



Committee: OVERVIEW AND SCRUTINY COMMITTEE

Date: WEDNESDAY, 8 MARCH 2017

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 8th February, 2017 (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 9 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. Appointment of Vice-Chairman

6. Update on Pot Holes in the Lancaster District

Officers from Lancashire County Council have been invited to attend the meeting.

7. LGA Peer Review 2015: Update (Pages 1 - 10)

Report of the Chief Executive.

8. Civic Task Group Recommendations (Pages 11 - 13)

Report of the Chief Executive.

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

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

11. Locality Working

12. Work Programme Report (Pages 14 - 17)

Report of the Chief Executive.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors June Ashworth (Chairman), Caroline Jackson (Vice-Chairman), Alan Biddulph, Tracy Brown, Brett Cooper, Rob Devey, Roger Mace, David Whitaker and Phillippa Williamson

(ii) Substitute Membership

Councillors Lucy Atkinson, Nigel Goodrich, Janet Hall, Geoff Knight, Abi Mills and Nicholas Wilkinson

(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 Democratic Support, telephone 582170, or alternatively email democraticsupport@lancaster.gov.uk.

SUSAN PARSONAGE,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

Published on Monday, 27th February, 2017.

OVERVIEW & SCRUTINY**LGA Peer Review 2015: Update
8 March 2017****Report of Chief Executive****PURPOSE OF REPORT**

To provide an update on the progress of the LGA Peer Review Action Plan.

This report is public

RECOMMENDATIONS

- (1) **That the Overview & Scrutiny Committee notes the progress updates and refers any recommendations to Cabinet or the Chief Executive, as appropriate.**
- 1.0 Details**
- 1.1 The Overview and Scrutiny Committee resolved at its meeting on 6 April 2016 to request a further update on the progress of the Peer Review Action Plan.
- 1.2 Activity has been ongoing against each of the items in the Action Plan, and an itemised update is attached at Appendix A for consideration.
- 1.3 As the Action Plan demonstrates, much progress has been made on the recommendations. Where there has been slippage it is on the timeframe, with actions later than originally targeted for. Actions are being taken to increase the pace on making change.
- 1.4 The recent report to Cabinet about senior leadership highlighted a number of areas that require moving forward. Some of these will also help to deliver actions that have arisen out of the Peer Review. They include:
- Commercialisation strategy by April 2018
 - Customer Services strategy by April 2018
 - Corporate Plan by September 2018 (to align with the budget decision-making process)
 - Narrative for the Place by April 2018
 - Performance Management Framework (Organisational and Individual)
 - Review service processes to reduce inefficiencies and increase value for money
 - Deliver Organisational Behavioural Change Programme: developing a clearly defined set of shared values and behaviours to create a more

effective organisation, e.g. 'excellent public service outcomes', 'teamwork and collaboration'

- Agree and implement 'One Council' approach
- Succession Planning: making the organisation more resilient for the future, knowing a number of key post-holders that will be retiring in the short- to medium-term
- Organisational alignment with priorities
- Budget Challenge: introduce priority-led and outcome-focused budgeting
- Property and Accommodation Review: maximising the Council's assets to generate income and assist in maintaining service provision

- 1.5 Additionally, within the context of organisational capacity, the Chief Executive has formed a group from across different levels of the council to consider opportunities for efficiency savings and income generation.
- 1.6 Furthermore, the Chief Executive has introduced regular participative leadership sessions for senior and middle managers, cascading information to further secure engagement on the corporate priorities.
- 1.7 The Chief Executive has also initiated an organisation-wide activity to develop a clearly defined set of values and behaviours which will underpin all the Council's activity. The Management Team participated in a workshop to establish its core values and behaviours, which were then communicated to senior managers for further comment and input, with additional sessions to follow for all levels of staff to take part.
- 1.8 The updates to the Action Plan along with the information detailed above help to demonstrate the positive trajectory that the organisation is on.

CONCLUSION OF IMPACT ASSESSMENT
(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing):

No impact assessment required, as the specific initiatives within the Action Plan will be assessed individually for their impact.

LEGAL IMPLICATIONS

Legal implications for the individual activities in the Action Plan will continue to be managed through the usual channels.

FINANCIAL IMPLICATIONS

There are no financial implications directly as a result of this update report. However, a number of proposals referenced in the Appendix are being taken forward as part of the current budget process, and further proposals will be considered during 2017/18.

