

BOROUGH OF BARROW-IN-FURNESS

EXECUTIVE COMMITTEE

Meeting, Wednesday, 30th November, 2016
at 2.00 p.m. (Committee Room No. 4)

NOTE: Group Meetings at 1.15 p.m.

A G E N D A

PART ONE

1. To note any items which the Chairman considers to be of an urgent nature.
2. To receive notice from Members who may wish to move any delegated matter non-delegated and which will be decided by a majority of Members present and voting at the meeting.
3. Admission of Public and Press

To consider whether the public and press should be excluded from the meeting during consideration of any of the items on the agenda.

4. 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.

5. To confirm the Minutes of the meeting held on 19th October, 2016 (Pages 1-7).
6. Apologies for Absence/Attendance of Substitute Members.

FOR DECISION

- (D/R) 7. Recommendations of the Housing Management Forum, 10th November, 2016 (Pages 8-14).
- (D) 8. Annual Audit Letter (Pages 15-16).

- (R) 9. Budget Strategy Delivery Plan (Pages 17-20).
- (R) 10. Equality and Diversity Strategy (Pages 21-22).
- (R) 11. Essential User Lump Sum (Pages 23-24).
- (R) 12. Auditor Appointment (Pages 25-26).
- (D) 13. Council Finance and Performance Quarter 2 (Pages 27-35).
- (D) 14. Budget Timetable and Assumptions (Pages 36-38).
- (R) 15. The Forum (Pages 39-40).
- (D) 16. Sale of Land in Flass Lane, Barrow-in-Furness (Pages 41-42).
- (D) 17. Contract Award : Refuse, Recycling and Street Cleansing Services 2017-2024 (Pages 43-47).
- (D) 18. Playgrounds Maintenance (Pages 48-50).
- (D) 19. Resettlement of Refugees (Pages 51-53).
- (D) 20. Appointments on Outside Bodies, Panels, Working Groups etc. (Pages 54-55).

NOTE (D) - Delegated
(R) - For Referral to Council

Membership of Committee
Councillors

Councillors Pidduck (Chairman)
Sweeney (Vice-Chairman)
Barlow
Biggins
Brook
Cassells
Hamilton
R. McClure
Maddox
Pemberton
Roberts
Williams

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Published: 22nd November, 2016.

EXECUTIVE COMMITTEE

Meeting: Wednesday 19th October, 2016
at 2.00 p.m.

PRESENT:- Councillors Pidduck (Chairman), Sweeney (Vice-Chairman), Barlow, Biggins, Brook, Hamilton, R. McClure, Maddox, Pemberton and Roberts.

Also Present:- Phil Huck (Executive Director), Sue Roberts (Director of Resources) and Jon Huck (Democratic Services Manager and Monitoring Officer).

50 – Minutes

The Minutes of the meeting held on 7th September, 2016 were agreed as a correct record.

51 – Declaration of Interest

Councillor Biggins declared a Disclosable Pecuniary Interest in Agenda Item 14 – Sale of Land at North Road, Barrow-in-Furness (Minute No. 55) and left the meeting during consideration of the item. He was employed by BAE.

The Executive Director and Director of Resources declared an interest in Agenda Item 11 – Holiday Purchase Scheme (Minute No. 60) and left the meeting during consideration of the item.

52 – Apologies for Absence/Attendance of Substitute Members

An apology for absence was received from Councillor Williams.

53 – 2017-2018 Holiday Dates

The Director of Resources' report set out the bank holidays and additional days that the Council would be closed and what staff would be required to take either a holiday (annual leave) or flexi-day for 29th December, 2017.

Easter 2017

Friday 14th April, 2017, Good Friday
Monday 17th April, 2017, Easter Monday

Other bank holidays

Monday 1st May, 2017, Early May Bank Holiday
Monday 29th May, 2017, Spring Bank Holiday
Monday 28th August, 2017, Summer Bank Holiday

Christmas and New Year

Monday 25th December, 2017, Christmas Day
Tuesday 26th December, 2017, Boxing Day
Wednesday 27th December, 2017, Council Day

Thursday 28th December, 2017, Council Day
Friday 29th December, 2017, annual leave or flexi-day to be taken
Monday 1st January, 2018, New Year's Day

Easter 2018

Friday 30th March, 2018, Good Friday

RESOLVED:- To note and agree the 2017-2018 holiday dates.

54 – The 2018 Boundary Review – Initial Proposals for new Parliamentary Constituency Boundaries

The Electoral Registration Officer informed the Committee that the Boundary Commission for England had published initial proposals for new constituency boundaries on Tuesday 13th September, 2016. The publication had marked the start of 12 weeks of consultation ending on Monday 5th December, 2016.

Currently there were six constituencies in Cumbria, none of which had electorates that were within 5% of the electorate quota. Cumbria was entitled to 5.02 constituencies, a reduction of one, and they considered that change to all constituencies would have to be significant. When developing their proposals they noted that, despite the large geographical extent of the county, their option would be limited due to the physical geography of the mountains, lakes, coast and estuaries, and the national and regional borders that formed much of the county.

In order to increase the electorate of the Barrow and Furness Constituency they proposed that it should continue to extend northwards, as they considered that there were poor links across the Cartmel Sands that would hinder a constituency that spread eastwards towards Grange-over-Sands.

A copy of the proposal was considered by the Committee.

The Committee were reminded that at its meeting on 14th November, 2012 it had considered revised proposals of new Parliamentary Constituency Boundaries. The Committee had agreed at that meeting that no comments on the revised proposals be made by the Committee and that it be left to each Political Party if they so wished.

RESOLVED:- To agree that no comments on the initial proposals be made by the Executive Committee and that it be left to each Political Party if they so wished.

55 – Sale of Land at North Road, Barrow-in-Furness

The Executive Director informed the Committee that BAE Systems had now signed a £67m contract with Morgan Sindall to extend the Devonshire Dock Hall (DDH). BAE Systems wished to purchase an area of land from the Council to enable the construction of a new boundary wall and the erection of the perimeter fence, required by recent planning permissions.

The Primary Build Capability (PBC) was a central part of the Site Redevelopment Programme, which was the largest investment on the Barrow site since the construction of the Devonshire Dock Hall. It was required in order to allow construction of the Successor boats in tandem with the current Astute order.

In broad terms, the PBC, was a linked group of buildings within which the preparation and fabrication of the vessels were carried out. The Installation formed part of the main submarine build and was required to be located at the western end of the main build lines within the Devonshire Dock Hall to allow ease of movement of the submarine bodies and component parts between the new PBC buildings and the existing DDH.

The Installation Hall was located at the front of DDH, being shown as measuring 40m (l) x 30m (w) x 32m (h). The fabrication and initial assembly building was 90m (l) x 80m (w) x 24m (h) positioned on the north facing side elevation of DDH

The security gate and entrance would be relocated to Cornmill Crossing with a new single storey gate house and office. The site security boundary wall and associated fencing along the North Road frontage would be realigned.

The NW Gate Access would be closed. The PBC would also require significant vehicle manoeuvring space, resulting in the repositioning of the inner boundary closer towards North Road as a result of the increased land take.

Both parties would need to enter into a contract for the Sale and Purchase of a parcel of freehold land extending to approximately 189 sq.m at the entrance to Devonshire Dock Hall, North Road, Barrow-in-Furness, Cumbria in the sum of £15,000.

Aside from the proposed works there was no apparent use of the land that would be considered of particular amenity.

Completion would be as soon as practicable, but both parties would endeavour to complete by 31st October 2016. Each party would bare their own legal and professional costs.

RESOLVED:- To agree to sell a parcel of land at North Road, Barrow-in-Furness to BAE Systems for the agreed purchase price of £15,000.

REFERRED ITEM

THE FOLLOWING MATTERS ARE REFERRED TO COUNCIL FOR DECISION

56 – Council Tax Support

The Director of Resources reminded the Committee that the Local Council Tax Reduction Scheme ('Scheme') for 2017-2018 which must be adopted by 31st January, 2017. The report also included an amendment to backdating to mirror the Housing Benefit regulations as the Council's Scheme had been based on the

previous Council Tax Benefit regulations; amendments had been applied to both benefits before Council Tax Support.

RECOMMENDED:- To recommend the Council:-

1. To agree to backdate claims for working age claimants for one month in line with the Housing Benefit regulations;
2. To agree the continuation of the current Local Council Tax Reduction Scheme for 2017-2018, in all other aspects; and
3. To delegate authority to the Director of Resources to mirror applicable or relevant changes in Housing Benefit regulations to the Local Council Tax Reduction Scheme.

57 – Business Rates Write Off

The Director of Resources reminded the Committee that the Council's Financial Regulations delegated the writing off of sums due to the Director of Resources where an individual debtor owed no more than £25,000.

For business rates, the total value was considered and in that instance there was an account in the name of Fab Art Ltd, where the company had been dissolved due to bankruptcy and no further recovery action could take place. The liability had ended in September 2015 and the amount owed was £28,547.01 which was above the current delegation and Members were asked to approve the write off.

The proportion of the liability for the Borough was 40%, £11,418.80, which was provided for in the bad debt provision held on the Balance Sheet.

It was proposed that in relation to Business Rates, the £25,000 delegated limit for writing off sums due was applied to the Borough share. The maximum Business Rate write off that the Director of Resources would be delegated to approve would be £62,500. All write offs were reported annually to the Committee.

RECOMMENDED:-

1. To approve the business rate write off; and

To recommend the Council:-

2. To amend the delegated authority of the Director of Resources to specify that the limit applied to the Borough share for business rates accounts.

58 – Employer Supported Volunteering Policy

The Director of Resources reminded that Committee that one of the Council's objectives within the Workforce Strategy was to develop the Employers Supported Volunteering Policy which was considered by the Committee.

The policy had been developed to reflect the Council's commitment to an active role in helping the community and the development of employees within the Council. The offer to employees was one day's volunteering leave (pro rata) per year to take part in a voluntary activity that would benefit the local community, subject to manager's approval. A letter of recognition would be sent to the employee following the event and an annual report would be made to Management Board detailing take up.

If the recommendation was accepted, the policy would be submitted to the union for a consultation period.

RECOMMENDED:- To recommend the Council to approve the Employee Supported Volunteering Policy.

59 – Loyalty and Retirement Awards Policy

The Director of Resources reminded the Committee that the Council's long service and retirement award policies had been reviewed by an external equality and diversity consultant in conjunction with the Director of Resources and the HR Manager. As a result, all the long service and retirement award policies had been combined to become the Loyalty and Retirement Awards Policy which was considered by the Committee.

The main suggested changes were as follows:

- To remove the 20 year service award of one scale for employees at Scale 5 and under for all eligible new employees effective from approval at Council;
- To remove the age requirement to be at least 60 years of age to qualify for the retirement award of £10 per year of service for all retiring employees having served at least 10 years with the Council;
- To increase the value of the long service gift at 25 years to £300 and to clarify the nature of the gift as an item of jewellery or art work from a specified supplier;
- To send letters to employees recognising five, ten, twenty and twenty five years' service.

The most significant change was the removal of the 20 year award of an additional grade. Current employees would be protected and there were a total of 50 who at present would qualify for an additional increment on their 20th anniversary. Inevitably the number of employees actually qualifying would reduce due to either leaving the Council or progressing to a higher grade.

RECOMMENDED:- To recommend the Council to approve the Loyalty and Retirement Awards Policy.

60 – Holiday Purchase Scheme

The Committee considered a revised Holiday Scheme. The Scheme had been revised addressed an anomaly whereby the only employees currently excluded from applying for purchased leave were the Executive Director and the Director of Resources.

The reasons for extending the scheme had included: It's a flexible benefit; These Officers had no access to the flexi and lieu time policy; Work/life balance; Morale; Additional time off with children and other family members; More/longer holidays; Pursuit of personal hobbies and interests and Cost savings.

The reason for excluding these Officers was not known and the differential award of three days annual leave with no access to the flexi and lieu time policy, no longer served its purpose.

With 10 years' service employees (excluding Chief Officers) had 29 days annual leave, could purchase an additional 10 days, take 26 days of flexi leave and any time owed (in lieu); these were all proportionate to the full time hours worked.

The Directors currently had access to 32 days of annual leave; accepting the policy revision would allow Directors to potentially access 42 days in total. If the recommendation was accepted, the policy would be submitted to the union for a consultation period.

RECOMMENDED:- To recommend the Council to approve the revised Holiday Purchase Scheme.

61 – Licensing Regulatory Committee – Policy relating to the Fitness of Applicants for Hackney Carriage and Private Hire Driver's Licences

The Executive Director reminded the Committee that the following recommendation had been referred to the Executive Committee from the meeting of the Licensing Regulatory Committee held on 1st September, 2016. On 6th September 2016 the Council had been notified by the DVSA (Driver & Vehicle Standards Agency) that they would be withdrawing the provision of taxi assessments with effect from 31st December 2016. The matter was removed from the agenda of the Executive Committee on 7th September, 2016. Officers had subsequently found an alternative provider and amended the Policy as necessary.

The Council had a duty under Sections 51 and 59 of the Local Government (Miscellaneous Provisions) Act 1976, to ensure that those licensed to drive hackney carriages and private hire vehicles were suitable persons to do so, and would wish to satisfy itself that applicants and licensed drivers were fit and proper persons to hold a licence. No definition of 'fit and proper' had been offered and the Council's discretion was wide-ranging and the Council had guidelines in place to aid the decision making process.

Following a review of the Council's current guidelines on the fitness of applicants for a drivers licence, Officers had developed a new draft Policy which was considered by the Committee. The review was necessary in part, following the findings of the Independent Inquiry into Child Sexual Exploitation in Rotherham commissioned by Rotherham Metropolitan Borough Council in October 2013 (the Jay Report), and specifically in the context of the controls Councils could impose for the licensing of private hire and hackney carriage drivers. The new draft Policy which had been presented to Members of the Licensing Regulatory Committee on 30th June 2016. At that meeting Members approved a public consultation of the new draft Policy. The results of the consultation were considered by the Committee.

RECOMMENDED:- To recommend the Council to approve the Fitness of Applicants for Hackney Carriage and Private Hire Driver's Licences Policy and adopt as Borough Council effective from 1st April, 2017.

The meeting closed at 2.55 p.m.

BOROUGH OF BARROW-IN-FURNESS

EXECUTIVE COMMITTEE

30th November, 2016

(D)/(R) AGENDA ITEM NO. 7

**RECOMMENDATIONS
OF THE
HOUSING MANAGEMENT FORUM**

10th November, 2016

***Subject to the protocol agreed by Council**

The recommendations of the meeting of the Housing Management Forum held on 10th November, 2016 are attached.

COPIES OF THE DETAILED REPORTS ON THESE ITEMS HAVE BEEN CIRCULATED PREVIOUSLY TO ALL MEMBERS OF THE COUNCIL.

The Council has agreed that the following protocol should operate:-

- The Executive Committee shall automatically agree any such recommendation or refer it back for further consideration.
- If on re-submission the Executive Committee is still unwilling to approve the recommendation, it is automatically referred to full Council for decision.

HOUSING MANAGEMENT FORUM	(D)
Date of Meeting: 10th November, 2016	(i)
Reporting Officer: Colin Garnett, Assistant Director - Housing	
Title: Community Alarm Services provided by the Housing Service	
Summary and Conclusions:	
The Assistant Director - Housing's report was to consider and agree the Housing Service's approach to the provision of Community Alarm services to Tenants who previously received financial support towards the cost of such services through the Supporting People arrangements.	
Recommendations:	
To agree:-	
<ol style="list-style-type: none">1. That the Housing Service ends its provision of providing Community Alarm Services directly and serves three months notice on the remaining Tenants.2. That the Housing Service meet the charges made to the Tenants until they move to an alternative provider or stop receiving the Service but not longer than the Notice period; and3. That the Housing Service provide assistance if necessary to help Tenants move to another provider.	

HOUSING MANAGEMENT FORUM	(D)
Date of Meeting: 10th November, 2016	(ii)
Reporting Officer: Colin Garnett, Assistant Director - Housing	
Title: Grange and Cartmel Community Centre Consultation	
Summary and Conclusions:	
The purpose of the Assistant Director - Housing's report was to share with Members the results of a consultation exercise recently undertaken regarding the future use of Grange & Cartmel Community Centre.	
Recommendations:	
To note for information the consultations results.	

HOUSING MANAGEMENT FORUM	(D)
Date of Meeting: 10th November, 2016	(iii)
Reporting Officer: Colin Garnett, Assistant Director - Housing	
Title: Future Use of Grange and Cartmel Crescent Community Room and Guest Bedroom	
Summary and Conclusions:	
The purpose of the Assistant Director – Housing’s report was to consider the future use of this facility.	
Recommendations:	
To agree the conversion of the Community Centre into a residential accommodation and for the resultant flat and guest bedroom to be incorporated into the housing stock and that the Assistant Director – Housing would look to fund the work from previously agreed Maintenance Budget.	

