, Burdess, Campbell, Collett, Critchley, Farrell, Hobson, Hugo, Hunter, Hutton, Jackson, Kirkland, Matthews, M Mitchell, O'Hara, Owen, Smith, Taylor, L Williams - **Total 20.**

Against the motion: Councillors Baker, Mrs Callow, Clapham, D Coleman, G Coleman, Cox, Galley, B Mitchell, Roberts, Robertson, D Scott, Mrs Scott, R Scott, Sloman, Stansfield, Walsh, T Williams, Wilshaw – **Total 18.**

Abstentions: Councillor Cain - **Total 1.**

Motion 3 carried: The motion was therefore carried.

8 APPOINTMENT OF LOCAL EXTERNAL AUDITOR

Members considered a report on proposals for the appointment of the Council's auditor as the current contract expired in March 2023.

The report outlined the options which included appointment on a stand-alone basis, collaboration on a local joint procurement arrangement or opting in to sector-led body.

Motion: Councillor L Williams proposed (and Councillor Galley seconded):

'To opt-in to the Local Government Association (LGA)-endorsed sector-led body appointed by the Secretary of State, namely Public Sector Audit Appointments (PSAA), by the due deadline of 11 March 2022 for them to undertake the Council's local auditor procurement and appointment process'.

Motion carried: The motion was submitted to the Council and carried.

Mayor

(The meeting ended at 7.50 pm)

Any queries regarding these minutes, please contact:
Lorraine Hurst, Head of Democratic Governance
Tel: 01253 477127
E-mail: lorraine.hurst@blackpool.gov.uk

MINUTES OF SPECIAL COUNCIL MEETING - THURSDAY, 5 MAY 2022

Present:

Councillor Cross (in the Chair)

Councillors

Baker	Cox	Kirkland	Sloman
Benson	Critchley	Matthews	Smith
Brookes	Farrell	M Mitchell	Stansfield
Burdess	Galley	O'Hara	Taylor
Cain	Hobson	Robertson BEM	Walsh
Mrs Callow JP	Hugo	Roberts	L Williams
Clapham	Hunter	D Scott	T Williams
D Coleman	Hutton	Mrs Scott	Wilshaw
Collett	Jackson	R Scott	

In Attendance:

Neil Jack, Chief Executive

Mark Towers, Director of Governance and Partnerships / Monitoring Officer

Lorraine Hurst, Head of Democratic Governance

Sarah Chadwick, Democratic Governance Senior Adviser

Jenni Cook, Democratic Governance Senior Adviser

1 DECLARATIONS OF INTEREST

There were no declarations of interest.

2 BLACKPOOL MEDAL

Members were aware that at the meeting in May 2021, the Council had agreed to amend the criteria for the award of the Blackpool medal to posthumous recipients and that at the same meeting had agreed to posthumously award the medal to former Councillors Peter Callow and Mrs Lily Henderson MBE. It was also noted that at the September 2021 Council meeting, members had agreed to posthumously award the medal to former boxer Brian London and that the meeting had been convened in respect of all three recipients.

Motion 1: Councillor T Williams proposed (and Councillor L Williams seconded):

‘To posthumously award the Blackpool Medal to the family of former Councillor Peter Callow in recognition of his eminent service to the Borough’.

Councilor M Mitchell also paid tribute to Councillor Callow.

During the speeches, reference was made to Councillor Callow representing the residents of Norbreck and to his time as Leader when the decision had been taken to buy the Tower and Winter Gardens, bringing them into public ownership and sparking new investment, as well as Councillor Callow securing funding to save the Blackpool tramway.

MINUTES OF SPECIAL COUNCIL MEETING - THURSDAY, 5 MAY 2022

Members noted that Councillor Callow had also introduced the award of the Blackpool Medal and had served as Mayor during 2015 to 2016.

Motion 1 carried: The motion was carried unanimously.

Following presentation of the medal and certificate, family members thanked the Council.

Motion 2: Councillor Clapham proposed (and Councillor Hunter seconded):

‘To posthumously award the Blackpool Medal to the family of former Councillor Mrs Lily Henderson MBE in recognition of her eminent service to the Borough’.

Councillors M Mitchell and Stansfield also spoke in tribute.

Members noted that Councillor Mrs Henderson MBE had served the residents of Highfield ward and had been the oldest councillor in the country to retain her seat when she was re-elected at the May 2019 local elections.

Councillors also paid tribute to her term of office of Mayor and as a recipient of an MBE for her services to scouting, along with her support and promotion of sporting activities, in particular tennis.

Motion 2 carried: The motion was carried unanimously.

Following presentation of the medal and certificate, family members thanked the Council.

Motion 3: Councillor T Williams proposed (and Councillor Hunter seconded):

‘To posthumously award the Blackpool Medal to the family of former British and Commonwealth boxing champion Brian London in recognition of his eminent service to the Borough’.

Councillors M Mitchell also spoke on the proposal.

During the speeches, Brian’s sporting achievements were acknowledged in particular the accolade of being the British and Commonwealth champion and the world heavyweight title fights during his career.

The Council also noted that Brian had moved to Blackpool from Hartlepool when he had become a successful businessman in the town.

Motion 3 carried: The motion was carried unanimously.

Following presentation of the medal and certificate, family members thanked the Council.

MINUTES OF SPECIAL COUNCIL MEETING - THURSDAY, 5 MAY 2022

Mayor

(The meeting ended at 7.00 pm)

Any queries regarding these minutes, please contact:

Lorraine Hurst, Head of Democratic Governance

Tel: 01253 477127

E-mail: lorraine.hurst@blackpool.gov.uk

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Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor L Williams, Leader of the Council
Date of Meeting:	18 May 2022

SCRUTINY LEAD MEMBER

1.0 Purpose of the report:

1.1 To consider the re-appointment of a Lead Member for Scrutiny.

2.0 Recommendation(s):

2.1 To agree to re-appoint Councillor Maxine Callow as chair of the Scrutiny Leadership Board, as she is the current incumbent, has significant experience of undertaking scrutiny and has also served on the Executive.

3.0 Reasons for recommendation(s):

3.1 To ensure effective scrutiny at Blackpool Council.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

There are no other options to consider which would be in accordance with the North West Employers review and previous Council decisions arising from that review.

4.0 Council Priority:

4.1 The Scrutiny Committees and the Scrutiny Leadership Board chaired by Lead Scrutiny Member will focus on the proposed priorities of the Council and performance management in those areas.

