



BARROW BOROUGH COUNCIL

TOWN HALL
DUKE STREET
BARROW-IN-FURNESS

15th May, 2015

To: The Members of Barrow Borough Council

Madam 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 26th day of MAY, 2015 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. TO RECEIVE APOLOGIES FOR ABSENCE.

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

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. (A) TO RECEIVE A REPORT FROM THE EXECUTIVE COMMITTEE AND CONSIDER RECOMMENDATION.
- (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.

5. 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 4(A)
Date of Meeting: 26th May, 2015	
Reporting Officer: Executive Director	

**REPORT OF THE EXECUTIVE COMMITTEE
(Report of the meeting held on 20th May, 2015)**

Recommendations:

The following recommendations have been referred to Council.

Executive Committee – 20th May, 2015

1.0 Taxi Driver Test – Driver Vehicle Standards Agency

1.1 The Executive Director's report informed the Committee that at its meeting on 12th March, 2015 the Licensing Regulatory Committee had agreed to recommend the Council that:-

1. Hackney Carriage/Private Hire Driver applicants be required to successfully pass the DVSA Taxi Driver Assessment as part of the application process, and
2. The Licensing Regulatory Committee be authorised to require licensed Hackney Carriage/Private Hire Vehicle Drivers to take/retake the DVSA Taxi Driver Assessment when they were brought before the Licensing Regulatory Committee with driving offences.

1.2 Recommendation:-

To recommend the Council:-

- (i) **To agree that Hackney Carriage/Private Hire Driver applicants be required to successfully pass the DVSA Taxi Driver Assessment as part of the application process;**
- (ii) **To agree that the Licensing Regulatory Committee be authorised to require licensed Hackney Carriage/Private Hire Vehicle Drivers to take/retake the DVSA Taxi Driver Assessment when they were brought before the Licensing Regulatory Committee with driving offences; and**

- (iii) To request the Leader of the Council to write to the DVSA expressing the Council's concern at the delay in the DVSA Taxi Drivers test being located in Barrow.**

2.0 Constitution of the Council: Amendments to Officer Delegations

- 2.1 The Committee was informed that restructure of the Environmental health Department required that the delegations of the Assistant Director (Regeneration and Built Environment) be changed. The amendments would ensure that representations made on Environmental Health and Health and Safety issues in respect of applications, variations and reviews under the Licensing Act 2003 were procedurally fair with no conflict of interest.

As a result of legislation changes, Larger Home Extension, The Town and Country Planning (General Permitted Development) (England) Order 2015 Schedule 2, Part 1 (Class A), as it was proposed to amend the Officers delegations within Part 3 of the Constitution of the Council.

2.2 Recommendation:-

To recommend the Council:-

- (i) To agree that the Officer Delegations, Section C – Assistant Director of Regeneration and Built Environment be amended to tie in with the restructure of the Environmental Health Department;**
- (ii) To agree that the Officer delegations, Section G – Development Services Manager (Planning) be amended as a result of legislation changes, Larger Home Extension The Town and Country Planning (General Permitted Development) (England) Order 2015 Schedule 2, Part 1 (Class A); and**
- (iii) To agree to delete 14.3 (iii) within Part 5 Codes and Protocols of the Constitution regarding the Code of conduct for Elected Members and Officers dealing with Planning Matters.**

3.0 Establishment Changes

- 3.1 The Director of Resources report contained a number of establishment changes and set out the circumstances that had prompted the change and the funding implications. She informed the Committee that there was no cost to the General Fund and the proposals were cost neutral. There was a cost of £26,610 to the Housing Revenue Account.

3.2 Recommendation:-

To recommend the Council:-

- (i) To create a permanent full time IT Support Officer on Scale 4/SO2 (£17,714 to £29,558 per annum) to be funded by the Housing Revenue Account;**
- (ii) To agree to supplement the Housing Revenue Account budget for 2015-2016 by £26,610 to fund the cost of the IT Support Officer;**
- (iii) To create a permanent full time Corporate Support Assistant on Scale 2/5 (£15,207 to £22,212 per annum), with an agreed grading review following the completion of PRINCE2 and appropriate experience;**
- (iv) To agree to use reserves to fund the Corporate Support Assistant until the recovery of legal costs within cost-recovery services occurs in 2016-2017;**
- (v) To agree to delete the vacant post DEH045, Senior Environmental Health Officer (Licensing);**
- (vi) To agree to create a permanent full time Trainee Environmental Health Officer on Scale 2/5 (£15,207 to £22,212 per annum), with an agreed grading review following the completion of the EHO qualification and appropriate experience to be funded within the deletion of post DEH045; and**
- (vii) To agree to create a full time Temporary Administrative Assistant on Scale 2/3 (£15,207 to £17,372 per annum) in Development Services, for twelve months to be funded by additional unbudgeted income.**