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

Implementing the Action Plan involves and affects a wide range of service areas across the organisation. Implications for each of these are considered by Management Team as part of their strategic planning and activity.

SECTION 151 OFFICER'S COMMENTS

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

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no comments.

BACKGROUND PAPERS

Cabinet 1 December 2015 item 55
Overview & Scrutiny 6 April 2016 item 72

Contact Officer: Susan Parsonage,
Chief Executive

Telephone: 01524 582011

E-mail: sparsonage@lancaster.gov.uk

Ref:

APPENDIX: LGA PEER REVIEW ACTION PLAN UPDATE FEBRUARY 2017

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
CONTEXT + PRIORITIES					
Develop options to manage demand in public realm services	Use local intelligence / knowledge and results of consultation exercise to establish priorities and then develop a range of options	In parallel with development of 16/17 budget	MD	Within existing	<p>Public Realm is currently looking at a number of different delivery models to help cope with demand and changes in managing open spaces. With the emphasis on ensuring that despite cuts in funding our open spaces are still managed, maintained and improved so that they can be enjoyed by our residents and visitors. To help with this the Council encourages and supports the formation of friends of groups, looks at ways of generating additional income from open space and works with partners like the County Council, Parish Councils, Probation Service and Police to improve the appearance of the District. This means despite less funding standards are being maintained. In 2017/18 we intend to gain green flags for all the major parks in the District and support entries for the in bloom competition. Changes in delivery of street cleansing are also being looked at, and this will deliver a more efficient way of working whilst offering a financial saving.</p> <p>Benchmarking with other local authorities is happening regularly and are currently investigating the use of the APSE Land Audit Management System to see if this would benefit us.</p>

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
Complete Local Plan	To progress towards the formal adoption of a new Local Plan in accord with the latest project plan (Local Development Scheme) Council consensus now obtained on Objectively Assessed Need. Option evaluation with technical appraisals now being undertaken.	Plan submitted for examination by Winter 2016.	ASD	Within existing budgets.	Plan submitted for examination by Summer 2018. Draft Plan agreed at Council December 2016.
Continue to focus on development of Lancaster Visitor economy through linking Retail /Arts /Heritage	To prepare a new Masterplan for Lancaster City Centre identifying development and economic opportunities and weaving them with existing investments. To focus potential into a joined up suite of funding bids to the Heritage Lottery Fund to assist in the delivery of that Plan.	In parallel with and informing the production of the Local Plan. Draft proposals by April 2016	ASD	Within existing budgets and in partnership with the County Council, Lancaster BID, Chamber of Commerce, Lancaster University, MBHT, Marketing Lancashire and Heritage Lottery Fund.	Masterplan commissioned in September 2016 and being undertaken. In parallel with and informing the production of the Local Plan. Draft proposals by April 2017. Museum Review being undertaken.
Continue to focus on the visitor economy as a means of leveraging economic development	By continuing to identify the visitor economy as a key economic development function and driver of the local economy. By examining new potential from Coastal Communities and other funding streams to develop the quality of the district's offer aligned to the two new destination brands.	Council to review ability to deliver support for visitor economy in 2016/17 budget setting process.	ASD	City Council in partnership with Marketing Lancashire, Morecambe Bay Partnership and a wide range of stakeholder groups.	Budget proposals for 2017/18 to introduce reserve for economic development activity. Visitor economy and attracting new workers to become a priority in economic vision to be developed in 2017. Recent success in Coastal Communities bid opens up opportunities to bring funding into the area.
Consider how best to provide Senior Elected Members with meaningful performance reporting	Ongoing review of performance framework and development of Corvu is being undertaken by the HR&OD Manager. The revised performance management framework, approved by Management Team and reported to Cabinet in September and	Arrangements to be in place by April 2016	MC		Organisational performance framework being formulated, due to be reported to Budget & Performance Panel. Engagement taking place with Management Team, managers and team leaders on the Performance Indicators and narrative.

