



BARROW BOROUGH COUNCIL

TOWN HALL
DUKE STREET
BARROW-IN-FURNESS

13th March, 2017

To: The Members of Barrow Borough Council

Madam Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of BARROW BOROUGH COUNCIL to be held in the COUNCIL CHAMBER at the TOWN HALL, BARROW on TUESDAY the 21st day of MARCH, 2017 COMMENCING AT 5.30 PM for the transaction of the business specified below.

Executive Director

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

Business

1. DECLARATIONS OF INTEREST.

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

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

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

2. MINUTES. To confirm the Minutes of the Council's proceedings held on 2nd March, 2017.
3. TO RECEIVE APOLOGIES FOR ABSENCE.

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

4. ANNOUNCEMENTS – To receive any announcements from the Chairman, Leader or Head of Paid Service.
5. QUESTION BY THE PUBLIC.

Mr B. Pointer to ask the following question:-

That Barrow Borough Council supports retaining the valuable facility within Phoenix House that provides a necessary service not only to Barrow, Furness, and Cumbrian residents but also to the Country in general.

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

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

- (B) QUESTIONS TO THE LEADER OF THE COUNCIL

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

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

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

7. NOTICE OF MOTION UNDER RULE 11

To consider the following motion signed by Councillors Sweeney and Pidduck:-

Council views with dismay the Government's Budget of 8th March, which fails to deliver for the people of the Borough and fails to address the issues facing the country.

8. NOTICE OF MOTION UNDER RULE 11

To consider the following motion signed by Councillors Mrs M. A. Thomson and Sweeney:-

Council welcomes the new Waste Collection Contract which has all waste collected in lidded bins and boxes and looks forward to working with our new Contractor, FCC.

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

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

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

COUNCIL	Agenda Item 6(A)(1)
Date of Meeting: 21st March, 2017	
Reporting Officer: Executive Director	
<p>REPORT OF THE PLANNING COMMITTEE (Report of the meeting held on 31st January, the special meeting held on 21st February and the meeting held on 7th March, 2017)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the above meetings.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Planning Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 4 2016/17 of the printed Minutes.</p>	

Background Papers

Nil

COUNCIL	Agenda Item 6(A)(2)
Date of Meeting: 21st March, 2017	
Reporting Officer: Executive Director	
<p>REPORT OF THE LICENSING REGULATORY COMMITTEE (Report of the meeting held on 2nd February, the special meeting held on 6th March and the meeting held on 9th March, 2017)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the above meetings.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Licensing Regulatory Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 4 2016/17 of the printed Minutes.</p>	

Background Papers

Nil

COUNCIL	Agenda Item 6(A)(3)
Date of Meeting: 21st March, 2017	
Reporting Officer: Executive Director	
REPORT OF THE LICENSING COMMITTEE (Report of the meetings held on 2nd February and 9th March, 2017) Recommendations: The meetings to be held on 2nd February and 9th March, 2017 had been cancelled.	

Background Papers

Nil

COUNCIL	Agenda Item 6(A)(4)
Date of Meeting: 21st March, 2017	
Reporting Officer: Executive Director	
<p>REPORT OF THE EXECUTIVE COMMITTEE (Report of the meeting held on 8th March, 2017)</p> <p>Recommendations:</p> <p>The following recommendations have been referred to Council.</p> <p><u>Executive Committee – 8th March, 2017</u></p> <p>1.0 Housing Management Forum: Recommendations</p> <p>1.1 Cumbria Housing Partners</p> <p>The purpose of the Assistant Director - Housing's report was to propose improved arrangements for delivering the Council's Housing Investment Plan.</p> <p>1.2 Recommendation:-</p> <p>To recommend the Council:-</p> <ol style="list-style-type: none"> 1. That the Housing Investment Plan be delivered directly with Procure Plus; 2. That the Assistant Director - Housing be authorised to serve the required notice to end the Council's membership of Cumbria Housing Partners at the appropriate time; and 3. That the Assistant Director - Housing ensures the appropriate legal framework is in place to deliver works directly through Procure Plus. <p>2.0 Treasury Management Strategy</p> <p>2.1 The Director of Resources report set out the Treasury Management Strategy Statement for 2017-2018 to 2019-2020. The Local Government Act 2003 required the Council to comply with the CIPFA Prudential Code for Capital Finance in Local Authorities when carrying out capital and treasury management activities.</p>	