5.0 Background Information: Overview and Scrutiny

5.1 At the Annual Council meeting in 2019, the Council following a recommendation from the review of scrutiny by North West Employers (NWE) appointed Cllr Mrs M Callow as the Scrutiny Lead Member who would also chair the Scrutiny Leadership Board. She has been re-appointed to this position at subsequent Annual Council meetings.

- 5.2 The current practice is that the Chair for the scrutiny committees be a majority party councillor and the Vice Chair of the committees be a principal Opposition councillor. The Chair of the Scrutiny Leadership Board was identified in the NWE review as a key role and a role profile had been drawn up, which is attached at Appendix 10(a). It is considered to re-appoint Councillor Mrs Maxine Callow as Chair of this Board, as she has significant experience of undertaking scrutiny and has also served on the Executive. The Chair will continue to report to Council twice a year on progress made and value added by the scrutiny function.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 10(a) - Scrutiny Leadership Board Chair Role Profile

6.0 Legal considerations:

- 6.1 The Local Government Act 2000 set out the statutory responsibilities in terms of the Council's scrutiny arrangements. This includes the requirement for co-opted members on scrutiny committees dealing with educational matters.

7.0 Human Resources considerations:

- 7.1 There are no human resources considerations.

8.0 Equalities considerations:

- 8.1 There are no equalities considerations.

9.0 Financial considerations:

- 9.1 There are no financial implications

10.0 Risk management considerations:

- 10.1 There are no risk management considerations.

11.0 Ethical considerations:

- 11.1 There are no ethical considerations.

12.0 Internal/ External Consultation undertaken:

- 12.1 Consultation has taken place with the Group Leaders.

13.0 Background papers:

- 13.1 There are no additional background papers to this report.

Role Description: Chair of Scrutiny Leadership Board

Your roles and responsibilities as the Scrutiny Lead Member

- To be the visible lead of the scrutiny function at the Council, driving forward improvement and raising the profile of the function both internally and externally.
- To Chair the Scrutiny Leadership Board and ensure all scrutiny committees are working together to achieve value added and can demonstrate their impact.
- To be the key point of liaison between the Executive, Corporate Leadership Team and Scrutiny and lead in developing and improving those relationships.
- To support the Chairs and Vice Chairs of the Scrutiny Committees in carrying out their duties.
- To be active in undertaking research and improving your knowledge of Council and other relevant services; and in seeking out and identifying areas that scrutiny can have an impact on or can help improve.
- To work with the Scrutiny Manager (Statutory Scrutiny Officer) and Scrutiny Officers to achieve a positive, proactive and reactive scrutiny workplan.
- To prepare and present a report on the work of scrutiny to the full Council meeting periodically and answers questions from other councillors

Values, Skills and Attributes

A full person specification can be found on the following page.

Time Commitment

The position of Scrutiny Lead Member is a prominent role. You will be required to prepare for and attend meetings of the Scrutiny Leadership Board, attend and observe Scrutiny Committee meetings and the Audit Committee where necessary, meet regularly with key stakeholders including the Leader of the Council, Executive Members, Directors and the Scrutiny Manager.

You will also need to continually develop and increase your knowledge of the Council and the role of scrutiny through reading, research and by attending training and development events.

The time commitment is estimated to be four days per month.

Person Specification for Scrutiny Lead Member

	Essential/ desirable
Background and experience	
<ul style="list-style-type: none"> A record of achievement at senior leadership level 	E
<ul style="list-style-type: none"> Experience of holding senior leaders to account and, in turn, accustomed to a high level of accountability 	E
<ul style="list-style-type: none"> Experience of leading or managing significant change 	D
Skills and personal attributes	
<ul style="list-style-type: none"> Highly developed interpersonal and communication skills including being able to discuss sensitive issues tactfully 	E
<ul style="list-style-type: none"> Confidence in presenting and ability to question and challenge appropriately 	E
<ul style="list-style-type: none"> Ability to analyse reports and data and review issues objectively 	E
<ul style="list-style-type: none"> Ability to take responsibility for decisions and ensuring that decisions are well informed 	E
<ul style="list-style-type: none"> A good listener and disciplined speaker, able to weigh up arguments and summarise for others 	E
<ul style="list-style-type: none"> Commitment to taking a proactive role including undertaking extensive reading and research, regularly attending meetings and attending training events/seminars 	E
<ul style="list-style-type: none"> Ability to act with integrity, adhere to governance policies and understand the importance of avoiding conflicts of interest 	E
<ul style="list-style-type: none"> Personal integrity and commitment to confidentiality in appropriate circumstances 	E

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor L Williams, Leader of the Council
Date of Meeting:	18 May 2022

APPOINTMENT OF COMMITTEES

1.0 Purpose of the report:

- 1.1 The Council will be asked to consider the appointment of its committees, in accordance with the Council's Constitution and the Local Government Act 1972.

2.0 Recommendation(s):

- 2.1 To appoint the following Council committees, with powers and duties as set out in the Council's Constitution:
- Adult Social Care and Health Scrutiny Committee
 - Tourism, Economy and Communities Scrutiny Committee
 - Children and Young People's Scrutiny Committee
 - Audit Committee
 - Appeals Committee
 - Planning Committee
 - Standards Committee
 - Chief Officers Employment Committee
- 2.2 To appoint a Scrutiny Leadership Board, with the powers set out in the Council's constitution and for the Board to continue to have an adjusted political balance membership of three Labour, four Conservative (to be made up of the Chairs, Vice Chairs of the three Scrutiny Committees and the Chair of the Audit Committee) and also to add the non-aligned Independent Member as Chair of the Committee in line with the recommendation of agenda item 10.
- 2.3 To agree the political balance attached at Appendix 11(a) and appointments to the above committees at Appendix 11(b) (the latter will be circulated separately) and to delegate authority to the Children and Young People's Scrutiny Committee to confirm appointments to co-opted positions throughout the year.
- 2.4 To reappoint the Licensing Committee with the powers and duties as set out in the Constitution (equating to a membership of 13 and a composition of seven Labour, five Conservative and one Blackpool Independent).

