

Summons to Meeting

Thursday 27 September 2018

Overview and Scrutiny Committee

Friday 5 October 2018, 9.30 am

Council Chamber - Allerdale House, Workington

Membership:

Councillor Janet Farebrother (Chair)
Councillor John Cook
Councillor Malcolm Grainger
Councillor Joe Holliday
Councillor Billy Miskelly
Councillor Bill Pegram

Councillor Alan Pitcher (Co-Chair)
Councillor Joseph Cowell
Councillor Hilary Harrington
Councillor Frank Johnston
Councillor Jim Osborn
Councillor Martin Wood

Members of the public are welcome to attend the meeting. If you have any questions or queries contact Ian Hinde on 01900 702544.

Agenda

1. Minutes (Pages 3 - 6)

To sign as a correct record the minutes of the meeting held on 17 September 2018.

2. Apologies for Absence

3. Declaration of Interests

Councillors/Staff to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest relating to any item on the agenda, in accordance with the adopted Code of Conduct.

4. Questions

To answer questions from members of the public – submitted in writing or by electronic mail no later than 5.00pm, 2 working days before the meeting.

5. Public Participation

To hear representations from members of the public on items which appear on the agenda – submitted in writing or by electronic mail no later than 5.00pm, 2 working days before the meeting.

6. Forward Plan (Pages 7 - 18)

7. Task and Finish Group Memberships

8. Work Programme (Pages 19 - 24)

1. To determine next steps following the June 2018 meeting with training providers
2. To determine new items for the work programme
3. To review and agree the proposed revised work programme

9. Cumbria Joint Public Health Strategy Task and Finish Group

To agree a revised date for the one-day Task and Finish Group



Chief Executive

Date of Next Meeting:

**Tuesday 6 November 2018, 10.30 am
Allerdale House, Workington**

Agenda Item 1

At a meeting of the Overview and Scrutiny Committee held in Council Chamber - Allerdale House, Workington on Monday 17 September 2018 at 2.00 pm

Members

Councillor Janet Farebrother (Chair)
Councillor Joseph Cowell
Councillor Joe Holliday
Councillor Jim Osborn

Councillor Alan Pitcher (Co-Chair)
Councillor Malcolm Grainger
Councillor Billy Miskelly
Councillor Bill Pegram

Apologies for absence were received from Councillor Bill Finlay, Councillor Hilary Harrington, Councillor Frank Johnston and Councillor Martin Wood

Staff Present

I Hinde, C Holmes and G Roach

Also Present

Councillor M Heaslip (Executive Member: Locality and Environmental Quality)

157. Minutes

The minutes of the meeting held on 22 June 2018 were signed as a correct record.

158. Declaration of Interests

None declared.

159. Questions

None received.

160. Public Participation

None received.

161. Forward Plan

Members noted the Executive's Forward Plan of Key and Non-Key Decisions.

162. Work Programme and Outcomes Monitoring

Members noted the Committee's work programme for 2018/19.

163. Setting up a Task and Finish Group - Cumbria Joint Public Health Strategy

The Policy Officer (Scrutiny and Partnerships) submitted a report which sought the Overview and Scrutiny Committee to establish a task and finish group to consider the draft Cumbria Public Health Strategy.

Members agreed to establish the task and finish group. The group was to be made up of the following Members:

- Councillor Joe Cowell (Chair)
- Councillor Janet Farebrother
- Councillor Alan Pitcher
- Councillor Malcolm Grainger
- Councillor Joe Holliday
- Councillor Billy Miskelly
- Councillor Jim Osborn
- Councillor Bill Pegram

The terms of reference of the group set out in section 4.1 of the report were agreed.

It was agreed that this would be a full one-day task and finish group work item with the proposed date being 1 November 2018.

Members agreed the recommendations set out in the report.

Agreed

That:

1. A Task and Finish Group be established by the Overview & Scrutiny Committee to consider the draft Cumbria Joint Public Health Strategy
2. Councillor Joe Cowell be appointed as Chair and be responsible for managing the Task and Finish Group and reporting its findings to the Overview and Scrutiny Committee
3. The membership of the Task and Finish Group be agreed as follows:
 - Councillor Joe Cowell (Chair)
 - Councillor Janet Farebrother
 - Councillor Alan Pitcher
 - Councillor Malcolm Grainger
 - Councillor Joe Holliday
 - Councillor Billy Miskelly
 - Councillor Jim Osborn
 - Councillor Bill Pegram

164. Report of the Community Services Business Model Task and Finish Group

The Overview and Scrutiny Committee was provided with a report from the Community Services Business Model Task and Finish Group.

