



Committee: OVERVIEW AND SCRUTINY COMMITTEE

Date: WEDNESDAY, 30 APRIL 2014

Venue: MORECAMBE TOWN HALL

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. Minutes

Minutes of the Meeting held on Wednesday, 5th March, 2014 (previously circulated).

3. Items of Urgent Business authorised by the Chairman

4. Declarations of Interest

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

Members 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 10 and in the interests of clarity and transparency, Members 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, Members 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.

5. Discussions with the District Wide Tenants' Forum

The Chairperson and members of the District Wide Tenants' Forum have been invited to attend the meeting to discuss the Forum's scrutiny role and support.

6. Discussions with Councillor Tim Hamilton-Cox - Cabinet Member with Responsibility for Climate Change, Property Services and Car Parking

Councillor Tim Hamilton-Cox has been invited to attend the meeting.

7. **Consideration of any requests for Councillor Call for Action (in accordance with the process)**
8. **Consideration of any Petitions (in accordance with the process)**
9. **Locality Working**
To consider any issues.
10. **Work Programme Report (Pages 1 - 4)**
Report of the Head of Governance.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors David Kerr (Chairman), Roger Dennison (Vice-Chairman), Mark Bevan, Caroline Jackson, Joan Jackson, Jane Parkinson, Ian Pattison, Pam Pickles and David Whitaker

(ii) Substitute Membership

Councillors June Ashworth, Dave Brookes, Mike Greenall, Janet Hall, Roger Mace, Margaret Pattison and Richard Rollins

(iii) Queries regarding this Agenda

Please contact Jenny Kay, Democratic Services - telephone (01524) 582065 or email jkay@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

Published on Tuesday 22nd April, 2014.

OVERVIEW AND SCRUTINY COMMITTEE**Work Programme Report****30th April 2014****Report of Chief Officer (Governance)****PURPOSE OF REPORT**

To provide Members with an update of the Committee's Work Programme.

This report is public.

RECOMMENDATIONS

- (1) That the Committee consider the updated Work Programme.

1. Introduction

Members are requested to consider the updated Work Programme.

2. Updates**i. Older People's issues**

Since the last meeting of the Committee quite a bit of progress has been made.

Work has begun on the Dementia Friendly pilot in Bare and Torrisholme. A meeting of the Bare Village Business Association took place in March where several businesses attended and undertook the Dementia Awareness session to become Dementia Friends. This is the first step for the businesses to be awarded a window sticker to promote the village as Dementia Friendly.

ii. Beyond the Castle

An update on the Beyond the Castle project was recently circulated to Members of the Committee. The project has been successful in securing £59,000 from the Heritage Lottery 'Our Heritage' Fund (HLF) for an 18 month programme of learning and engagement activities.

A geophysical survey has been scheduled for May which will use a combination of magnetometry, ground penetrating radar and resistivity techniques to provide new information on the presence and location of roman and medieval archaeology.

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The main focus of the survey will be the Scheduled Ancient Monument Site/ Vicarage Fields with samples also taken from Priory Churchyard, Quay Meadow and Lancaster Castle surrounds.

Some Members have requested an update to be provided on this survey at a future meeting. This item is already included on the Committee's Work Programme and now the project is underway a suitable date will be arranged.

iii. Public Realm Complaints Informal Task Group

Members will recall that an informal Task Group was set up to investigate complaints over untidy land from Councillors and members of the public. Information has been gathered from customer services and Members on the most common complaints received. Officers are producing a list of contacts and references to help Councillors deal with these complaints and signpost people to the correct place.

iv. Update on Property Repairs

A report on this issue has been requested for the meeting and a briefing note is being prepared. This will be circulated to the Committee once it is ready.

A copy of the Committee's Work Programme is appended to this report.

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.

BACKGROUND PAPERS

None.

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OVERVIEW AND SCRUTINY WORK PROGRAMME 2013/14

<u>Matter for Consideration</u>	<u>Officer responsible / External</u>	<u>Expected Date of Meeting</u>
Update on Property repairs.	Chief Officer (Resources)	April 2014.
Tenant's Forum.	Chairman of Tenant's Forum	April 2014.
Public Realm Complaints Informal Task Group.	Chief Officer (Environment)	April 2014.
Proposed Reduction in Lancaster Fire Station Capacity.	Risk Management Team, Lancashire Fire & Rescue	June 2014.
Update on the Portas Project.	Town Team Chairman and Town Team Advisor.	June 2014.
Update on 'Better Care Together' Review of Local Health Services.	Lancashire North Clinical Commissioning Group.	June 2014.
Update on Dementia Friendly Pilot.	Age UK/Help Direct.	July 2014.
Consideration of Draft Older People's Housing Strategy.	Chief Officer (Health & Housing)	Autumn 2014.
Update report on Health Scrutiny.	Health Scrutiny Representative.	September 2014.
CCTV provision.	Chief Officer (Environment).	Tbc.
Regular updates on the future of the Castle and on the Beyond the Castle project.	Chief Executive.	Tbc.
Update from Healthwatch Lancashire.	Healthwatch Lancashire.	Tbc.
Leisure Uses of Morecambe Bay.	Chief Executive.	Tbc.
Results of the review of PACT meetings.	Lancashire Police.	Tbc.
Annual consideration of Community Safety.	Chief Officer (Environment).	November 2014.
Annual consideration of Older People's Issues (inviting Age UK and other relevant agencies).	Chief Executive.	January 2015.

Briefing Notes

Matter for consideration	Date requested	Officer responsible	Date Circulated
Information on cleaning of Stonework on Lancaster Museum.	10 th April 2013	Chief Officer (Resources)	
Education Authority's Policy on Electronic Cigarettes.	5 th March 2014	Chief Officer (Health and Housing)	
Government Guidance on Electronic Cigarettes.	5 th March 2014	Chief Officer (Health and Housing)	
Lancashire County Council's Flood Defences	5 th March 2014	Chief Officer (Health and Housing)	

<u>Cabinet Member and area of responsibility</u>	<u>Link Member</u>	<u>Date of O&S Meeting</u>
Cllr Eileen Blamire - Leader	Cllr David Kerr	4 th September 2013
Cllr Janice Hanson	Cllr Roger Dennison	
Cllr Abbott Bryning	Cllr Joan Jackson	
Cllr Ron Sands	Cllr Caroline Jackson	9 th October 2013
Cllr Karen Leytham	Cllr Jane Parkinson	10 th July 2013
Cllr David Smith	Cllr Mark Bevan	6 th November 2013
Cllr Jon Barry	Cllr Ian Pattison	2 nd December 2013
Cllr Tim Hamilton-Cox	Cllr David Whitaker	30 th April 2014

INFORMAL TASK GROUPS

Task Group Topic	Date	Progress
Public Realm Complaints	Nov 2013	Meeting taken place - report to O&S Committee in April.

Scoping of Task Groups

Task Group Topic	Date	Progress
None.	-	-