2.2 Recommendation:

To recommend the Council to approve the Treasury Management Strategy Statement, including:-

- 1. The prudential indicators and limits for 2017-2018 to 2019-2020; and**
- 2. The Minimum Revenue Provision statement which sets out the Council's policy for charging revenue.**

3.0 Council Finances and Performance Quarter 3

3.1 The Committee considered a detailed report of the Director of Resources regarding the Council finances and performance for the period ended 31st December, 2016. The report included the General Fund, Capital Programme, Treasury Management, Reserves and Balances and the Housing Revenue Account.

3.2 Recommendation:-

To recommend the Council:-

- 1. To approve the General Fund 2016-2017 revised budget as £10,695,050;**
- 2. To approve the use of the Housing Revenue Account accumulated balance for 2016-2017 as £150,750; and**
- 3. To note the financial and non-financial performance information.**

4.0 Overtime Payments

4.1 The Director of Resources' report informed the Committee of the Council's Flexi-Time and Time Off in Lieu Policy. The report sought to establish the remuneration for non-standard overtime; which excluded any working covered by a local agreement. The additional text was as follows:-

Remuneration for non-standard overtime covered situations where there was no local agreement in place. Overtime was paid for complete half hours worked.

4.2 Recommendation:-

To recommend the Council agree the addition of non-standard overtime payment provisions which were outside local agreements to the Flexi-Time and Time Off in Lieu Policy.

5.0 Social Media Policy

- 5.1 The Council's Social Media Policy had been updated to expand on the reporting of policy breaches and the expectations of employees and Members, using social media in their personal life. The Social Media Policy was considered by the Committee.

The section for 'Responsibilities' (Section 3) had been split to add more detail on how to raise a breach/concern (section 4). The sections previously entitled 'Applying the policy for personal use outside of work' and 'Misuse of social media' had been amalgamated into a section called 'Social media in your personal life' (section 6).

The section concerning 'Social media in your personal life' did not contain an exclusive listing but did identify various categories, including imagery that was inappropriate to associate the Council with.

5.2 Recommendation:-

To recommend the Council to approve the Social Media Policy to be reviewed in March 2019.

6.0 Pay Policy 2017/18

- 6.1 The Director of Resources' report reminded the Committee that the Council's Pay Policy was subject to review on an annual basis being approved at Council by 31st March each year.

The Pay Policy Statement sets out the Council's approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011.

The purpose of the statement was to provide transparency with regard to the Council's approach to setting the pay of its employees.

Minor amendments had been made to the policy to reflect salary changes and the resulting update to the pay multiple (see section on Lowest Paid Employees).

6.2 Recommendation:-

To recommend the Council to approve the Pay Policy for 2017/18.

7.0 Barrow Borough Council Tablet Acceptable Usage Policy for Councillors

- 7.1 The Committee considered a report on the Council's Tablet Acceptable Usage Policy for Councillors which sets out the Council's approach to use of tablet devices by Members. A copy of the Policy was considered by the Committee.

Use of Tablet devices and new technology would enable Council Members to access information on the move, take advantage of Wi-Fi access in the main council buildings and contribute to the reduction in paper and printing costs outlined in the council's digital strategy plans.

The policy would apply to Members who would be asked to sign acceptance of its principles on receipt of a tablet.

Following receipt of tablets, Members would no longer receive paper agenda or report for meetings or Council Committees.

7.2 Recommendation:-

To recommend the Council to approve the Barrow Borough Council Tablet Acceptance Usage Policy for Councillors incorporating any equality requirements.

