



Committee: OVERVIEW AND SCRUTINY COMMITTEE

Date: MONDAY, 15TH JUNE 2015

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. Appointment of Vice-Chairman

To appoint a Vice-Chairman for the duration of the 2015/16 Municipal Year.

In accordance with Part 3, Section 11 of the Constitution, the holder of this appointment may not come from the largest political group on Cabinet.

3. Minutes

Minutes of the Meeting held on Wednesday, 25th February, 2015 (previously circulated).

4. Items of Urgent Business authorised by the Chairman

5. 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.

6. Appointments (Pages 1 - 5)

Report of Chief Officer (Governance).

7. Work Programme Report (Pages 6 - 9)

Report of Chief Officer (Governance).

8. Consideration of any requests for Councillor Call for Action (in accordance with the process)

9. Consideration of any Petitions (in accordance with the process)

10. Locality Working

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Nigel Goodrich (Chairman), June Ashworth, Lucy Atkinson, Alan Biddulph, Brett Cooper, Rob Devey, Caroline Jackson, David Whitaker and Phillippa Williamson

(ii) Substitute Membership

Councillors Tracy Brown, Geoff Knight, Christopher Leadbetter, Roger Mace and Terrie Metcalfe

(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 Friday, 5th June 2015.

OVERVIEW AND SCRUTINY COMMITTEE**APPOINTMENTS****15th June 2015****Report of Chief Officer (Governance)****PURPOSE OF REPORT**

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

This report is public.

RECOMMENDATIONS

- (1) **Members are requested to consider and appoint representatives, as detailed in the report below.**

1. INTRODUCTION**1.1 APPOINTMENT OF SCRUTINY CHAMPION, PRE-DECISION SCRUTINY CHAMPION AND CABINET LIAISON MEMBERS****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 Chairman 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

The role of Pre-Decision Champion was established to provide a clear focus and Member lead with regard to pre-decision scrutiny. 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.
- Examination of other corporate plans.
- Intelligence from Liaison Members arising from discussions with Chief Officers and Cabinet Members.
- Examination of the Corporate Plan.

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

- Liaise with Members of the Overview and Scrutiny Committee 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.

In the last municipal year regular meetings have been held with the Chairman of this Committee, Chairman of Budget and Performance Panel and the Pre-Scrutiny Champion to consider these issues. These meetings have been seen, by those involved, as a good addition to this process.

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

Cabinet Liaison Members

Cabinet Liaison Members provide a dedicated link between Overview and Scrutiny and Cabinet Members. The role is intended to provide an ongoing dialogue between meetings to ensure that the Overview and Scrutiny Committee remains informed regarding developments within portfolios, potential areas for pre-decision scrutiny and where Cabinet Members feel there is a role for scrutiny to assist with policy development.

The role of Cabinet Liaison Members can be summarised as: -

- To provide a dedicated channel of communications between Overview and Scrutiny Committee and Cabinet Portfolio Holders.
- To hold regular briefings with their Cabinet Portfolio Holder.
- To maintain an understanding of developments and ongoing issues within portfolio areas.
- To follow up with Cabinet Portfolio Holders potential requests for pre-decision scrutiny.
- To highlight potential areas for scrutiny or policy development within portfolio areas.
- To ensure that Cabinet members are kept apprised of the work of Overview and Scrutiny, particularly where these are within the area of responsibility of a Cabinet Member.
- Where appropriate, to receive briefings from Officers with their relevant Cabinet Member in order to prevent duplication.

Cabinet Members and portfolio allocations for 2015/16 are listed below: -

MEMBER	PORTFOLIO AREA
Leader Cllr Eileen Blamire	<ul style="list-style-type: none"> - Relationships with other Councils - Communications - Performance Management - Democratic Services, Legal and HR
Deputy Leader Cllr Janice Hanson	<ul style="list-style-type: none"> - Economic Regeneration - Planning
Cllr Abbott Bryning	<ul style="list-style-type: none"> - Property Services - Car Parking
Cllr Darren Clifford	<ul style="list-style-type: none"> - Leisure, Culture and Tourism - Climate Change
Cllr Karen Leytham	<ul style="list-style-type: none"> - Housing - Environmental Health
Cllr David Smith	<ul style="list-style-type: none"> - Community Safety - Clean and Green
Cllr Margaret Pattison	<ul style="list-style-type: none"> - Markets - Voluntary Sector - Older People - ICT
Cllr Richard Newman-Thompson	<ul style="list-style-type: none"> - Finance - Revenues and Benefits

Notes:

1. All Cabinet Members will have a responsibility for Community Leadership and working with external partners.
2. Shared services will be led by the relevant Cabinet Member.

The Committee is asked to consider appointing Cabinet Liaison Members for the portfolios listed above. In previous years the Committee Member appointed as Cabinet Liaison Member has been from a different political group than the Cabinet Member.

1.2 APPOINTMENTS TO OUTSIDE BODIES

The Council meeting, held on Tuesday, 26th May 2015, 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 and Morecambe Fairtrade District Steering Group	1 representative from the Overview and Scrutiny Committee.
Museums Advisory Panel	Cabinet Member plus 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 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

Human Resources:

None arising from this report.

Information Services:

None arising from this report.

Property:

None arising from this report.

Open Spaces:

None arising from this report.

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 26th May 2015.

Contact Officer: Stephen Metcalfe

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E-mail: sjmetcalfe@lancaster.gov.uk

Ref: Sjm

OVERVIEW AND SCRUTINY COMMITTEE

Work Programme Report

15th June 2015

Report of Chief Officer (Governance)

PURPOSE OF REPORT

To provide Members with an updated Work Programme for 2015/16.

