

**OVERVIEW AND SCRUTINY  
COMMITTEE**

**6.00 P.M.**

**20TH SEPTEMBER 2017**

**PRESENT:-** Councillors June Ashworth (Chairman), Nigel Goodrich (Vice-Chairman), Alan Biddulph, Tracy Brown, Rob Devey, Caroline Jackson and David Whitaker

Officers in attendance:-

Stephen Metcalfe  
Jenny Kay

Principal Democratic Support Officer  
Civic & Ceremonial Democratic Support Officer

**12 MINUTES**

The Minutes of the meetings held on 21<sup>st</sup> June and 12th July 2017 were signed by the Chairman as a correct record.

**13 CONSIDERATION OF ANY REQUESTS FOR COUNCILLOR CALL FOR ACTION (IN ACCORDANCE WITH THE PROCESS)**

It was noted that there had not been any requests for items to be considered in accordance with the Councillor Call for Action process.

**14 CONSIDERATION OF ANY PETITIONS (IN ACCORDANCE WITH THE PROCESS)**

It was noted that there had not been any requests for items to be considered in accordance with the Petition process.

**15 LOCALITY WORKING**

No update had been received on Locality Working from Lancashire County Council.

**16 WORK PROGRAMME REPORT**

Members were requested to consider the Committee's Work Programme and the suggestions that had been received from members of the public and Councillors.

With regard to the appointment to the Homelessness Forum, it was unanimously agreed that Councillor Tracy Brown would represent the Committee on the Forum.

Members agreed to have an additional Committee meeting on Wednesday, 6th December 2017 to consider the final report of the Voluntary and Faith Sector Commissioning Informal Task Group and to invite the Cabinet Member with responsibility for Property Services, Car Parking, ICT, Digital Strategy and Customer Services, to the meeting.

It was further agreed to move the scheduled meeting of the Committee on 3rd January 2018 to the following week, 10th January 2018.

Members were advised verbally at the meeting of a request, received from Digital Lancaster, to address the Committee.

The following actions were agreed:

***Resolved:-***

- (1) That Councillor Tracy Brown be appointed to the Homelessness Forum.
- (2) That an additional Committee meeting be held on Wednesday, 6th December 2017 to consider the final report of the Voluntary and Faith Sector Commissioning Informal Task Group, and that the Cabinet Member with responsibility for Property Services, Car Parking, ICT, Digital Strategy and Customer Services, be invited to the meeting.
- (3) That the scheduled meeting of the Committee on 3rd January 2018 be rescheduled to the following week on 10th January 2018.
- (4)

<u>Item</u>	<u>Decision</u>	<u>Officer Responsible</u>
To review the Ideal Choice process as the means by which residents access social and Council Housing.	That a visit to the Council Housing Service be arranged to allow Members of the Committee to see how the system works first hand.	Chief Officer (Heath & Housing).
Customer Service Strategy & Future Complaints Policy.	Scoping document agreed.  Informal Task Group to be established on an interest basis.	Chief Executive/ Chief Officer (Environment).
Update on the Peer Review.  To include Councillors Skills and Information.	The Chief Executive will report on initiatives at a future meeting.	Chief Executive.
Housing – Delivery of need:  (1) How do we manage the need of required changes.  (2) How do we deliver property change/ modification to meet residents need.	Ascertain meeting date.	Chief Officer (Regeneration & Planning).
Review of Policies and Procedures in place for dealing with Major Flooding Incidents.	Keep as a standing item.  Updates to be reported when required.	Chief Officers (Heath & Housing), (Environment) and (Regeneration & Planning).
Hosting of a Loneliness Summit.	Summit to be held on 6 <sup>th</sup> December 2017.	Age UK and Democratic Services. Chief Officer (Health & Housing).
Update report on Health Scrutiny.	18 <sup>th</sup> October 2017.	Clinical Commissioning Group.

		Invite all City Council's incl. representative on the County Council's Health Scrutiny Committee.
Community Safety Partnership.  Annual meeting to consider Community Safety issues.  Monitoring of the Lancaster City Centre PSPO to be reviewed annually by the Council's Overview & Scrutiny Committee.	22 <sup>nd</sup> November 2017.  Add Community Cohesion within the District to the November meeting.  Request feedback from the Hate Crime Workshop that was to take place in October.	Chief Officer (Environment).  Invite Chief Inspector and the relevant Cabinet Member with responsibility.
Discussion Paper on Property Strategy.	Invite Cabinet Member with Responsibility to December meeting.  Request a list of Council owned properties to be provided with the agenda.	Chief Officer (Resources).
Promoting the Local Economy and the Sustainable Economic Growth Strategy.	To be prioritised.  Request information from the Chief Executive as to what the Council is doing to promote the District to encourage business to invest here.  Invite the relevant Cabinet Member.	Chief Officer (Regeneration and Planning).
Annual consideration of Older People's Issues (inviting Age UK and other relevant agencies).	Annual item. Please see arrangements for Loneliness Summit on 6 <sup>th</sup> December 2017.	External organisations.  Invite Cabinet Member with Responsibility.
Update on the Beyond the Castle project.	Request a briefing note to update the Committee.	Chief Officer (Regeneration and Planning).
Review of the Signage around the Gyratory System.	Request a briefing note to update the Committee.	Chief Officer (Environment).
Air Quality Control.	Ascertain a date for this update.	Chief Officer (Health & Housing)
Fly Grazing	Remove item from Work Programme.	Chief Officer (Environment).

Issues raised by members of the public and Councillors.

<u>Issue</u>	<u>Decision</u>
Pollution around the one way system.	Add to Work Programme.  Request a copy of the Traffic Masterplan for the District to be circulated to the Committee.  Air Quality update to remain on the Work Programme.
Licensing Issues.	Refer to Licensing.
Gutters, gullies and weeds.	Members to raise at the Flooding Forum.
Untidy buildings.	Circulate briefing note from previous year.
Digital Lancaster.	Further information has been requested.  Request a briefing note from officers, and more detail from Digital, prior to consideration of a presentation at the December 2017 meeting with the Cabinet Member being invited in attendance.

- (5) That no further action be taken with regard to the remaining items that have been raised.

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Chairman

(The meeting ended at 7.55 p.m.)

**Any queries regarding these Minutes, please contact  
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