HOUSING MANAGEMENT FORUM	(D)
Date of Meeting: 10th November, 2016	(iv)
Reporting Officer: Colin Garnett, Assistant Director - Housing	
Title: Repair Finder: Change of Supplier	
Summary and Conclusions:	
The purpose of the Assistant Director - Housing's report was to agree the method of procuring a replacement Repair Finder by Direct Award on the basis that there was only one suitable product which met the needs of the Housing Service going forward.	
Recommendations:	
To accept the recommendation to select M3 vendor with a direct award.	

HOUSING MANAGEMENT FORUM		(R)
Date of Meeting:	10th November, 2016	(v)
Reporting Officer: Colin Garnett, Assistant Director - Housing		
Title: Cumbria Housing Partners – Enhancing Social Value		
Summary and Conclusions:		
<p>The purpose of the Assistant Director - Housing's report was to consider a proposal from Cumbria Housing Partners (CHP) to introduce new arrangements to support social value activities, such as apprenticeships and Sense of Place projects.</p>		
Recommendations:		
<ol style="list-style-type: none">1. To agree the proposal for the future delivery of social investment proposed by CHP;2. To agree that all monies derived from the delivery of the Housing Maintenance Programme be only used for the benefit of the Tenants of Barrow.3. To delegate the Assistant Director - Housing to approve the detailed process for allocating funds and sign the Fund Agreement when he was satisfied that the appropriate arrangements were in place.		

EXECUTIVE COMMITTEE		Part One
Date of Meeting: 30th November, 2016		(D) Agenda Item 8
Reporting Officer: Director of Resources		
Title: Annual Audit Letter		
Summary and Conclusions:		
The Annual Audit Letter for the year ended 31st March, 2016, has been produced by the External Auditors. The External Auditors will present the report to Members.		
Recommendations:		
To receive the External Auditors report and raise any questions.		

Report

The External Auditors have produced the Annual Audit Letter for the year ended 31st March, 2016, which summaries the key findings from the financial year 2015-2016 audit work.

In summary, the Council obtained an unqualified financial statements opinion and in terms of value for money, the Council put in place proper arrangements to ensure economy, efficiency and effectiveness in its use of resources during the year ended 31st March, 2016.

The report is attached at **Appendix 1** and will be presented to Members by the External Auditors.

(i) **Legal Implications**

The recommendation has no legal implications.

(ii) **Risk Assessment**

The recommendation has no significant implications.

(iii) **Financial Implications**

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil



The Annual Audit Letter for Barrow Borough Council

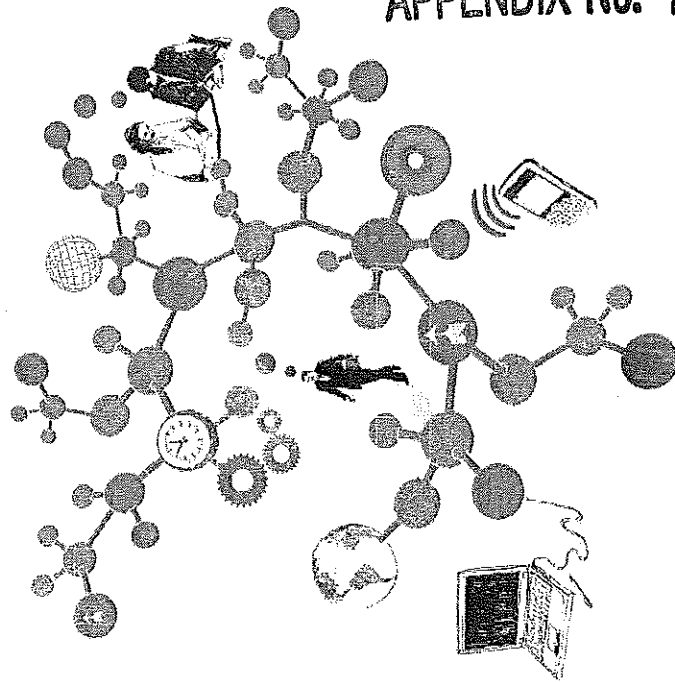
Year ended 31 March 2016

October 2016

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APPENDIX No. 1

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Executive summary

Purpose of this letter

Our Annual Audit Letter (Letter) summarises the key findings arising from the work that we have carried out at Barrow Borough Council (the Council) for the year ended 31 March 2016.

This Letter is intended to provide a commentary on the results of our work to the Council and its external stakeholders, and to highlight issues that we wish to draw to the attention of the public. In preparing this letter, we have followed the National Audit Office (NAO)'s Code of Audit Practice (the Code) and Auditor Guidance Note (AGN) 07 – 'Auditor Reporting'.

We reported the detailed findings from our audit work to the Council's Audit Committee as those charged with governance in our Audit Findings Report on 15 September 2016.

Our responsibilities

We have carried out our audit in accordance with the NAO's Code of Audit Practice, which reflects the requirements of the Local Audit and Accountability Act 2014 (the Act). Our key responsibilities are to:

- give an opinion on the Council's financial statements (section two)
- assess the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources (the value for money conclusion) (section three).

In our audit of the Council's financial statements, we comply with International Standards on Auditing (UK and Ireland) (ISAs) and other guidance issued by the NAO.

Our work

Financial statements opinion

We gave an unqualified opinion on the Council's financial statements on 22 September 2016.

Value for money conclusion

We were satisfied that the Council put in place proper arrangements to ensure economy, efficiency and effectiveness in its use of resources during the year ended 31 March 2016. We reflected this in our audit opinion on 22 September 2016.

Certification of grants

We also carry out work to certify the Council's Housing Benefit subsidy claim on behalf of the Department for Work and Pensions. Our work on this claim is not yet complete and will be finalised by 30 November 2016. We will report the results of this work to the Audit Committee in our Annual Certification Letter.

We have also been engaged to complete certification work on the Council's Housing Capital Receipts return. This work is underway and is due to be concluded by 30 November 2016.

Other work completed

Matters arising from the financial statements audit and our review of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources have been discussed with the Director of Resources and her team.

Working with the Council

We would like to record our appreciation for the assistance and co-operation provided to us during our audit by the Council's staff.

Grant Thornton UK LLP
October 2016

Audit of the accounts

Our audit approach

Materiality

In our audit of the Council's accounts, we use the concept of materiality to determine the nature, timing and extent of our work, and in evaluating the results of our work. We define materiality as the size of the misstatement in the financial statements that would lead a reasonably knowledgeable person to change or influence their economic decisions.

We determined materiality for our audit of the Council's accounts to be £973,000, which is 2% of the Council's gross revenue expenditure. We used this benchmark, as in our view, users of the Council's accounts are most interested in how it has spent the income it has raised from taxation and grants during the year.

We also set a lower level of specific materiality for certain areas such as cash, senior officer remuneration and related party transaction disclosures.

We set a lower threshold of £48,650, above which we reported errors to the Audit Committee in our Audit Findings Report.

The scope of our audit

Our audit involves obtaining enough evidence about the amounts and disclosures in the financial statements to give reasonable assurance that they are free from material misstatement, whether caused by fraud or error.

This includes assessing whether:

- the Council's accounting policies are appropriate, have been consistently applied and adequately disclosed;
- significant accounting estimates made by management are reasonable; and
- the overall presentation of the financial statements gives a true and fair view.

We also read the narrative report and annual governance statement to check they are consistent with our understanding of the Council and with the accounts on which we give our opinion.

We carry out our audit in line with ISAs (UK and Ireland) and the NAO Code of Audit Practice. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Our audit approach was based on a thorough understanding of the Council's business and is risk based.

We identified key risks and set out overleaf the work we performed in response to these risks and the results of this work.

Audit of the accounts

These are the risks which had the greatest impact on our overall strategy and where we focused more of our work.

Risks identified in our audit plan	How we responded to the risk
<p>Valuation of property plant and equipment</p> <p>The Council revalues its assets on a rolling basis over a five-year period. The Code requires that the Council ensures that the carrying value at the balance sheet date is not materially different from current value. This represents a significant estimate by management in the financial statements.</p>	<p>As part of our audit work we have:</p> <ul style="list-style-type: none"> Reviewed the management's processes and assumptions for the calculation of the estimate. Reviewed the competence, expertise and objectivity of any management experts used. Reviewed the instructions issued to valuation experts and the scope of their work. Tested any revaluations made during the year to ensure they are input correctly into the Council's asset register. Corresponded with the valuer about the basis on which the valuation is carried out and challenge of the key assumptions. Reviewed and challenged the information used by the valuer to ensure it is robust and consistent with our understanding. Evaluated the assumptions made by management for those assets not revalued during the year and how management has satisfied themselves that the carrying value of these assets is not materially different to current value. <p>We did not identify any issues to report.</p>
<p>Valuation of pension fund net liability</p> <p>The Council's pension fund liability represents a significant estimate in the financial statements.</p> <p>The value of the pension fund net liability is estimated by specialist actuaries.</p>	<p>As part of our audit work we have:</p> <ul style="list-style-type: none"> Reviewed the management processes to ensure the data supplied to the Cumbria Pension Fund is accurate and complete. Liaised with the auditor of the Cumbria Pension Fund to understand the controls in place to ensure the data supplied to the actuary is accurate and complete. Compared the estimates used by the actuary to produce the valuation with actuals available to the Council and the Pension fund after the year-end. Carried out procedures to understand and assess the assumptions and techniques used by the actuary to estimate the value of the pension fund liability. Confirmed the consistency of the pension fund asset and liability and disclosures in notes to the financial statements with the report the Council received from its actuary. <p>We did not identify any issues to report.</p>

Audit of the accounts

Audit opinion

We gave an unqualified opinion on the Council's accounts on 22 September 2016, in advance of the 30 September 2016 national deadline.

The Council made the accounts available for audit in line with the agreed timetable, and provided a good set of working papers to support them. The finance team responded promptly and efficiently to our queries during the course of the audit.

Issues arising from the audit of the accounts

We reported the key issues from our audit of the accounts of the Council to the Council's Audit Committee on 15 September 2016.

In addition to the key audit risks reported above, we identified six adjustments during our audit, two of these related to changes to the Comprehensive Income and Expenditure Account and the remaining changes concerned disclosures in the accounts. Management agreed to process all of the adjustments in respect of the matters we reported.

Annual Governance Statement and Narrative Report

We are also required to review the Council's Annual Governance Statement and Narrative Report. Both documents were consistent with the supporting evidence provided by the Council and with our knowledge of the Council. CIPFA introduced a requirement for local government bodies to produce a narrative report this year. This report replaces the explanatory foreword and the intention is that the narrative report provides a broader, strategically-focused commentary on the Council's financial position and its financial and non-financial performance than was the case previously. Management included the majority of the content recommended by CIPFA in its narrative report but have agreed to consider incorporating more information about the Council's organisational structure, its forward plans, particularly with regard to the capital programme and the borrowing facilities available to the Council.

Other statutory duties

We also have additional powers and duties under the Act, including powers to issue a public interest report, make written recommendations, apply to the Court for a declaration that an item of account is contrary to law, and to give electors the opportunity to raise questions about the Council's accounts and to raise objections received in relation to the accounts. We are pleased to confirm that we did not have cause to exercise these powers this year.

Value for Money conclusion

Background

We carried out our review in accordance with the NAO Code of Audit Practice (the Code), following the guidance issued by the NAO in November 2015 which specified the criterion for auditors to evaluate:

In all significant respects, the audited body takes properly informed decisions and deploys resources to achieve planned and sustainable outcomes for taxpayers and local people.

Key findings

Our first step in carrying out our work was to perform a risk assessment and identify the key risks where we concentrated our work.

The key risks we identified and the work we performed are set out in table 2 overleaf.

As part of our Audit Findings report agreed with the Council in September 2016, we agreed the following recommendations to address our findings:

- The Council should develop a performance management framework for the Council's economic development activities to articulate the links between the partnerships and projects in which the Council is engaged and the Council's overall strategic plan.
- The Council should agree a forward plan for each major saving scheme in the new budget strategy so that management and members understand the timetable for taking the key decisions which will determine how savings are to be realised.

Overall VFM conclusion

We are satisfied that, in all significant respects, except for the matters we identified below, the Council had proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2016.

Value for Money

Risk identified	Work to address risk identified	Findings and conclusions
<p>Economic regeneration</p> <p>The Council's strategic priorities include a commitment to secure a long-term economic recovery for the community. The Council recognise that partnership working is crucial to driving economic growth in the Borough. The Council has already made some significant investments to regenerate the Borough, in particular the Marina Project. We need to understand how the Council is working with partners in the private and public sector in pursuit of its regeneration objectives and how members and officers assess the Council's progress against those objectives.</p>	<p>We reviewed how the Council is working with partners to revitalise the local economy and assess whether the Council has the right measures in place to assess the progress made.</p>	<p>The Council is able to demonstrate continuing engagement with the private and public sector as part of its commitment to support the regeneration of the local economy. This engagement has secured some benefits such as the leasing of under-utilised space at the Dock Museum to BAE and the decision to establish a Business Improvement District. Looking ahead, the scale of the forecast inward investment vastly exceeds that seen in recent decades and this investment has the potential to bring benefits to communities across the Borough.</p> <p>Responsibility for economic development resides with the Executive Director and the Assistant Director (Regeneration and Built Environment). Members and management should assess whether the Council and its stakeholders need more detailed information about how the Council is seeking to realise the benefits brought about by regeneration. Providing such information would enable decisions to be taken on how to prioritise available resources and targets to be agreed so that the effectiveness of the resource in achieving the stated goals can be measured.</p>
<p>Future Budget Strategy</p> <p>In our 2014-15 Audit Findings Report we noted that the Council was developing a budget strategy following the local elections held in May 2015. The local government finance settlement for 2016-17 and the provisional allocations for the following three financial years has recently been published. The Council needs to ensure that its budget strategy incorporates realistic assumptions about how the Council can balance its budget by reducing expenditure and/or generating additional income.</p>	<p>We reviewed the progress made by officers and members to develop the Budget Strategy and assess the robustness of the assumptions underpinning the strategy</p>	<p>Management and members have developed a budget strategy and a public consultation on the strategy has recently been concluded. The Council needs to deliver £2.4M of savings by 2020 and the proposed strategy forecasts that £1M of the savings required can be realised through contract renewals with a further £0.47M to be achieved through a proposed outsourcing of the leisure services.</p> <p>We examined the detail supporting the savings linked to contract renewals and the outsourcing of leisure services. Whilst the evidence supplied indicated that the cost reductions forecast were not unrealistic and had already been achieved in other local authorities, key strategic decisions need to be taken about how the services under review will be delivered going forward. In the case of leisure services, these include decisions about the extent of any revenue-sharing, the length of the contract and the links with existing Council contracts for leisure services. The decisions still to be taken with regard to the revenues and benefits service are even more significant. Members need to determine whether the service will be delivered in-house, in partnership with another body or by a third party service organisation. Whilst decisions of this importance cannot be rushed, any delays in taking forward these savings schemes might impact on whether the savings forecast can be achieved over the life of the budget strategy.</p>

Working with the Council

Our work with you in 2015/16

We are really pleased to have worked with you over the past year. We have established a positive and constructive relationship. Together we have delivered some great outcomes.

An efficient audit – we completed our audit fieldwork by the end of August and provided our audit opinion on 22 September. This was consistent with the timetable we agreed with you. Our audit team are knowledgeable and experienced in your financial accounts and systems. Our relationship with your team provides you with a financial statements audit that continues to finish ahead of schedule releasing your finance team for other important work.

Improved financial processes – during the year we reviewed your financial systems and processes including employee remuneration, non-pay expenditure and property plant and equipment.

Understanding your operational health – through the value for money conclusion we provided you with assurance on your operational effectiveness and we discussed and considered the developments most likely to impact on the Council's financial health going forward. One of our Local Government Advisory team helped you to understand how you can develop existing partnerships to maximise the benefits to be derived from significant inward investment in the Borough.

Sharing our insight – we provided regular audit committee updates covering best practice. Areas we covered included the following reports produced by the firm:

- Innovation in Public Financial Management,
- Knowing the Ropes – our audit committee effectiveness review;
- Making Devolution Work; and
- Reforging Local Government.

We have also shared with you our insights on advanced closure of local authority accounts, in our publication "Transforming the financial reporting of local authority accounts" and will continue to provide you with our insights as you bring forward your production of your year-end accounts.

Looking Ahead to 2016/17

We will continue to work with you and support you over the next financial year as you work toward bringing forward your audit timetable so that the audit can be concluded by 31 July 2016.

Locally our focus will be on:

- An efficient audit – our commitment to delivering an efficient audit will include sharing of best practice to help officers to streamline the preparation of working papers prepared to support the audit team; and
- Understanding the progress made to implement the new budget strategy and ensuring that the milestones management has identified as being crucial to secure the necessary reductions in net expenditure are being adhered to.

Appendix A: Reports issued and fees

We confirm below our final fees charged for the audit and the fee charged for certification of grants. No fees were charged for the provision of other non audit services.