- 2.5 Subject to (2.4) above, to request the Licensing Committee to re-appoint the Public Protection Sub-Committee, with the powers and duties, as set out in the Constitution including the appointment of the Chair and Vice-Chair.
- 2.6 To agree that any membership changes to committees or sub-committees during the course of the Municipal Year be reported to the Director of Governance and Partnerships by the relevant Group Leader for implementation.
- 2.7 Subject to the approval of the above recommendations, to agree to the memberships of the committees of the Council and their Chairs and Vice Chairs as set out in Appendix 11(b) (to be circulated separately) and that delegated authority is given to the committees themselves to determine changes to Chairs and Vice Chairs, in line with the principles set out in this report should the need arise for change during the municipal year.
- 2.8 To confirm the membership of the Health and Wellbeing Board and the appointment of the Chair and Vice-Chair of the Board as set out in Appendix 11(b) (to be circulated separately).
- 2.9 Subject to the approval of the above recommendations, to agree that the Director of Governance and Partnerships be authorised to amend the Constitution accordingly.

3.0 Reasons for recommendation(s):

- 3.1 To enable Council business to be transacted by various committees and for the size of the committees to reflect the current political balance of the political groups on the Council. This will also meet statutory requirements.
- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No
- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

There are no other options other than a different or varied set of committees; however, the current committees have been appointed by Council in recent years and help transact the business of Council efficiently.

4.0 Council Priority:

- 4.1 The appointment of Council committees will help the Council achieve all its priorities.

5.0 Background Information

5.1 Proposed committees – the committees are set out below:

- Scrutiny Leadership Board
- Adult Social Care and Health Scrutiny Committee
- Tourism, Economy and Communities Scrutiny Committee
- Children and Young People’s Scrutiny Committee
- Audit Committee
- Appeals Committee
- Planning Committee
- Standards Committee
- Chief Officers Employment Committee

5.2 The last review of the political balance requirements was undertaken in September 2021. That allocation of seats to committees and the structure has been the foundation from which this annual review has been undertaken. Earlier this month, Councillor M Mitchell who had already left the Labour Group, was added as a member of the Blackpool Independents Group. This makes the political membership of the council to be currently 20 Labour, 16 Conservative, 3 Blackpool Independents and three non-aligned independent members – Councillor Blackburn, Councillor Cain and Councillor Mrs Callow. The Annual Meeting is the once yearly occasion to review the political balance calculations in order to meet the requirements of the Local Government and Housing Act 1989 and the associated regulations and this report seeks to do that.

5.3 Although not subject to political balance rules, it is recommended that the same methodology be applied to the Licensing Committee and for a committee to equate to a membership of 13, then there would be seven Labour councillors, five Conservative councillors and one Blackpool Independent group councillor.

5.4 The Licensing Committee would also need to appoint one permanent sub-committee - Public Protection - which is subject to the political balance rules and therefore has to be included in the aggregated proportionality calculations.

5.5 A full schedule of political balance calculations for all the proposed committees and the permanent sub-committee is attached at Appendix 11(a). These have been allocated by ‘political group’. A ‘political group’ is one, which has been constituted in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990 and consists of at least two members. The three non-aligned independents, as they are not part of a political group, are not automatically entitled to a seat on a committee. The reduction in the Labour Group membership

has meant that there are an increased number of committees where the Labour Group do not have an overall majority. The addition of a member to the Blackpool Independents Group has given that group one additional seat overall.

5.6 Using the structure of committees previously agreed by Council then under the political balance calculations overall the allocation of seats by Group is as follows:

- Labour Group – 35 seats
- Conservative Group – 28 seats
- Blackpool Independent Group – 5 seats

These are the calculations identified at stage 3 of the attached schedule at Appendix 11a. When the formulae is applied to each committee then to align back to the stage 3 group numbers there has to be some adjustments made to give each group their allocated number of seats. This has been done on the schedule at Appendix 11a, following normal practice which has been to consult the Group Leaders.

5.7 In June 2021, the Executive appointed a Shareholder Committee comprising of the Deputy Leader of the Council, the Leader of the Council as substantive members and the Deputy Leader of the Principal Opposition Group as a co-opted member. As a committee of the Executive, this committee is not subject to this annual review and will continue with its current membership until the local elections in May 2023.

5.8 **Appointment of Chairs** – these can be undertaken by either the Council or the committees themselves. Appendix 11(b) (to be circulated separately) lists the notified names of committee members and proposed chair and vice-chair positions. The appointment of the Chair and Vice Chair for the Public Protection Sub-Committee is a matter for the Licensing Committee to deal with. It is also recommended that the committees be given delegated authority to determine any changes to the Chair or Vice Chair positions where changes are necessary during the course of the Municipal Year, in line with the principles set out in this report.

5.9 It is recommended that as has been previous practice, the following principles be applied:

- the Chair of the Audit Committee is from the principal opposition group and the Vice Chair from the majority group
- the Chair positions in all three Scrutiny Committees be filled by majority group councillors and the Vice Chair positions be filled by principal opposition councillors
- the Vice Chair of the Licensing Committee be filled by a principal opposition councillor
- all other proposals for Chairs and Vice Chairs are filled by councillors from the majority group.

List of Appendices:

Appendix 11(a) - Political balance calculations

Appendix 11(b) - Proposed membership of the Council's committees and the Health and Wellbeing Board (To be circulated separately)

6.0 Legal considerations:

- 6.1 The Local Government and Housing Act 1989 requires the Council to review periodically the political composition of the Authority and how this is applied to appointments to Council bodies. The rules for securing political balance on committees and sub-committees appointed by local authorities are contained in sections 15 and 16 of the Act and the Local Government (Committees and Political Groups) Regulations, 1990. See:

<http://www.legislation.gov.uk/uksi/1990/1553/regulation/17/made>

7.0 Equalities considerations:

- 7.1 There are no equalities considerations.

8.0 Financial considerations:

- 8.1 Special responsibility allowances for the proposed Chairs and Vice Chairs are met from the Members Allowances' budget.

9.0 Risk management considerations:

- 9.1 Failure to appoint certain committees will hinder the Council in maintaining its statutory duties i.e. consideration of planning applications, hearing of appeals etc.

10.0 Sustainability, climate change and environmental considerations:

- 10.1 None.

11.0 Internal/ External Consultation undertaken:

- 11.1 The Group Leaders put forward nominations for their representatives to serve on the recommended committees.

12.0 Background papers:

- 12.1 There are no additional background papers to this report.

