



LANCASTER CITY COUNCIL
Promoting City, Coast & Countryside

OVERVIEW AND SCRUTINY

ANNUAL REPORT 2009/10

March 2010

CONTENTS

<u>TITLE</u>	<u>PAGE</u>
Foreword	2
Statistics and Overview	3
Pre-decision Scrutiny	4
Overview and Scrutiny Committee	5-9
Call-in and Holding Cabinet to Account	10-13
Budget and Performance Panel	14-17
Task Groups	18-20
Media and Public Relations	21
Training and Development	21-22
Networks and Joint Working	22-23
Performance Review	23
Conclusions and Future Direction	24
Acknowledgements and the Officer Team	25
<u>Appendix A</u> - How the Scrutiny process has contributed to Lancaster City Council's Corporate Objectives 2009/10	26

Foreword from the Chairman of the Overview and Scrutiny Committee

The major functions of the O & S committee are given in the list on p6 of the report. To this must be added pre-decision scrutiny. How the committee has fulfilled these roles through the year are summarised below and I highlight just some of them.

The task groups with their supporting officers and the addition of other non-executive members have as usual got through a great amount of work. The Overview and Scrutiny Committee is clearly able to achieve much more by the inclusion of non-executive members, but these also benefit because they are able to participate in areas of their own choosing.

Normally a task group is expected to complete its task and report in a fixed time, but this does not always happen, for example, if new information emerges during or after the course of the investigation and which requires further work. This occurred in the case of the Allotments Task Group, whose final report should shortly be published. It is also likely that the Parish Council Funding Task Group, which recently completed the job of unravelling the ways in which parish services are funded and reported its findings to Council, will need to be reconvened for further work on special expenses for play area funding.

The two call-ins both aroused considerable public interest and, particularly in the case of Community Swimming Pools, resulted in a high attendance at the call-in meeting with a number of people able to express their views. The Council is very keen to promote public participation and call-ins and task groups provide relatively informal opportunities for this to occur.

During the year each Cabinet member has attended a committee meeting to explain their portfolio and their own contributions. This has been particularly useful with changes in the way the Council Leader has allocated the portfolios to follow the LDLSP Priorities. It is disappointing to report that the one-one meetings between Cabinet Liaison Members and Cabinet Members have just not occurred; perhaps these meetings should be more formalised.

The Committee has acquired some new duties this year: the councillor Call for Action, which gives members the opportunity to raise problems they have not been able to resolve through the normal channels, and acting as the Crime and Disorder Committee, the duty of which is to scrutinise the Council's crime and disorder function. Also being investigated is the possibility of having joint task groups with the County Council. This has become particularly relevant in the light of the recent gritting chaos; a reply to our request to County is awaited.

Finally I would like to thank all the members and officers who have contributed to the work of the Committee, particularly Liz Bateson and Stephen Metcalfe in Democratic Services, whose advice helped me enormously when I first became chairman.

Councillor John Gilbert
Chairman Overview and Scrutiny Committee

Statistics and Overview

This report sets out the work undertaken by Lancaster City Council under the Scrutiny powers (as set out in the Local Government Act 2000) during the municipal year 2009/10. This Annual Report has been produced on behalf of the whole Overview and Scrutiny process at Lancaster City Council and maps the work of Overview and Scrutiny against the Council's objectives and core values, and highlights where work has been carried out to underpin and support each of these elements.

Key Achievements

Maintaining a reduced number of Call-ins	Attendance of all cabinet members throughout the municipal year
Attendance of stakeholders / external witnesses at task group meetings	Continued public involvement in Overview and Scrutiny
Further development of pre-decision scrutiny	Development of new procedures/processes to deal with new legislation

Key Areas for Improvement

Scrutiny of LSP/Thematic Groups/MAAs	Performance Management
Crime and Disorder Scrutiny	Maintaining public and media interest

Statistics 2009/10

STATISTIC	TOTAL 2004/5	TOTAL 2005/6	TOTAL 2006/7	TOTAL 2007/8	TOTAL 2008/9	TOTAL 2009/10
No. of Meetings (incl. Budget and Performance Panel and Task Groups)	31	41	53	39	37	35
No. of Site Visits	NC	5	5	20	10	2
No. of Call-ins (Cabinet decisions)	6	2	3	1	4*	2
No. of Issues for Pre-Decision Scrutiny	2	2	12	NC	17	17
No. of Referrals from Cabinet/Council	NC	4	2	1	2	1
No. of Referrals to Cabinet/Council	22	15	11	12	11	11
No. of Cabinet Members held to account	NC	1	8	6	10	10
% Recommendations adopted from Scrutiny Reviews and Task Groups	91%	86%	88%	84%	86%	82

- NC – Not Collected
- * 3 Cabinet decisions and 1 Officer delegated decision

Pre-Decision Scrutiny

Pre-decision scrutiny is the process where, based primarily on study of the Forward Plan (the Council's published plan of all 'Key Decisions' for the year, updated monthly) and information provided by Cabinet Liaison Councillors, the Overview and Scrutiny Committee selects issues that it would like to consider before a decision is taken.

This process can help to add value to decisions at the pre-decision stage, can widen consultation to include Non-Executive Councillors and it can also help to minimise the use of Call-in. The Overview and Scrutiny Committee welcomes the opportunity for the Committee to submit a response during the consultation phase of a decision, and would encourage this approach where appropriate.

Throughout the year Councillor Bray, Pre-decision Scrutiny Champion, has met with the Principal Democratic Support Officer to determine whether any further clarification should be sought following on from revisions to the Forward Plan and the Committee have been advised of any updates/clarification at subsequent Overview and Scrutiny Committee meetings.

An outline of the issues and services requested to provide further details on items submitted to the Forward Plan is provided below:



- ❑ Land at Mossgate, Auction Mart Car Park, Land at Scotforth Road, Fairfield Association Urban Nature Area, Review of Parking Fees–
Property Services
- ❑ Chatsworth Gardens, Winter Gardens Business Plan **CD (Regeneration)**
- ❑ Connecting Communities – **CD(Community Services)**
- ❑ Capital Programme for Private Housing, Natural England Review of National Park Boundaries – **Planning Services**
- ❑ Alternative Parks Management Model, Williamson Park, LSP Diversionary Activities, Lancaster District Arts Strategy, – **Cultural Services**
- ❑ Public Toilets Provision – **City Council (Direct) Services**

↑ **The Winter Gardens – further information was requested by the Pre-decision Champion in relation to the Winter Gardens Business Plan**

As a result of concern at some of the responses received with regard to items on the Forward Plan Members decided to invite the Heads of Cultural Services and Property Services to January's meeting to provide a resume of their service, discuss issues relating to the Forward Plan and consultation and the time to support the scrutiny process. (see page 9.)