This report is public.

RECOMMENDATIONS

- (1) That Members consider the report.
- (2) That Members consider what should be included in the 2015/16 Work Programme.

1. Introduction

The Committee is requested to consider the following in order to assist in producing with an updated Work Programme for 2015/16.

2. Outstanding items

Members are requested to consider if they wish the items that were not considered in the 2014/15 Municipal Year to remain on the Committee's Work Programme for 2015/16. These issues are set out in the attached Work Programme.

Members are requested to consider each item that is outstanding on the Work Programme and agree which items will be taken forward to this Municipal Year.

3. Task Groups

Currently there are no Task Groups in operation, although carried over from the previous year, there are 2 suggested topics for Task Groups - Litter in the District with particular focus on the night time economy and secondly, the Marmot Review (A national review of Health Inequalities).

If Members wish to create a Task Group, this will need to be scoped in order to provide clarity and purpose. This will then be reported back to the Committee.

4. Community Safety

The Overview and Scrutiny Committee have previously agreed to designate the November meeting as the Crime and Disorder meeting for each year. Members are requested to consider whether they wish to maintain the annual consideration of Community Safety at the November meeting.

5. Invitations to Cabinet Members

Every effort will be made to ensure that the attendance of cabinet members coincides with consideration of issues relevant to their respective portfolios. It is suggested that the Leader of the Council be invited to an early meeting of the Committee, if possible July, to discuss corporate priorities and allocation of cabinet portfolios. The relevant Cabinet Liaison Members from the Committee should ensure they keep in contact with their Cabinet Member to keep updated with the latest issues and developments within their portfolios.

5. Requests for suggestions for the Work Programme

Suggestions will be invited from Members and officers on ideas for this year's work programme. The views of the public will also be sought through a press release.

A further report on any suggestions submitted will be provided at the July meeting.

6. Standing Agenda Items

As the Committee will see from the Agenda front page there are a number of items which appear on each Agenda. For Members information more detail on these items is provided as follows:

Councillor Call for Action (CCfA)

Councillor Call for Action (CCfA), is set out in the Police and Justice Act 2006 and Local Government and Public Involvement in Health Act 2007. Section 119 of the Local Government and Public Involvement in Health Act 2007 provides for a Councillor Call for Action (CCfA). This gives Members the opportunity to ask for discussions at a scrutiny committee on issues where local problems have arisen and where other methods of resolution have been exhausted. These powers are limited to issues affecting single Council Wards. Issues of more general policy will continue to be dealt with by scrutiny committee(s) under their existing powers contained within the Constitution.

Further details are contained within the Constitution.

Petitions

The City Council's Petition Scheme advises that Council can refer a petition that has been received to the Overview and Scrutiny Committee for consideration. The Committee will consider and carry out any inquiry work, as appropriate, before reporting back to Cabinet or the relevant decision-making body.

Locality Working

The City Council and County Council meet as the three Tier Forum a number of times a year to discuss issues in the district. This is a mechanism for engaging with Members of Lancashire County Council on locality. This Committee's Terms of Reference include the following:

“To gain an overview of and scrutinise issues of mutual interest pertaining to the Lancaster District with Members of the County Council as and when appropriate. To be effected by way of a standing item of business entitled “locality working.”

In previous years a City Council Member of the Forum has reported to the Committee. The Committee has made recommendations with regard to the County’s Gritting Policy and arrangements for the local area.

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.

Contact Officer: Jenny Kay
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OUTSTANDING OVERVIEW AND SCRUTINY WORK PROGRAMME 2014/15

<u>Matter for Consideration</u>	<u>Officer responsible / External</u>	<u>Expected Date of Meeting</u>
Update on the Renewable Energy Strategy.	Chief Officer (Environment).	2015.
Update report on Health Scrutiny.	Health Scrutiny Representative.	2015.
Update on Dementia Friendly Pilot.	Age UK/Help Direct.	2015.
Draft Empty Property Strategy 2015/17.	Chief Officer (Regeneration & Planning).	2015.
Carers visiting older people in their own homes and how the carers were trained, monitored and employed.	Lancashire County Council.	2015.
Monitoring of Older People's Homes both private and public.	Lancashire County Council.	2015.
Royal Lancaster Infirmary - Care Quality Commission's report.	University Hospitals of Morecambe Bay NHS Foundation Trust.	July 2015.
Update on 'Better Care Together' Review of Local Health Services.	Lancashire North Clinical Commissioning Group.	July 2015.
Marmot Review.	Chief Officer (Health & Housing).	Summer 2015.
Consideration of Draft Older People's Housing Strategy.	Chief Officer (Health & Housing).	Summer 2015.
Update on the impact of the new Anti-social Behaviour Act 2014 on Ridge Square.	Chief Officer (Environment).	Autumn 2015.
Annual consideration of Community Safety.	Chief Officer (Environment).	November 2015.
Review of Fire Station Capacity.	Lancashire Fire & Rescue.	2016 or before.
Annual consideration of Older People's Issues (inviting Age UK and other relevant agencies).	Chief Executive.	Summer 2016.
Updates on the future of the Castle and on the Beyond the Castle project.	Chief Executive.	Tbc.

Scoping of Task Groups

Task Group Topic	Date	Progress
Litter in the district - focusing on the night time economy and the concept of taking pride in the city.	Summer 2015.	-
Marmot Review.	Summer 2015.	-