Fees

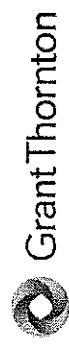
	Planned £	Actual fees £	2014/15 fees £
Statutory audit of Council	51,119	51,119	68,159
Grant Certification (Housing Capital Receipts)	0	2,500	2,500
Grant Certification (Housing Benefit Subsidy)	13,360	TBC	18,310
Total fees (excluding VAT)	64,479	TBC	88,969

The 2015/16 fee reduced compared to the prior year as a result of a reduction in the scale fee announced by Public Sector Audit Appointments Ltd (PSAA). This followed a national procurement exercise and the reduction was applied across the sector.

The national deadline for completing our certification work in respect of housing benefit subsidy is 30 November. We will confirm the final fee after this work is complete. Details of the work required to certify the Housing Capital Receipts return were finalised in September 2016. Consequently, a fee for undertaking this work was not included in our original audit plan.

Reports issued

Report	Date issued
Audit Plan	3 March 2016
Audit Findings Report	15 September 2016
Annual Audit Letter	27 October 2016



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EXECUTIVE COMMITTEE		Part One (D) Agenda Item 9
Date of Meeting:	30th November, 2016	
Reporting Officer:	Executive Director	
Title: Budget Strategy Delivery Plan		
Summary and Conclusions:		
This report sets out the 2016-2020 Budget Strategy delivery plan with key tasks, lead officers and timeframes.		
Recommendations:		
To note the Budget Strategy Delivery Plan.		

Report

The 2016-2020 Budget Strategy was approved by Full Council on 6th September, 2016. This report sets out the delivery of the agreed proposals in terms of key tasks, lead officers and timeframes.

Street cleansing

Key task: the tender award is presented separately on today's agenda.

Lead officer: Assistant Director Community Services.

Timeframe: new contract from 1st April, 2017.

Revenues and benefits

Key tasks: options appraisal, selection of service delivery model, service specification; procure project management, legal and any other professional support required.

Lead officer: Director of Resources.

Timeframe: contract expires 30th September, 2018.

Customer services

Key tasks: options appraisal, selection of service delivery model, service specification; procure project management, legal and any other professional support required.

Lead officer: Director of Resources.

Timeframe: contract expires 30th September, 2018.

Internal audit

Key tasks: TUPE transfer and/or recruitment as necessary.

Lead officer: Director of Resources.

Timeframe: contract expires 31st March, 2017.

Leisure

Key tasks: market appraisal, service specification, tender design, contract award and service transition; procure project management, legal and any other professional support required.

Lead officer: Assistant Director Community Services.

Timeframe: procure project management by January 2017, contract start date 1st April, 2018.

Treasury

Key task: incorporate revised Minimum Revenue Provision repayment profile into 2016-2017 accounts.

Lead officer: Director of Resources.

Timeframe: implemented in 2016-2017.

Burials and cremations

Key tasks: introduce the new fees from 1st April, 2017, review nearest comparators and align fees by 1st October each year.

Lead officer: Assistant Director Community Services.

Timeframe: new fees from 1st April, 2017.

Ring-fenced properties

Key task: incorporate the ring-fenced properties into the General Fund.

Lead officer: Assistant Director Regeneration and Built Environment.

Timeframe: implemented in 2016-2017.

Dock museum

Key tasks: incorporate service charges from rental arrangement into the General Fund, review catering opportunity and generate efficiency savings.

Lead officer: Assistant Director Community Services.

Timeframe: service charges incorporated in 2016-2017; efficiency savings to be generated between 1st April, 2017 and 31st March 2020.

Commercial estate

Key tasks: reduce NNDR, repair and maintenance costs of empty commercial properties by lease, sale or transfer.

Lead officer: Assistant Director Regeneration and Built Environment.

Timeframe: to be generated between 1st April, 2016 and 31st March 2020.

Kennels

Key tasks: outsource statutory kennelling to another organisation within the Borough if no operator for the kennels can be secured, associated staffing review, kennels lease, sale or transfer.

Lead officer: Assistant Director Community Services.

Timeframe: new service from 1st April, 2017.

Playgrounds

Key tasks: appoint contractor for playgrounds inspection and repairs, complete Member review of playgrounds to decommission, staffing review to complete.

Lead officer: Assistant Director Community Services.

Timeframe: new arrangements in place from 1st April, 2017.

Allotments

Key tasks: notices sent to allotment holders advising of 1st April, 2017, new rents, annual review of rents to maintain full cost recovery, reduce grounds maintenance and repairs budget.

Lead officer: Assistant Director Community Services.

Timeframe: new fees and cost reductions from 1st April, 2017.

Barrow Park

Key tasks: offer the Pavilion as a rental opportunity, offer boating concession opportunity (no subsidy) and generate efficiency savings.

Lead officer: Assistant Director Community Services.

Timeframe: Pavilion and boating concession incorporated in 2017-2018; efficiency savings to be generated between 1st April, 2017 and 31st March 2020.

Conveniences

Key tasks: conclude discussions with the National Trust, close the Roanhead public convenience with immediate effect, close the Roa Island public convenience for the season and inform contractors, place an explanatory notice on both facilities, review future of the Roanhead property (structurally).

Lead officer: Assistant Director Community Services.

Timeframe: implemented in 2016-2017.

The major contracting areas of Leisure and Revenues and Benefits will have plans with greater detail. These will be produced once project management arrangements are established. Following on from previous practice, the transformation reserve will be used to fund any professional services that delivering these savings require.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

This report provides an overview of the delivery plan for achieving the savings identified in the 2016-2020 Budget Strategy.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

EXECUTIVE COMMITTEE		Part One
Date of Meeting: 30th November, 2016		(R) Agenda Item 10
Reporting Officer: Director of Resources		
Title: Equality and Diversity Strategy		
Summary and Conclusions:		
This report contains the Equality and Diversity Strategy which has been updated to reflect the sets the Council's responsibilities and objectives for the next four years.		
Recommendations:		
To recommend the Council approves the Equality and Diversity Strategy.		

Report

The Council's Equality and Diversity Strategy has been prepared with assistance from external specialist support, the HR Department and Corporate Support Manager. The Strategy is attached at **Appendix 2**.

In summary the Strategy represents the Council's commitment to workforce equality and diversity as well as highlighting the equality and diversity sought through the service delivery to customers. The Strategy addresses the requirements of the Council under the Equality Act 2010 (Specific Duties) Regulations 2011; the Council must have due regard for advancing equality.

Census 2011 data is set out in tables to show the local and national context of the Borough's population characteristics.

The Strategy is designed to eliminate any equality weaknesses and build on and celebrate the Council's equality successes. The Council is required to set specific, measurable equality objectives at intervals of not less than four years:

- Objective 1 – ensuring that the Council understand the needs of communities and provide equality of access to services and employment opportunities.
- Objective 2 - facilitate communities and agencies together to work in partnership to address the major issues affecting the Borough.
- Objective 3 - provide a range of customer focused services that offer value for money and meet the needs of people who live, work and visit the Borough.

- Objective 4 - ensuring that the Council supports the needs of the workforce and in doing so develop a range of skills and learning opportunities that are accessible to all.

The Strategy breaks down these objectives into action areas that are specific and measureable.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

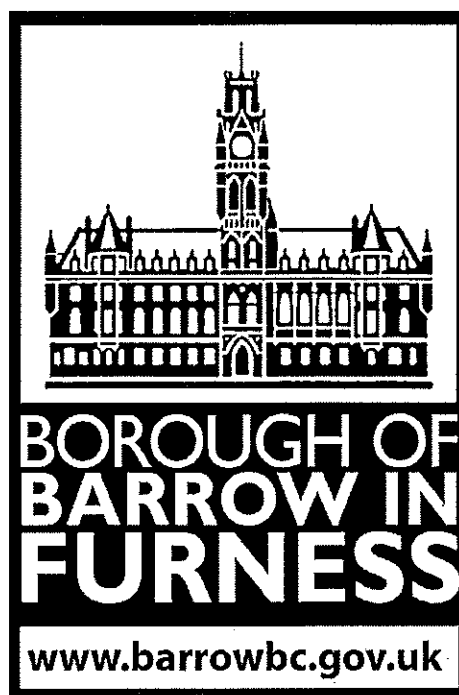
The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil



Equality and Diversity Strategy

Version Control:	
Document Name:	Equality and Diversity Strategy
Version:	15112016.1
Author:	Director of Resources
Approved by:	Full Council
Date Approved:	January 2017
Review Date:	October 2021

Contents

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A. Equality and Diversity

For this Strategy, equality is about providing everyone with equal access to services and diversity is about providing services in the way people would like to have them delivered, as far as possible.

The Council's Customer Service Strategy aims to make it easy for all customers to access services by making sure that the appropriate channels are available and are promoted.

As an employer the Council is committed to equality and valuing diversity within its workforce. The Council's Workforce Strategy sets out the high level objectives for the workforce, identifying performance measures by which progress can be judged and puts forward a range of priorities which provide a work programme of future activity with regard to workforce development.

B. The Council's Values

The Council's values are set out in the Local Code of Corporate Governance as openness, support and respect; shared values; supported by officer (employee) and Member codes of conduct; and anti-corruption policies.

The Council's values are demonstrated through day-to-day behaviours, by openly stating expectations of conduct and respect for everyone; setting service standards and monitoring performance; monitoring customer complaints and making any necessary adjustments; and continuously reviewing services taking customer feedback into consideration and future service design where possible.

The Council will not discriminate against anyone, in particular but not exclusively under the Equality Act 2010, on grounds of age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.

C. Strategy Statement

The Council promotes equality and diversity by treating everyone fairly and with respect.

The Council aims to ensure that everyone has equal access to services and opportunities and will ensure that employees and Members are aware of their role in delivering this Strategy.

The Council will not tolerate discrimination and will deal with any breaches through existing procedures.

D. Employee Development

Every person working for or serving the Council has a responsibility for implementing and promoting these principles in their day-to-day dealings with everyone – including members of the public, employees, Members and partners. Inappropriate behavior is not acceptable.

The Council believes it is important that its entire workforce contributes to the achievement of all of the Council's objectives. All employees are given equal access to corporate training and development opportunities and individual requirements are identified via the Council's Appraisal Scheme.

Equality and diversity briefing events for employees will be held annually, delivered by an external specialist.

E. Equality Act 2010 and its Public Sector Equality Duty

This strategy is designed to improve the delivery of all the Council services for all of its customers and also to ensure the Council has a committed, skilled, well-supported and representative workforce. In particular the strategy addresses the requirements under the Equality Act 2010 (Specific Duties) Regulations 2011.

The specific duties require the Council to publish equality information and equality objectives.

The Equality Act 2010 Act clearly states that the Council must have due regard for advancing equality:

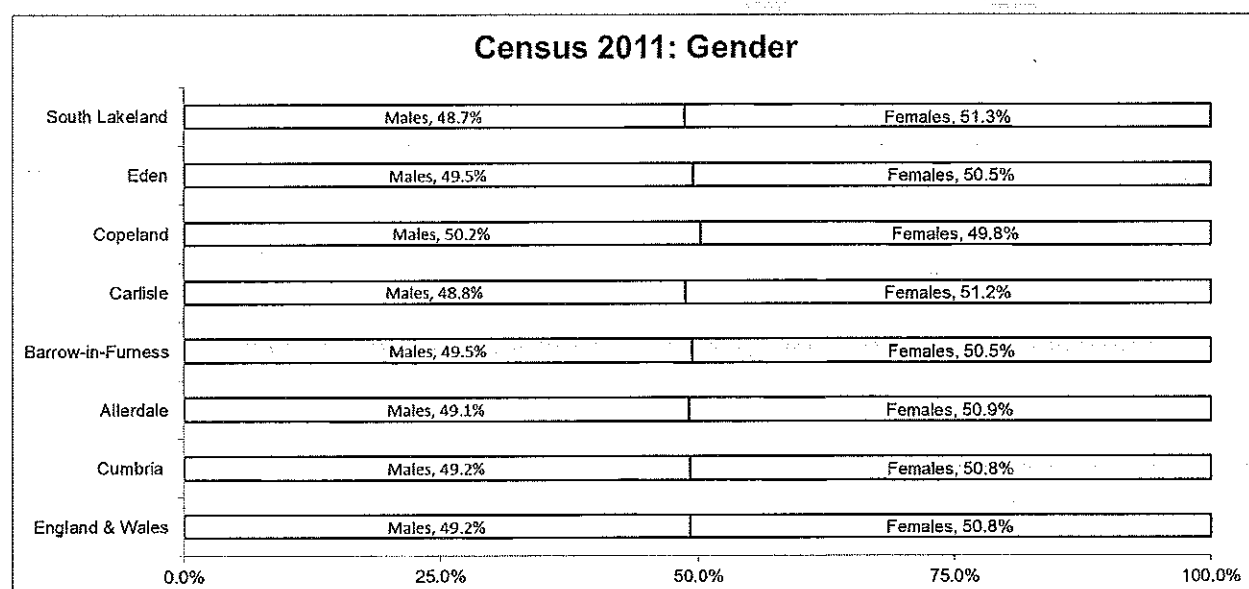
- removing or minimising disadvantages suffered by people due to their protected characteristics;
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people; and
- encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low. It describes fostering good relations as tackling prejudice and promoting understanding between people from different groups.

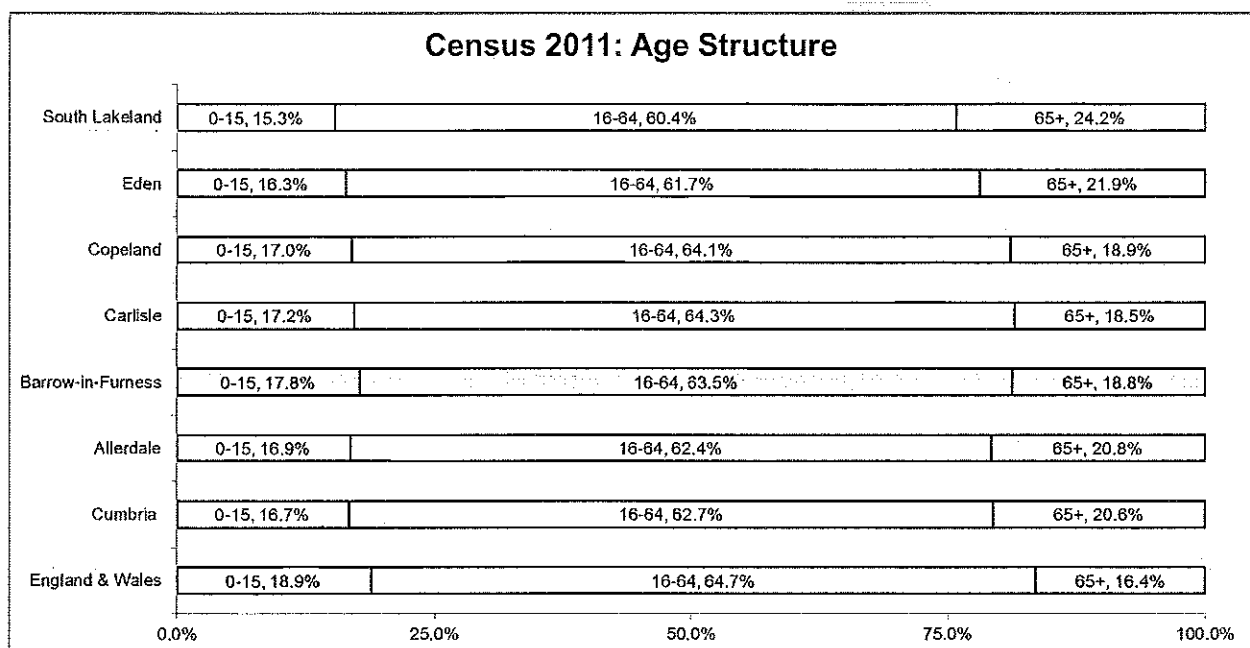
Compliance with the duty may involve treating some people more favourably than others.

The Council wishes to continue to fulfil its legal duties in a way which embeds equality and diversity into everything it does and is transparent, on-going, adds value, is relevant and fit for purpose; this way it will make sense to customers and employees, enhancing the Council's effectiveness and adding value to the lives of our customers, employees and partners.