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
	presented to the Budget and Performance Panel, will be developed into a plan to implement changes in performance management arrangements.				Additionally drawing together an Economic Development Strategy will be a key action in 2017.
Conduct Service Review of Planning / Regeneration	By taking the existing Peer Review work undertaken by Planning Advisory Service and addressing its findings through an early review of capacity and skills in the regeneration and Planning Service.	By April 2016 as part of council budget setting process for 2016/17	ASD	Service Management Team with support from Resources and Governance	Undertaken and additional resources put in place and under continuous review as workload increases, resulting in significant improvements in the performance of the Planning function.
Consider how best to influence educators to develop the skills that will be needed in this District in the future	By using the evidence base available through planning and economic policies to challenge education providers to enable private sector careers advice to be made available in schools. To ensure that the further and higher education sector tailors provision more closely to the economic need of the region and the north.	To feed into Lancaster Vision's preparations for major skills conference in April 2016	ASD	Within existing budgets and in partnership with the County Council, Chamber and Lancaster Vision.	Budget proposals for 2017/18 to introduce reserve for economic development activity. Skills agenda and influence on education sector likely to become a priority in economic vision and strategy to be developed in 2017
Clearly establish priorities for the new administration	Through Cabinet to Council as part of the Corporate Plan process	By March 2016	MC	OD and MT	Developing new Corporate Plan approach and timetable during 2017 to inform future budget priorities and decisions.
Continue to build relationship with County Council and neighbouring Councils (eg Preston)	Continuous, but also to consider Shared Services with Preston	By March 2016	MC	May need external resources	Relationships across Lancashire Councils developing through Combined Authority discussions. Imminent and recent meetings with South Lakeland; Preston; Chorley and Wyre. Also looking at Shared Services where appropriate, e.g. with Preston.

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
POLITICAL + MANAGERIAL LEADERSHIP					
Continue to contribute positively to the Combined Authority debate	Through Leaders and Chief Executives meeting and Full Council	December 2015	MC	Officer time – potential implications, not yet quantifiable	Officers attending CA working groups e.g. Housing theme, Economic theme as well as Leader and Chief Executive attending Shadow Combined Authority.
MT to review their skills / capacity requirements for delivery of organisational change and establish an clear plan of action	MT to work with HR&OD Manager to establish what new skills and competencies are required by senior managers, and at what level, to deliver on revised council priorities and different delivery methods	As soon as possible, subject to any significant senior management restructuring being considered after appointment of new CE.	CEx		Cabinet report Feb 2017 detailed capacity requirements at senior management level. Review alongside Corporate Plan. Further work will continue during 2017 to review skills requirements for current and future needs.
Consider how Council partnerships can be best managed to get the most out of them	As part of council Community Leadership Priority. Consider which partnerships can help deliver objectives alongside the council.	Corporate Plan 2016/17	All	Within existing resources	Ongoing partnership development and enhancement across sectors with local partners; for example partnership working with Universities; Police; Fire; Chamber BIDs; voluntary sector. Continually looking for new opportunities.
GOVERNANCE + DECISION MAKING					
Consider what level of delegation is most appropriate for Cabinet Members	Does Leader/Cabinet want further delegation? Review definition of key decisions – look at criteria for level of decision taking into account risk		CEx		Scheme of delegation to be reviewed on appointment of Chief Officer: Legal and Governance.
Agree what a proportionate approach to the management of risk looks like for the organisation	Through Leaders' Briefings and Audit Committee – review of Strategy?	Outline March 2016 (Budget). Strategy to be updated after then	NM	MT/Internal Audit	Responsibilities to be reviewed and linked with recruitment to Chief Officer (Legal and Governance) role. Future risk appetite to be informed by strategic planning and review exercise. Discussions on assurance framework and risk management approach during February 2017 at Management Team.

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
Consider how to make best use of O+S	To be considered by MT (bearing in mind the resources that would be required to support O&S). Any suggestions for input from O&S would need to be considered by O&S as part of its discussions on its work programme	March 2016 (O&S have now included in their work plan)	MC		Changes to O&S proposed through Council Business Committee, and to be discussed at Council.
FINANCIAL VIABILITY					
Agree the Council's approach to digitalisation	Workshops, development of draft strategy, joint working using partners (eg university), officer working group and consideration by Members during the Budget	Outline by March 2016 (through the budget and planning process)	NM	Limited cross-service resource, though budget exists to make some progress. Expect would need some upfront redirection in addition, however.	Approach/strategy development underway, with external facilitation. To feed into next year's strategic review / budget timetable. Opportunities for expanding joint working with partners, especially University, being explored (strong relationship with University on digital and other matters).
Model the likely future financial scenarios the Council could face	Usual financial planning processes – drawing on Government announcements and other commentaries, etc	First modelling already completed – reported to September's Cabinet. Need to keep under review. Updated after the financial settlement.	NM	Covered through Financial Services	Ongoing piece of work, reflected in budget and financial planning. Note that more information is needed on Government's finance reform plans for 2020 onwards before medium to longer term modelling can become more meaningful. Any developments will feed into 2018/19 budget process.
Establish how best to approach commissioning	Include potential for commissioning in service reviews and budget options. Also, consideration being given to clarifying/expanding the existing procurement strategy to address commissioning explicitly.	September to December During 2016/17	CEx		Corporate work not progressed due to other work demands – to be picked up in 2017/18 (extra capacity/resources being put in place through the budget). Specific functional commissioning now being progressed, e.g. VCFS arrangements, through an informal task group (led by Chief Officers (Environment) and (Health and Housing)) and for discussion at Overview & Scrutiny.