Political Balance Allocations - May 2022

STAGE 1 - Percentage representation on the Council:

Party	Membership	Percentage %
Labour	20	47.62
Conservative	16	38.10
Blackpool Independents	3	7.14
	<u>39 *</u>	<u>92.86</u>

* Three councillors are not part of a political group and therefore are not included in these political balance calculations

STAGE 2 - Total number of seats on committees to be allocated:

Committee Name	Membership
Scrutiny Leadership Board	7 (plus Independent Chair giving overall membership of 8)
Tourism, Economy and Communities Scrutiny Committee	9
Children and Young People's Scrutiny Committee	9
Adult Social Care and Health Scrutiny Committee	9
Audit Committee	7
Planning Committee	7
Appeals Committee	5
Public Protection Sub-Committee	7
Chief Officers Employment Committee	9
Standards Committee	5
	<u>74</u>
Total	74

STAGE 3 - Total allocation of seats to each party:

(This stage is to ensure as far as possible that the number of seats allocated to a group in total, is in the same proportion as the number of members of the group on the Council as a whole)

Party	Number of seats	Seats (rounded)
Labour	35.24	35
Conservative	28.19	28
Blackpool Independents	5.29	5
		<u>68</u>

STAGE 4 - Working calculations for individual committees

(This stage is to ensure that as far as possible, the number of seats allocated to a group on each committee, is in the same proportion as the number of members of the group on the Council as a whole)

Committee	Party	Seats on each committee	Seat entitlement	Allocation for each committee		Adjusted seat allocation	New total of seats on each committee	
Scrutiny Leadership Board	Labour	7	3.33	3		3	7	
	Conservative		2.67	3		4		
	Blackpool Independents		0.50	0		0		
Tourism, Economy and Communities Scrutiny Committee	Labour	9	4.29	4		4	8	
	Conservative		3.43	3		3		
	Blackpool Independents		0.64	1		1		
Children and Young People's Scrutiny Committee	Labour	9	4.29	4		4	8	
	Conservative		3.43	3		3		
	Blackpool Independents		0.64	1		1		
Adult Social Care and Health Scrutiny Committee	Labour	9	4.29	4		4	8	
	Conservative		3.43	3		3		
	Blackpool Independents		0.64	1		1		
Audit	Labour	7	3.33	3		3	6	
	Conservative		2.67	3		3		
	Blackpool Independents		0.50	0		0		
Planning	Labour	7	3.33	3		4	8	plus 1 Labour
	Conservative		2.67	3		3		plus 1 Blackpool Independents
	Blackpool Independents		0.50	0		1		
Appeals	Labour	5	2.38	2		3	5	plus 1 Labour
	Conservative		1.90	2		2		
	Blackpool Independents		0.36	0		0		
Public Protection Sub-Committee	Labour	7	3.33	3		3	6	
	Conservative		2.67	3		3		
	Blackpool Independents		0.50	0		0		
Chief Officers Employment	Labour	9	4.29	4		4	7	mins 1 Conservative
	Conservative		3.43	3		2		
	Blackpool Independents		0.64	1		1		
Standards	Labour	5	2.38	2		3	5	plus 1 Labour
	Conservative		1.90	2		2		
	Blackpool Independents		0.36	0		0		
Total Seats			64		68			

	Stage 4	Stage 4 (revised)	Stage 3
Labour	32	35	35
Conservative	28	28	28
Blackpool Independents	4	5	5
	64	68	68

Note 1

Stage 3 overrides Stage 4. Therefore there has to be changes to the stage 4 allocations to align with the allocations produced by stage 3. (Council also agreed at Annual Meeting in May 2019, to have a Scrutiny Leadership Board which was not politically balanced and Labour do not have a majority on this committee). The seat allocation has been adjusted accordingly.

If the Council wishes to allocate seats **other** than reflects the revised stage 4 allocation per group, this would require a resolution of Council, which no member votes against.

Note 2

The Licensing Committee does not fall under these statutory rules and has therefore not been included in the political balance calculations. However, it is recommended that the composition of the Licensing Committee be also reflective of the political balance of the Council which continues to equate to a committee of 13: 7 Labour, 5 Conservative, 1 Blackpool Independent. Therefore there is no change to this committee.

Note 3

The Public Protection Sub-Committee **does** not derive its responsibility from the Licensing Act 2003 and **is** therefore part of the aggregate political balance calculations.

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor L Williams, Leader of the Council
Date of Meeting:	18 May 2022

SCHEME OF DELEGATION/CHANGES TO THE CONSTITUTION

1.0 Purpose of the report:

1.1 The purpose of the report is to agree the scheme of delegation.

2.0 Recommendation(s):

2.1 To agree that no changes are made to the scheme of delegation for which the Council has responsibility.

3.0 Reasons for recommendation(s):

3.1 To undertake this annual review in accordance with the Council's Constitution.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To make changes to the scheme of delegation relating to the Council functions, although this is not recommended.

4.0 Council priority:

4.1 The review of the Scheme of delegation will help the Council achieve all its priorities.

5.0 Background Information

5.1 Under the provisions of the Local Government Act 2000, the Executive ceased to be a committee of the Council within the meaning of the Local Government Act 1972 and the functions assigned to the Executive are for the Leader of the Council to delegate. The Council's non-executive functions and scheme of delegation are for the Council itself to delegate. There are no proposed changes to the scheme of delegation.

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 The Council's Constitution (Procedure Rule 2.2 of Part 4 of the Constitution) requires the Annual meeting to consider changes (if any) to the scheme of delegation or such part of it as the constitution determines it is for the Council to agree. The current scheme of delegation is set out in Part 3 of the Constitution (Responsibility for Functions).

7.0 Equalities considerations:

7.1 There are no equalities considerations.

8.0 Financial considerations:

8.1 There are no financial considerations.

9.0 Risk management considerations:

9.1 There are no risk management considerations.

10.0 Sustainability, climate change and environmental considerations:

10.1 None.

11.0 Internal/ External Consultation undertaken:

11.1 No further consultation has taken place with this item.

12.0 Background papers:

12.1 There are no additional background papers to this report.

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor L Williams, Leader of the Council
Date of Meeting:	18 May 2022

PROGRAMME OF MEETINGS 2022/2023

1.0 Purpose of the report:

- 1.1 The Council will be asked to consider a programme of meetings for 2022/2023 and to note provisional meeting dates from May to July 2023.