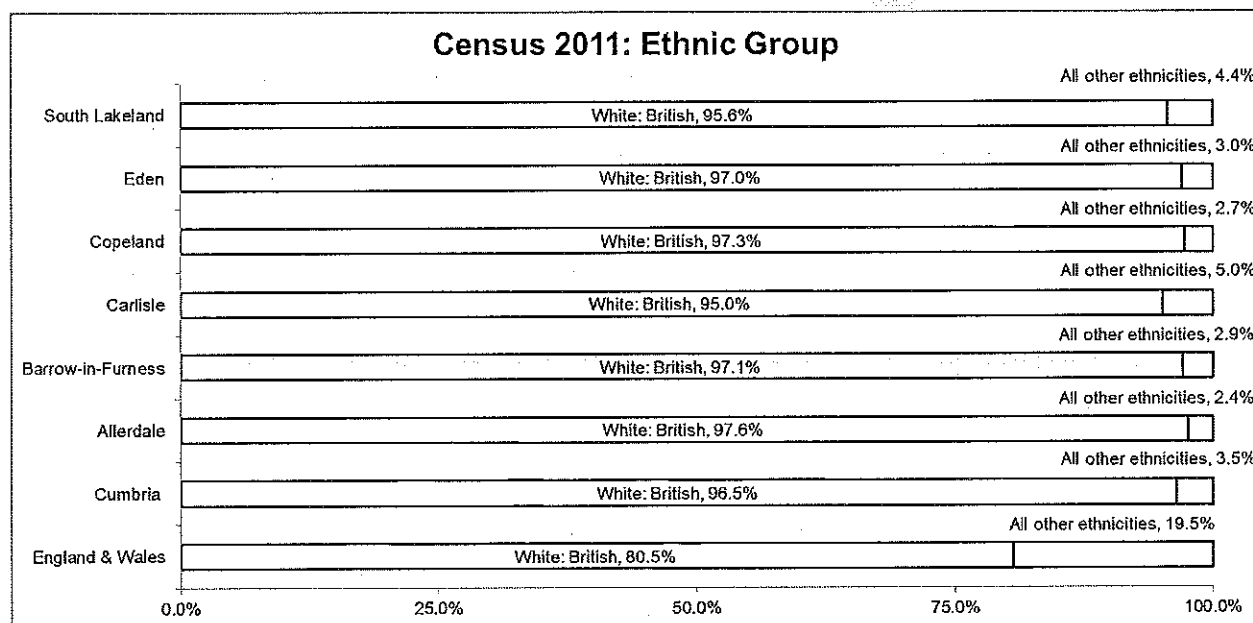
F. Equality Information

The Census 2011 equality information for Barrow Borough Council in both local and national context is set out in the following charts. The total population at the 2011 Census was 69,087 and at the 2001 Census was 71,980; a reduction of 2,893 or 4%.

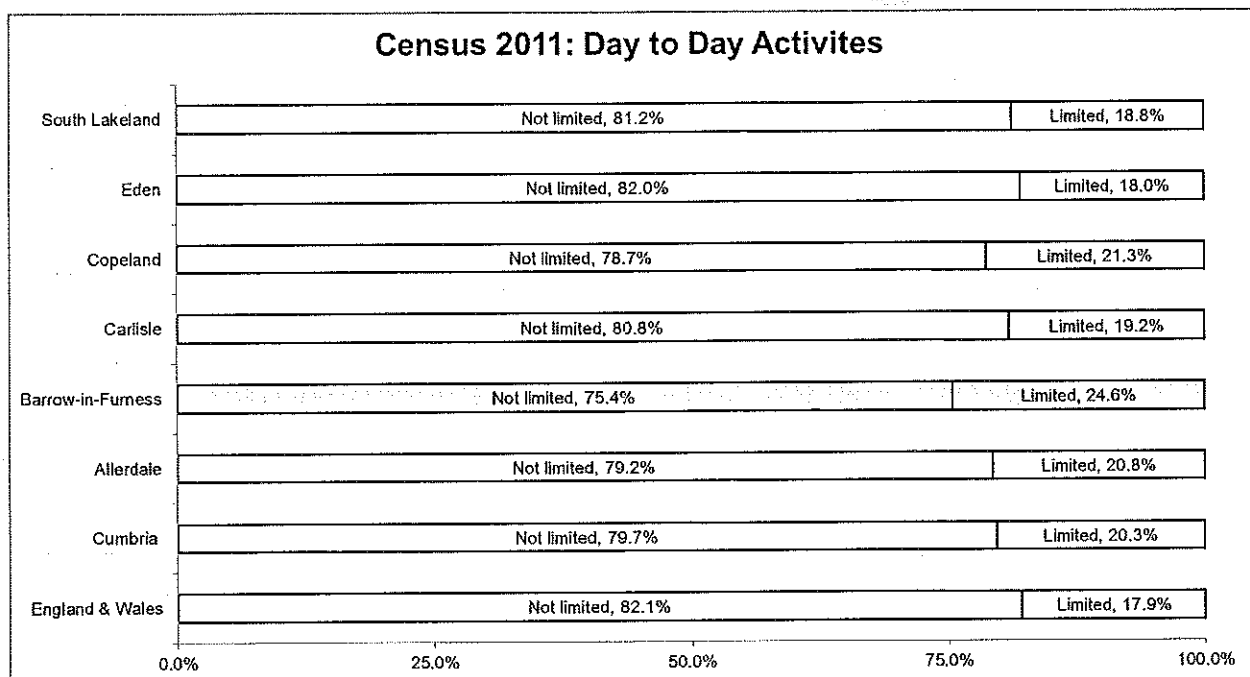




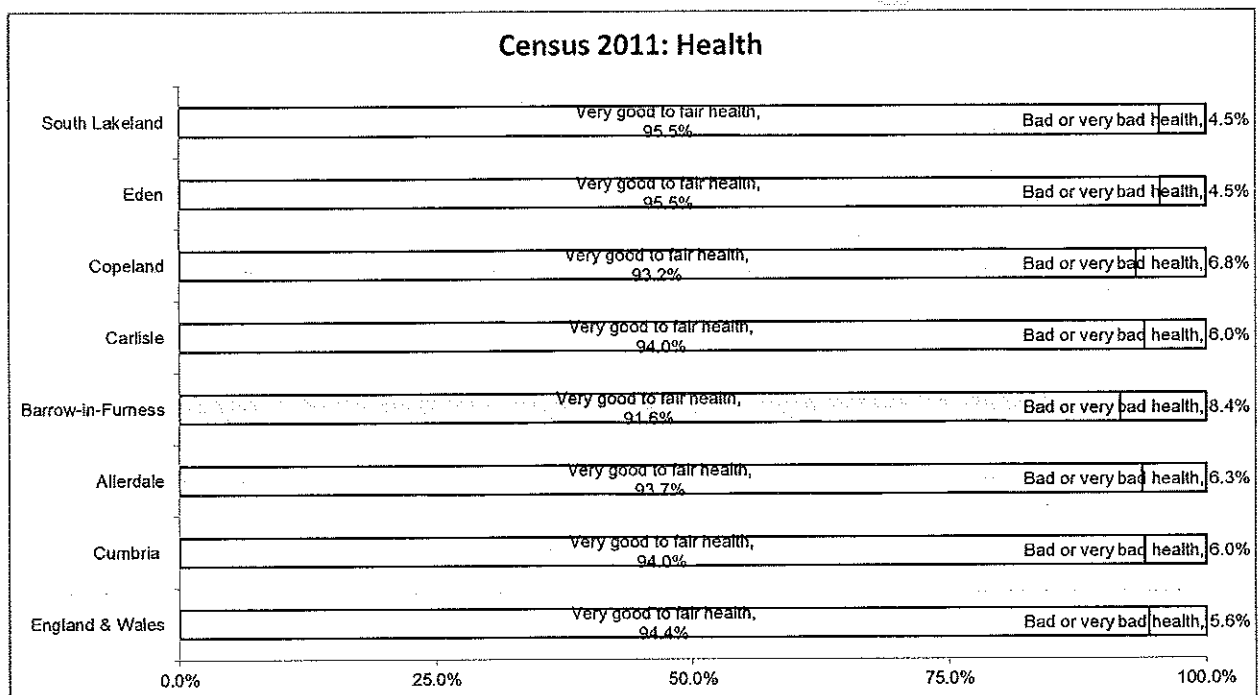
The age structure at the 2001 Census for the Borough, was 0-15 20.8%, 16-64 62.5% and 65+ 16.7%; a reduction in younger people. This shift is mirrored at the County level and national level, highlighting that England and Wales have an aging population.



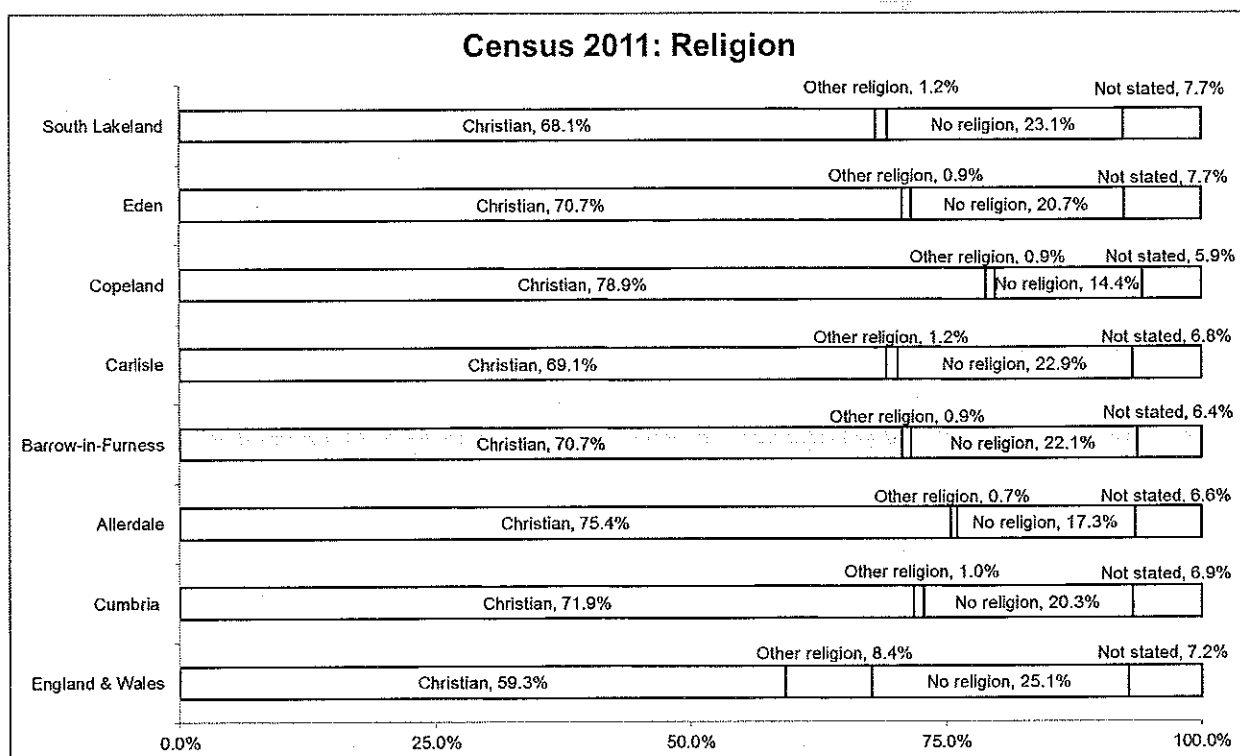
The ethnicity at the 2001 Census for the Borough and the County was 98% White: British.



At the 2001 Census the Borough had a high percentage of people with a limiting long-term illness at 24.8%; little has changed with a reduction of 849 in number of people reported.



At the 2001 Census the percentage of people in the Borough with good or fairly good health was 86.8%; this shows improvement but remains proportionately high.



G. Publications

The Council is required to annually publish information demonstrating compliance with the Equality Duty.

The following data is published:

- Employee data is published on the Council's website showing the number of employees at the 31st March, the percentage of male and female, and the percentage of employees with a disability.
- Population data is published on the Council's website in the Council's Annual Monitoring Report. This provides an update on some of the Census 2011 data, including demographics and health, whilst serving its primary purpose of showing progress against the Council's Local Development Scheme and the number of dwellings delivered.
- The Cumbria Intelligence Observatory <http://www.cumbriaobservatory.org.uk/> also publishes Census 2011 data and updated information relating to health and wellbeing, population and housing, poverty and deprivation.

H. Equality Objectives

This strategy is designed to eliminate any equality weaknesses and build on and celebrate the Council's equality successes.

The Council is required to set specific, measurable equality objectives at intervals of not less than 4 years:

- Objective 1 – ensuring that the Council understand the needs of communities and provide equality of access to services and employment opportunities.
- Objective 2 - facilitate communities and agencies together to work in partnership to address the major issues affecting the Borough.
- Objective 3 - provide a range of customer focused services that offer value for money and meet the needs of people who live, work and visit the Borough.
- Objective 4 - ensuring that the Council supports the needs of the workforce and in doing so develop a range of skills and learning opportunities that are accessible to all.

I. Service Equality Impact Assessments

The Equality Duty requires the Council to understand the effect policies, services and procedures have on people with different protected characteristics. In order to do this an Equality Impact Assessment (Assessment) is carried out, which is a systematic way to ensure that policies, services and procedures do not have an adverse impact on a particular group of people.

In the case of new or changing policies, services and procedures, Assessments identify whether they will meet customers' needs and the Council's legal obligations. Assessments also highlight any potential positive impacts of the policy, service or procedure on groups of people, or ways in which community relations and equality can be promoted.

All Executive Committee reports include details on equality implications of proposed recommendations, so that Members are aware of them when taking decisions.

J. Action Areas

The Council will focus on delivering the stated equality objectives by setting three action areas:

Action Area 1: embedding equalities into all areas of the Council's work.	
The Council will do this by:	The Council will measure success by:
Having a customer focus, understanding customers better (internal and external) and involving them in the decision making process when making changes to service delivery.	Good quality equality information which explains the impact of Council services and employment practices on people who have protected characteristics. Fewer queries about why the Council are asking questions and more customers and employees answering all the questions.
Improving equality monitoring and explain why it is important.	A streamlined Equality Analysis process attached to all reports. Analysis information is accessible.
Streamlining an Equality Analysis process so it is less bureaucratic and easier to use – checking that it is used and attached to all reports.	Equality considerations included in the strategy development template and all service plans.
Integrating equality considerations into service planning.	
Publishing equality information as part of core council data on an on-going basis.	Equality information on the website updated at least annually.
Celebrating successes.	Equality good news celebrating our successes in council publications and on the website.
Having an equality focus in every service.	All services report on achievement against their equality objectives.

Action Area 1: embedding equalities into all areas of the Council's work.

The Council will do this by:	The Council will measure success by:
Improving equalities leadership where councillors and managers champion and monitor equality proactively.	Leaders (Councillors & managers) championing and monitoring equality proactively.
Assigning all services an equality improvement objective.	
Updating the council's website to support the equality strategy.	Website updated to support the equality strategy.

Action Area 2: being a strong partner and actively seeking to collaborate with partners to meet its public sector duties.

The Council will do this by:	The Council will measure success by:
Improving the quality and relevance of equality information we gather.	Equality information on the website updated at least annually with partners contributing. Filled the gaps in equality data.
Sharing information with partners.	A clear list of local groups who represent people from all the protected characteristics with whom the Council has established links.
Sharing approaches to delivering the Public Sector Equality Duty and best practice.	
Carrying out joint working on engagement.	
Working with groups who represent people who have protected characteristics.	
Proactively supporting local equality groups.	Increased involvement with local equality.

Action Area 3: further organisational development to ensure that Members and employee in order to deliver the Councils equality strategy and are representative of the community being served.

The Council will do this by:	The Council will measure success by:
Analysing our employee profile and creating strategies for improving representation.	A strategy and action plan for improving representation of under-represented groups in the workforce.
Training employees, embedding equalities into customer service training and the induction process for employees.	An updated online equality training program for all employees designed in line with this equality strategy.

Action Area 3: further organisational development to ensure that Members and employee in order to deliver the Councils equality strategy and are representative of the community being served.

The Council will do this by:	The Council will measure success by:
Ensuring all employees understand and demonstrate expected behaviours when dealing with customers (internal and external) who fall within the protected characteristic groups.	All employees will complete the updated equality training course so they understand and demonstrate expected behaviours when dealing with customers (internal and external) who fall within the protected characteristic groups.
Being clear on what behaviours are expected and challenging these when they are not adopted.	All new employees will have equality induction training.

K. Roles and Responsibilities

The Council has a Member Spokesperson for Equalities and Diversity and the Executive Director is the lead Chief Officer; however all Members and employees are responsible for ensuring that equality and diversity principles are reflected in all of the Council's services and that any complaints or incidents are responded to in a positive and pro-active way.

The Human Resources Manager monitors equality and diversity in respect of employee make-up, recruitment, training and other workforce related issues.

The Corporate Support Manager monitors equality and diversity in respect of corporate non-Housing customers; Housing customers are monitored by the Assistant Director of Housing.

The Assistant Director of Community Services monitors equality and diversity in respect of leisure and public amenities, and the Assistant Director of Regeneration and the Built Environment monitors equality and diversity in respect to development and environmental services.

Overall, the Council's Management Board and Full Council are responsible for ensuring that the equality and diversity principles are robustly applied and the set objectives are met.

The Council is a corporate member of the HQN Equality Exchange which provides managers with equality and diversity briefings, and employee training.

L. Review

This Strategy will be reviewed at least every 4 years and each time the objectives are set.

