



BARROW BOROUGH COUNCIL

TOWN HALL
DUKE STREET
BARROW-IN-FURNESS

7th October, 2013

To: The Members of Barrow Borough Council

Mr Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of BARROW BOROUGH COUNCIL to be held in the COUNCIL CHAMBER at the TOWN HALL, BARROW on TUESDAY the 15th day of OCTOBER, 2013 COMMENCING AT 5.30 PM for the transaction of the business specified below.

Executive Director

Prior to the business of the meeting, Prayers will be offered.

Business

1. DECLARATIONS OF INTEREST.

To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

2. MINUTES. To confirm the Minutes of the Council's proceedings held on 23rd July, 2013.
3. TO RECEIVE APOLOGIES FOR ABSENCE.

To expedite the business of the meeting, Members are requested to give the Executive Director adequate notice of any Amendment which they propose to raise.

4. ANNOUNCEMENTS – To receive any announcements from the Chairman, Leader or Head of Paid Service.

5. (A) TO RECEIVE REPORTS FROM THE FOLLOWING COMMITTEES AND CONSIDER RECOMMENDATIONS:-

- (1) Planning
- (2) Licensing
- (3) Executive
- (4) Audit

(B) QUESTIONS TO THE LEADER OF THE COUNCIL

Council has agreed that time be set aside for questions to the Leader of the Council.

Standing Order 10.2 and 10.4 set out the procedure for questions to the Leader and the notice period required.

The Leader will also take any questions without notice relevant to the reports and minutes detailed on the agenda.

6. OVERVIEW AND SCRUTINY COMMITTEES ANNUAL REPORT.

7. TO PASS THE FOLLOWING RESOLUTION, THAT IS TO SAY:

That the Council authorises the fixing of its Common Seal to any documents to give effect to the Minutes and proceedings of the Committees submitted to or approved by this meeting and any other matters dealt with at this meeting.

To expedite the business of the meeting, Members are requested to give the Executive Director adequate notice of any Amendment which they propose to raise.

COUNCIL	Agenda Item 5(A)(1)
Date of Meeting: 15th October, 2013	
Reporting Officer: Executive Director	
<p>REPORT OF THE PLANNING COMMITTEE (Report of the meetings held on 6th August, 3rd September and 8th October, 2013)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the above meetings.</p> <p>If necessary an addendum to this report will deal with any recommendations from the Planning Committee to be held on 8th October, 2013.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Planning Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 2 2013/14 of the printed Minutes.</p>	

COUNCIL	Agenda Item 5(A)(2)
Date of Meeting: 15th October, 2013	
Reporting Officer: Executive Director	
<p>REPORT OF THE LICENSING COMMITTEE (Report of the meetings held on 25th July and 5th September, 2013)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the above meetings.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Licensing Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 2 2013/14 of the printed Minutes.</p>	

COUNCIL	Agenda Item 5(A)(3)
Date of Meeting: 15th October, 2013	
Reporting Officer: Executive Director	

**REPORT OF THE EXECUTIVE COMMITTEE
(Report of the meetings held on 31st July, 4th September and
the special meeting held on 2nd October, 2013)**

Recommendations:

The following recommendations have been referred to Council.

Executive Committee – 31st July, 2013

1.0 Member Development Strategy Review 2013/2014

1.1 The Democratic Services Manager reported that the Member Training Working Group had revised the Member Development Strategy to ensure continuation of effective Member Development. The Strategy is reviewed on the biennial basis in conjunction with the Democratic Services Manager, the Democratic Services Officer (Member Support) and the Member Training Working Group. The responsibility for agreeing the overall Strategy lies in the hands of Full Council.

1.2 Recommendation:-

To recommend the Council to approve the revised Member Development Strategy.

Executive Committee – 4th September, 2013

2.0 Capability Policy and Procedure

2.1 The Deputy Executive Director reported that the Council was committed to high quality performance standards from its employees. To achieve this, the Council encouraged staff development and a determined undertaking to serve problems encountered by employees in performing their work.

