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## LEADER'S POLICY DEVELOPMENT BOARD

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**Tuesday, 16th January, 2024**

**Present:** Councillors , Councillors Peter Britcliffe, Steven Smithson,  
Munsif Dad BEM JP and Loraine Cox

**Apologies** Councillors Marlene Haworth and Melissa Fisher

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### **19 Apologies for Absence and Substitutions**

Apologies for absence were submitted on behalf of Councillor Haworth and Councillor Fisher.

Councillor Loraine Cox acted as substitute representative for Councillor Marlene Haworth.

### **20 Minutes of the last meeting - 1st November 2023**

The Minutes of the last meeting held on Wednesday, 1<sup>st</sup> November 2024 were submitted for approval as a correct record.

**Agreed** - **That the Minutes be received and approved as a correct record.**

### **21 Matters arising (other than those already included on the agenda)**

There were no matters arising.

### **22 Mayor Making**

Members considered a verbal report by the Executive Director, Legal & Democratic Services, requesting that consideration be given to establishing arrangements for Mayor Making in 2024. Each political party was asked if they were able to eliminate any uncertainty in respect of who they would appoint as Mayor for 2024/25, should the elections determine that their party leads the Council. This was to ensure that preliminary arrangements could be put in place without the risk of abortive costs being incurred by the Council. Members were requested to consider who the Mayor potentially could be and if there could be an agreement of the catering arrangements being either a buffet or afternoon tea.

As there was no consensus in respect of the proposed arrangements, the Chief Executive requested that the current date of Mayor Making, 1<sup>st</sup> June 2024, be moved back to a date to be held before the end of September 2024 and, that the availability of the venue, Accrington Town Hall, be sought to confirm the new date.

**Agreed** (1) **That the current date of Mayor Making be changed to a date before the end of September 2024 dependent on the availability of the venue, Accrington Town Hall; and**  
2) **That Members be informed of the change of Mayor Making date.**

## 23 Timing of 2024 Election Counts

The Executive Director, Legal & Democratic Services gave a verbal report on the forthcoming elections and the associated counts. She reported that there were two confirmed elections that would be held on Thursday, 2<sup>nd</sup> May 2024, the Local Elections and the PCC elections. Consequently, consideration had been given to the planning for the Counts of each election as follows:

- the Local Election count would take place in the Ballroom, Accrington Town Hall at 9 am on Friday, 3<sup>rd</sup> May; and
- the PCC count, which had to operate under the direction of Blackburn with Darwen Council, would be held at 2 pm on Friday, 3<sup>rd</sup> May.

She explained that the Council was able to choose when the count for the Local Elections took place but was not for the PCC count, as this was led by Blackburn with Darwen Borough Council. Her concern was that the count for the Local Elections was often not complete by 2 pm and this would therefore, interfere with the start time of the PCC count. Consequently, she proposed that the PCC count would start downstairs, if the Local Elections count had not concluded, to ensure that the count started on time.

Should a General Election also be called, planning for a count would be further complicated and there would be further changes to the timings for the 3 counts as follows:

- the General Election count would then start on the conclusion of the election on Thursday, 2<sup>nd</sup> May and take place over night;
- there would be a change to the timing of the PCC count which would then start at 3 pm on Friday, 3<sup>rd</sup> May; and
- the Local Election would be moved to take place on the morning of Saturday, 4<sup>th</sup> May 2024.

The Executive Director, Legal & Democratic Services explained that a third count on the Friday may result in tired staff, many of whom had already worked extensively the day before on Polling Stations etc., and consequently, would be more inclined to make mistakes. She requested that Councillors noted the plans and invited comments on the potential arrangements.

Members of the Board noted the arrangements and agreed that a Saturday morning count for a Local Election, in the event that a General Election is called, would be preferable.

**Agreed** - **That, the proposed arrangements for the election counts take place, dependent on whether there are two or three counts taking place, as set out above.**

## 24 Other Business

### Mayoral Car Lease

The Executive Director, Legal & Democratic Services, reported that the lease on the Mayor's car expired in March 2025. She reported that there were lead in times for new electric vehicles of over 9 months so to guarantee a replacement vehicle in a timely manner, an order would have to be made in Summer 2024. Quotations would, therefore, be sought during the Summer for hybrid, electric and bio fuel vehicles. She indicated that a

short list of vehicles would be brought back to the Leader Development Policy Board for review. An order for a vehicle would then be made in consultation with the Mayor.

**Agreed - That report be noted.**

**25 Date and Time of Next Meeting**

To be confirmed.

Signed:.....

Date: .....

Chair of the meeting  
At which the minutes were confirmed

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