It was noted that if agreed, the Councils new contract for waste and recycling, street cleansing and grounds maintenance would commence on the 1 April 2019.

Councillor A Pitcher moved the recommendations which was seconded by Councillor J Cowell. The recommendations were agreed.

Agreed –

That

1. The report of the Community Services Business Model Task and Finish Group be agreed
2. The report of the Community Services Business Model Task and Finish Group and its recommendations be submitted to Executive

165. Portfolio Holder for Environmental Quality

Councillor Mike Heaslip, Portfolio Holder for Environmental Quality provided the Committee with a verbal update on the work and priorities for the services under his portfolio.

An update was provided on enforcement, fly tipping, street planting, car parking, sports facilities and bereavement services.

166. Task and Finish Group Updates

The Policy Officer (Scrutiny and Partnerships) notified the Committee that the Performance Task and Finish Group, the Consultations Policy Task and Finish Group and the Councillor Training and Engagement Review Task and Finish Group were all to be rearranged and dates would be confirmed shortly.

The meeting closed at 4.10 pm

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Allerdale Borough Council – Executive Reports and Key Decisions

1 September 2018 to 31 August 2019

Decision	Date decision to be made and decision maker	Open/Exempt	Portfolio Holder	Officer contact details
<p>Appointment of sub-consultants to support design development work relating to proposals for the development of a new shared stadium in Workington</p> <p>Key Decision</p>	<p>Corporate Director</p> <p>28 September 2018</p>	<p>Part exempt</p>	<p>Executive Member: Deputy Leader - Economic Growth (Councillor Mark Fryer)</p>	<p>Andrew Seekings, Corporate Director</p> <p>andrew.seekings@al- lerdale.gov.uk</p>
<p>Street Trading Policy</p> <p>Non-Key Decision</p> <p>To consider and approve the new policy which aims to support and safeguard the sustainability of street trading in Allerdale and to ensure that street trading procedures are appropriate, fair and in line with best practice nationally.</p>	<p>Licensing Committee</p> <p>3 October 2018</p>	<p>Open</p>	<p>Executive Member: Housing, Health and Wellbeing (Councillor Carni McCarron- Holmes)</p>	<p>Graeme Wilson, Head of Housing and Health</p> <p>graeme.wilson@al- lerdale.gov.uk</p>

<p>Statement of Gambling Policy Review</p> <p>Key Decision</p> <p>Review of 3 yearly Gambling Policy</p>	<p>Licensing Committee</p> <p>3 October 2018</p>	<p>Open</p>	<p>Executive Member: Governance and People Resources (Councillor Joan Ellis)</p>	<p>Gillian Collinson, Senior Licencing And Compliance Officer</p> <p>gillian.collinson@allerdale.gov.uk</p>
<p>Extension of appointment of Design Team</p> <p>Key Decision</p> <p>To consider the extension of the appointment of the design team in relation to proposals for the development of a new shared stadium in Workington to develop design work beyond RIBA Stage 2 concept design and preparation of planning application submission</p>	<p>Corporate Director</p> <p>October 2018</p>	<p>Part exempt</p> <p>Commercial confidence</p>	<p>Executive Member: Deputy Leader - Economic Growth (Councillor Mark Fryer)</p>	
<p>Community Services Business Delivery Model – Award of Contract tender</p> <p>Key Decision</p>	<p>Executive</p> <p>17 October 2018</p>	<p>Part exempt</p> <p>Appendices with commercial sensitive information</p>	<p>Councillor Michael Heaslip</p>	<p>Charles Holmes, Head of Community Services</p> <p>charles.holmes@allerdale.gov.uk</p>

Award of contracts for the delivery of the Councils waste collection, street cleansing, recycling and ground maintenance services.				
<p>Self Build and Custom Housebuilding Policy</p> <p>Key Decision</p> <p>This is a new policy being introduced following the introduction of the Self-build and Custom Housebuilding Act 2015.</p>	<p>Executive</p> <p>17 October 2018</p>	Open	Executive Member: Leader of the Council (Councillor Alan Smith)	<p>Andrea Smith, Policy Manager (Housing)</p> <p>andrea.smith@allerdale.gov.uk</p>
<p>Q2 Performance Report 2018/19</p> <p>Non-Key Decision</p> <p>A report detailing performance against the Corporate Business Plan 2018/19 at the end of Quarter 2 2018/19.</p>	<p>Executive</p> <p>21 November 2018</p>	Open	Executive Member: Leader of the Council (Councillor Alan Smith)	<p>Alex FitzGerald, Senior Policy and Improvement Officer</p> <p>alex.fitzgerald@allerdale.gov.uk</p>
<p>Cockermouth Sports Facilities Improvement</p>	<p>Executive</p> <p>17 October 2018</p>	Open	Executive Member: Leader of the Council (Councillor Alan Smith),	<p>James McGarry</p> <p>james.mcgarry@allerdal</p>