Overview and Scrutiny Committee

Membership: Councillors John Gilbert (Chairman), Susan Bray (Vice-chairman), Val Histed, Karen Leytham, Roger Plumb, Bob Roe, Roger Sherlock, Jude Towers and Morgwn Trolinger,

Introduction

The Overview and Scrutiny Committee has overall responsibility for the performance of all Overview and Scrutiny functions (under Local Government Act 2000) on behalf of the Council. The Committee has the power to scrutinise all Council functions and decisions that are not within the Terms of Reference of the Budget and Performance Panel. It also has the power to call-in any decisions that Members feel have not been made in accordance with the Council's decision-making principles as set out in Article 13 of Lancaster City Council's Constitution.

Other major functions of the Overview and Scrutiny Committee include:

- ❑ Consideration of Cabinet decisions after they have been put into effect.
- ❑ Consideration of the Forward Plan and commenting on Key Decisions.
- ❑ Conduct of reviews of policies, services and aspects of services where there is an identifiable need, by itself or through setting a Task Group.
- ❑ Working with other local authorities and organisations to carry out joint scrutiny.
- ❑ Assisting the Cabinet in the development of the Budget and Policy Framework.
- ❑ Creating Task Groups and setting their Terms of Reference.
- ❑ Reviewing and scrutinising the performance of the Cabinet, Cabinet Committees and appropriate Officers and receiving reports and updates.
- ❑ Make suggestions on the development of policies and suggest new policies where appropriate.

The Overview and Scrutiny web page provides an insight into Overview and Scrutiny at Lancaster with quick links to agendas, minutes and scrutiny reports together with the Scrutiny Handbook. The scrutiny web site can be accessed at the following address: www.lancaster.gov.uk/scrutiny.

During 2009/10 the Committee has called-in 2 Cabinet decisions, scrutinised a number of issues, and has established 3 Task Groups. The Allotments task group which was established in the previous municipal year has now completed its work. More information with regard to the task groups can be found on page 18, whilst Appendix A on page 26 provides an indication of how the Scrutiny function in the district has contributed to the Council's four corporate priorities for 2009/2010 as set out in the Corporate Plan.

The Call-ins considered by the Committee are listed in the 'Call-in' section of the report on page 10. An indication of the Committee's Work Programme for 2009/10 is set out below and further information can be found in the Overview and Scrutiny minutes available on the Council's website.

Lancashire LINK

Linda Healey, the Deputy Manager of the Lancashire Link Support Team delivered a presentation to the Committee in June, which explained that the Link was being developed as a network which brought together local people organisations and groups which wanted to improve health and social care services in Lancashire. Following on from the meeting a

copy of the newsletter and information leaflet were forwarded to all members to provide further details of the organisation's aims and the nature of the work they undertook.



Implications for the City Council in view of the government response to the Pitt Report

← River Lune Flooding

The Head of Planning Services presented a report outlining the new duties which would exist for lead agencies to deal with problems arising from surface water run off in the same ways as powers existed to address flooding from coastal, river and critical watercourse. At the time of the presentation the views of the County Council were being sought as to whether the County Council would opt for a unilateral

County Council response of an agency agreement. The Committee expressed a preference for an agency agreement and the Head of Planning was requested to advise Cabinet of this when a detailed report was forwarded to Cabinet.

Cemeteries – Internal Audit and Progress Report

The Public Health and Safety Manager delivered a presentation detailing developments in implementing the recommendations of the Cemeteries Task Group, the Internal Audit report, Memorial Safety, achievements and future developments. At the time it was noted that 75% of the task group's recommendations had been implemented. There had been significant improvement in the standard of ground maintenance with a highly skilled team, the managed and a further Friends Group had been established, this time for Morecambe Cemetery. Since the presentation the Service has obtained the Charter for the Bereaved and Torrisholme was awarded Cemetery of the Year in the 5 to 15 acre category!

'Serving on the overview and scrutiny committee is a privilege and enables Councillors to get to the heart of those matters which directly affect communities of Lancaster District.'
Councillor Jude Towers

woodland areas was now

Councillor Call for Action (CCfA), Justice Act 2006, Crime and Disorder (Overview and Scrutiny) Regulations 2009 and Petitions

The Committee considered a report in relation to the Councillor Call for Action (CCfA) and the Crime and Disorder (Overview and Scrutiny) Regulations and agreed to a number of recommendations to enable the Monitoring Officer to report to Council on the process and amendment of the Council's constitution. Included in the recommendations were that the Overview and Scrutiny Committee be designated as the Crime and Disorder Committee, that a submission form for Councillor Call for Action be placed on the Member's web page and that enquiries be made with regard to making provision for e-petitions in light of the Council Business Committee's decision that petitions be referred to Overview and Scrutiny. This was subsequently approved by Council.

Following on from consideration of the report the Committee agreed to dedicate the November meeting to Crime and Disorder issues. (see 'Crime and Disorder' page 8).

Transforming Community Services

The Director of Commission and Performance, NHS North Lancashire delivered presentations to the Committee on two separate occasions with regard to Transforming Community Services. The initial presentation in July 2009 with a further presentation to October's meeting. Transforming Community Services aimed to transfer services closer to home and increase investment in primary and community based services. Members had the opportunity to ask questions with regard to personal patient budgets, services in North Lancashire, the role of carers and the 7 pathways through which service provision was being reviewed.

Discussions with Lancashire Overview and Scrutiny regarding Joint Working

County Councillor Shedwick, Chairman of the County Council Overview and Scrutiny Committee together with the County's Overview and Scrutiny Manager, Josh Mynott attended July's meeting to discuss joint working opportunities and provide an insight into the County Council's scrutiny structure. Whilst Members were informed that there were no plans for a Standing County Joint Committee to consider Crime and Disorder as was being developed in neighbouring Cumbria, Members noted that the County would be willing to consider opportunities for joint working.