However, employees sometimes experienced problems in which assistance and support or more senior staff may be needed. The Capability Policy sought to establish means by which solutions to these problems could be found.

Recommendation:-

To recommend the Council:-

- (i) To agree not to implement Unison's suggested amendments in line with the views of Management Board; and**
- (ii) To approve the Capability Policy and Procedure.**

3.0 Housing Department – Establishment Changes

3.1 The Deputy Executive Director informed the Committee that the post of Recharge Officer had been agreed in March 2012 as a temporary contact. It was now proposed to make the post permanent.

He also reported that the impact of Welfare Reforms on the Housing Service had increased turnover of tenancies and demand for advice and a need for additional resource in the Housing Options Team. It was proposed to create an additional full-time Customer Services Officer post.

3.2 Recommendation:-

To recommend the Council:-

- (i) To agree that the post of Recharge Officer be made permanent on grade 2-4; and**
- (ii) To agree a post of Customer Services Officer to assist with the impact of the Welfare Reforms.**

Special Executive Committee – 2nd October, 2013

4.0 Changes to the Delegations of the Environmental Health Manager

4.1 The Executive Director's report reminded the Committee that the Council's Constitution stated that the Environmental Health Manager had delegated authority to determine applications for various licences, renewals, variations and the transfer of licences, subject to no adverse comments from consultees and all relevant criteria being met.

As a result of recent changes in legislation it was recommended that the Scrap Metal Dealers Act 2013 be added to her delegation. Consequently, there was also a need to delete the Scrap Metal Dealers Act 1964 and Motor Salvage Operations Regulations.

In addition, the Environmental Health Manager had delegated authority to serve various statutory notices and it was recommended that the Water Industry Act 1991, Section 80 be added to the list outlined in the Constitution.

4.2 Recommendation:-

To recommend the Council to approve the under-mentioned changes to the delegations of the Environmental Health Manager as follows:-

- 1. To delete Scrap Metal Dealers Act 1964 and Motor Salvage Operators Regulations from Section F of the Environmental Health Manager's delegation in the Constitution; and**
- 2. To add Scrap Metal Dealers Act 2013 and Water Industry Act 1991, Section 80 to Section F of the Environmental Health Manager's delegation in the Constitution.**

5.0 Scrap Metal Dealers Act 2013

5.1 The Executive Director's report informed the Committee that the Scrap Metal Dealers Act 2013 placed a new duty on Local Authorities to licence scrap metal dealers and collectors and created new regulatory powers which could be used to achieve compliance. To enable implementation on the new legislation it was necessary for the Council to adopt the necessary fees.

5.2 Recommendation:-

To recommend the Council to adopt the under-mentioned fees:-

	Scrap Metal Site Licence	Scrap Metal Collectors Licence
Application	£306	£225
Variation	£46	£46
Replacement	£10	£10

6.0 Pay and Grading Review Update

6.1 The Executive Director's report reminded the Committee of the on-going financial pressured faced by the Council as a result of continuing cuts to the Grant Settlement meant that that additional costs associated with the implementation of a Pay and Grading Review were unaffordable. The report recommended that Council made a formal declaration to the recognised Trade Unions that a Pay and Grading Review should not be progressed under these circumstances. In acknowledging that individual employees should have a route to seek a review of their current grading, it was also recommended that the current grading moratorium, imposed pending implementation of the pay review, be lifted with immediate effect and that a revised Grading Appeals Procedure be introduced.

5.2 Recommendation:-

- 1. To agree that the Council formally notified it's recognised Trade Unions that the Pay and Grading Review be abandoned due to budget restraints;**
- 2. To agree that the moratorium on grading appeals be lifted and replaced with a revised Grading Appeals Procedure; and**
- 3. To agree that Management Board identified any posts which had demonstrably taken on significant additional duties and responsibilities and recommend appropriate upgrades back to the Executive Committee for consideration.**

Delegated Decisions

The matters determined by the Executive Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 2 (2013/14) of the printed Minutes.