8.0 Waste Policies

8.1 The Executive Director reported that the Overview and Scrutiny Committee had agreed that the waste policies should be reviewed in advance of the new contract commencing in April 2017.

A work group consisting of the Spokesperson for the Environment, the Streetcare Manager, the Corporate Support Assistant and the Corporate Support Manager had been established to review the policies. There weren't any significant changes to the policies and the Overview and Scrutiny Committee had recommended that they be endorsed by this Committee and submitted to Council for approval.

8.2 Recommendation:-

To recommend the Council:-

- 1. To endorse the Cleaner Neighbourhood Act Enforcement Policy and the Small Bin Exemption Policy; and**
- 2. To request the Executive Director to investigate including restricted works in the Cleaner Neighbourhood Act Enforcement Policy,**

9.0 New Traffic Regulation Order (TRO) for Council Owned Car Parks

9.1 The Executive Director's report reminded the Committee that Traffic Regulation Orders had allowed the Council to enforce parking restrictions on designated car parks.

The TRO 2013 had taken effect on 2nd December, 2013 and had recently been reviewed. It had been identified that there was a requirement to now include the Town Hall Courtyard and the designated parking area at McClean Close.

Currently there were no enforceable restrictions in place for these restrictions; the Council was therefore unable to control “unauthorised” parking.

Complaints had been received by the Housing Department from the residents of McClean Close who were unable to make use of their residents parking spaces.

In making a new Order the Council was required to publish a notice of proposal in the local newspaper, consult with the local Highway Authority and serve notice on all statutory consultees. A minimum of 21 days was required for consultation responses.

Any objections received must be given due consideration and modifications made if necessary prior to the Order being made and brought into force.

9.2 Recommendation:-

To recommend the Council to agree that approval be given to revise the current TRO 2013, carry out consultation as required by Local Authority’s Traffic Regulation Order (Procedure) (England and Wales) Regulations 1996 and give the Executive Director authorisation to make a new Order.

10.0 Corporate Inspection Regime Policy

10.1 The Executive Director’s report informed the Committee that the Corporate Inspection Policy had been developed in order to standardise the inspection of assets across all services, with particular attention to the public facing or public use assets that the Council owned and operated.

The Council’s Corporate Inspection Regime Policy was considered by the Committee.

The Council had commissioned an inspections regimes review from Zurich Municipal. That review had informed the Policy now presented and also had identified service specific areas to focus upon; that work was currently ongoing. There would be a further workshop session with Zurich Municipal in order to evaluate the updated inspection regime for those particular assets.

As set out in the Policy, adequate inspection systems, combined with suitable response, records and action, remained a key risk management tool in terms of identifying and reducing the number of potential risks. They were also of great importance in the prevention of accidents in the first instance and the defence of public or employer’s liability claims as well as potential criminal cases.

10.2 Recommendation:-

To recommend the Council to approve the Corporate Inspection Regime Policy to be reviewed in March 2019.

11.0 Employment Matters

11.1 The Director of Resources' report requested an extension to the enhanced voluntary redundancy payment for the posts previously identified in the Budget Strategy.

11.2 Recommendation:-

To recommend the Council to agree to extend the voluntary redundancy payment weeks being doubled, to a maximum of 52 weeks, for the applicants identified in the Budget Strategy; until 30th June, 2017.

12.0 Increase in Planning Application Fees

12.1 The Government's White Paper on housing gives local authorities the opportunity to increase planning application fees by 20% provided the additional income is spent on increasing the capacity of their planning departments. Members are recommended to agree to increase fees for this purpose.

12.2 Recommendation:-

To recommend the Council:-

- 1. To agree to increase planning application fees by 20% from July 2017; and**
- 2. To authorise the S151 Officer to submit the required information by the Government deadline of 13th March, 2017.**

Delegated Decisions

The matters determined by the Executive Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 4 (2016/17) of the printed Minutes.

Background Papers

Nil