← **Ungritted roads and pavements – snow and icy conditions caused widespread problems for road users and pedestrians .**

Following on from widespread concern at the limited gritting programme during severe weather conditions in December/January the Committee agreed to make a recommendation to Lancashire County Council's Overview and Scrutiny Management Committee to establish a joint task group to address gritting policy with the additional recommendation that other districts in mid-Lancashire be invited to participate in the task group. The suggestion will be considered by Lancashire County Council's Overview and Scrutiny Management Committee on 10th March 2010.

Discussions with the Chief Executive

The Chief Executive was invited to September's meeting to outline the reasons regarding his decision to reject a request from a ward councillor to see a document concerning a development in his ward and to advise on the general principles of such decisions in order to clarify the position. Following on from these discussions the Committee agreed that the Monitoring Officer should be requested to prepare a report setting out the options to revise the council's existing protocol; for dealing with the rights of councillors in relation to access to information and council documents. This report was presented to the Committee at their December meeting. (See Members Access to Information page 8).

Lancashire Care NHS Inpatient Mental Health

The Network Director for Older Adult Services, Lancashire Care NHS Foundation Trust delivered a presentation with regard to their consultation on the future delivery of functional inpatient mental health services in the Lancaster and Morecambe district. In view of the imminent closure of the consultation it had been agreed in advance of the meeting that the Committee's recommendations would be forwarded to the Chairman of the Council Business Committee as the Council's consultation response and all Members were invited to attend. During discussions the Committee raised a number of concerns particularly with regard to transportation issues and privacy issues. The Committee expressed a preference for Option 3 – to develop the existing Oaklands Unit and close Ridge Lea but to highlight the concerns raised during the discussions in the consultation response.

Discussions with County Council regarding Highways Issues

Jim Robson (Area Manager (North) Lancashire County Council) attended September's meeting along with David Hopwood, the City Council's Parking and Administration Manager. Jim had been invited back to relay the progress with regard to residents' parking schemes and particular reference was made to Dallas Road and Poulton. Discussions included unadopted roads and cars for sale on highways. The Committee were advised by the Parking and Administration Manager of the proactive measures being undertaken by the City Council (Direct) Services Environmental Enforcement team to address the latter issue.

Waste Disposal Arrangements

The Head of City Council (Direct) Services attended December's meeting to outline the waste management strategy for Lancashire 2008-2020 – 'Rubbish to Resources.' The presentation included details of current waste management and the main drivers for change, the realistic objectives of the strategy and how these would be met. Members had the opportunity to ask a number of questions and expressed the support of the Overview and Scrutiny Committee for the strategy.

Members Access to Information

The Monitoring Officer produced a report on Members Access to Information following on from the Committee's discussions with the Chief Executive in September. The report included proposals for improving the procedures when considering requests for information and the Committee were advised that the Member/Officer protocol would need to be updated to reflect the proposals. Having sought clarification on aspects of the proposals the Committee unanimously agreed to the revised procedures and requested the Standards Committee to include the procedure in its recommendations to the Council Business Committee.

Crime and Disorder

The initial meeting of the Overview and Scrutiny Committee in its capacity as the City Council's Crime and Disorder Committee was held in November. Chief Inspector Matthew Horn together with the Community Safety Officer delivered a presentation on the Community Safety Partnership (CSP). Membership of the CSP includes representatives from the Police, City Council, County Council, Fire Service, PCT and the Probation Service. Prior to the meeting officers met with Councillor Gilbert, Chairman of the Committee and Councillor Blamire in her capacity as Cabinet Member with responsibility for Safety to discuss the agenda and arrangements for the first meeting. It is intended that a similar meeting will be arranged in the run up to subsequent Crime and Disorder meetings to ensure that the content of the agenda can lead to some meaningful recommendations.

This inaugural meeting was intended as an introduction to the work of the CSP and an opportunity to outline the initiatives to tackle crime including diversion, prevention, enforcement, community engagement, and the benefits and challenges of partnership working. Chief Inspector Horn provided the committee with a performance update with regard to crime statistics. The Community Safety Officer discussed the allocation of the CSP's £300K annual budget; £110K of which was spent on PCSOs. Chief Inspector Horn provided an insight into the duties and role of the PCSOs.



The meeting also included discussions with the Licensing Manager who provided an insight into the proactive work undertaken by the Licensing Enforcement staff with regard to licensed premises as well as the measures being taken to raise awareness amongst young people on getting home safely after a night out in town.

The Head of Property Services provided details of the CCTV arrangements which logged in the region of 6000 incidents during the year. Members asked a number of questions about the funding of CCTV and opportunities for seeking contributions towards the running costs from other sources. It was noted that the incidents of car crime particularly in car parks had reduced greatly since CCTV had been operational. The committee made a recommendation to the subsequent Cabinet meeting in support of maintaining the level of funding to CCTV in view of the community safety benefits.

← ***One of the 42 CCTV cameras in the district***

Shoreline Management Consultation

Ged McAllister, the Engineering Manager delivered a presentation on the Shoreline Management Consultation, a high level document which contained proposals for the management of the coast for the next 100 years. All Members and Parish Councils had been notified of the meeting. The consultation which was extended to 14th February, 2010, outlined the four basic policies: hold the line, no active intervention, managed realignment and advance the line. Members had the opportunity to ask a number of questions and were advised that the final plan would be presented to Council for approval/endorsement.

Discussions with the Heads of Cultural Services and Property Services

The Heads of Cultural Services and Property Services were invited to January's meeting to provide a resume of their respective services, details of their support to the scrutiny process as well as explaining reasons for various delays with regard to items which they had placed on the Forward Plan. Members were provided with an insight into the report writing process in order to highlight the long lead in period that could result in difficulties in producing for example a follow up report to a subsequent Cabinet meeting. Members were reassured that every service was expected to make provision to support the scrutiny process and to notify Management Team of any unacceptable delays or non-response to pre-decision enquiries. Members also took the opportunity to seek clarification on a number of issues within both services.

Call-in and Holding Cabinet to Account

Call-in is only one of a number of ways in which Overview and Scrutiny can hold the Executive to account.