2.0 Recommendation(s):

- 2.1 To approve the calendar of meetings for 2022/2023 as attached at Appendix 13(a).
- 2.2 To agree that meetings commence at 6pm as usual (set out at the end of the calendar of meetings at Appendix 13(a))

3.0 Reasons for recommendation(s):

- 3.1 To have in place scheduled meeting dates to enable the Council's committees to transact their business during the municipal year.
- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No
- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To not schedule meeting dates, although this will not allow Council and its committees to plan their business and meeting dates for the municipal year ahead.

4.0 Council priority:

- 4.1 The programming of formal Council, committee and Executive meetings will help the Council achieve all its priorities.

5.0 Background information

- 5.1 A proposed programme of meetings is set out at Appendix 13(a) with the start times for all committees are listed at the end of the appendix.
- 5.2 Although a similar cycle as before is proposed for committees, it should be noted that as local elections will take place in May 2023, there is a reduced number of meetings in the pre-election period which starts on Tuesday 14 March 2023 until the day of the election on Thursday 4 May 2023.
- 5.3 It is for the Leader of the Council to schedule Executive meetings although proposed dates have been listed in the programme for completeness. Meetings of the Executive to consider the budget will be arranged in due course and notified to all members.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 13(a) - Calendar of Meetings 2022/2023

6.0 Legal considerations:

- 6.1 The Council's Constitution provides for the Annual meeting to formulate a schedule of Council and Committee meetings for the forthcoming municipal year.

7.0 Equalities considerations:

- 7.1 None.

8.0 Financial considerations:

- 8.1 There are no additional financial considerations.

9.0 Risk management considerations:

- 9.1 Failure to put in place a schedule of meetings will put at risk the ability for the Council to transact its business efficiently.

10.0 Sustainability, climate change and environmental considerations:

- 10.1 None.

11.0 Internal/external consultation undertaken:

11.1 No further consultation has taken place with this item as the schedule of meetings is in accordance with previous practice.

12.0 Background papers:

12.1 There are no additional background papers to this report.

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Calendar of meetings – May 2022 to May 2023

2022					
	Monday	Tuesday	Wednesday	Thursday	Friday
May	23	24 Licensing Public Protection Sub	25	26	27 Shareholder Committee – BHC/BCH
May/June	30	31	1	2 Spring bank holiday	3 Platinum Jubilee bank holiday
June	6	7	8	9	10
	13 Executive	14 Planning	15	16 Audit	17 Shareholder Committee - BAOL
	20	21 Public Protection Sub	22 Council	23 Adult Social Care and Health Scrutiny	24
June/ July	27 Appeals	28	29 Health and Wellbeing Board Tourism, Economy and Communities Scrutiny	30 Children and Young People's Scrutiny	1
July	4 Standards	5	6	7	8
	11 Executive	12	13 Scrutiny Leadership Board	14	15 Shareholder Committee – TBC
	18 Appeals	19 Public Protection Sub	20	21 Audit	22
	25	26 Planning	27	28	29
Aug	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
Aug/ Sep	29 Summer bank holiday	30	31	1	2
Sep	5	6 Planning	7 Public Protection Sub	8	9
	12 Executive	13	14	15 Audit	16
	19 Appeals	20	21 Council	22 Children and Young People's Scrutiny	23 Shareholder Committee – BTS/BWS
	26	27	28 Tourism, Economy and Communities Scrutiny	29	30 Shareholder Committee
Oct	3	4 Public Protection Sub	5 Health and Wellbeing Board	6 Adult Social Care and Health Scrutiny	7
	10 Executive	11 Planning	12 Scrutiny Leadership Board	13	14 Shareholder Committee – BOCL/BECL
	17	18	19	20 Audit	21
	24	25	26	27	28
Oct/ Nov	31	1 Public Protection Sub	2	3	4

2022					
	Monday	Tuesday	Wednesday	Thursday	Friday
Nov	7 Appeals Executive	8	9	10 Adult Social Care and Health Scrutiny	11
	14	15 Planning	16	17 Children and Young People's Scrutiny	18 Shareholder Committee – BHC/BCH
	21	22 Standards	23 Tourism, Economy and Communities Scrutiny	24 Audit	25
Nov/ Dec	28	29	30 Council	1	2
Dec	5 Executive	6 Licensing Public Protection Sub	7 Scrutiny Leadership Board (informal)	8	9
	12 Appeals	13 Planning	14 Health and Wellbeing Board	15	16
	19	20	21	22	23
	26 Bank holiday	27 Bank holiday	28	29	30

2023					
	Monday	Tuesday	Wednesday	Thursday	Friday
Jan	2 Bank holiday	3	4	5	6
	9	10	11	12	13
	16	17 Licensing Public Protection Sub	18 Scrutiny Leadership Board (informal)	19 Audit	20 Shareholder Committee - BAOL
	23 Executive	24 Planning	25	26 Adult Social Care and Health Scrutiny	27
Jan/Feb	30 Appeals	31	1 Council	2 Children and Young People's Scrutiny	3 Shareholder Committee – BTS/BWS
Feb	6 Executive	7	8 Tourism, Economy and Communities Scrutiny	9	10
	13	14	15	16	17
	20	21 Public Protection	22 Council (budget)	23	24
Feb/ March	27 Executive	28	1 Scrutiny Leadership Board	2 Audit	3
March	6	7	8	9	10 Shareholder Committee – BECL/BOCL
	13 Appeals	14 Notice of Election	15	16	17
	20	21 Planning	22	23	24 Informal Shareholder Committee
March/ April	27	28 Public Protection Sub	29	30	31 Informal Shareholder Committee
April	3	4	5	6	7 Good Friday
	10 Easter Monday	11	12	13	14
	17	18	19	20	21
	24	25 Public Protection Sub	26 Planning	27	28
May	1 Bank holiday	2	3	4 POLLING DAY – LOCAL ELECTIONS	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24 Annual Council	25	26

Timing of meetings

The following are day meetings due to the nature and length of their business:

- Appeals: start time 10.00am
- Health and Wellbeing Board: start time 3.00pm
- Annual Council: start time 2.00pm
- Shareholder Committee: start time 10.00am

These meetings listed below start at 6.00pm:

- Council
- Adult Social Care and Health Scrutiny
- Audit
- Planning
- Budget Council
- Children and Young People's Scrutiny
- Licensing
- Standards
- Executive
- Tourism, Economy and Communities Scrutiny
- Scrutiny Leadership Board

The Chief Officers Employment Committee would meet as and when required. It is recommended that the Public Protection Sub-Committee determines the appropriate start time based upon membership.