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
					As part of work with other local Councils and the planned Commercialisation Strategy, we will look at options on appropriate mixed economy of service delivery.
Develop options for the Council's building assets	In progress – need to establish clear proposals and timescales though (then project plan)	Outline by March 2016 (through budget and planning process)	NM	Will need extra input from various services and will require extra upfront investment to secure ongoing savings.	As reported during recent Member briefing and budget process – delayed, but extra resources/capacity being put in place so that progress can be achieved during 2017/18.
ORGANISATIONAL CAPACITY					
Develop a refreshed approach to service reviews	MT to work with HR&OD Manager to develop approach	After decision on council priorities and when it is known what service reviews are required	MC		Plan for renewed Corporate Plan in 2017. Service reviews and the agreed approach to service reviews will be developed alongside this. There has already been a refreshed approach utilised for Regen & Planning (autumn 2015), Repairs & Maintenance (ongoing)
Establish the council's appetite for transformation eg in income generation terms, alternative models of delivery (eg trusts).	Establish Lancaster City Council definition of transformation. Initially through MT	Decision making on proposals by Cabinet as part of budget setting winter 2015. Council decision March 2016	All	Depends on definition, may require skills and external support potentially?	A Commercialisation Strategy will be developed during 2017/18 which will encompass proposed options and models. Officers have also attended commercialisation training during Autumn 2016. Other actions such as digital developments will also form part of the Council's transformation agenda.
Establish a mechanism for staff to feed ideas about service delivery, budget savings or	Existing Budget Options Work Programme	September to December 2015	MC		Ideas and Income Generation officer group established on a trial basis; regular meetings with senior and middle managers to enable dialogue.

What	How	When (Dec 15)	Lead	Resource	Update Feb 2017
income generation to managers and MT					Designing a mechanism for staff to feed ideas about service delivery improvements and savings.

OVERVIEW AND SCRUTINY COMMITTEE**Civic Task Group Recommendations****8th March 2017****Report of the Chief Executive****PURPOSE OF REPORT**

To request that the Overview and Scrutiny Committee consider the suggestions made by the Informal Civic Group.

This report is public.

RECOMMENDATIONS

That Members consider the suggestions made by the Informal Civic Group as set out below :

- (1) That a Civic and Citizenship Panel made up of 12 to include the Mayor and Deputy Mayor, Honorary appointments, dignitaries and community representatives be established by the Council to support the Mayoralty in undertake the following:
 - Promote citizenship through organising visits to schools, clubs etc.
 - Assist with the organisation of Local Democracy Week.
 - Run the Citizenship awards with CVS.
 - Promote the Mayor's Charity and assist the Mayor with fund raising events.
 - Assist in the organisation of Mayor Making and Civic events
 - Assist with the developing the Civic role.

- (2) That a Mayor's Citizenship award scheme be established by the Civic and Citizenship Panel in conjunction with CVS and consider introducing the following categories :
 - Bravery Award
 - Young Carer Award
 - Staff Award

- (3) That the Deputy Mayor should no longer be chosen by the Mayor, but should be the Councillor who is next in line for the Mayoralty and should succeed in becoming Mayor the following year.

- (4) That the Overseas Student's Reception be re-introduced.

1. Introduction

Members will recall, a working group was established to re-consider the recommendations of the Civic Task Group. The meeting took place, with those taking part on an interest basis, 15th February and the group considered the recommendations that had not been implemented.

2. Outcomes

Civic and Citizenship Panel

The main recommendation that was discussed was that of establishing a Civic and Citizenship Panel. This had been attempted when the original report was considered but problems had arisen in trying to recruit members of the public to take part. Only a handful of people had come forward and it was agreed by the Council Business Committee that this recommendation would not go any further forward.

