



Committee: OVERVIEW AND SCRUTINY COMMITTEE

Date: WEDNESDAY, 5 AUGUST 2020

Venue: THIS WILL BE A VIRTUAL MEETING

Time: 6.00 P.M.

Councillors are reminded that as Members of Overview and Scrutiny they may not be subjected to the Party Whip, which is prohibited under the Lancaster City Council Constitution.

A G E N D A

1. Apologies for Absence

2. Appointment of Vice-Chair

3. Minutes

Minutes of the Meeting held on 11th March, 2020.

4. Items of Urgent Business authorised by the Chair

5. Declarations of Interest

To receive declarations by Councillors of interests in respect of items on this Agenda.

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary 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).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

6. Appointments (Pages 3 - 6)

Report of the Chief Executive.

7. Work Programme Report (Pages 7 - 8)

Report of the Chief Executive.

8. Exclusion of the Press and Public

The Committee is recommended to pass the following recommendation in relation to the following item:-

“That, in accordance with Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the possible disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act.”

Members are reminded that, whilst the following item has been marked as exempt, it is for the Committee itself to decide whether or not to consider the item in private or in public. In making the decision, Members should consider the relevant paragraph of Schedule 12A of the Local Government Act 1972, and also whether the public interest in maintaining the exemption outweighs the public interest in disclosing the information. In considering their discretion Members should also be mindful of the advice of Council Officers.

9. Request to Call-in Cabinet Decision - Property Investment Strategy - Investment Proposal (Phase 3 Business Case) - Exempt Minute 27 (Pages 9 - 58)

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Tricia Heath (Chair), Paul Anderton, Stephie Barber, Alan Biddulph, Merv Evans, Mandy King, Abi Mills, Stewart Scothern and David Whitaker

(ii) Substitute Membership

Councillors Tony Anderson, Tim Dant, Andrew Gardiner and Colin Hartley

(iii) Queries regarding this Agenda

Please contact Jenny Kay, Democratic Services - email jkay@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Democratic Support email democraticsupport@lancaster.gov.uk.

KIERAN KEANE,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

Published on 28th July, 2020.

OVERVIEW AND SCRUTINY COMMITTEE**APPOINTMENTS****5th August 2020****Report of Chief Executive****PURPOSE OF REPORT**

To enable Members to make a number of appointments for the current Municipal Year.

This report is public.

RECOMMENDATIONS

- (1) **The Committee is requested to consider and appoint representatives, as detailed in the report below.**

1. INTRODUCTION**1.1 APPOINTMENT OF SCRUTINY CHAMPION AND PRE-DECISION SCRUTINY CHAMPION****Scrutiny Champion**

In accordance with the scheme run by the Centre for Public Scrutiny, Lancaster City Council currently appoints a Member and Officer to the Scrutiny Champions' Network. The Network supports and encourages all those involved in public scrutiny to become advocates for the role within their own organisations. For the last Municipal Year the Councillor Scrutiny Champion was the Chair of the Overview and Scrutiny Committee. The Committee is asked to appoint a Councillor Scrutiny Champion for the new municipal year.

Pre-Decision Scrutiny Champion

Regular pre-decision scrutiny meetings are arranged. The Chair and Vice-Chair of this Committee, the Budget and Performance Panel and the Pre-Scrutiny Champion are invited to attend to be briefed on forthcoming issues by officers.

This is the process by which members of the Overview and Scrutiny Committee become involved with decisions at a stage before the decision is formally taken.

This approach proves beneficial as it:

- ❑ Involves non-executive councillors at the pre-decision stage.
- ❑ Reduces the need for call-ins through developing an understanding of an issue and ensuring that reports for decision adequately reflect different options and approaches.
- ❑ Adds value to reports through wider consultation.

There are many ways in which pre-decision scrutiny can be undertaken and achieved as follows:

- ❑ Examination of the List of Forthcoming Key Decisions.
- ❑ Information obtained arising from discussions with Cabinet Members and Chief Officers.
- ❑ Examination of the Council Plan and budget information.

The role of the Pre-Scrutiny Champion is to take the lead and help develop this process. He/she can:

- ❑ Liaise with Members of Overview and Scrutiny to highlight potential areas for pre-decision scrutiny within their liaison area.
- ❑ Consider and review the List of Forthcoming Key Decisions.
- ❑ Assist other Councillors (including Members of the Committee) to identify pre-scrutiny issues and propose ways in which these can be approached.
- ❑ Provide comments on the structure and functioning of the List of Forthcoming Key Decisions to assist the City Council with its improvement and advancement.