EXECUTIVE COMMITTEE		Part One (R) Agenda Item 11
Date of Meeting:	30th November, 2016	
Reporting Officer:	Director of Resources	
Title: Essential User Lump Sum		
Summary and Conclusions:		
This report sets out an amendment to the Essential User Lump Sum.		
Recommendations:		
To recommend the Council approve the amendment to the Essential User Lump Sum with effect from 1st April, 2017.		

Report

Where an essential car user allowance is attached to a post, the post-holder is required to use their car for official business. The conditions of the allowance are that officers shall have their vehicle available for use, maintain business use on their insurance policy, have a valid MOT certificate and hold a valid driving licence (with no restrictions on driving).

The Council currently has three lump sums for essential users based on the engine size of their vehicle:

- 451cc to 999cc £846 per annum;
- 1,000cc to 1,199cc £963 per annum; and
- 1,200cc and over £1,239 per annum.

Officers provide their vehicle details to the HR Department at the outset and update those details for any changes. Over 90% of essential users are in the higher band, with four officers in the lower bands. When mileage claims are submitted by essential users, the vehicle driven is checked to make sure that it matches the vehicle registered by the officer for their lump sum. The officer could use an alternative car, the lump sum is not there prevent to that, but the vehicle used may be a smaller engine size and therefore the lump sum needs adjusting.

Broadly speaking, smaller engine vehicles have less of an environmental impact, yet the lump sum is reduced.

For efficiency, it is proposed that the Council adopt a single essential user lump sum, the 1,200cc and over band of £1,239 per annum. The cost of this in payments to officers is £1,221; the budget is generally for £1,239 in case officers change their vehicle during the year. The saving is non-financial; time saved on current manual processes which will soon be replaced by the essential user and their Manager on the self-service HR system.

If the recommendation is accepted, the amendment will be submitted to the union for a consultation period.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The financial implications are set out in the body of the report.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

EXECUTIVE COMMITTEE		Part One
Date of Meeting: 30th November, 2016		(R) Agenda Item 12
Reporting Officer: Director of Resources		
Title: Auditor Appointment		
Summary and Conclusions:		
The Council has been invited to opt into a national scheme for appointing local auditors for a period of five consecutive financial years commencing 1st April, 2018.		
Recommendations:		
To recommend the Council accepts the invitation to become an opted-in authority for the purposes of the appointment of the auditor under the provisions of the Local Audit and Accountability Act 2014 and the requirements of the Local Audit (Appointing Person) Regulations 2015.		

Report

This report concerns the appointment of the external auditors. Members may recall that upon the ending of the Audit Commission, the Secretary of State for Communities and Local Government delegated statutory functions (from the Audit Commission Act 1998) to Public Sector Audit Appointments Limited (PSAA) on a transitional basis by way of a letter of delegation issued under powers contained in the Local Audit and Accountability Act 2014.

Under these transitional arrangements, the PSAA is currently responsible for appointing auditors to local government, police and local NHS bodies, for setting audit fees and for making arrangements for the certification of housing benefit subsidy claims.

The transitional arrangements have been extended by one year for local government and police bodies, so PSAA will continue to be responsible for appointing the auditors for the audit of the accounts for 2017-2018.

In July 2016, the Secretary of State for Communities and Local Government specified PSAA as an appointing person under regulation 3 of the Local Audit (Appointing Person) Regulations 2015. This means that PSAA can make auditor appointments for audits of the accounts from 2018-2019 of principal authorities that choose to opt into its arrangements.

PSAA has invited the Council (the authority) to become an opted in authority in accordance with the Regulations.

PSAA have supplied information on their national scheme and this is attached at **Appendix 3**. The length of the compulsory appointing period is the 5 consecutive financial years commencing 1st April, 2018.

A decision to become an opted-in authority must be taken in accordance with the Regulations, which is by the Members of an authority meeting as a whole.

The benefits of opting-in include:

- No need for an audit panel with independent members for auditor selection;
- No need for individual procurement exercise;
- No need for individual monitoring of auditor independence;
- No need to deal with replacing any auditor (if required); and
- No need to manage individual auditor contract.

Upon Council approval, the form of notice of acceptance will be completed by the Director of Resources and send to the PSAA by email; this must be received before 5pm on Thursday 9th March, 2017.

(i) Legal Implications

The offer from PSAA as an appointing person under regulation 3 of the Local Audit (Appointing Person) Regulations 2015 complies with the Local Audit and Accountability Act 2014.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

27 October 2016

Email: appointingperson@psaa.co.uk

Phil Huck
Barrow-in-Furness Borough Council
Town Hall
Duke Street
Barrow-In-Furness Cumbria LA14 2LD

Copied to: Susan Roberts, Director of Resources, Barrow-in-Furness Borough Council
Brenda Gill, Head of Legal, Barrow-in-Furness Borough Council

Dear Mr Huck

Invitation to opt into the national scheme for auditor appointments

As you know the external auditor for the audit of the accounts for 2018/19 has to be appointed before the end of 2017. That may seem a long way away, but as there is now a choice about how to make that appointment, a decision on your authority's approach will be needed soon.

We are pleased that the Secretary of State has expressed his confidence in us by giving us the role of appointing local auditors under a national scheme. This is one choice open to your authority. We issued a prospectus about the scheme in July 2016, available to download on the [appointing person](#) page of our website, with other information you may find helpful.

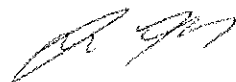
The timetable we have outlined for appointing auditors under the scheme means we now need to issue a formal invitation to opt into these arrangements. The covering email provides the formal invitation, along with a form of acceptance of our invitation for you to use if your authority decides to join the national scheme. We believe the case for doing so is compelling. To help with your decision we have prepared the additional information attached to this letter.

I need to highlight two things:

- we need to receive your formal acceptance of this invitation by 9 March 2017; and
- the relevant regulations require that, except for a body that is a corporation sole (a police and crime commissioner), the decision to accept the invitation and to opt in needs to be made by the members of the authority meeting as a whole. We appreciate this will need to be built into your decision making timetable.

If you have any other questions not covered by our information, do not hesitate to contact us by email at appointingperson@psaa.co.uk.

Yours sincerely



Jon Hayes, Chief Officer

Appointing an external auditor

Information on the national scheme

Public Sector Audit Appointments Limited (PSAA)

We are a not-for-profit company established by the Local Government Association (LGA). We administer the current audit contracts, let by the Audit Commission before it closed.

We have the support of the LGA, which has worked to secure the option for principal local government and police bodies to appoint auditors through a dedicated sector-led national procurement body. We have established an advisory panel, drawn from representative groups of local government and police bodies, to give access to your views on the design and operation of the scheme.

The national scheme for appointing local auditors

We have been specified by the Secretary of State for Communities and Local Government as the appointing person for principal local government bodies. This means that we will make auditor appointments to principal local government bodies that choose to opt into the national appointment arrangements we will operate for audits of the accounts from 2018/19. These arrangements are sometimes described as the 'sector-led body' option, and our thinking for this scheme was set out in a prospectus circulated to you in July. The prospectus is available on the [appointing person](#) page of our website.

We will appoint an auditor for all opted-in authorities for each of the five financial years beginning from 1 April 2018, unless the Secretary of State chooses to terminate our role as the appointing person beforehand. He or she may only do so after first consulting opted-in authorities and the LGA.

What the appointing person scheme will offer

We are committed to making sure the national scheme will be an excellent option for auditor appointments for you.

We intend to run the scheme in a way that will save time and resources for local government bodies. We think that a collective procurement, which we will carry out on behalf of all opted-in authorities, will enable us to secure the best prices, keeping the cost of audit as low as possible for the bodies who choose to opt in, without compromising on audit quality.

Our current role means we have a unique experience and understanding of auditor procurement and the local public audit market.

Using the scheme will avoid the need for you to:

- establish an audit panel with independent members;
- manage your own auditor procurement and cover its costs;
- monitor the independence of your appointed auditor for the duration of the appointment;
- deal with the replacement of any auditor if required; and
- manage the contract with your auditor.

Our scheme will endeavour to appoint the same auditors to other opted-in bodies that are involved in formal collaboration or joint working initiatives, if you consider that a common auditor will enhance efficiency and value for money.

We will also try to be flexible about changing your auditor during the five-year appointing period if there is good reason, for example where new joint working arrangements are put in place.

Securing a high level of acceptances to the opt-in invitation will provide the best opportunity for us to achieve the most competitive prices from audit firms. The LGA has previously sought expressions of interest in the appointing person arrangements, and received positive responses from over 270 relevant authorities. We ultimately hope to achieve participation from the vast majority of eligible authorities.

High quality audits

The Local Audit and Accountability Act 2014 provides that firms must be registered as local public auditors with one of the chartered accountancy institutes acting in the capacity of a Recognised Supervisory Body (RSB). The quality of registered firms' work will be subject to scrutiny by both the RSB and the Financial Reporting Council (FRC), under arrangements set out in the Act.

We will:

- only contract with audit firms that have a proven track record in undertaking public audit work;
- include obligations in relation to maintaining and continuously improving quality in our contract terms and in the quality criteria in our tender evaluation;
- ensure that firms maintain the appropriate registration and will liaise closely with RSBs and the FRC to ensure that any quality concerns are detected at an early stage; and
- take a close interest in your feedback and in the rigour and effectiveness of firms' own quality assurance arrangements.

We will also liaise with the National Audit Office to help ensure that guidance to auditors is updated as necessary.

Procurement strategy

In developing our procurement strategy for the contracts with audit firms, we will have input from the advisory panel we have established. The panel will assist PSAA in developing arrangements for the national scheme, provide feedback to us on proposals as they develop, and helping us maintain effective channels of communication. We think it is particularly important to understand your preferences and priorities, to ensure we develop a strategy that reflects your needs within the constraints set out in legislation and in professional requirements.

In order to secure the best prices we are minded to let audit contracts:

- for 5 years;
- in 2 large contract areas nationally, with 3 or 4 contract lots per area, depending on the number of bodies that opt in; and
- to a number of firms in each contract area to help us manage independence issues.

The value of each contract will depend on the prices bid, with the firms offering the best value being awarded larger amounts of work. By having contracts with a number of firms, we will be able to manage issues of independence and avoid dominance of the market by one or two firms. Limiting the national volume of work available to any one firm will encourage competition and ensure the plurality of provision.

Auditor appointments and independence

Auditors must be independent of the bodies they audit, to enable them to carry out their work with objectivity and credibility, and in a way that commands public confidence.

We plan to take great care to ensure that every auditor appointment passes this test. We will also monitor significant proposals for auditors to carry out consultancy or other non-audit work, to protect the independence of auditor appointments.

We will consult you on the appointment of your auditor, most likely from September 2017. To make the most effective allocation of appointments, it will help us to know about:

- any potential constraints on the appointment of your auditor because of a lack of independence, for example as a result of consultancy work awarded to a particular firm;
- any joint working or collaboration arrangements that you think should influence the appointment; and
- other local factors you think are relevant to making the appointment.

We will ask you for this information after you have opted in.

Auditor appointments for the audit of the accounts of the 2018/19 financial year must be made by 31 December 2017.

Fee scales

We will ensure that fee levels are carefully managed by securing competitive prices from firms and by minimising our own costs. Any surplus funds will be returned to scheme members under our articles of association and our memorandum of understanding with the Department for Communities and Local Government and the LGA.

Our costs for setting up and managing the scheme will need to be covered by audit fees. We expect our annual operating costs will be lower than our current costs because we expect to employ a smaller team to manage the scheme. We are intending to fund an element of the costs of establishing the scheme, including the costs of procuring audit contracts, from local government's share of our current deferred income. We think this is appropriate because the new scheme will be available to all relevant principal local government bodies.

PSAA will pool scheme costs and charge fees to audited bodies in accordance with a fair scale of fees which has regard to size, complexity and audit risk, most likely as evidenced by audit fees for 2016/17. Pooling means that everyone in the scheme will benefit from the most competitive prices. Fees will reflect the number of scheme participants – the greater the level of participation, the better the value represented by our scale fees.

Scale fees will be determined by the prices achieved in the auditor procurement that PSAA will need to undertake during the early part of 2017. Contracts are likely to be awarded at the end of June 2017, and at this point the overall cost and therefore the level of fees required will be clear. We expect to consult on the proposed scale of fees in autumn 2017 and to publish the fees applicable for 2018/19 in March 2018.

Opting in

The closing date for opting in is 9 March 2017. We have allowed more than the minimum eight week notice period required, because the formal approval process for most eligible bodies, except police and crime commissioners, is a decision made by the members of an authority meeting as a whole.

We will confirm receipt of all opt-in notices. A full list of authorities who opt in will be published on our website. Once we have received an opt-in notice, we will write to you to request information on any joint working arrangements relevant to your auditor appointment, and any potential independence matters that would prevent us appointing a particular firm.

If you decide not to accept the invitation to opt in by the closing date, you may subsequently make a request to opt in, but only after 1 April 2018. The earliest an auditor appointment can be made for authorities that opt in after the closing date is therefore for the audit of the accounts for 2019/20. We are required to consider such requests, and agree to them unless there are reasonable grounds for their refusal.

Timetable

In summary, we expect the timetable for the new arrangements to be:

- Invitation to opt in issued 27 October 2016
- Closing date for receipt of notices to opt in 9 March 2017
- Contract notice published 20 February 2017
- Award audit contracts By end of June 2017
- Consult on and make auditor appointments By end of December 2017
- Consult on and publish scale fees By end of March 2018

Enquiries

We publish frequently asked questions on our [website](#). We are keen to receive feedback from local bodies on our plans. Please email your feedback or questions to: appointingperson@psaa.co.uk.

If you would like to discuss a particular issue with us, please send an email to the above address, and we will make arrangements either to telephone or meet you.

EXECUTIVE COMMITTEE		Part One
Date of Meeting: 30th November, 2016		(D) Agenda Item 13
Reporting Officer: Director of Resources		
Title: Council Finances and Performance Quarter 2		
Summary and Conclusions:		
This report sets out the Council finances and performance for period ended 30th September, 2016. The report includes the General Fund, Capital Programme, Treasury Management, Reserves and Balances and the Housing Revenue Account.		
Recommendations:		
1. To approve the movements in earmarked reserves set out in the report;		
2. To approve the transfer of the Minimum Revenue Provision re-profiling saving to the Transformation Reserve;		
3. To note the financial information presented; and		
4. To note the performance information presented.		

Report

A. General Fund Revenue Budget

The General Fund budget for 2016-2017 reported for quarter 1 was £10,697,050 and is currently £10,694,490: some minor amendments to grant budgets have reduced the total by £2,560.

The budget movements to date are shown in the following table:

	Quarter 1 budget £	Movement £	Current budget £
Direct service costs	10,304,160	196,040	10,500,200
All other costs	2,925,670	(372,200)	2,553,470
Use of reserves	(2,532,780)	173,600	(2,359,180)
Total	10,697,050	(2,560)	10,694,490

The budget remains balanced with a reduction in the use of reserves.

The increase in all other costs is the impact of re-profiling the minimum revenue provision for debt and an additional £30,000 of external interest earned on investing temporarily surplus cash.

Movement in direct service costs budget

The direct service costs budget movements to date are shown in the following table:

	Quarter 1 budget £	Movement £	Current budget £
Employee costs	4,920,010	28,720	4,948,730
Transport costs	96,950	(460)	96,490
Property costs	2,233,510	28,800	2,262,310
Supplies and services	3,574,950	179,050	3,754,000
Contracted services	6,719,080	2,290	6,721,370
External income	(7,240,340)	(42,360)	(7,282,700)
Total	10,304,160	196,040	10,500,200

The supplies and services have been increased for the following items:

- WREN funded Toddler Park (Vickerstown) £50,000
- Professional fees to fund EH consultants £66,070
- Rent subsidy for Piel View House £12,000
- Empty Homes Review £15,050
- Insurance Inspection Risk Review £7,500
- Audit work for Housing Benefit DWP claim £36,200
- Less reductions in other items £7,770

Movement in use of reserves budget

	Quarter 1 budget £	Movement £	Current budget £
Expected additions	601,870	395,880	997,570
Expected use	(3,134,650)	(222,100)	(3,356,750)
Total	2,532,780	173,600	2,359,180

The reserves added have been increased for the following items:

- Minimum Revenue Provision re-profiling £341,900
- External interest on temporary investments £30,000
- Additional service income £23,980

The reserves used have been increased for the following items:

- National insurance contributions (see Section G) £82,690
- Audit work for Housing Benefit DWP claim £36,200
- Property maintenance £27,550
- Transformation bids £24,580

- Empty Homes Review £15,050
- Rent subsidy for Piel View House £12,000
- Ring-fenced grants used £10,340
- Insurance Inspection Risk Review £7,500
- Other items £6,190

General Fund subjective analysis

The General Fund direct service costs have been reviewed against subjective headings and objective headings. The subjective analysis is set out in the following table and exception reporting of 5% and/or £50,000 has been applied when adding narrative. The comparison is made against the current budget.