Provisional calendar of meetings – May to July 2023

This may be subject to change, as the calendar will be considered at the Annual Council meeting in 2023

	Monday	Tuesday	Wednesday	Thursday	Friday
May/June	29 Spring bank holiday	30	31	1	2
June	5 Licensing Public Protection Sub	6 Planning	7	8	9
	12 Appeals Executive	13	14	15 Audit	16 Shareholder Committee
	19	20	21 Health and Wellbeing Board Council	22 Adult Social Care and Health Scrutiny	23
	26	27	28 Tourism, Economy and Communities Scrutiny	29 Children and Young People's Scrutiny	30
July	3 Standards	4	5	6	7
	10 Executive	11 Planning	12 Scrutiny Leadership Board	13	14 Shareholder Committee
	17 Appeals	18 Public Protection Sub	19	20	21
	24	25	26	27 Audit	28
July / Aug	31	1	2	3	4
Aug	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
Aug/ Sep	28 Summer bank holiday	29	30	31	1

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Report to:	COUNCIL
Relevant Officers:	Mark Towers, Director of Governance and Partnerships / Monitoring Officer Lorraine Hurst, Head of Democratic Governance / Deputy Monitoring Officer
Date of Meeting:	18 May 2022

REVISED CODE OF CONDUCT FOR MEMBERS

1.0 Purpose of the report:

1.1 To consider for approval a revised Code of Conduct for Members.

2.0 Recommendation(s):

2.1 To consider the recommendation from the Standards Committee from its meeting on 19 April 2022 to approve the revised Code of Conduct for Members as set out at Appendix 14(a) and for inclusion in the Council's Constitution.

2.2 Subject to approval of 2.1 above, to note that training on the revised Code of Conduct will be arranged for all members.

3.0 Reasons for recommendation(s):

3.1 The revised Code gives greater definition around areas of the Code and is based on the Local Government Association (LGA) model code.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To maintain the current Code.

4.0 Council priority:

4.1 This report covers all of the Council's priorities.

5.0 Background information

- 5.1 A model Code of Conduct was produced by the Local Government Association (LGA) in 2021 following a consultation exercise as a result of recommendations made by the Committee on Standards in Public Life in their report on Local Government Ethical Standards.
- 5.2 Following publication of the model Code, workshops were held with independent persons supporting the Standards framework for both Blackpool and Fylde Council (with whom the Council has reciprocal arrangements) and Standards Committee members.
- 5.3 The general view from the workshops was that the model Code provided useful additions, particularly in relation to explanatory information on the Code's provisions, but that the definitions of registrable interests should remain largely unchanged as knowledge and practices were sufficiently embedded. Members also highlighted the recommendation from the Standards Committee held in May 2021, that a review of the provisions around acceptance of and declaration of gifts and hospitality, including an emphasis on elected members being cautious in accepting these, in order to protect their position and the reputation of the authority.
- 5.4 A draft revised Code of Conduct was then drafted based upon the feedback and recommendations and was recommended for approval by the Standards Committee on 19 April 2022.
- 5.5 Members who attended the workshop and the Standards Committee also highlighted the importance of training on the Code of Conduct. This is being planned for later in the year and will continue for newly elected members as part of the induction following the elections in May 2023.
- 5.6 Does the information submitted include any exempt information? No

5.8 List of Appendices:

Appendix 14(a): Revised Code of Conduct for Members

6.0 Legal considerations:

- 6.1 The principal statutory provisions relating to standards of conduct are contained in the Localism Act 2011. S.27(1) of the 2011 Act provides that the Council must promote and maintain high standards of conduct by members and co-opted members of the authority. Paragraphs 7.2 S.27 and s.28 of the 2011 Act require the Council to adopt a Code of Conduct consistent with the Nolan principles of good governance and to appoint at least one Independent Person whose views must be sought and taken into account before the Council makes any decision about the alleged breach of the Code that has been investigated.

7.0 Human Resources considerations:

7.1 There are no direct human resource implications from the recommendations in this item.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 There are no financial implications associated with this report.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 Consultation workshops have been held with the Standards independent persons and members of the Standards Committee with input from the Monitoring Officers and Deputies for Blackpool Council and Fylde Council. The Standards Committee considered the final draft Code on 19 April 2022 and recommended its approval to Council.

13.0 Background papers:

13.1 None.

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Blackpool Borough Council Code of Conduct for Members	
Effective from:	Approved by Council on:

Preamble

General

- A. This is the code of conduct adopted by Blackpool Borough Council under section 27(2) of the Localism Act 2011. It consists of this preamble, general principles, code obligations and explanatory information.
- B. In this document:
 “the code” means this code of conduct
 “councillor” means anybody who the code applies to, including both councillors and co-opted members.
- C. The **general principles** set out what the code is intended to achieve and provide the context for the code obligations. The **code obligations** set out what councillors must or must not do when the code applies to them. The **explanatory information** gives guidance and examples about how the code obligations should be understood and applied.

Scope

- D. The code applies to elected councillors from when they sign their declaration of acceptance of the office of councillor and co-opted members from when they attend their first meeting and continues to apply until they cease to be in office.
- E. The code obligations apply when councillors are acting in their capacity as a councillor which includes when they:
 - misuse their position as a councillor
 - give the impression that they are acting as a councillor or
 - act as a representative of the council on another body.
- F. The code applies to all forms of communication and interaction, including:
 - face-to-face meetings
 - online or telephone meetings
 - written communication
 - verbal communication
 - non-verbal communication and
 - electronic and social media communication, posts, statements and comments.

Sanctions

Failure to comply with the provisions of this Code may result in a sanction being imposed:

- by the council (if it relates to the Code itself or a personal/prejudicial interest); or
- through criminal proceedings (if it relates to a Disclosable Pecuniary Interest which may result in a criminal conviction and a fine up to £5,000 and/ or disqualification from office for a period of up to five years).

General Principles

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the Seven Principles of Public Life, also known as the Nolan Principles (see Appendix 1).