COUNCIL	Agenda Item 5(A)(4)
Date of Meeting: 15th October, 2013	
Reporting Officer: Executive Director	
REPORT OF THE AUDIT COMMITTEE (Report of the meeting held on 26th September, 2013)	
Recommendations:	
There were no recommendations referred to Council from the above meeting.	
<u>Delegated Decisions</u>	
The matters determined by the Audit Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meeting noted above reproduced in Volume 2 (2013/14) of the printed Minutes.	

COUNCIL	Agenda Item 6
Date of Meeting: 15th October, 2013	
Reporting Officer: Policy Review Officer	
<p>Title: Overview and Scrutiny Committee Annual Report</p> <p>Summary and Conclusions:</p> <p>The Annual Report details the work undertaken by the Overview and Scrutiny Committee for 2012/13.</p> <p>Recommendations:</p> <p>To accept the Annual Report from the Overview and Scrutiny Committee.</p>	

Report

Foreword

The Council has one Overview and Scrutiny Committee with the remit to investigate, scrutinise, monitor, oversee and comment on service delivery mechanisms, policy implementation, or any other issue affecting the Borough or its residents provided that they have previously been considered by either the Executive Committee or Council.

Membership of the Overview and Scrutiny Committee in 2012/13:

Councillors Roberts (Chairman)
Doughty (Vice-Chairman)
Biggins
Derbyshire
Hamilton
Husband
Johnston
Murphy
R. McClure
Opie
Preston
C. Thomson
M. A. Thomson

Members had previously agreed to develop a four year work programme up to March 2015 and identified topics for review these are presented in Table 1 (below).

The Committee recognises that additional urgent items may be identified during the period and they will be considered in an appropriate timeframe.

In October the Executive Committee requested that this Committee considered the impact of localised flooding as an additional item.

Item	Topic	Scope of the review
1	Allotments.	To review the Council's arrangements for managing tenancies and the waiting list. Ensure the allotment service is financially sustainable
2	Street cleanliness.	To review the Council's arrangements for working with the contractor to deliver a higher standard of street cleanliness. To ensure appropriate arrangements are in place to manage external factors the impact on street cleanliness e.g. seagulls and fly tipping.
3	Coastal protection.	The implementation of phase four of the Flood and Coastal Erosion Risk Management Strategy has resulted in changes to way in which coastal defence projects are funded. The review will focus on our medium term project plan and how it will be funded.
4	Estates and asset management.	To review arrangements for maximising income from our assets and the potential for the disposal of redundant assets.
5	Town centres development and supporting local traders.	Review arrangements for supporting local traders in the current economic climate.
6	Highways and car parking	Review the provision of highways maintenance by Cumbria County Council. Review street lighting and on-street parking arrangements.
7	Economic Development, planning and development control.	Review arrangements for planning and economic development in light of the reduced funding as a result of the Governments deficit reduction programme. Ensure the Council still has appropriate arrangements in place to access development funding
8	Cultural Services	Review the impact of the Council's service review on cultural services. The review will consider events, distribution of funding and service charges.

9	Policy and strategy	Monitor the development of and performance against the Council's key priorities.
10	Housing strategy	Review availability of private sector and socially housing and consider partnership arrangements to ensure that the availability of housing in the borough meets demand.
11	Localised flooding	Review arrangements to protect residents and property against local flooding.

The review of Tenant's participation was completed in March and recommendations were submitted to the Executive Committee. The Executive Committee suggested minor changes to the recommendations which were agreed and they have now been implemented.

Members agreed that the street cleanliness review would be an on-going standing item at every meeting so they could monitor this essential Council service.

The Local flooding review is on-going; Members attended a presentation by the Environment Agency. Members agreed that although the Council does not have a lead role in flood protection strategies this committee should continue to monitor the arrangements that have been put in place by other agencies.

In May 2013 Members agreed that this Committee would review Cultural Services and asset management in 2013/14.