4.0 Cavendish Park Project

4.1 The Executive Director informed the Committee that the Council had been approached by the Barrow Island Community Sports Trust regarding a Sport England and Big Lottery funded project for Cavendish Park. The Trust had requested that the Council be the Local Trusted Organisation (LTO) for the project.

4.2 Recommendation:-

To recommend the Council that the Council be the Local Trusted Organisation for the Cavendish Park project, thereby becoming the named bidder for the Sport England and Big Lottery funding.

5.0 Investment Strategy

- 5.1 The Director of Resources informed the Committee that the Council's Investment Strategy for 2015-2016 had been approved by Council on 3rd March, 2015 as part of the overall Treasury Management Strategy. The primary principle governing the Council's investment criteria was the security of investments, although the liquidity and yield or return on the investment was also a key consideration.

The Council had agreed that the criteria to be used in assessing investment counterparties which included the rating of viability/financial strength and support. With the recent removal of implied sovereign support for banks, these assessment criteria would be adversely affected in the short term and may take these rating elements below the agreed minimum. It was important to stress that the change was not indicative of deteriorating credit quality in any institution; it was a reflection of underlying methodology changes by rating agencies in light of regulatory changes.

5.2 Recommendation:-

To recommend the Council to approve the removal of the viability/financial strength and support criteria from the investment counterparty assessment with immediate effect.

6.0 Organisation Change Policy and Procedure

- 6.1 The Committee considered the Council's Organisation Change Policy and Procedure. The document set out the purpose of the policy, the principles and underpinned the policy and procedure, and then the procedure that would be followed in the event of a restructure.

6.2 Recommendation:-

To recommend the Council to approve the Organisation Change Policy and Procedure.

7.0 Recycling Reward Scheme – Staff Appointments

- 7.1 The Executive Director informed the Committee that the Council had been successful in bidding against the Department of Communities and Local Government's Recycling Reward Scheme. That had resulted in the receipt of a grant for £171,488 which would allow the Borough to incentivise households to improve the quantity and quality of kerbside recycling.

That would be achieved through the introduction of a reward scheme which involved households registering for a scheme which would provide education and promotion, underpinned by the chance to win monthly prizes which would only be awarded provided they were recycling effectively.

The bid had identified the need to appoint a full time Recycling Reward Scheme Promotion Officer at Scale 5 and 20 hours per week of administrative support at Scale 3 (It was likely that the latter post could be satisfied by offering additional hours to part time administrative staff within the Community Services Department).

7.2 Recommendation:-

To recommend the Council:-

- (i) To approve the establishment of a Recycling Reward Scheme Promotions Officer post at Scale 5 on a two year fixed term contract; and**
- (ii) To approve the establishment of 20 hours of Administrative Support for the scheme at Scale 3 for two years.**

8.0 Coastal Communities Fund – Supply Chain Strengthening, Transforming Skills in Coastal Furness Accountable Body Status

8.1 The Committee considered a detailed report of the Executive Director regarding the Coastal Communities Fund – Supply Chain Strengthening, Transforming Skills in Coastal Furness Accountable Body Status. He informed the Committee that Furness Enterprise had been successful in attracting a large Big Lottery Grant but did not wish to accept it. The Council would secure funds for the area by acting as Accountable Body with Furness Economic Development Forum overseeing delivery. There were risks to the Council, but these could be mitigated.

8.2 Recommendation:-

To recommend the Council:-

- (i) To agree that the Council acted as Accountable Body for the Coastal Communities Fund Supply Chain Strengthening Project; and**
- (ii) To agree that subject to their availability that former Furness Enterprise staff were commissioned to carry out the project managers and senior administrator roles.**

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 1 2015/16 of the printed Minutes.

Background Papers

Nil.