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- *I act with integrity and honesty*
- *I act lawfully*
- *I treat all persons fairly and with respect; and*
- *I lead by example and act in a way that secures public confidence in the role of councillor.*

In undertaking my role:

- *I impartially exercise my responsibilities in the interests of the local community*
- *I do not improperly seek to confer an advantage, or disadvantage, on any person*
- *I avoid conflicts of interest*
- *I exercise reasonable care and diligence; and*
- *I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.*

You are also expected to uphold high standards of conduct and lead by example when acting as a councillor.

Your Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer on any matters that may relate to the code.

Code Obligations and Explanatory Information

1. Respect

Code obligation:

1.1 You must treat all others with respect

Explanatory information:

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors. In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and report them to any relevant authority. This also applies to fellow councillors, where action could then be taken under the code, and local authority employees, where concerns should be raised in line with the local authority's councillor/officer protocol. The principle behind this section is that you should treat others how you would want to be treated yourself.

2. Bullying, harassment and discrimination

Code obligations:

2.1 You must not bully any person

2.2 You must not harass any person

2.3 You must promote equalities and not discriminate unlawfully against any person

2.4 You must not do anything which would breach or cause your local authority to breach the provisions of Equality Act 2010.

Explanatory information:

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

Code obligation:

- 3.1 You must not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.**

Explanatory information:

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

Code obligation:

- 4.1 You must not disclose confidential information except where:**
- **You have the consent of the person authorised to give it**
 - **You are required by the law to do so**
 - **You disclose the information to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person**
 - **You make the disclosure in good faith, and in compliance with the reasonable requirements of the authority, in the public interest**
- 4.2 You must not do anything which would breach or cause you or your local authority to breach the provisions of the Data Protection Act 2018.**

Explanatory information:

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner, for example if it relates to individuals or ongoing negotiations.

5. Disrepute

Code obligation:

5.1 You must not bring your role or local authority into disrepute.

Explanatory information:

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors or your local authority and may lower the public's confidence in your or your local authority's ability to discharge your/its functions. For example, behaviour that is considered dishonest or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of the code.

6. Use of position

Code obligation:

- 6.1 You must not use, or attempt to use, you position improperly to the advantage or disadvantage of yourself or anyone else.
- 6.2 You must have regard to the obligations of your local authority under the Code of Recommended Practice on Local Authority Publicity made under the Local Government Act 1986.

Explanatory information:

Your position as a member of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others. However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

You should also have regard to the Code of Recommended Practice on Local Authority Publicity, which requires that publicity issued by local authorities should be objective and even handed.

7. Use of local authority resources and facilities

Code obligation:

- 7.1 When using the council's resources, you must do so in accordance with the authority's requirements and ensure that resources are not used improperly (including improperly for political purposes)

Explanatory information:

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support
- stationery
- equipment such as phones, and computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Decision Making

Code obligations:

- 8.1 You must have regard when reaching decisions, to advice provided to you by the authority's Chief Finance Officer or Monitoring Officer when they are acting in accordance with their statutory duties.**
- 8.2 You must give reasons for all executive decisions in accordance with any statutory requirements and any additional requirements of the authority**

Explanatory information:

You should have regard to the advice of the statutory officers mentioned above and take this into account, even if you choose not to follow it. If you choose not to follow the advice, you should be able to provide reasons for not doing so.

9. Complying with the Code of Conduct

Code obligations:

- 9.1 You must undertake all relevant training about the code provided by your local authority.**
- 9.2 You must cooperate with any investigation or other procedure carried out by your local authority in connection with an allegation of a breach of the code.**
- 9.3 You must not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or procedure in connection with an allegation of a breach of the code.**
- 9.4 You must comply with any sanction imposed on you following a finding that you have breached the code.**

Explanatory information:

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local authority's processes in handling a complaint you should raise this with your Monitoring Officer.

10. Interests

Code obligations:

10.1 You must register and disclose your disclosable pecuniary interests as required by law

10.2 You must register and disclose your personal and prejudicial interests as required by appendix 3

Explanatory information:

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority.

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable.

You are personally responsible for deciding whether you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

Disclosable pecuniary interests (sometimes called 'DPIs') are set out in law by the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Appendix 2 describes the provisions about disclosable pecuniary interests.

Appendix 3 is the part of the code that sets out the detailed provisions about personal and prejudicial interests that apply to councillors.

You must comply with the rules in Appendix 2 and Appendix 3, where they apply. If in doubt, you should always seek advice from your Monitoring Officer.

11. Gifts and hospitality

Code obligations:

11.1 You should exercise caution in accepting gifts or hospitality in circumstances where a reasonable person would conclude that the gift or hospitality was given to you because you are a councillor, or because of any role or position that you hold in the council or a political group, unless the value of the gift or hospitality is trivial.

11.2 You should exercise caution in accepting gifts or hospitality in circumstances where a reasonable person would suspect that the person giving the gift or hospitality is a person seeking to do business with the council or who may be considering applying to the council for any permission, licence or other significant advantage.

11.3 You must register with the Monitoring Officer any gift or hospitality with an estimated value of at least £25 within 28 days of its receipt.

Explanatory information:

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered and the reason for acceptance is given. However, you do not need to register gifts and hospitality which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance. A record of hospitality accepted by the Mayor is recorded by his/her secretary in the diary of events. However, any gifts offered to the Mayor during the course of his/her duties should be recorded.

Appendix 1 – The Seven Principles of Public Life (the ‘Nolan’ principles)

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix 2 – Disclosable Pecuniary Interests ('DPIs')

General

A2.1 This appendix explains the statutory requirements of the Localism Act 2011 (Sections 29- 34) in relation to disclosable pecuniary interests (DPIs). These are enforced by criminal sanction.

A2.2 A **disclosable pecuniary interest** is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) of the descriptions set out at the end of this appendix.

A2.3 You must:

- (i) Notify the Monitoring Officer in writing within 28 days of becoming a member, or within 28 days of any change or becoming aware of any existence of a DPI.
- (ii) Make a verbal declaration (at the beginning or as soon as you become aware of your interest) of the existence and nature of any DPI at any meeting at which you are present where an item of business which affects or relates to the subject matter of the interest is under consideration.
- (iii) Comply with the statutory requirements to withdraw from participating in respect of any matter in which you have a DPI and comply with the Council's Procedure Rules by leaving the room.
- (iv) Cease further participation in the item (where acting alone outside of a meeting). This includes where an executive member makes an individual decision and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the executive member must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter

Dispensations

A2.4 The Standards Committee may grant you a dispensation, but only in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

Offences

A2.5 It is a criminal offence to:

- fail to notify the Monitoring Officer of any disclosable pecuniary interest within 28 days of election, or becoming aware of a disclosable pecuniary interest
- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the Register
- fail to notify the Monitoring Officer within 28 days of a disclosable pecuniary interest that is not on the register that you have disclosed to a meeting
- participate in any discussion or vote on a matter in which you have a disclosable pecuniary interest
- knowingly or recklessly providing information that is false or misleading in notifying the Monitoring Officer of a disclosable pecuniary interest or in disclosing such interest to a meeting.