It was agreed that it would be more beneficial for the Panel to comprise of Alderman, former Councillors who had been Mayor and also their Mayoresses. It was also felt important that the Deputy Mayor should be included in the membership of the Panel and naturally the Mayor.

Mayor's Citizenship Awards

It was felt that the introduction of Citizenship Awards could be undertaken easily with little resource implications and the civic pride that it would create for local people would be important.

Officers had met with CVS to discuss the award scheme they had in place to avoid duplication. CVS were keen to work with the Council to create a joint Awards Scheme and felt the Mayor's Awards would become an important esteemed award ceremony for the district.

Currently, CVS held annual awards :

- Volunteer of the Year (aged 25 or over)
- Young Volunteer of the Year (aged 24 or under)
- Trustee of the Year
- Lifetime Achievement Award
- Volunteer Sports Coach of the Year
- Fundraiser of the Year
- Community Inspiration of the Year

The Group suggested the Panel could consider introducing the following awards :

- Bravery Award
- Young Carer Award
- Staff Award

Deputy Mayor

One Task Group recommendation that had not been implemented was introducing a system where the Mayor did not choose their Deputy Mayor. The Deputy Mayor would be Councillor who was next in line to be Mayor.

It was felt this was important as it gave the Deputy Mayor experience in the Mayoral role and prepared them for their year to come.

Overseas Students Reception

The Group agreed that the reception for overseas students should be reinstated albeit on a smaller scale.

Subsequent to the meeting, officers investigated the reason for the overseas student's reception ceasing. The Mayor invited all overseas students to a reception at the Town Hall each autumn. Approximately, 200 students would attend but unfortunately the students expected food at the reception and they would leave shortly after arriving to go for a meal.

It is suggested that the reception be reinstated on a smaller scale, inviting 2 representatives from each country who are undertaking a full term degree course.

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. If the appointment of Deputy Mayor is agreed to be changed by Council, the Constitution would need to be updated accordingly.

FINANCIAL IMPLICATIONS

The funding of the awards and overseas student's reception will be funded from the Civic Receptions and Mayoral Functions budget (Estimate £6,100 in 2017/18).

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.

<p>BACKGROUND PAPERS</p> <p>Civic Task Group Final Report</p>	<p>Contact Officer: Jenny Kay Telephone: 01524 582065 E-mail: jkay@lancaster.gov.uk</p>
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OVERVIEW AND SCRUTINY COMMITTEE

Work Programme Report

8th March 2017

Report of the Chief Executive

PURPOSE OF REPORT
To provide Members with an update of the Committee’s Work Programme.
This report is public.

RECOMMENDATIONS

That Members note the Work Programme, as detailed in Appendix A to the report and the updates set out below.

1. Introduction

Members are requested to consider the Work Programme attached at Appendix A that has been updated taking into account the decisions made at the September meeting.

2. Updates

Better Care Together and Older People’s Issues

These items had been scheduled for the March 2017 meeting but will now make up the April 2017 meeting of the Committee.

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	Contact Officer: Jenny Kay Telephone: 01524 582065 E-mail: jkay@lancaster.gov.uk
None.	

OVERVIEW AND SCRUTINY WORK PROGRAMME 2016/17

<u>Matter for Consideration</u>	<u>Detail</u>	<u>Comments/Expected Date of Meeting</u>	<u>Officer Responsible /External</u>
Pot Holes in the District.	The County Council will provide an update.	March 2017.	Lancashire County Council.
Consideration of the Recommendations of the Civic Task Group	An Informal Working Group to meet once and report back to the Overview and Scrutiny Committee.	March 2017.	Democratic Services Manager.
Update on the Peer Review. To include Councillors Skills and Information.	That an update be provided in 6 months time and that this be added to the Committee's Work Programme. (Note: Action from LGA Peer Review Action Plan - Min 72 refers - 6th April 2016).	March 2017.	Chief Executive.
Update report on Health Scrutiny.	That a further update be provided to the Committee in due course (on "Better Care Together"). (Min 9 refers – 8 th July 2015). Note: OSC given permission by CBC to undertake preparatory work in response to the consultation, with the final response to be considered by CBC, in line with the standard procedure, if and when appropriate to do so. (CBC Min 8 – 27 th June 2013 refers).	April 2017.	Clinical Commissioning Group. Invite all City Council's incl. representative on the County Council's Health Scrutiny Committee.
Annual consideration of Older People's Issues (inviting Age UK and other relevant agencies).	That Overview and Scrutiny Committee be requested to include Older People's issues in their Work Programme on an annual basis. Invite Cabinet Member with Responsibility to a future meeting to discuss. Tie in with Health Scrutiny meeting.	April 2017	External organisations. Invite Cabinet Member with Responsibility.
Air Quality Control.	Request a presentation on Air Quality in the district taking into account the impact of the Heysham Gateway. (Min 9 refers – 21st September 2016).	April 2017.	Chief Officer (Health & Housing)