The choice to 'Call-in' a Cabinet decision is used sparingly at Lancaster City Council, and with care. The procedure ensures that, if necessary, decisions or proposals made by the Cabinet, a Cabinet Member, a Cabinet Committee, an Officer with delegated authority, or under joint arrangements can be thoroughly examined, amendments proposed, and full debate entered into by all Members.

It is the view of the Overview and Scrutiny Committee that Call-ins are only used in **exceptional circumstances**. 'Exceptional circumstances' are where Members of the Overview and Scrutiny Committee have evidence which suggests that the decision in question has not been made in accordance with the principles set out in Article 13 'Decision Making' of the Council's Constitution.

"Call-ins are particularly interesting as they provide the opportunity to challenge the Cabinet's thinking and decision making."

Councillor Val Histed

Call-ins 2009/10

This year there have been 2 requests to Call-in a Cabinet decision. Details are provided below:

(1) Options for Public Toilet Provision – November 2009

Members called in a Cabinet decision with regard to the Options for Public Toilet Provision in the district on the grounds that it had not been made in accordance with four of the principles of Decision Making, in particular proportionality (i.e. the action must be proportionate to the desired outcome), respect for human rights, a presumption in favour of openness and aims and desired outcomes will be clearly expressed.

After some discussion the Overview and Scrutiny Committee agreed to the following recommendation:

"That it be recommended to Cabinet that the decision of the proposed closure of toilets should be deferred for 3 months until such time that the costs have been provided and fully discussed with all the parish councils and a full assessment of any businesses or any other party that may be interested in the community toilet scheme."

At its meeting on 8th December 2009 Cabinet agreed to re-affirm its original decision.

(2) Community Swimming Pools – February 2010

Members called in a Cabinet decision with regard to Community Swimming Pools on the grounds that it had not been made in accordance with three of the principles of Decision Making, in particular due consultation and the taking of professional advice from Officers, respect for human rights and options that were considered and the reasons for arriving at the decision will be explained.

After some discussion the following recommendation was unanimously agreed by the Committee:

“That the Overview and Scrutiny Committee recommend that Cabinet should not give notice to terminate the contract until a suitable agreement is obtained from Lancashire County Council to take over community swimming. If no agreement can be reached within 12 months then Cabinet should review the funding. Parish and Town Councils should be involved in the talks.”



← **Heysham Community Pool - one of the three community pools featured in the call-in**

At its meeting on 16th February 2010 Cabinet re-affirmed its decision with a further recommendation ‘That the City Council negotiates with the County Council on a significant revenue contribution and reports back to Cabinet on the results of these negotiations with the County Council.’

Holding Cabinet Members to Account

The Overview and Scrutiny Committee has continued to hold Cabinet Members to account. This has taken place through the Call-in process and considering items of business at Overview and Scrutiny Committee, Budget and Performance Panel and Task Groups, but also through arranging for Cabinet Members to come to a meeting to discuss issues and developments within their portfolios.

At the first meeting of every municipal year Members of the Overview and Scrutiny Committee agree who will undertake the role of Cabinet Liaison Member for each member of cabinet although committee members are not permitted to ‘shadow’ a cabinet member of the same political group. The purpose of this appointment is to help keep the Committee informed of issues within individual Cabinet portfolios. Judging from the limited feedback reported during Updates throughout the year it has proved difficult for Committee members to meet with their respective cabinet members.

Cabinet Members with corresponding Cabinet Liaison Members for 2009/10 are set out below:

Cabinet Member	Overview and Scrutiny Cabinet Liaison Member
Councillor Langhorn	Councillor Plumb
Councillor Fletcher	Councillor Gilbert
Councillor Ashworth	Councillor Towers
Councillor Blamire	Councillor Trolinger
Councillor Bryning	Councillor Histed
Councillor Archer	Councillor Histed
Councillor Thomas	Councillor Roe

Councillor Barry	Councillor Bray
Councillor Kerr	Councillor Sherlock
Councillor Mace	Councillor Plumb

The Committee values the opportunity to discuss portfolio issues with Cabinet Members and in developing the work programme every attempt is made to ensure that Cabinet Members are invited to meetings where the agenda items are relevant to their portfolio areas. Cabinet Members will have attended at least one Overview and Scrutiny Committee by the end of the municipal year, and the majority of Cabinet Members will also have attended a Budget and Performance Panel meeting.

With regard to the Overview and Scrutiny Committee, the Leader of the Council attended July's meeting to discuss the allocation of portfolios and the factors which had led to the decision to refocus the Cabinet portfolios. Councillor Bryning attended September's meeting to provide an update on the Education, skills and opportunities portfolio with Councillor Thomas providing an update on Finance and Property Services to October's meeting. November's meeting was dedicated to Crime and Disorder issues with Councillors Blamire (Community Safety) and Fletcher (Valuing People) both invited to participate.

Councillor Barry (Environment) attended December's meeting which included a presentation from the Head of City council (Direct) Services on waste disposal arrangements and discussions on the Shoreline Management consultation. Councillors Archer and Kerr were invited to January's meeting with Councillor Ashworth invited to the penultimate meeting on the municipal calendar. (Councillor Mace had been due to attend the March meeting prior to his resignation from the Cabinet on 3rd March).

Following on from discussions with Cabinet Members the Overview and Scrutiny Committee have made several recommendations including:

That the Budget and Performance Panel be recommended to include in their Work Programme regular invites to their meetings of the Chairs of the LDLSP Thematic Groups. *(Unfortunately none of the Chairs was available to attend meetings of the Panel during 2009/10 although arrangements for their future attendance are in-hand).*

- That Cabinet and/or Personnel Committee be recommended to consider appointing an energy officer, either as a shared position with another authority, or alternatively that during the reorganisation consideration be given to allocating a number of hours to energy management.

Cabinet Members also attended meetings of the Budget and Performance Panel with the Leader presenting the quarterly performance monitoring reports and the attendance of the other Cabinet Members split between two Panel meetings, when they reported, in detail, on options identified within their portfolios for making savings and efficiencies in areas of service activity and answered questions raised by the Panel.