A2.7 The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.

Categories of Disclosable Pecuniary Interests (DPIs)

Subject	Prescribed description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority -</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	<p>Any tenancy where (to your knowledge) –</p> <p>(a) the landlord is the relevant authority; and</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p>
Securities	<p>Any beneficial interest in securities of a body where</p> <p>(a) that body (to your knowledge) has a place of business or land in the area of the relevant authority; and</p> <p>(b) either –</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(j) if that share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>

Appendix 3 – Personal Interests and Prejudicial Interests

This appendix sets out requirements made by the council that form part of the code.

A3.1 Personal Interests

A3.1.1 You have a **personal interest** where a decision in relation to that business might reasonably be regarded as affecting:

- (i) Your well-being or financial position of a member of your family or any person with whom you have a close association
- (ii) A body of which you are a member or in a position of general control or management and have been appointed or nominated to it by your authority.
- (iii) A body of which you are a member (other than another local authority) exercising functions of a public nature, any body directed to charitable purposes or any body one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management.

A3.1.2 You must:

- (i) Notify the Monitoring Officer in writing within 28 days of becoming a member, or within 28 days of any change or becoming aware of any existence of a personal interest set out in paragraph A3.1.1 (ii) and (iii) above.
- (ii) Make a verbal declaration (at the beginning, or as soon as you become aware of your interest) of the existence and nature of any personal interest at any meeting at which you are present at which an item of business which affects or relates to the subject matter of the interest is under consideration.

A3.2 Prejudicial interests

A3.2.1 Your personal interests would become **prejudicial** in the following instances:

- (i) Where a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgment of the public interest AND where that business:
 - (a) affects your financial position or the financial position of a person or body through whom the interest arises or
 - (b) relates to the determining of any approval, consent, licence, permission or registration in relation to you or any person through whom the interest arises.

A3.2.2 You must:

- (i) Make a verbal declaration (at the beginning, or as soon as you become aware of your interest) of the existence and nature of any prejudicial interest at any meeting at which you are present at which an item of business which affects or relates to the subject matter of the interest is under consideration.
- (ii) Comply with the Council's Procedure Rules by withdrawing from any discussion of the matter at the meeting, and you may not participate in any vote taken on the matter at the meeting.

- A3.2.3 Where you have a prejudicial interest you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise, and provided that you leave the room where the meeting is held immediately after making representations, answering questions or giving evidence.

A3.3 General dispensations

- A3.3.1 You may attend a meeting and vote on a matter where you have an interest that relates to the functions of the authority relating to:
- (i) housing, where you are a tenant of your authority provided that those functions do not relate particularly to your tenancy or lease
 - (ii) an allowance, payment or indemnity given to members
 - (iii) any ceremonial honour given to members
 - (iv) setting council tax or a precept under the Local Government Finance Act 1992
 - (v) another local authority

A3.4 Sensitive interests

- A3.4.1 Where you consider that disclosure of the details of a personal or prejudicial interest could lead to you, or a person connected with you, being subject to violence or intimidation, and the Monitoring Officer agrees, the register will exclude details of the interest, but may state that you have an interest, the details of which are withheld.

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Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Member:	Councillor L Williams, Leader of the Council
Date of Meeting:	18 May 2022

BLACKPOOL MEDAL – Elaine Smith MBE

1.0 Purpose of the report:

- 1.1 The Council to consider awarding the Blackpool Medal to Mrs Elaine Smith MBE.

2.0 Recommendation(s):

- 2.1 To agree in principle that Mrs Elaine Smith MBE be awarded the Blackpool Medal in recognition of her eminent service to the Borough and to request that the Director of Governance and Partnerships to organise a Special Meeting of Council, for the formal approval and award of this medal.

3.0 Reasons for recommendation(s):

- 3.1 A formal decision of council is required to enable arrangements to be made to award a Blackpool Medal.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

No other options are put forward.

4.0 Council priority:

- 4.1 The recommendations reflect all priorities of council.

5.0 Background Information

5.1 The Blackpool Medal came about on 24 September 2008, when the then Leader of the Council, Councillor Peter Callow announced that following consultation with the other Group Leaders, it was intended to present Shelly Woods, as the first recipient of the 'Blackpool Medal', in recognition of her successes at the 2008 Paralympics, her individual achievements in recent years and the ambassadorial role she undertook for Blackpool, as a 'Sporting Champion'.

5.2 At the Annual Meeting on 21 May 2021, Council agreed the following updated criteria for the award of a Blackpool Medal.

To be given to person(s) living or deceased:

1. Who were born, live or have lived, work or have worked in, or who have or have had strong links with Blackpool; and
2. Who have made a key and recognised contribution to the Borough as a whole, or to its communities beyond which is expected of citizens, or has achieved regional or national significance and in so doing promoted Blackpool.

5.3 Mrs Elaine Smith was awarded the MBE in the Queen's Birthday Honours List in 2009 for her services to heritage. Following discussions between the Group Leaders, it is considered appropriate for the Council to honour her with a Blackpool Medal for her service to the town and to mark her achievements as the President of the Blackpool Civic Trust, the Chairman of Friends of Stanley Park and for her active involvement in many other organisations across the town.

5.4 It is proposed that a special meeting is convened for the award of the medal.

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 There are no legal considerations within this item.

7.0 Equalities considerations:

7.1 There are no equalities considerations.

8.0 Financial considerations:

8.1 The costs associated with this item (purchase of medals) will be met from within budget.

9.0 Risk management considerations:

9.1 There are no risk management considerations.

10.0 Sustainability, climate change and environmental considerations:

10.1 None.

11.0 Internal/ External Consultation undertaken:

11.1 Consultation has taken place with the Group Leaders of the Council.

12.0 Background papers:

12.1 There are no additional background papers to this report.

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