<p>Key Decision</p> <p>An update on current leisure strategy providing options for improvement of sports facilities in Cockermouth</p>			<p>Executive Member: Locality and Environmental Quality (Councillor Michael Heaslip)</p>	e.gov.uk
<p>2019/20 Budget Strategy & Updated Medium Term Financial Plan 2019/20 to 2021/22</p> <p>Non-Key Decision</p> <p>To present the updated Medium Term Financial Plan (MTFP) and outline the risks and assumptions that will underpin the budget strategy for 2019/20</p>	<p>Executive</p> <p>21 November 2018</p>	Open	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>
<p>ERDF Business Support - ICTIS project</p> <p>Key Decision</p> <p>To procure consultancy services to deliver the project, which will provide expert ICT advice to individual</p>	<p>Executive</p> <p>21 November 2018</p>	Open	<p>Executive Member: Deputy Leader - Economic Growth (Councillor Mark Fryer)</p>	<p>Andrea Hines, Policy Development Manager (Economic Growth)</p> <p>andrea.hines@allerdale.gov.uk</p>

<p>SMEs throughout Cumbria on behalf of all Cumbrian local authorities. Each SME supported will undergo an intensive diagnostic review, considering in detail how ICT is being used in the business and identifying areas for improvements, which in turn will enable the SME to increase its performance and grow.</p>				
<p>Investment in Sports Facilities Improvements in Cockermouth</p> <p>Key Decision</p> <p>To make a decision on the works to be delivered in Cockermouth based on recommendations from the Cockermouth Sports Facilities Scoping Study. To make a decision on the procurement and delivery process.</p>	<p>Corporate Director</p> <p>November 2018</p>	<p>Open</p>	<p>Executive Member: Locality and Environmental Quality (Councillor Michael Heaslip)</p>	<p>James McGarry</p> <p>james.mcgarry@allerdale.gov.uk</p>

<p>Quarter 2 Finance Report and Revised Budget 2018/19</p> <p>Key Decision</p> <p>To inform members of the Council's financial performance against budget for the period April to September 2018 along with the forecast position to 31 March 2019 and to seek approval for the revised revenue and capital budgets for 2017-18.</p>	<p>Executive</p> <p>28 November 2018</p> <p>Council</p> <p>5 December 2018</p>	<p>Open</p>	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>
<p>Treasury Management Operations – Mid-year review 2018/19</p> <p>Non-Key Decision</p> <p>To inform members of the Council's treasury management activities during the six month period ending 30th September 2018</p>	<p>Audit Committee</p> <p>26 November 2018</p> <p>Council</p> <p>30 January 2019</p>	<p>Open</p>	<p>Executive Member: Governance and People Resources (Councillor Joan Ellis)</p>	<p>Barry Lennox, Financial Services Manager</p> <p>barry.lennox@allerdale.gov.uk</p>

<p>Calculation of Council Tax Base 2019/20</p> <p>Key Decision</p> <p>To seek approval of the calculation of the council tax base for the whole district and for each parish and town council for 2019/20</p>	<p>Council</p> <p>30 January 2019</p>	<p>Open</p>	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>
<p>Q3 Performance Report 2018/19</p> <p>Non-Key Decision</p> <p>A report detailing performance against the Corporate Business Plan 2018/19 at the end of Quarter 3 2018/19.</p>	<p>Executive</p> <p>20 February 2019</p>	<p>Open</p>	<p>Executive Member: Leader of the Council (Councillor Alan Smith)</p>	<p>Alex FitzGerald, Senior Policy and Improvement Officer</p> <p>alex.fitzgerald@allerdale.gov.uk</p>
<p>Quarter 3 Finance Report Oct to Dec 2018</p> <p>Non-Key Decision</p> <p>To inform members of the Council's financial performance against budget for the period April to December 2018 along with the forecast</p>	<p>Executive</p> <p>20 February 2019</p>	<p>Open</p>	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>