The Committee is asked to appoint a Councillor to undertake the task of Pre-Scrutiny Champion.

1.2 APPOINTMENTS TO OUTSIDE BODIES

The Council meeting, held on Monday, 18th May 2020, considered and approved the basis upon which appointments to various outside bodies, partnerships and boards are made.

Set out below are those which have been agreed by Council as appointments to be made by Overview and Scrutiny Committee. The Committee is asked to consider these appointments.

Organisation	Basis of appointment
Homelessness Forum	1 representative from the Overview and Scrutiny Committee.
Lancaster, Morecambe and District Fairtrade Group	1 representative from the Overview and Scrutiny Committee.

RELATIONSHIP TO POLICY FRAMEWORK

There are no direct implications as a result of this report.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

There are no direct implications as a result of this report.

LEGAL IMPLICATIONS

There are no legal implications as a direct result of this report.

FINANCIAL IMPLICATIONS

Members of outside bodies are entitled to travelling expenses, which are funded from within existing budgets.

OTHER RESOURCE IMPLICATIONS, such as Human Resources; Information Services; Property; Open Spaces:

None.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

Report to Council dated 18th May 2020.

Contact Officer: Stephen Metcalfe
Telephone: 01524 582073
E-mail: sjmetcalfe@lancaster.gov.uk

Appendix A

Organisation	Information provided to Council
Homelessness Forum	<p>The Homeless Forum usually meets quarterly during the day at one of the Town Halls with the objective of meeting with partner organisations the deliver the action plan developed as part of the homelessness strategy. We are currently undertaking a review of the strategy as it is now out of date. We normally have a least 2 City Council representatives.</p>
Lancaster, Morecambe and District Fairtrade Group	<p>We require one councillor to act as a liaison between the group and the City Council.</p> <p>The group meets, on average, 6 times between September and May when the A.G.M is held.</p> <p>Meetings, at present, are held in St. Thomas's Church Centre, Marton Street, Lancaster LA1 1XX (opposite the Police Station), on a Tuesday at 3.30pm. However, due to planned building work, a new venue may have to be sought and the meeting times may have to change.</p>

OVERVIEW AND SCRUTINY COMMITTEE
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Overview and Scrutiny Committee – Work Programme

5th August 2020

Report of Chief Executive

PURPOSE OF REPORT

To consider the Work Programme report.
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This report is public.

RECOMMENDATIONS

- (1) That the Committee notes the report and the processes for considering current and future scrutiny Work Programme topics and agenda items as set out in Section 2 of the report.
- (2) That, subject to (1) above, the Committee notes that a report on any suggestions for the Work Programme will be provided at the next meeting.

1. Introduction

- 1.1 The Committee is responsible for setting its own Annual Work Programme within its Terms of Reference.

2. Background

- 2.1 Overview and Scrutiny Procedure Rule 9 – Work Programme, as set out in the Council's Constitution, advises that: -

- (a) The Overview and scrutiny and Budget and Performance Panel will be responsible for setting their own Annual Work Programme within the Terms of Reference set out in Part 2, Section 5, 9 and 10 of this Constitution.

The Overview and Scrutiny Committee shall write to all Councillors, the Chief Executive and Directors and ask the public for issues that should be considered for inclusion in the Scrutiny Work Programme.

- 2.2 All Councillors have been emailed regarding the issues and a media release has been produced.
- 2.3 The Committee has previously agreed to the following processes for considering current and future scrutiny Work Programme topics and agenda items:

A meeting be arranged with the Chair of the Overview & Scrutiny Committee, Chair of Budget & Performance Panel, the Pre-Scrutiny Champion and members of the Council's Senior Management Team (Note: now Executive

Team). This meeting will allow a preliminary prioritisation of submissions to be conducted and report back to this Committee. This being subject to the arrangements for consulting on future Work Programme items as set out in the Constitution continuing and the Work Programme being finally agreed by this Committee.

3 Conclusion

3.1 It is recommended that a report be provided to the next meeting of the Committee in accordance with the Committee's existing processes as set out above.

SECTION 151 OFFICER'S COMMENTS

As there are no financial implications arising from this report the S151 officer has no comments to make.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments to add.

BACKGROUND PAPERS

None.

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Telephone: 01524 582073
E-mail: sjmetcalfe@lancaster.gov.uk

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