Urgent Business

The Call-in procedure does not apply where the decision being taken is urgent. A decision is considered urgent if any delay likely to be caused by the Call-in process would seriously jeopardise the Council's or public interest. The Chief Executive in consultation with the Chairman of the Overview and Scrutiny Committee must agree that the decision proposed is reasonable in all the circumstances, and to it being treated as a matter of urgency.

Since the last annual report and the writing of this report, the procedure of waiving the right to Call-in decisions as a matter of Urgent Business by the Chief Executive in consultation with the Chairman of Overview and Scrutiny has been utilised on 9 occasions:



- ❑ Planning Services – Extension of Temporary Contract
- ❑ Arnsdale/Silverdale AONB Management Plan Review
- ❑ Changes to conditions of employment in Health & Strategic Housing
- ❑ Seven days per week opening of Morecambe Visitor Information Centre
- ❑ Quick Response Vehicle
- ❑ FOI Request Canal Corridor
- ❑ Morecambe Townscape Heritage Initiative (THI)2: A view for Eric
- ❑ Artificial Ice Rink
- ❑ Sale of land at Scotforth Road

Morecambe Visitor Centre (credit Steve Pendrill) – the extension of opening hours was dealt with as a matter of urgent business

On 1 occasion the Chairman advised the Chief Executive that he did not support waiving the right to call-in a decision. This related to Civil Parking Enforcement.

Budget and Performance Panel

Membership: Councillors Roger Sherlock (Chairman), Emily Heath (Vice-chairman), Tina Clifford, Jean Dent, Keran Farrow, Sarah Fishwick, Bob Roe, Keith Sowden and John Whitelegg

The Budget and Performance Panel have responsibility for carrying out Overview and Scrutiny in respect of the Council's Budget and Performance at both the Strategic and Service level. In accordance with the Council's objectives and core values, the Panel helps to ensure that the management of financial affairs is efficient, prudent, and works best for the residents of the District and that there is effective monitoring of Council performance that leads to continuous improvement in services.

An outline of the issues considered by the Panel this year is provided below.

Corporate Performance Monitoring

As required by the Council's Performance Management Framework, the Panel received regular reports on performance as part of the Performance Review Team cycle of meetings, and quarterly corporate performance monitoring reports, comprising strategic summaries of how the Council was performing in delivering its corporate plan targets, using exception information from the Performance Review Team meetings with individual Cabinet members. Over the year, Members were advised of the work being undertaken to achieve and monitor target delivery for corporate priority actions and savings, and noted that the Council's approach to equality and diversity were being developed. Areas of concern raised by the Panel were reported to Cabinet portfolio holders, and Service Heads were requested to respond regarding failing targets.

Annual Report

The Panel received the report of the Corporate Performance Manager advising of the publication of the Annual Report 2008/09, which provided an overview of the Council and how it performed against targets set nationally for its services, the goals it set itself and its achievements in the last financial year. The report advised of significant changes in terms of performance management monitoring through the introduction of a new set of National Indicators (NI) for Local Authorities, which replaced Best Value Performance Indicators (BVPI), and the introduction of Comprehensive Area Assessments (CAA), which replaced Comprehensive Performance Assessments (CPA). CAA would examine how effectively local public services were performing and how well councils were working with other public bodies in order to meet the needs of the people they served and improve their lives. The Panel was requested to use the Annual Report as a reference document.

Revenue Budget Updates

The Panel received regular reports on the Cabinet's progress in identifying options for savings and efficiencies and areas of service activity that should be pursued further. Following adoption of the timetable and process for identifying options for savings and efficiencies, officers had drafted a *Savings and Efficiency Programme*, which included an outline of the principles for developing shared services with other local authorities where demonstrable benefits could be gained. The Panel agreed the principle shared by the Leader of identifying savings and efficiency options earlier than previous years, and strongly

urged Cabinet Members to prevent slippage in the timetable to enable evaluation and scrutiny to be undertaken.

Treasury Management

As scrutiny committee for Treasury Management, the Panel received regular reports on activities undertaken in pursuance of the Treasury Management Strategy 2009/10 and the Investment Strategy. The Authority was statutorily required to have a Treasury Management Strategy Statement and Investment Strategy as part of the adoption of the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management. These had been drawn up in liaison with Butler's, the Council's Treasury Consultants, to fit in with other aspects of Cabinet's budget proposals, such as investment interest estimates and underlying prudential borrowing assumptions feeding into Prudential Indicators, and outlined the expected treasury activity for the forthcoming 3 years and were reviewed annually.

Scrutiny of Partnership Working

The responsibility for the overview and scrutiny of partnerships was transferred to the Budget and Performance Panel, through a work programme for the evaluation of eight major partnerships. A key requirement of the Use of Resources (UoR) and Comprehensive Performance Assessments (CPA) was effective partnership working, and the introduction of the Comprehensive Area Assessments (CAA) meant that partnerships took on even more importance through the continuing and increasing focus on their governance and performance.

The Council formally adopted the *Framework for Partnership Working*, which defined the three types of partnership recognised by the Council, and the *Partnership Development and Evaluation Toolkit*, which were tested through the piloting of the Community Safety and Museums Partnerships. The results of the evaluation were reported to the Panel, and officers from both partnerships advised that they were able to effectively apply the toolkit to their circumstances, which was fundamental to ensuring that there was a consistent and efficient approach to assessing the associated elements and evaluating the effectiveness of the Council's role in them.

Outcomes and actions were considered by the partnerships' full membership and arrangements made to assign responsibility and set target dates for implementation of agreed actions and monitor and report on progress. Information relating to each partnership was entered on a database to provide a central point of reference and means of monitoring progress, as well as ensuring that partnerships reported annually on their governance arrangements and overall effectiveness.

Of the eight major partnerships, the Performance Management Group withdrew evaluations of the Lancashire Economic Partnership (LEP) and West End Partnership (WEP) from the work programme on the grounds that the Council was already contributing to an evaluation of the LEP being carried out by the NW Development Agency, and the WEP was no longer receiving administrative support from the Council. The Panel endorsed this decision, and requested that a copy of the NW Development Agency evaluation report on the LEP and an end of project report in respect of the WEP would be reported to future meetings of the Panel instead.