position to 31 March 2019				
<p>Council Tax Resolution Report 2019/20</p> <p>Key Decision</p> <p>To approve the necessary resolutions for Council Tax setting in accordance with Sections 31 – 36 of the Local Government Finance Act 1992.</p>	<p>Council</p> <p>6 March 2019</p>	Open	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>
<p>Revenue & Capital Budget Proposals 2018/19</p> <p>Key Decision</p> <p>To seek approval for the revenue and capital budgets and to present the formal advice of the Chief Finance Officer on the robustness of estimates included in the budget and the adequacy of reserves which support the Council's budgetary</p>	<p>Executive</p> <p>20 February 2019</p> <p>Council</p> <p>6 March 2019</p>	Open	<p>Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)</p>	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>

plans				
<p>Treasury Management Strategy, Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2019/20</p> <p>Non-Key Decision</p> <p>To present the Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy Statement</p>	<p>Audit Committee</p> <p>11 February 2019</p> <p>Council</p> <p>6 March 2019</p>	Open	Executive Member: Governance and People Resources (Councillor Joan Ellis)	<p>Barry Lennox, Financial Services Manager</p> <p>barry.lennox@allerdale.gov.uk</p>
<p>Capital Investment Strategy 2019/20</p> <p>Non-Key Decision</p> <p>To present the Capital Investment Strategy</p>	<p>Executive</p> <p>20 February 2019</p> <p>Council</p> <p>6 March 2019</p>	Open	Executive Member: Corporate Resources (Finance and Property) (Councillor Barbara Cannon)	<p>Catherine Nicholson, Head of Financial Services</p> <p>catherine.nicholson@allerdale.gov.uk</p>
<p>Councillors Allowances 2019/20</p> <p>Non-Key Decision</p> <p>Council are to consider the recommendations made by the</p>	<p>Council</p> <p>6 March 2019</p>	Open	Executive Member: Governance and People Resources (Councillor Joan Ellis)	<p>Sharon Sewell, Head of Governance and Monitoring Officer</p> <p>sharon.sewell@allerdale.gov.uk</p>

<p>Independent Panel for Councillors Allowances on the level of councillor allowances to be set for 2019/20 including allowances for the Mayor and Deputy Mayor. Council are also required to review and agree the Councillor Allowances Scheme.</p>				
<p>Allonby to Silloth multi-user coastal path</p> <p>Key Decision</p> <p>Silloth on Solway Coastal Community Team has secured £1 million of Coastal Communities funding to extend the coastal multi-user path from Allonby to Silloth. Allerdale Borough Council is the Accountable Body for the Silloth on Solway Coastal Community Team and is leading on the delivery of the construction of the new path. A procurement</p>	<p>Executive</p> <p>20 March 2019</p>	<p>Part exempt</p> <p>If an open procurement is considered the best option tender returns submitted may be commercially sensitive.</p>	<p>Executive Member: Tourism and Culture (Councillor William Jefferson)</p>	<p>Joe Broomfield, Town Centre Area Manager</p> <p>joe.broomfield@allderdale.gov.uk</p>

exercise will be undertaken to select a lead contractor for the construction phase of the project.				
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Meetings of the Council, Executive and Scrutiny Committees are open to the public (except when exempt (confidential) items are being considered). It is advisable to check the agenda before attending a meeting, as decision dates may be subject to change. Agendas and supporting documents for meetings of the Executive can be found on the Council's website www.allerdale.gov.uk or at Allerdale House, Workington, Cumbria, CA14 3YJ

Further information is available by calling 01900 702502

Any representations as to why a meeting should be open to the public should be made in writing to Democratic Services at the above address.

A list of the Executive members can be found at <http://democracy.allerdale.gov.uk/mgCommitteeDetails.aspx?ID=11>

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Overview and Scrutiny Work Programme including main agenda items at Committee meetings 2018-19

Standing items for Committee meetings

Items	Council Plan Theme	Purpose	Lead Officer	Lead Portfolio Holder	Lead Scrutiny Member
Forward Plan	Governance	To identify any forthcoming items which the Committee may consider	Head of Governance	Leader of the Council	Co-Chairs of the Overview and Scrutiny Committee
Work Programme Updates	Governance	To review the Committee's own work plan for the rest of the year	Policy Officer (Scrutiny and Partnerships)	Not applicable	Co-Chairs of the Overview and Scrutiny Committee
Task and Finish Group Updates	Governance	To receive progress reports from any Task and Finish Group	Policy Officer (Scrutiny and Partnerships)	Not applicable	Chair of each Task and Finish Group