Item	Budget £	Actual £	Proportion %
Employee costs	4,948,730	2,405,751	49%
Transport costs	96,490	41,736	43%
Property costs	2,262,310	1,086,930	48%
Supplies and services	3,754,000	1,906,335	51%
Contracted services	6,721,370	3,344,072	50%
External income	(7,282,700)	(3,767,505)	52%
Total	10,500,200	5,017,319	

Employee costs are just over 1% behind profile due to staff turnover (time to fill vacancies), this has not been taken as a saving at this point as it may be necessary to fill any gaps with external services.

The income is just under 2% ahead of profile and this is due to:

- Development services income ahead of profile £65,133 (used to support the Local Plan process)
- Building Control income ahead of profile £29,319
- Forum hire and show income ahead of profile £22,444
- Cemetery and crematorium income ahead of profile £18,726
- Land charges income ahead of profile £5,075
- KOFAC £5,000
- Less reduced car parking pay and display and enforcement income £39,698

General Fund objective analysis

The objective analysis is a broad representation of the General Fund services presented against the areas of responsibility of the within Management Board.

Service Area	Budget £	Actual £	Proportion %
Community Services	3,871,390	1,876,852	48%
Corporate, Democratic and Support Services	3,574,190	1,775,144	50%

Revenues and Benefits administration	2,338,550	1,149,856	49%
Regeneration and the Built Environment	716,070	215,467	30%
Total	10,500,200	5,017,319	

The main items within the Regeneration and Built Environment division are:

- External income
 - Development services income ahead of profile £65,133 (used to support the Local Plan process)
 - Building Control income ahead of profile £29,319
 - Cemetery and crematorium income ahead of profile £18,726
 - Land charges income ahead of profile £5,075
 - KOFAC £5,000
- Supplies and services
 - Insurance premium charges behind profile £7,012
 - Professional fees behind profile £6,076
 - Advertising behind profile £5,797
 - Conferences and seminars behind profile £5,382

Taking these items into account, the division would have a net spend of £362,987; 51% of the current budget.

B. Commercial Properties

The non-ring-fenced commercial property rent income for 2016-2017 is budgeted to be £1.2m. During the period to 30th September, 2016, there have been minimal changes in tenancy and a net gain of £1,926 is projected for the year; this is built into the current budget.

To maintain a consistent approach to the reporting for 2016-2017, the ring-fenced properties are excluded from this Section.

C. Capital Programme

There are no changes to the Capital Programme for 2016-2020 to report this time.

D. Treasury Management

The Council's existing borrowing of £39.5m is all fixed rate PWLB loans maturing over the mid to long term. The debt belongs to the General Fund £13.4m and the HRA £26.1m. No loans are maturing in 2016-2017.

The total interest on the loans is £1.45m for the year with each loan having interest payments at six month intervals.

The limit for external debt for 2016-2017 is £54m and this has not been exceeded.

The interest receivable on matured temporary surplus cash deposits for the period ended 30th September, 2016, is £60,258. As at 30th September, 2016, the Council's funds were placed with:

Financial institution	Deposited	
Building Societies:		
Cambridge Building Society	£1m	
National Counties Building Society	£3m	
Newcastle Building Society	£3m	
Nottingham Building Society	£1m	
Principality Building Society	£3m	
Progressive Building Society	£2m	
Skipton Building Society	£3m	
West Bromwich Building Society	£2m	
Total of fixed term deposits		£18.00m
HSBC overnight deposit account		£4.62m
Total funds invested		£22.62m

E. General Fund Reserves

The General Fund earmarked reserves are currently estimated to be:

	Actual at 1/4/2016 £	Expected additions £	Expected use £	Current 31/3/2017 £
Medium Term Financial Plan support	2,870,000	-	(334,570)	2,535,430
Transformation reserve	680,913	341,900	(291,100)	731,713
Renewals reserve	1,227,464	-	(612,010)	615,454
Insurance reserve	100,000	-	(20,000)	80,000
Losses reserve	592,651	-	-	592,651
Budget contingency reserve	2,782,744	329,920	(1,800,440)	1,312,224
Other earmarked reserves	278,864	-	(111,210)	167,654
Ring-fenced properties	652,158	151,600	(47,400)	756,358
Earmarked revenue grants	843,742	174,150	(140,020)	877,872
Total	10,028,536	997,570	(3,356,750)	7,669,356

F. General Fund Balance

The General Fund balance has been risk assessed as £2.3m and is projected to remain as £2.3m at 31st March, 2017.

G. Medium Term Financial Plan

The Medium Term Financial Plan agreed with the Budget Strategy, projects the following net revenue budgets:

	2017-2018	2018-2019	2019-2020
	£	£	£
Budget	10,476,770	9,811,130	9,655,320
Financing	(10,134,010)	(9,883,190)	(9,686,730)
Deficit (surplus)	342,760	(72,060)	(31,410)

Prior to 2016-2017 the Local Government Pension Scheme (LGPS) was contracted-out which meant that for national insurance (NI) purposes, NI was paid on the net earnings after pension was deducted. The LGPS is now contracted-in and the 2016-2017 budgets were prepared on the best estimate of this impacting on staff pay. Monitoring NI during the year has revealed that the actual cost of contracting-in is much higher than anticipated. For General Fund the impact in 2016-2017 is estimated to be £82,690 (see Section I for HRA impact). This is a permanent increase in costs and has been included in the revised medium term projections.

2018-2019 and 2019-2020 include £150,000 from the ring-fenced properties being brought into the General Fund to support existing regeneration activity costs. To be prudent, this contribution has been reduced at this stage as there is now a vacant unit (last rental £62,500) and NNDR to be paid whilst the unit remains empty (cost of £23,790 for 2016-2017).

The revised medium term figures are currently:

	2017-2018	2018-2019	2019-2020
	£	£	£
Budget	10,560,290	9,981,780	9,826,810
Financing	(10,134,010)	(9,883,190)	(9,686,730)
Deficit (surplus)	426,280	98,590	140,080

Against the deficit target of £2.37m, the proposals are now estimated to generate £2.23m of the savings required. This position will continue to be monitored.

H. Budget Strategy

The Budget Strategy Delivery Plan is presented separately on today's agenda. This Section sets out the savings achieved towards the budget deficit:

- Rescheduling the Minimum Revenue Provision for debt £341,900; by 2019-2020 this will be worth £263,080 as the saving diminishes over time as set out in the original report.

No other savings have been banked at this time. It is proposed that this saving, only for 2016-2017, be added to the transformation reserve rather than the Medium Term Financial Plan reserve; this will be used to fund professional advice and support for the major Budget Strategy projects.

Agreement has been reached with the Homes and Communities Agency in respect of the Council's ring-fenced properties. This means that the costs and income from these properties now belongs to the General Fund and will be used to support existing regeneration activity costs. It is not possible to quantify the contribution to the budget deficit at this time because there is a vacant unit (last rental £62,500) and NNDR to be paid whilst the unit remains empty (cost of £23,790 for 2016-2017).

I. Housing Revenue Account

The Housing Revenue Account budget was last reported to this committee on 7th September, 2016. Since then there has been an increase in the projected use of the accumulated fund balance of £25,220 for the following items:

- Contracted-in national insurance £25,080
- Other items £140

The fund balance at 31st March, 2017, is currently estimated to be £1,382,239. The current minimum Housing Revenue Account fund balance is £1.2m.

J. Service Performance

The service performance indicators for 2016-2017 are set out in the following tables; the indicators have been split between those with monitored against targets set by management and those which are reported as outputs, these are monitored by management but targets are not appropriate.

2015-16 Quarter 2	Indicator	Annual target	2016-17 Quarter 2
16.4 days	Average time to process new housing benefit claims	18 days	14.4 days
16.2 days	Average time to process new council tax support claims	18 days	14.8 days
5.8 days	Average time to process changes of circumstances for housing benefit claims	7 days	5.4 days
5.4 days	Average time to process changes of circumstances for council tax support claims	6 days	4 days
56.60%	Percentage of Council tax collected	96.6%	56.45%
57.37%	Percentage NNDR (business rates) collected	98.4%	56.79%
86.6%	Local land charges searches completed in 5 working days	100%	88.6%
50.0%	Major planning applications processed in 13 weeks	60%	86.6%

2015-16 Quarter 2	Indicator	Annual target	2016-17 Quarter 2
61.3%	Minor planning applications processed in 8 weeks	65%	57.2%
74.1%	Other planning applications processed in 8 weeks	80%	80.0%

2015-16 Quarter 2	Indicator	2016-17 Quarter 2
123,804	Park Leisure Centre activity numbers	141,035
29,007	Dock Museum visitor numbers	34,139
19,404	The Forum ticket sales	19,307
£297,251	Income from pay and display ticket sales	£286,385
4.12 days	Average days of sickness per employee	3.64 days
4	Right to Buy sales	17
35.08%	Average household recycling	34.17%
35	Disabled facilities grants awarded	27

K. Council Objectives

Performance against the Council's objectives is presented at **Appendix 4**. These objectives are continued from 2015-2016 whilst the Council Plan and associated documents are prepared.

(i) Legal Implications

The recommendation has no significant implications.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The financial implications are set out in the body of the report.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Wellbeing Implications

This recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

Progress against Council Priority objectives

Housing

No.	Objective	Action	Outcome and Progress	Target	Responsible
1.1	Bring empty properties back into use.	Deliver the Clusters of Empty Homes project.	<p>349 properties brought back into residential use by 2017.</p> <p>Progress to date: As at August 2016, 155 properties had been refurbished and the majority of these are occupied. The full loan of £1.8m had been advanced to support this work. The refurbishment should be completed by mid-2017.</p>	80 properties	Assistant Director Regeneration and Built Environment.
1.2	Improve the choice and quality of properties in the Town Centre.	Deliver group repair of properties in Rawlinson Street.	<p>Improved properties following group repair scheme.</p> <p>Progress to date: This project was completed 18/04/16.</p>	25 properties	Assistant Director Regeneration and Built Environment.
		Establish group repair scheme for Greengate Street.	Improved properties following group repair scheme.	2016/17	
		Development strategy for vacant land at Arthur Street.	<p>No progress to date. This project has now been put back in the Capital Programme to 2017/18. The next phase of group repair for Rawlinson St remains in the Capital Programme for 2016/17.</p> <p>Assess options for development and present to Members.</p> <p>Progress to date: There has been a number of follow up meetings, but to date the HCA have not come forward with a specific proposal. We continue to talk to potentially interested developers.</p>	2016/17	

No.	Objective	Action	Outcome and Progress	Target	Responsible
1.3	Adopt the Council's plan.	Publication of preferred options.	<p>Approved planning policies guiding the development and use of land in the Borough.</p> <p>Progress to date: The Publication Draft was approved in August 2016. There was a 6 week consultation upon this in September/October. The Submission Draft Local Plan is on schedule to be submitted to the Planning Inspectorate in February/March 2017, with the examination likely to be held in summer 2017 and the adoption by the end of 2017.</p>	2017	Assistant Director Regeneration and Built Environment.
1.4	Achieve and maintain the decent homes standard for the Council's housing stock.	Major improvements to dwellings failing the decent homes standard.	<p>The decent homes standard is achieved for all of the Council's housing stock.</p> <p>Progress to date: Of the 75 properties classified as non-decent; 66 are now compliant; 6 remain non decent and are scheduled for improvement works during 2017; 3 tenants have refused to have improvements carried out which has caused a fall into the classification of decent/compliant.</p>	75 properties	Assistant Director Housing.

Regeneration and Public Realm

No.	Objective	Action	Outcome and Progress	Target	Responsive
2.1	Improve the amenities of the Borough.	Review the waste collection, recycling and street cleansing strategy.	The Group met frequently to help shape the specification. There have been 6 potential contractors which have been invited to tender following a pre-qualification exercise. The Tenders will be received 28 th October 2016.	March 2016	Assistant Director Community Services.
		Agree proposals for the crematorium refurbishment.	Refurbished crematorium building and office facilities. Progress to date: The refurbishment was completed in June 2016. Enhanced facilities and features for visitors.	September 2015	
		Agree enhanced heritage offer for the Dock Museum with BAE Systems.	Progress to date: The Collections and Exhibitions Manager has developed an initial project plan which is based on the jointly commissioned report. This will reconvene engagement meetings with BAE in 3 rd quarter 2016/17 to progress.	2016/17	
No.	Objective	Action	Outcome and Progress	Target	Responsive
2.2	Improve the streetscape and central courtyard on Barrow Island.	Improve the general streetscape by introducing trees and better quality street furniture. Landscape the central courtyard and areas between adjacent blocks of flats.	Improved streetscape and public realm on Barrow Island funded from the cluster of Empty Homes grant funding. Progress to date: A new contractor has been provisionally appointed. We have a provisional start on site date of 07/11/16, but there are still a number of highways issues to be resolved which may cause further delay.	2016/17	Assistant Director Regeneration and Built Environment.

Local Economy

No.	Objective	Action	Outcome and Progress	Target	Responsive
3.1	Continue to support the Marina Village development. The Marina Village development remains a long-term aspiration of the Council.	Site assembly of remaining 3 parcels of land.	<p>Site assembly continues as purchases become available, subject to valuations being agreed.</p> <p>Progress to date: Tender period for the construction of the first new access will be in Q2 for the construction phase in Q3&Q4. Again habitat mitigation measures may delay actual commencement date on site. BBC will need to produce an up-to-date Development Strategy/Masterplan, to guide potential developers.</p> <p>There will be a need to update the priorities for 2016/17 and for the next five years 2016 -2021.</p>	2015-2016 and beyond	Executive Director.

No.	Objective	Action	Outcome and Progress	Target	Responsive
3.2	Support commercial regeneration of Barrow town centre.	Shop front grant scheme delivered.	Shop fronts and shopping streets improved.	15 shops	Executive Director.
			Progress to date: During 2015-2016 six shop front grants were awarded, the scheme remains open to applicants for 2016-2017.		
		Support town centre partnership and BID process.	Progress to date: The Business Improvement District ballot was held on the 28 th April, 2016. The YES vote won with 77% of the votes cast. The BID Steering Committee will now form a BID Company and then the Council will prepare to raise he levy on their behalf.	2015-2016 and beyond	
3.3	Support the delivery of BAE Systems site investment programme.	Work with BAE Systems to facilitate the programme.	Opportunities for the Borough maximised.	2015-2016 and beyond	Assistant Director Regeneration and Built Environment.

3.4	Assist in the delivery of the Barrow Island Growth Scheme.	Work with Cumbria County Council to facilitate the project.	<p>Serviced plots and rate relief incentives on the Waterfront.</p> <p>Progress to date: The allotment construction works are substantially complete. Allotment holders all moved over now (lease to be signed following the final snagging process). Business Park remediation works are now at the tender award stage, with a start due in Q2. Habitat mitigation (trapping reptiles) is still on going, including preparing the receptor sites (for reptile translocation, includes 2 sites owned by BBC), this may delay the actual commencement date, but still expected to be within Q2. The area of land to be remediated will need to be reviewed to ensure the developable area of land is maximised to take into account the agreed available funding. Following HCA considerations, there is now a need to review the incentives available for locating businesses to Phase II of the Waterfront Business Park.</p>	Commence groundworks 2016/17	Assistant Director Regeneration and Built Environment.
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No.	Objective	Action	Outcome and Progress	Target	Responsible
3.5	Support for low income families.	Maintain support for the Council Tax Reduction Scheme.	<p>Financial protection for those on low income.</p> <p>The Scheme is agreed ahead of each year; the action for 2016-2017 being to set the Scheme for 2017-2018 prior to the 31st January, 2017. The Scheme for 2017-2018 has been drafted and presented to the Executive Committee in October 2016 and goes on for Full Council approval in January 2017.</p> <p>Financial assistance with housing costs.</p>	January 2017	Director of Resources
		Support discretionary housing payments.	<p>Maximise DHP funding by assisting all tenants who meet criteria to make application to ensure all relevant information is provided to support their DHP application.</p> <p>Maximise DHP funding by assisting all homeless/potentially homeless persons presenting who meet the criteria to ensure all relevant information is provided to support their DHP application.</p>	Maximise spend by March 2017	Director of Resources
			<p>The DWP discretionary housing grant for 2016-2017 is £99,774. There have been 99 awards to the end of September 2016, with a total value of £21,296. The members of the local welfare reform group have been asked to encourage take-up and literature will be provided. The change to the benefit cap is due to start early November 2016 and there are 63 customers potentially affected that may apply for the discretionary support.</p>		

		Support for disabled residents to remain in their homes.	Support for disabled residents to remain in their homes. Progress to date: We are continuing to deal with referrals to deliver adaptations quickly. CCC have taken on a number of locum Occupational Therapists to speed up the referral process. We have also entered into dialogue with CCC about them taking over the provision of stair lifts to speed up that process, and we hope that the transition should take place by the end of the financial year. We are also exploring the possibility of working more closely with GP surgeries to develop a referral pathway from this source.	Throughout 2015-2016	Property Services Group Manager
	Support disabled facilities grants.				
	Monitor the Welfare Reform Action Plan.		Assist Council tenants to mitigate the impacts of welfare reform.	Throughout 2017-2018	Housing Manager
	Facilitate Universal Credit services in partnership with the DWP.		Provide effective services for those claiming Universal Credit. The Council has agreed a Delivery Partnership Agreement with the DWP for 2016-2017 and contracts those services to Barrow Citizens Advice Bureau and Liberata UK Ltd. The Council aims to assist the DWP in providing an effective service to those claiming Universal Credit.	Agreed to operate until March 2017	Director of Resources

3.6	Review the use of capital assets to assist the development of the third sector in the Borough.	As properties become available, the future use assessment will include consideration of the third sector.	<p>Opportunity to make the best use of Council assets for the community.</p> <p>The Well's interest in 1-5 Lawson Street and Sonic Zoo industries interest in 102 Abbey Road continue. There are no other available assets to consider at this time.</p>	2016-2017	Executive Director
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Service Delivery

No.	Objective	Action	Outcome and Progress	Target	Responsive
3.8	Measure customer satisfaction.	Action service failures and try to design out any flaws identified.	<p>Customer satisfaction information and expectations inform the service design and delivery.</p> <p>Services will be continually adjusted, where possible, in response to customer feedback. Existing processes allow customers to identify any failures in service delivery and allow service managers to make adjustments or if more fundamental invoke a service/process review – potentially involving the Business Improvement Team.</p>	Continuing action	All service managers
3.7	Provide future financial sustainability of the Council.	<p>Implement the 2016-2020 Budget Strategy</p> <p>Introduce new online forms for services.</p>	<p>The 2016-2020 Budget Strategy was agreed by Full Council in September 2016 and has been submitted to Government as the Efficiency Plan required to secure 4-year funding certainty.</p> <p>The Budget Strategy implementation plan will be prepared by Management Board and the policy proposals implemented as agreed.</p> <p>Increase self-service online.</p> <p>The redesigned website is now live. The use of online forms is a separate development that has been scoped and scheduled for action during 2017.</p>	<p>2016-2020</p> <p>June 2017</p>	<p>Executive Director</p> <p>Corporate Support Manager</p>

EXECUTIVE COMMITTEE		Part One (D) Agenda Item 14
Date of Meeting:	30th November, 2016	
Reporting Officer:	Director of Resources	
Title: Budget Timetable and Assumptions		
Summary and Conclusions:		
This report sets out the 2017-2018 budget timetable and assumptions.		
Recommendations:		
Members are asked to note the 2017-2018 budget timetable and assumptions.		