Homelessness Prevention Work of the Doorstep Project – April to October 2009

The Secretary of Morecambe and Lancaster and District YMCA reported on the successful tender for Homelessness Prevention Services, in partnership with Signposts, and on the

Doorstep Project, which was a major focus of the contract. The Project had exceeded expectations from a Council perspective and had assisted 7 people in gaining council houses and secured accommodation for 87 properties with private landlords (40 of these being through the Deposit Guarantee Scheme). A question and answer session followed the presentation.

Creditor Performance Indicators

The Panel received details of the performance by Council services in paying invoices within 30 days. Whilst the Council's Corporate Plan no longer included specific targets for Services to achieve in paying invoices within 30 days, Services were expected to achieve improvements, year by year, to average a Council performance standard of at least 97% of invoices paid within 30 days, which would allow businesses and suppliers to receive payment without undue delay. The Panel requested that Services achieving less than an average Council performance standard of 95% present briefing notes to the Panel on measures to improve and a further monitoring note at Period 9.

Monitoring of Void Lettings Management



← *Council Housing - Mainway- Skerton*

The Head of Council Housing reported on void lettings, including the average time taken to re-let local authority housing and the two principal reasons for the increase in re-let times, these being an increase in the number of void properties in recent years and the cost of works to individual void properties. To ensure better control and allocation of work, the method of working had been reviewed within RMS, and an officer group was monitoring performance and reviewing working arrangements. The 'Lettable Standard' had been reviewed and the measures in place had significantly improved performance. Cabinet had authorised officers to submit a bid for government funding to assist with the implementation costs of 'Choice Based Lettings' and the Head of Council Housing Services had been requested to report back to the Panel on resource implications.

Budget and Policy Framework Proposals for 2010/11

At its Budget meeting in February, the Panel and stakeholders received a detailed presentation by the Leader of the Council on Cabinet's budget and policy framework proposals for 2010/11, and were advised of the four priorities that Cabinet had agreed would form the basis of its budget and revised corporate strategy 2010/13 and the two areas where it proposed to concentrate its efforts to ensure jobs and secure employment. The Council had undertaken a programme of consultation to engage with the public in developing budget options and proposals based on those four priorities, and Cabinet portfolio holders would consider and analyse the responses to formulate future budget proposals and considerations.

The Leader answered extensive questions from the Panel and stakeholders, and the Panel recommended that it welcomed the improvements that had been achieved this year in the corporate planning and budget setting process. However, these could be further improved if the Cabinet clearly expressed its rationale in the process for evaluating service standards in the drive to achieve savings and also in the way that options for savings and efficiencies

were prioritized to reflect the needs of the public and to take account of sustainability considerations.

Presentation of Budget Proposals by Lancashire County Council

At its Budget meeting in February, the Panel and stakeholders received a report and detailed presentation from the County Council's Director for Resources on County's budget proposals for 2010/11, and on the two-stage consultation process that had been agreed for the 2010/11 budget and financial strategy for future years. The responses from the consultation process had been used by County's Cabinet when making specific budget and capital investment proposals for 2010/11 and future years. The Panel noted the high level of uncertainty and risk around the forecast for 2011/12 and beyond as a result of the current economic and pre-election climate and the predicted reductions in public expenditure. Following the presentation, the Director for Resources answered extensive questions from the Panel and stakeholders on County's revenue budget and capital investment strategy, and was asked to consider Members' and stakeholders' comments as part of the County Council's revenue budget and capital investment strategy consultation process, specifically concerns regarding the proposed abolishment of Lancashire Locals.

Presentation by the Dukes



← The Dukes theatre in Lancaster

The Dukes gave a presentation to the Panel, which highlighted their mission to create and encourage great art which changed people's lives for the better, and illustrated their unique theatre and cultural centre offering. Between 2007 and 2010, numerous key developments had resulted in public benefits, such as live performances, participatory events for young people, film screenings and arts exhibitions. Significant economic benefits for the District were derived from the large numbers of tourists and visitors who visited the Dukes' venues and supported the local economy by staying for a few days, shopping and sightseeing. In order for those benefits to continue and grow, stability of investment and a reinstatement of core funding levels were sought.

At the next Panel meeting on 30th March 2010 consideration will be given to the following two items which were deferred from February's meeting.

Climate Change

In view of the Council's commitment to take action to combat climate change by implementing its own 5-year *Climate Change Strategy*, the Panel requested a report on the Council's proposals for meeting targets and delivery of actions through the Lancaster District Local Strategic Partnership (LDLSP) and Lancashire Local Area Agreement to significantly reduce CO₂ emissions

Place Survey

The Panel requested that a presentation be given to them in order that the findings of the Place Survey, which was a new biennial statutory survey, which all local authorities in England were required to carry out, could be considered. The survey, together with the *Tenant Satisfaction (STATUS) Survey*, replaced the Best Value Performance Indicators (BVPI) *User Satisfaction Surveys*, and its findings were important to the Council and its local partners on the LDLSP, including the police, fire and health services and the voluntary and community sector, as it helped them understand how they were performing in relation to each of the new citizen perspective indicators prioritized by the government.

Task Groups

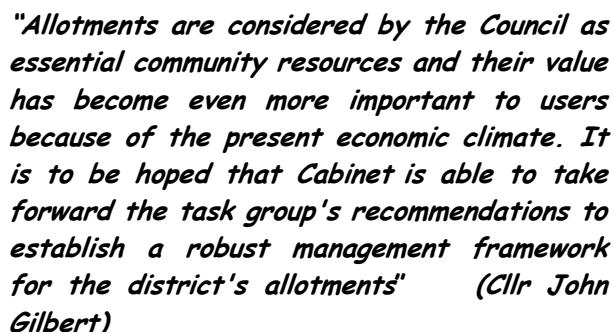
Task Groups are established to undertake specific project work, policy development, a specific task, consultation, review, investigation or similar activity.

The Overview and Scrutiny Committee decides whether a Task Group should be formal and report directly to the Cabinet or Council such as the Allotments Task Group or informal and report back to the Overview and Scrutiny Committee. Task Groups normally consist of nine Councillors on a Proportional Representation basis.

In last year's Annual Report reference was made to the capacity issues which limited the number of task groups that could be established although it was reported that a number of future task groups had been scoped including Barriers to becoming a Councillor and a Review and Audit of Parish Council Funding, the latter being a request from Full Council. These task groups were established during this municipal year with the Allotments Task Group completing its work and an Older People's Task Group also established. Further detail on these task groups is provided below.

