
LEADER'S POLICY DEVELOPMENT BOARD

Tuesday, 14th July, 2015

Present: Councillors Miles Parkinson (in the Chair), Councillors Paul Thompson, Tony Dobson and Terry Hurn

Apologies Councillors Paul Cox and Clare Cleary

1 Apologies for Absence and Substitutions

Apologies for absence were submitted on behalf of Councillors Clare Cleary and Paul Cox.

2 Minutes of the last meeting

Agreed - That the minutes of the meeting held on 19th January 2015 be approved.

3 Civic Events

The Democratic Services Manager submitted a discussion paper, asking Members to look at the range of civic events currently organised by Council staff and the resources they required.

In June 2014, the Civic Services Officer had left the authority. The post had not been filled and the work of the Mayor's office was split into two parts; day-to-day management of the Mayor's diary sits with the Directors' PA's and organising civic events had become a function of the Democratic Services Team.

Both aspects of the service were working very well, but Members were asked to review in particular the number of events which the Democratic Services Team was being asked to support. These included Mayor-making, Remembrance Sunday and Armed Forces Day – 14 in all during the year. Armed Forces Day had originally been taken on as a flag-raising event only but had grown year-on-year. There was no specific budget provision for the event, which was an issue, particularly as any element of parading on the highway now involved a considerable cost in paying for private marshals and traffic management.

The general view expressed by Members at the meeting, was that events were a key factor in raising the Borough's profile, attracting visitors and creating interest in the town centres – not just Accrington but also the other towns. In order to market them as key borough attractions, it was suggested that management of appropriate events in the list should be taken on by the Town centre Manager. The post was currently vacant but this option could be taken into account when drawing up the job description.

In addition, Members were asked to review the format of Mayor-making, i.e. whether to continue to hold it on a Saturday or whether to combine it with the AGM, as had been the case some years ago. Members' preference was to keep to the current arrangement.

Agreed (1) That the function of arranging civic events be reviewed in the light of the recruitment of a Town Centre Manager and whether some events would be better placed in that

area, as a way of attracting visitors, or commercial sponsorship to the towns in Hyndburn; and

- (2) That the current format for Mayor-making should remain, i.e. a meeting, parade, civic service and lunch.

4 Review of Civic Protocol

The Executive Director (Legal and Democratic Services) reported that the Civic Protocol had not been reviewed and updated for some time and suggested that such a review should take place.

- Agreed** - That the Executive Director (Legal and Democratic Services) be authorised to carry out a review of the Civic Protocol and to report back to this group in September.

5 Centenary of the Somme 2016

It was noted that the Centenary of the Battle of the Somme would take place on 1st July 2016 and Members were asked to consider what commemorations they would envisage. Various ideas were put forward and it was suggested that a small group comprising Councillors, officers and individuals from the Pals Group who would be keen to be involved, be brought together to work up ideas.

The Mayor would be attending the commemorations in France from 29th June to 2nd July.

- Agreed** - That a small group be established, comprising Councillors, officers and members of the Pals Group, to report back to Leader's Board in September.

6 Date and Time of Next Meeting

The next meeting would be held on a date to be arranged in September.

Signed:.....

Date:

Chair of the meeting
At which the minutes were confirmed