Report

The timetable for the 2017-2018 budget setting process is as follows:

Date	Meeting	Item
30 November 2016	Executive Committee	Budget assumptions
1 December 2016	Overview and Scrutiny	Budget assumptions
12 January 2017	Housing Management Forum	Housing Revenue Account budget
1 February 2017	Executive Committee	Budget proposals
2 March 2017	Full Council	Budget and council tax setting

The assumptions used in setting budget estimates for 2017-2018 are:

Item	Assumption
Services	No service reductions
	No demand-led increases assumed
	No alternative delivery models
Staff pay	Static establishment
	Employee natural progression and National Living Wage
	Superannuation rate increased from 13.4% to 15.7%
	1% pay award already agreed nationally
Property costs	Utilities 3% average increase
	NNDR based on 2017 revaluation
Grants to external bodies	Transition ends with 2016-2017 and 50% awarded thereafter
Contracted services	Revenues, benefits and customer services: 2% RPIx forecast

Item	Assumption
	Grounds maintenance: 1.6% indexation
	Waste and street cleansing: new contract price
Income	Discretionary income as per service delegations
	No reduction in recycling tonnage
	3% increase in reward rate
Treasury management	Temporary surplus cash reducing by £3m each year
	Investment income based on bank rate forecasts
	All PWLB fixed rate and no maturities
	No new borrowing drawn down
	Financing based on agreed Capital Programme
Pension deficit funding (not ongoing superannuation)	4.1% increase (triennial valuation due)
Revenue support grant	From the settlement
Retained business rates	Increased by SBRR multiplier each year
	No loss of rateable value
	No impact from 2017 revaluation
	No exceptional increase in RV appeals
	No reduction in the collection rate
	Tariff from the settlement
	Section 31 grants continuing
	Levy continuing (into Pool)
	Pool membership continues
New homes bonus	New award to be estimated
Council tax	No reduction in the collection rate
	Base to be estimated on most recent information
	Band D £5 increase
Council tax support	Default scheme continued
Prior year collection fund result	Return of surplus from 2015-2016
Budget strategy	2017-2018 savings built into the budget projections
All other items not specifically mentioned above	Efficiencies will maintain the cost envelope

These assumptions are the basis for estimating the budgets for 2017-2018; the budget proposals report will identify any significant variances or changes.

(i) Legal Implications

It is a statutory requirement to set the Council's budgets and the council tax.

present at a meeting of the Council or the Executive Committee and at the time of the meeting an amount of council tax is payable by them and has remained unpaid for at least two months, and any budget or council tax calculation, or recommendation or decision which might affect the making of any such calculation, is the subject of consideration at the meeting.

In these circumstances, any such Members shall at the meeting and as soon practicable after its commencement disclose the fact that Section 106 applies to them and shall not vote on any question concerning these matters. It should be noted that such Members are not debarred from speaking on these matters.

Failure to comply with these requirements constitutes a criminal offence, unless any such Members can prove they did not know that Section 106 applied to them at the time of the meeting or that the matter in question was the subject of consideration at the meeting.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The financial assumptions set out in the body of the report will be the basis for the 2017-2018 budget setting.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

EXECUTIVE COMMITTEE		Part One
Date of Meeting: 30th November, 2016		(R) Agenda Item 15
Reporting Officer: Electoral Registration Officer		
Title: The Forum		
Summary and Conclusions:		
To designate The Forum as the Polling Station for Polling District DC instead of Grange and Cartmel Crescent for the Hindpool Ward.		
Recommendations:		
To recommend the Council to designate The Forum as the Polling Station for Polling District DC instead of Grange and Cartmel Crescent for the Hindpool Ward.		

Report

Members will recall that Grange and Cartmel Crescent Community Centre was designated as a polling station for Polling District DC for the Hindpool Ward.

The Housing Management Forum at its meeting on 10th November 2016 agreed the conversion of the Grange and Cartmel Crescent Community Centre into residential accommodation and for the resultant flat to be incorporated into the housing stock.

If a polling station becomes unavailable outside of the compulsory review period and carrying out interim reviews, the (Acting) Returning Officer should consider whether another polling station could be designated within the polling place.

Changing the polling station within the polling place would not require a review.

The Council currently use the Forum as a polling station.

I along with the Deputy Electoral Registration Officer have inspected The Forum and consider that the room used as a polling station can comfortably accommodate a second polling station.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

EXECUTIVE COMMITTEE		(D) Agenda Item 16
Date of Meeting: 30th November, 2016		
Reporting Officer: Commercial Estate Manager		
Title: Sale of Land in Flass Lane, Barrow-in-Furness		
Summary and Conclusions:		
The report details the current position with regard to the proposed sale of residential land at Flass Lane, Barrow-in-Furness		
Recommendations:		
1. To note the report; and		
2. To instruct the Commercial Estate Manager to proceed with the sale of land in Flass Lane to Oakmere Homes on the terms and conditions as outlined in the report.		

Report

The Council own land in Flass Lane, Barrow-in-Furness as identified as Site A and Site B on the attached plans (**Appendices 5 & 6**).

The original approval to dispose of the sites for residential development was agreed at this Committee on 14th November, 2014 and on 20th January, 2016.

The two sites were formally marketed and the closing date for receipt of offer was 11th November, 2016.

The following offers were received:

Developer A	Sites A and B	£3,680,000
Oakmere Homes	Site A	£1,046,000
	Site B	£923,000
Developer C	Site A	£1,000,000
Developer D	Site A and B	£740,000
	Site A	£450,000
	Site B	£290,000

Following discussions with the Executive Officer, the Assistant Director of Regeneration and the Built Environment and the Development Services Manager it is proposed and agreed that:

- the Developer A bid be rejected on the grounds that the bid was subject to allowable (deductible) costs and conditional on unacceptable planning assumptions
- the Developer D bids be rejected as too low, being less than the other bids received
- the Developer C bid be rejected in favour of the Developer B bids
- the Oakmere Homes bids for Site A and Site B be accepted

Any offer made will be subject to contract and full planning approvals.

(i) Legal Implications

The recommendation will result in a freehold disposal of council-owned land

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

A capital receipt of £1,969,000.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

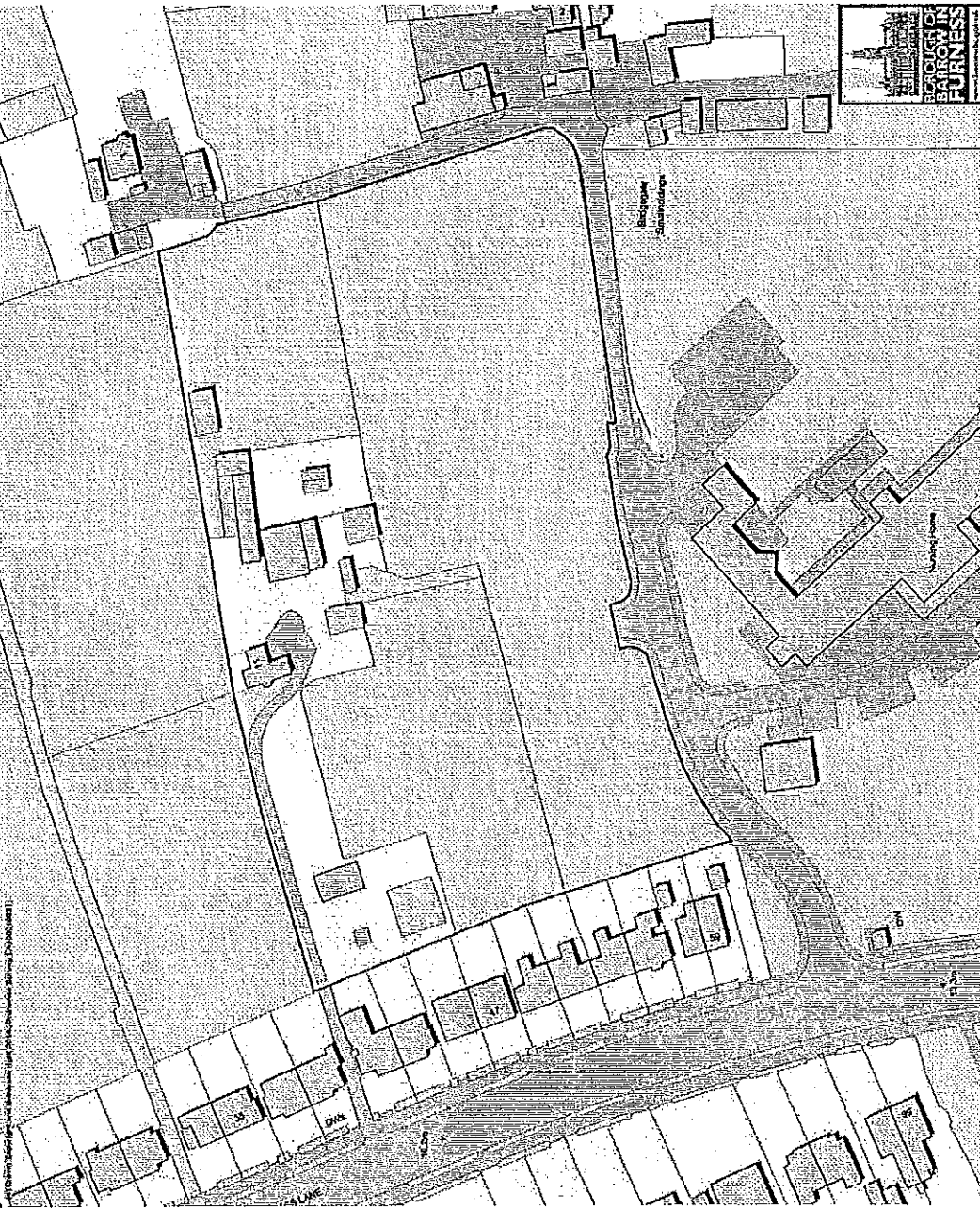
The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil



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Site Location Plan A

Number 11 Smallholding

Duchy Court

1.44 Hectares (3.57 Acres)

— Site Boundary



Flas Lane, Barrow-in-Furness |




Site Location Plan B

Number 4 Smallholding

Flasse Lane

1.20 Hectares (3.0 Acres)

— Site Boundary

 Green Wedge



Flasse Lane, Barrow-in-Furness |

EXECUTIVE COMMITTEE		(D) Agenda Item 17
Date of Meeting: 30th November, 2016		
Reporting Officer: Assistant Director - Community Services		
Title: Contract Award : Refuse, Recycling and Street Cleansing Services 2017-2024		
Summary and Conclusions:		
<p>This report identifies the results of the recent evaluation exercise conducted on the Tenders received for the performance of Refuse, Recycling and Street Cleansing Services in the Borough for the period 2017 – 2024. Members will note that FCC Environment Services (UK) Ltd were ranked as the highest scoring bidder against the tender evaluation criteria.</p>		
Recommendation		
<p>To approve the award of the Refuse, Recycling and Street Cleansing Contract 2017-2024 to FCC Environment Services (UK) Ltd.</p>		

Report

Background

Members will be aware that the current contractual arrangements with BIFFA Ltd for Refuse, Recycling and Street Cleansing Services in the Borough are due to conclude on 31st March 2017. BIFFA LTD were advised in 2015 that the Council would not be exercising the option to extend the Contract for a further seven years, and that a procurement exercise would take place. That procurement exercise, which involved a pre-qualification exercise and a competitive tendering exercise under EU Procurement regulations has taken place.

A total of six tenders were received against the specification, and these were evaluated against quality and financial criteria. (Members should note that one tender was declared invalid as the bidder failed to comply with the Instructions to Tenderers, based on Council Standing Orders, around identification of unopened tenders.)

Evaluation of the tenders show **FCC Environment Services (UK) Ltd** as the preferred bidder.

The tenders were evaluated in accordance with the Tender Evaluation and Award Criteria as stated in the Instructions to Tenderers documentation sent to all bidders and the analysis of the bids against the published criteria gave the following scores / results. The scores are marked from 100.

Tenderer 1	64.62
FCC	90.89
Tenderer 3	59.58
Tenderer 4	80.78
Tenderer 5	68.21 (Not considered – all packaging identified Tenderer by name.)
Tenderer 6	70.20

Quality Evaluation

40 Method statements were evaluated against 6 high level criteria and a score between 0 and 5 was given to each method statement in accordance with the scoring system and weightings shown in the Instructions to Tenderers.

This resulted in the points being allocated as shown below. The total points available for the Quality Evaluation was 30.

Item / Criteria	Tenderer 1	FCC	Tenderer 3	Tenderer 4	Tenderer 5	Tenderer 6
Service Delivery	8.98	11.72	9.49	9.96	9.03	9.40
Technical Ability	7.26	8.23	8.14	7.30	7.58	7.44
Equality and Diversity	0.88	0.84	0.84	0.84	0.84	0.84
Health and Safety	1.16	0.93	0.70	0.70	0.70	0.70
Innovation	0.56	0.75	0.56	0.56	0.56	0.37
Environmental sustainability	0.42	0.42	0.42	0.42	0.42	0.42
Total Points	19.26	22.89	20.38	19.78	19.13	19.40

Financial Evaluation

The financial evaluation was broken into two areas for consideration. The first was the tender price for the performance of the services. The points available for this was 60, which would be awarded to the lowest valid tender submission. The second area was based on the award of 10 points to the Bidder who offered the most financially advantageous share of sold Recyclable Material value to the

Council. (It should be noted that one bidder failed to offer a valid share in this section and did not score as a result of this)

The analysis of the financial submission, against the criteria set out in the Instructions to Tenderers resulted in the following:

	Tenderer 1	FCC	Tenderer 3	Tenderer 4	Tenderer 5	Tenderer 6
Tender price A	2,248,456.26	1,699,654.65	2,981,000.47	1,999,175.85	2,077,240.05	2,499,756.97
Lowest price B		1,699,654.65				
B / A = C	0.756	1.00	0.570	0.850	0.818	0.680
Convert to points C x 60 = D	45.36	60.00	34.20	51.00	49.08	40.80

	Tenderer 1	FCC	Tenderer 3	Tenderer 4	Tenderer 5	Tenderer 6
Recycling value % share to Barrow BC A	Invalid	80%	50%	100%	0%	100%
Most advantageous to Barrow BC B				100.0%		100%
Calculation A / B = C		0.80	0.50	1.00	0.00	1.00
Convert to points C x 10 = D	0	8.00	5.00	10.00	0.00	10.00
TOTAL	45.36	68.00	39.20	61.00	49.08	50.80

The quality and financial evaluation results were combined to produce an overall evaluation as follows:

	Tenderer 1	FCC	Tenderer 3	Tenderer 4	Tenderer 5	Tenderer 6
Quality Evaluation Score	19.26	22.89	20.38	19.78	19.13	19.40
Financial Evaluation Score	45.36	68.00	39.20	61.00	49.08	50.80
	64.62	90.89	59.58	80.78	68.21	70.20

(It should be noted that the submission from Tenderer 5 was ruled invalid following a final compliance check against Council Standing Orders around Identification of Tender Packages.)