Allotments Task Group

Members: Councillors Emily Heath (Chairman), Jim Blakely, Ken Brown, John Day, Roger Dennison, Karen Leytham, Ian McCulloch, Bob Roe and Malcolm Thomas (until May 2009)



"Allotments are considered by the Council as essential community resources and their value has become even more important to users because of the present economic climate. It is to be hoped that Cabinet is able to take forward the task group's recommendations to establish a robust management framework for the district's allotments" (Cllr John Gilbert)

The Overview and Scrutiny Committee established the Allotments Task Group in order that a preferred future management model for the City Council's allotments could be identified, and current and future demands for allotments investigated. The group was further tasked with investigating how land could be secured for allotments and recommending how the City Council

should respond to requests for allotments as a consequence of the Allotments Act. Also, because the City Council cannot provide allotments in areas where there is a parish or town council, and because the County Council has residual allotment functions, the group was asked to look at methods of working with other authorities on the provision of allotments, and to produce a strategy for allotments management, which would provide the strategic policy framework. The final report has been produced for consideration by Cabinet in March.

Older People's Task Group

Members: Councillors, John Barnes (Chairman), Susan Bray, Anne Chapman, Sheila Denwood, Janie Kirkman, Mike Greenall, Sylvia Rogerson, Ron Sands and Morgwn Trolinger

The Task Group was set up in summer of 2009 to consult with the Older People's Partnership Board who had commissioned the production of a Strategy for older people for the Lancaster district. The Task Group considered the Strategy in its draft form and felt it needed more work. The Task Group held a consultation evening in January 2010 to

consider the main issues that should be included with the strategy. Whilst awaiting the final version of the draft strategy, the Task Group undertook two visits to the Rainbow Centre in Morecambe and the Friendship Centre in Lancaster to see the good work carried out in our local centres.



By way of emerging recommendations to date there are just two:

- For Council to adopt the Older People's Strategy
- Council to formally recognise the role of Older People's Champion

← Members of the Older People's task group went on a site visit to the Friendship Centre - pictured are some of the regular attendees at one of their drop-in sessions

Barriers to being a Councillor Task Group

Members: Councillors Jude Towers (Chairman), Tina Clifford, Keran Farrow, Melanie Forrest, Val Histed, Janie Kirkman, Roger Plumb, Ron Sands, and Peter Williamson

This task group was established in response to the findings of the Councillors Commission Report which when published in December 2007 highlighted the lack of diversity amongst councillors nationally. The task group aims to identify the barriers which prevent individuals from standing as councillors within this district and ascertain what measures the council can take to address this issue. In order to fulfil its terms of reference various forms of consultation have been utilised including questionnaires to current councillors, parish councils, community consultation register and the Council's online consultation. The task group hopes to complete its work early in the new municipal year.

Review and Audit of Parish Council Funding Task Group

Members: Councillors Chris Coates (Chairman), Keith Budden, Tina Clifford, John Gilbert, Mike Greenall, Val Histed, Sylvia Rogerson and Roger Sherlock

This Task Group was set up after Special Expenses were removed by full Council in December 2008. It first met in October 2009 to consider whether there was a need for Special Expenses in the Lancaster district. Expert witnesses were brought in to present evidence on services provided by the Council and County Council such as grass cutting, street cleansing and highway issues. The Task Group considered whether double taxation was an issue. A public meeting was arranged in January 2010 and all Parish Councils were invited to attend to put forward their views.

"The way the Council has used special expenses is now deemed to be unlawful without a complete knowledge of detailed arrangements, and play areas is a particularly contentious case. Because of this the task group has recommended further work to put all the district's play areas on a proper footing."

Cllr John Gilbert

The Task Group reported to February Council with its findings and recommendations which were agreed by Council included the following:

- The anomaly in allotment provision in Carnforth be addressed and no special expenses should be declared in respect of allotments in 2010/11 or CCTV provision in Carnforth. The Community Safety Partnership will be asked to appraise the proposed provision of CCTV within Carnforth.
- Review existing policy on play ground provision specifically to be a more robust and strategic policy for play area provision throughout the district, including those owned and managed by others. Also seek to reduce the total number of play areas supported by the City Council, to ensure their future sustainability at an acceptable condition and consider providing direct financial support for any play areas provided by others, where these fit with strategic policy.
- No costs recharged to Parish Councils for any elections that are held at the same time as the City Council elections, but the City Council may consider making a charge for the management of any parish by-elections.
- Adoption of the Parish Charter that was being produced which would include increased communication with Parish Councils and a point of contact within the Council for Parish Councils.
- The issue of special expenses would be reviewed during future budget processes.

Council felt the Task Group's Report should be an interim report and asked the Task Group to reconvene to examine outstanding issues such as play grounds and flower beds.

Progress on the implementation of task group recommendations



←

The Gillow's table in the Mayor's Parlour - one of the assets referred to in the Council Asset Task Group Report

In last year's report reference was made to the response of Cabinet to a number of recommendations from the Canals, Council Assets and Anti-Social Behaviour task groups and that the financial climate was likely to have an adverse effect on implementing any task group recommendations with significant financial implications.

The Committee recognise the continued need for financial restraint and current task groups will continue to take account of this when making their recommendations. Requests for

progress reports on the implementation of recommendations from a number of task groups will be added to the Committee's work programme for the new municipal year.

Media and Public Relations

Over £1000 worth of free publicity has been generated through the use of Press Releases circulated by the Overview and Scrutiny Committee, a reduction on the previous year.

The figures below have been generated by our media monitoring software “newsflash” from 11 January 2009 to 11 February 2010.

Releases issued = 4

Date	Title	Local media take up	EAV
14/01/09	PR 2303 – Council invites suggestions for new allotment sites	1	£96
19/01/09	PR 2034 – Hornby High proposals to be discussed by Overview and Scrutiny	3	£352
14/04/09	PR 2129 – Overview and Scrutiny – Your chance to make a difference	3	£550
29/01/10	PR2436 – Community pools decision called in for scrutiny	1	£36

Total EAV = £1,034

The above press releases were issued to the local media (Morecambe Visitor, Lancaster Guardian, Lancaster and Morecambe Reporter, LEP, Bay Radio, Radio Lancashire and a local news website, Virtual Lancaster). It must be noted that the total equivalent advertising value indicated above does not take into account the cost of air time given by the two local radio stations and the space taken up by the local website Virtual Lancaster.