<p>Review of Policies and Procedures in place for dealing with Major Flooding Incidents.</p>	<p>That any major flooding works be reported to the Overview and Scrutiny Committee.</p>	<p>Spring 2017 – if required.</p>	<p>Chief Officers (Heath & Housing), (Environment) and (Regeneration & Planning). Relevant Cabinet Members and Agencies.</p>
<p>Community Safety Partnership.</p>	<p>Annual meeting to consider Community Safety issues. Note: The Committee undertakes the functions of the Council's crime and disorder committee for the purposes of Section 19 of the Police and Justice Act 2006, including CCfA relating to crime and disorder matters.</p>	<p>November 2017.</p>	<p>Chief Officer (Environment). Invite Chief Inspector and the relevant Cabinet Member with responsibility.</p>
<p>Customer Services Strategy & Future Complaints Policy.</p>	<p>Referred from the Budget and Performance Panel.</p>	<p>TBA.</p>	<p>Chief Executive.</p>
<p>Discussion Paper on Property Strategy.</p>	<p>This item has been covered in a Member Briefing. Subject to approval of a related growth item this will be progressed in the next financial year. (Min 4 refers - 8th June 2016).</p>	<p>TBA.</p>	<p>Chief Officer (Resources).</p>
<p>Promoting the Local Economy and the Sustainable Economic Growth Strategy.</p>	<p>Raised as a Cllr suggestion, consideration of report prior to Cabinet (Min 15 refers - 8th July 2015). That Morecambe BID be invited to attend a future meeting to discuss promoting the Local Economy. (Min 4 refers - 8th June 2016).</p>	<p>It is anticipated that this strategy will be presented to Cabinet in the new year and there will be an opportunity for wider member involvement in the run up to that process. TBA.</p>	<p>Chief Officer (Regeneration and Planning) and Morecambe BID.</p>
<p>Fly Grazing</p>	<p>Look at best practice and request more information. (Min 9 refers – 21st September 2016).</p>	<p>2017/18</p>	<p>Chief Officer (Environment).</p>

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Briefing Notes

<u>Matter for Consideration</u>	<u>Comments & Date Requested</u>	<u>Officer Responsible</u>	<u>Date Circulated</u>
Timescale for Risk Management.	Action from LGA Peer Review Action Plan – That a timescale on this piece of work be provided for the Committee - Min 72 refers - 6 th April 2016.	Chief Officer (Resources).	Work on information Governance and other Assurance matters taking priority. Briefing note will be produced in January.
The Council's approach to digitalisation - Council's plans, obstacles and how the Council would ensure it took place.	Action from LGA Peer Review Action Plan – That the Council's approach to digitalisation be requested to include the Council's plans regarding digitalisation, what the obstacles are and how the Council ensures this takes place - Min 72 refers - 6 th April 2016.	Chief Officer (Resources).	Briefing note will be produced in January.
Update on the Council's Energy Strategy.	Pre-Scrutiny agreed to request a Briefing Note – November 2016.	Chief Officer (Environment).	
Licensing Scheme for Private Sector Rented Properties.	Pre-Scrutiny agreed to request a Briefing Note – November 2016.	Chief Officer (Health and Housing).	
Caravans and Mobile Home parking on Morecambe Promenade overnight.	Pre-Scrutiny agreed to request a Briefing Note – November 2016.	Request made to Lancashire County Council.	
Locality Working.	Pre-Scrutiny agreed to request a Briefing Note – November 2016.	Request made to Lancashire County Council.	

Task Groups

<u>Task Group Topic</u>	<u>Date</u>	<u>Progress</u>
Resilience Commission Informal Task Group.	April 2016. (Min 84 refers).	2 meetings held.
Voluntary, Community and Faith Sector Commissioning.	September 2016 (Min 9 refers).	First meeting held on 23 rd February 2017.