Agenda items for Committee meetings

Meeting Date	Items	Council Plan Theme	Further Information	Lead Officer	Lead Portfolio Holder	Lead Scrutiny Member
Tuesday 6 November 2018 10.30 a.m.	Affinity credit union - brief update	Tackling inequality	To update the Committee on progress made following the investment	Head of Strategy, Policy and Performance	Leader of the Council	Co-Chairs of the Overview and Scrutiny Committee
	Allerdale Investment Partnership update	Creating a sustainable business	To update the Committee on progress		Leader of the Council	Co-Chairs of the Overview and Scrutiny

Overview and Scrutiny Work Programme including main agenda items at Committee meetings 2018-19



Meeting Date	Items	Council Plan Theme	Further Information	Lead Officer	Lead Portfolio Holder	Lead Scrutiny Member
						Committee
	Scrutiny of the effectiveness of the Council's consultation processes	All	Report of task and finish group	Head of Strategy, Policy and Performance	Leader of the Council	Chair of the Task and Finish Group
	Update on development of the new Council Plan	All		Head of Strategy, Policy and Performance	Leader of the Council	Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Leader of the Council	Co-Chairs of the Overview and Scrutiny Committee
Thursday 6 December 2018 2.00 p.m.	Update on Housing Enforcement Policy	Improving health and wellbeing / Tackling inequality	To review the effectiveness of the new policy	Head of Housing and Health	Executive Member for Housing, Health and Wellbeing	Co-Chairs of the Overview and Scrutiny Committee
	Update on Health Scrutiny and discuss with the Committee any health issues for further scrutiny	Improving health and wellbeing	To invite the Council's appointed representative to Health Scrutiny to give an update on its work	Head of Housing and Health	Executive Member for Housing, Health and Wellbeing	Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Executive Member	Co-Chairs of the

Overview and Scrutiny Work Programme including main agenda items at Committee meetings 2018-19



Meeting Date	Items	Council Plan Theme	Further Information	Lead Officer	Lead Portfolio Holder	Lead Scrutiny Member
					for Housing, Health and Wellbeing	Overview and Scrutiny Committee
Thursday 17 January 2019 9.30 a.m.	Annual update from West Cumbria Community Safety Partnership	Improving health and wellbeing / Enhancing our towns	To receive an update from West Cumbria Community Safety Partnership on its work.	Head of Governance	Executive Member for Governance and People Resources	Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Executive Member for Governance and People Resources	Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Executive Member for Transformation	Co-Chairs of the Overview and Scrutiny Committee
Friday 15 February 2019 9.30 a.m.	Draft Budget 2019-2020	Creating a sustainable business			Executive Member for Corporate Resources (Finance and Property)	Chair of the Budget Standing Group
	Portfolio Holder update				Executive Member for Corporate Resources (Finance	Co-Chairs of the Overview and Scrutiny

Overview and Scrutiny Work Programme including main agenda items at Committee meetings 2018-19



Meeting Date	Items	Council Plan Theme	Further Information	Lead Officer	Lead Portfolio Holder	Lead Scrutiny Member
					and Property)	Committee
Friday 22 March 2019 2.00 p.m.	Reedlands Road project progress update	Tackling inequality / Strengthening our economy		Head of Place Development	Executive Member for Economic Growth	Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Executive Member for Economic Growth	Co-Chairs of the Overview and Scrutiny Committee
Tuesday 23 April 2019 9.30 a.m.	Arts and heritage provision	Improving health and wellbeing / Enhancing our towns	To scrutinise the Council's approach to arts and heritage provision	Head of Community Services	Executive Member for Tourism & Culture	Co-Chairs of the Overview and Scrutiny Committee
	Annual review of OSC work	All	To reflect on the work of the Committee over the previous twelve months	Head of Strategy, Policy and Performance		Co-Chairs of the Overview and Scrutiny Committee
	Portfolio Holder update				Executive Member for Tourism & Culture	

Overview and Scrutiny Work Programme including main agenda items at Committee meetings 2018-19

Proposed or Established Standing or Task and Finish Groups

	Topic	Format	Start date	Further Information
1	Performance	Standing Group	August 2017	Scrutiny of quarterly reports – management and financial
2	Budget	Standing Group	April 2018	Scrutiny of budget setting process for 2019-2020
3	Consultations policy TFG	Task and Finish	May/June 2018	Review of the Council’s approach to consultation and its application across Council services
4	Councillor training and engagement review TFG	Task and Finish	May/June 2018	Review of the Council’s approach to Councillor training and engagement
5	Enforcement Policy Review	Task and Finish	tbc	Review of the Council’s Corporate Enforcement Policy and its application across Council services
6	Cumbria Joint Public Health Strategy	One-day Task and Finish	tbc	Scrutiny of the draft Cumbria Joint Public Health Strategy

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