All Bidders were notified on 4th November of the results of the evaluation process, identifying the results. Procurement Regulations allow for a “standstill” period in which challenges can be made to the process. This period concluded on 18th November and no challenges have been received.

The purpose of this report is to recommend to members that they approve the award of the Refuse, Recycling and Street Cleansing Contract to FCC Environmental Services (UK) Ltd. Members will note that this company scored highest in both quality and financial terms. It is clear from their submission that they intend to add value to the service, over and above that which was set out in the Council’s specification. FCC have advised us that, since Council will no longer be providing a Fortnightly Garden Waste Collection Service, they wish to commence operating a Garden Waste club for residents who wish to participate at a small annual cost. They have asked the Council to exclusively endorse this service in return for which they will provide the Council with a royalty payment which equates to an average yearly rebate through the life of the Contract of approx. £52K. Members are asked to note this and be aware that in awarding the Contract to FCC, this additional financial benefit will arise for the Authority.

This report recommends that Members approve the award of the Refuse, Recycling and Street Cleansing Services Contract 2017 – 2024 be made to FCC Environment Services (UK) Ltd.

(i) Legal Implications

Conditions of Contract have been developed with external legal advice, and further advice will be sought during the mobilisation period.

(ii) Risk Assessment

Members should be aware that although the bid from FCC represents a saving against the current position, this may be required to supplement additional works should standards contained within the specification prove challenging.

(iii) Financial Implications

The tender submissions are outlined in the report.

(iv) Health and Safety Implications

The recommendation has no implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Correspondence held by the Assistant Director - Community Services

EXECUTIVE COMMITTEE		(D) Agenda Item 18
Date of Meeting: 30th NOVEMBER, 2016		
Reporting Officer: Executive Director		
Title: Playgrounds Maintenance		
Summary and Conclusions:		
<p>Council has agreed a new policy on playgrounds and officers have costed bringing all playgrounds to high standard. In addition members are asked to support changes to the playground inspection regime to meet the needs of our insurers and introduce a planned maintenance regime. Inspection and maintenance is currently provided on the basis of an informal agreement and Members are asked to authorise officers to formalise this through a variation to our Grounds Maintenance Contract.</p>		
Recommendations:		
<p>Members are asked:</p>		
<p>i) To agree to allocate £77,500 for playground maintenance to ensure all playgrounds are brought to a common standard of maintenance;</p>		
<p>ii) To agree to introduce an inspection regime which meets the needs of the Council's insurers to defend personal injury claims;</p>		
<p>iii) To agree to introduce a planned maintenance regime for playgrounds; and</p>		
<p>iv) To authorise Officers to negotiate a variation to our Grounds Maintenance Contract to include playground inspection and maintenance with a start date of 1st April 2017.</p>		

Report

The Borough currently maintains 34 playgrounds across the Borough.

Playgrounds vary widely in the play opportunities they offer and their location. As part of the Budget Strategy members recognised the need to reduce the number of playgrounds and adopted the following policy to guide this process.

- a. Maintain at least one playground in each settlement where one currently exists.

- b. Maintain all larger playgrounds as they offer a better play experience and cater for a wider range of community users.
- c. Decommission the most localised (i.e. serving the immediate area) and those which appear to be least used.
- d. Decommission those in the poorest condition'.

In developing this policy members considered a condition survey of all our playgrounds, and this has been extended to a detailed assessment of the works that are required to bring all playgrounds to the same standard. This is attached at **Appendix 7** Members will note the costs attached to this are £77,355. This would ensure all playgrounds have a common high standard of repair and would be non-recurrent cost, and I recommend you allocate this sum to carry out the specified works. This will be funded either from reserves or underspend on the 2016/17 budget.

Playground equipment and surfacing is currently inspected and repaired by a contractor. The inspection records for each playground record any defects noted and action taken to rectify them. However, the inspection records require collection of additional information to provide a defence for any personal injury claims made against the Council. Claims made in respect of playgrounds are infrequent, but it would be prudent to ensure our inspection regime is capable of meeting our operational and insurance requirements and officers are working with our insurers to ensure this.

I have also asked officers, on the basis that all playgrounds will have a common standard, to develop a planned maintenance regime for equipment and surfacing so we are better placed to plan playground investment rather than reacting to maintenance needs. There will always be a need for reactive maintenance to deal with vandalism or unexpected failure of equipment, but moving more of our expenditure to planned maintenance will give a greater degree of budgetary control and ultimately better managed playgrounds.

The playgrounds maintenance and inspection function has undergone significant changes over the last 12 months as a result of circumstances beyond the Councils control and is currently delivered by a local contractor. The annual cost of the service is estimated to be around £32,000. This is currently an informal arrangement and the service needs to be placed on a contractual footing. Council has two options for this. Either the service could be marketed or Council could open discussions with our current grounds maintenance contractor Continental to add this service to their contract as a formal variation for the remaining seven years of their contract. Many of our playgrounds are included in the Grounds Maintenance Schedule for grass cutting and shrubs/tree maintenance. On this basis a variation to the current Grounds Maintenance Contract seems the preferred basis to progress, and I recommend you authorise officers to negotiate a variation to the current contract to deliver playgrounds inspection and maintenance.

(i) Legal Implications

Recommendation iv) would require a variation to the Councils Grounds Maintenance Contract.

(ii) Risk Assessment

Recommendations ii) and iii) will reduce the risk of accidents and allow defence of claims made against the Council.

(iii) Financial Implications

Costs of negotiating a variation to the GMC are unknown but estimated to be £32,000. This is within the current budget and longer term savings proposed by the budget strategy.

(iv) Health and Safety Implications

The recommendation has no detrimental impact the built environment or public realm.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

Playgrounds Remedial Works

Works required	Costs	Totals	Optional
Abbotsvale Replace nets Rub down, descale and repaint swings, slide and two climbers	£246.30 £1,608.00	£1,854.30	
Askam Community Field Skate Park Replace damaged skate grind rail	£1,000.00	£1,000.00	
Askam Community Field Play Area Replace corroded toddler ladder	£312.48	£312.48	
Balmoral Gardens Wetpour shrinkage and repairs Rub down, descale and repaint two sets of swings and junior climber	£1,584.00 £1,206.00	£2,790.00	
Barrow Park Skate Park Install concrete path from external pavement to skate park to allow safe access other than through the park	£460.00	£460.00	
Barrow Park Junior Swings Wetpour shrinkage and repairs Remove redundant algae covered wetpour, soil over and grass	£2,264.00 £1,540.00	£3,804.00	
Barrow Park Adventure Play Area Wetpour shrinkage and repairs Replenish Bark Infill (4m3) Replace decayed timber edgings with new timbers Refurbish malfunctioning i-Play unit Replace decayed timber edgings and loose infill with topsoil, turf and rubber bark mulch matting	£1,800.00 £225.00 £700.00 £1,366.67	£4,091.67	£19,130.20
Biggar Bank – Fenced Wetpour shrinkage and repairs (overlay tiles) Rub down, descale and repaint two sets of swings Replace spinner	£2,435.00 £1,045.00 £2,221.05	£5,701.05	
Biggar Bank Village Replenish Bark Infill (4 m3)	£225.00	£225.00	
Church Street Wetpour shrinkage and repairs	£220.00	£220.00	
Dalton Buttermere Install concrete/tarmac apron in front of play area to improve access and remove trip points	£1,850.00		

Dalton High Bank				£1,850.00
Wetpour shrinkage and repairs	Rospa recommendation	£1,818.00		
Lift and relay paving stones and build-up edges of wet pour pads to remove trip points	Rospa recommendation	£1,000.00		
Replace 2 spinners		£2,600.00		
			£5,418.00	
Dalton Chapel Street Skate park				
Install concrete access path with staggered fence to improve access, remove trip points and segregate bikes/skates from park users accessing gate.	insurance recommendation	£680.00		
			£680.00	
Dalton Chapel Street MUGA				
Replace MUGA goal nets:	Rospa recommendation			
Option 1 – replace with flexible wire nets and replace goal net bars (3 goal mouths)		£3,870.00		£7,823.00
Option 2 – remove goal nets and bars and replace with rigid steel vertical bars (most cost effective & robust method)			£3,870.00	
Dalton Chapel Street Play Area				
Wetpour shrinkage and repairs (and overlay eroded tunnel roof)	Rospa recommendation	£700.00		
Repair eroded grass areas with Grasslok matting / turf	Rospa recommendation	£2,000.00		
			£2,700.00	
Dalton Storey Square				
Wetpour shrinkage and repairs	Rospa & insurance recommendation	£1,560.00		
Replace net	Rospa recommendation	£155.63		
Rub down, descale and repaint climber and swings (+ additional for possible weld repair)	Rospa & insurance recommendation	£1,045.00		
Wetpour shrinkage and repairs	Rospa & insurance recommendation	£1,560.00		
Remove redundant slippery wetpour, soil over and grass	Quarterly inspection recommendation	£3,080.00		
			£7,400.63	
Lichfield Close				
Replace gate for a self-closing unit	Insurance recommendation	£500.00		
Rub down, descale and repaint climber	Rospa & insurance recommendation	£1,045.00		
Replace springer	Rospa & insurance recommendation	£688.00		
Replace buckled bow-top-fencing panel	Insurance recommendation	£400.00		
			£2,633.00	
Dock Museum				
Wetpour shrinkage and repairs	Rospa recommendation	£1,700.00		
Replace damaged Super Nova sections x 2	Quarterly inspection recommendation	£264.00		
Install new double rope swing to replace Liana rope swing				£8,785.00
Replace dilapidated boat with newer version			£1,964.00	£32,410.00
Hawcoat Community Centre				
Replace nets	Quarterly inspection recommendation	£155.63		
Hindpool Urban Park			£155.63	
Remove all wetpour - investigate and repair subsidence - replace all wetpour	Unknown			

Lakeland Avenue	Wetpour shrinkage and repairs	Quarterly inspection recommendation	£100.00	£100.00	
Lawson Street Skate Park	Patch tarmac repairs	Rospa recommendation	£500.00	£500.00	
Lawson Street Play Area	Replace nets	Rospa & insurance recommendation	£1,559.13		
	Reduce height of wall on Hindpool Road and install self-closing gate to reduce anti-social behaviour and vandalism			£1,559.13	£4,750.00
Ormsgill Lodge Green	Replace entire toddler climber due to severe corrosion - not cost-effective to repair (refurbish and reinstall relocated item)	Rospa recommendation	£1,541.00		
	Replace corroded swing unit ASAP		£3,640.00		
	Wetpour shrinkage and repairs	Quarterly inspection recommendation	£768.00		
				£5,949.00	
Marton	Wetpour shrinkage and repairs (overlay tiles)	Rospa recommendation	£2,564.00		
	Rub down, descale and repaint swings (+ additional for possible weld repairs)	Rospa recommendation	£1,045.00		
				£3,609.00	
Rating Lane	Wetpour shrinkage and repairs	Rospa recommendation	£1,658.00		
	Replace 2 x springers	Quarterly inspection recommendation	£1,400.00		
				£3,058.00	
Sandy Gap	Unless play area is to be removed, it requires a complete refurbishment with new equipment				
Stanley Road	Rub down, descale and repaint climber and swings (+ additional for possible weld repair)	Insurance recommendation	£1,045.00		
	Replace springer	Rospa recommendation	£688.00		
	Overlay wetpour	Rospa recommendation	£3,500.00		
	Install new self-closing gates	Rospa recommendation	£1,485.00		
	Replace nets	Rospa recommendation	£923.94		
	Replace steps for slide access	Rospa recommendation	£3,289.00		
				£10,930.94	
Vickerstown Park	Wetpour shrinkage and repairs	Quarterly inspection recommendation	£1,500.00		
	Replenish Bark Infill (4m3)	Insurance recommendation	£225.00		
	Replace decayed timber edgings with new timbers	Rospa recommendation	£600.00		
	Replace corroded guard rails / hand rails on junior climber	Quarterly inspection recommendation	£1,100.00		
	Replace decayed timber edgings and loose infill with topsoil, turf and rubber bark mulch matting			£1,925.00	£13,772.20
Vulcan Road	Wetpour shrinkage and repairs	Quarterly inspection recommendation	£1,550.00		

Rub down, descale and repaint climber (+ additional for possible weld repairs)	Rospa recommendation	£1,045.00	£2,595.00	
			£77,355.83	£86,670.40

EXECUTIVE COMMITTEE		Part One (D) Agenda Item 19
Date of Meeting:	30th November, 2016	
Reporting Officer:	Executive Director	
Title: Resettlement of Refugees		
Summary and Conclusions:		
The report seeks your views on participating in the Cumbria refugee resettlement programme. Based upon the proportion of Cumbria's population in Barrow Borough this would equate to 30 of the 225 refugees being resettled in the Borough.		
Recommendations:		
Members instructions are requested.		

Report

Local Authorities across Cumbria, led by Cumbria County Council have been working together to develop a co-ordinated response to Government on resettlement of refugees following the Governments policy to accept 20,000 refugees over a five year period. Cumbria's response was significantly delayed by the 2015/16 flood events across the County.

Cumbria Leaders Board has been co-ordinating offers from different districts and has made an offer to resettle 75 individual refugees per year for the next three years, a total of 225 across the county. Of this total 50 are planned to come from the Vulnerable Child Resettlement Programme for accompanied children with family members.

The Cumbria offer to Government is a single figure rather being agreed in phases or locations and will give partners flexibility over the pace and location of re-settlement. Four District Councils have agreed allocations with Allerdale and Barrow consulting Members before doing so.

Details of the package of financial and social support available for the resettlement programme remain unclear. The Council has also resolved, given the length of the current waiting list, not to use Council stock for resettlement but to make arrangements with private sector landlords (Executive Committee Minute No. 74 (2015/16)). Social support will be provided by Cumbria County Council though there are few details available for this.

The issues for consideration by Members are as follows:

1. Does the Council wish to participate in the Cumbria Refugee Resettlement Programme?
2. Does the Council wish to offer a specific number of places to refugees under the programme?

Taking these issues in turn:

1. The Council Leader has offered strong support to the resettlement programme at Cumbria Leaders Board. Barrow has a long history of integrating minority groups based upon previous refugee programmes and accommodation of foreign nationals based around submarine programmes. I believe that we can make a strong contribution to the programme and I recommend you do participate.
2. There is a lack of clarity about the 'offer' which is currently available to the Council to support resettlement, and I do not think that the Council is in a position to agree a phased plan until this is available. However, you could agree to an overall number. Applying the percentage of Cumbria's population that live in the Borough to the total of 225 refugees gives an indicative figure of 30 refugees over the three years of the programme.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no implications.

(iii) Financial Implications

The financial support available is unclear both in terms of the package and its duration and it would be difficult to agree to the placing of refugees until this becomes available.

(iv) Health and Safety Implications

The recommendation has no implications.

The recommendation has no detrimental impact the built environment or public realm.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

EXECUTIVE COMMITTEE		(D) Agenda Item 20
Date of Meeting:	30th November, 2016	
Reporting Officer:	Executive Director	
Title: Appointments on Outside Bodies, Panels, Working Groups etc.		
Summary and Conclusions:		
<p>The Council has given delegated authority to Committees to make appointments to Outside Bodies, Forums (except Housing Management Forum) Panels, Working Groups etc. in accordance with the number and allocation of seats to political groups agreed at the Annual meeting.</p>		
<p>The Labour Group have notified the Council on a change in appointment to the Barrow Community Safety Partnership and Wildlife and Heritage Advisory Committee.</p>		
Recommendation:		
<p>1. To agree that Councillor Sweeney replace Councillor Pidduck on the Barrow Community Safety Partnership; and</p>		
<p>2. To agree to appoint a Labour Member on the Wildlife and Heritage Advisory Committee.</p>		

Report

At the Annual meeting on 10th May, 2016 the allocation of seats in respect of Forums, Panels, Working Groups etc. and certain Outside Bodies were considered by the Council.

The Labour Group have notified the Council on a change in appointment to the Barrow Community Safety Partnership and the Wildlife and Heritage Advisory Committee. Currently, Councillors Hamilton and Pidduck are the appointed Members. Agreement is sought for Councillor Sweeney to replace Councillor Pidduck on the above-named group and a Labour Member be appointed to replace Councillor Harkin on the Wildlife and Heritage Advisory Committee.

(i) Legal Implications

When Councillors are acting as representatives on another authority they must comply with their Code of Conduct.

(ii) Risk Assessment

The recommendation has no implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no implications.

(v) Equality and Diversity

Not Applicable.

(vi) Health and Well-being Implications

Not Applicable.

Background Papers

Nil