- ❑ Between 15th January 2009 and 15th February 2010 there were 760 page views of ‘Overview and Scrutiny’ recorded.(including news items)
- ❑ 564 of these ‘hits’ were unique page views
- ❑ There were 546 page views of the main Scrutiny web page
- ❑ 364 of these ‘hits’ were unique.

Page View: the total count of hits for the page (can include the same person looking at the page several times)

Unique Page View: counts how many different people have viewed the page

Training and Development

Lancaster City Council continues to contribute its scrutiny reports to the Centre for Public Scrutiny (CfPS) database although this year we did not send any representatives to the CfPS Annual Conference.

This year we once again invited Frances Taylor (formerly of INLOGOV and Head of Scrutiny at Cumbria County Council and now a freelance trainer) to provide scrutiny training on both Chairing skills and Questioning skills. These training sessions were opened up to other neighbouring authorities with both West Lancashire and Wyre Borough Council sending

members along. Feedback was positive with members welcoming the presence of councillors from other authorities, and commenting on the 'logical discussion', and the 'experienced facilitator' with one member optimistic that having attended the sessions would result in 'More effective participation in the scrutiny process.' Invitations to the training sessions had been extended to all members of the Overview and Scrutiny Committee, Budget and Performance Panel and their respective substitutes.

In addition for the full potential of scrutiny to be realised in its wide-ranging sense and for the Panel to work collaboratively to draw out evidence and views from witnesses, understand performance indicators, comparative data, and financial processes the following training was provided to Budget and Performance Panel Members:

- *Risk Management Training*, presented by Stephen Moger
- *Treasury Management Training*, presented by Butlers

Arrangements are in hand to re-schedule the Performance Management training which had been planned for January.

Officers have also participated in various training events including the Senior Democratic Support Officer completing the Inlogov Certificate in Oversight and Scrutiny. Run by Andrew Coulson, Senior Lecturer in Local Government at the University of Birmingham, the course included scrutiny in the national and international context, managing the scrutiny process, scrutiny and research, scrutiny and performance and partnerships and scrutiny. In addition the Senior Democratic Support Officer along with a cross section of Antisocial Behaviour partners attended the Lancashire Developing Minimum Standards for Tackling Antisocial Behaviour which was organised by Safer Lancashire at Police Headquarters, Hutton.

Health Scrutiny

Councillor Farrow reported back to the October meeting about the issues which had been considered by the Lancashire County Council's Adult Social Care and Health Overview and Scrutiny Committee. These included the single assessment process, Help Direct Service, dental procurement, dementia and memory clinics. Members asked to be kept informed of any developments with regard to drug and alcohol treatment centres. At the January meeting the Committee were advised that Councillor Farrow was no longer able to attend the Adult Social Care and Health Overview and Scrutiny Committee and that a replacement was being sought from the Independent Group.

Lancashire Scrutiny Network

Representatives from Lancaster continue to attend the quarterly meetings of the Lancashire Scrutiny Network. These meetings provide a networking opportunity and help clarify the role of Councillor and Officer. Providing an opportunity to share best practice, the partnership exists to share work programmes and highlight where joint working could take place, the meetings improve links between District and County Council. This year Chorley, County Hall and Nelson have hosted the meetings. Issues discussed have included new scrutiny powers including crime and disorder, local area agreements and comprehensive area assessments. The March meeting was hosted by West Lancashire and included a presentation by English Heritage and comparisons with regard to call-in procedures.

Northwest Scrutiny Officer Network

This group comprises of officers who support the Overview and Scrutiny function (representing all the local authorities in the North West of England). The group exists to share best practice issues, to avoid duplication and maximise the resources available to assist in the development of Scrutiny and meets on a quarterly basis. Membership of the group includes authorities such as Tameside, Stockport, Liverpool, Cumbria and Lancashire and thus has access to significant expertise and knowledge. This year Bolton, Blackburn-with-Darwen and Tameside have hosted the network meetings and the issues discussed have included health inequalities and the Crime and Disorder Reduction Partnership.

Appointments to Other Bodies

At the request of Council, the Overview and Scrutiny Committee made the following appointments to other bodies.

- Homelessness Forum – Councillor Gilbert
- Lancaster & District Vision Board – Councillor Roe
- Museums Advisory Panel – Councillor Bray
- Lancaster and Morecambe Fairtrade District Steering Group – Councillor Gilbert

Joint Scrutiny

As referred to previously in this report a recommendation has been forwarded to Lancashire County Council's Overview and Scrutiny Management Committee to establish a joint task group to address gritting policy. The request is due to be considered by County Council's Overview and Scrutiny Management Committee at their March meeting.

Performance Review

Progress with regard to the key areas for improvement outlined in last year's Annual Report is detailed below:

Scrutiny of Partnership working

This has progressed with the result of the pilots undertaken with the Museums Partnership and Community Safety Partnership being reported to the Budget and Performance Panel. (See page 15 for further details of developments in relation to scrutiny of partnerships).

Reducing the response times to Overview and Scrutiny requests

Response time to requests for briefing notes and reports continues to improve.

Further development of the Scrutiny Web Page

The Scrutiny webpage has been developed to include links to all task group reports and now includes information on current task groups.

Maintaining public and media interest

A number of issues have attracted public and media interest including the call-ins, in particular the call-in in relation to Community Pools. The Allotments task group and the Review and Audit of Parish Council Funding task group also generated substantial interest from the public.

Conclusion

This report has highlighted how the key principles of scrutiny including providing a 'critical friend,' considering the concerns of the public and communities and positively impacting on the delivery of services have been effectively implemented during the last year.

Future Direction

Both the Overview and Scrutiny Committee and the Budget and Performance Panel have begun to consider items for their Work Programmes for 2010/11.

Overview and Scrutiny Committee

- Inviting English Heritage to a future meeting to discuss policies with regard to the listing of buildings
- Updates regarding implementation of recommendations of previous task groups including Civic, Young People, Canals, Council Assets and Anti Social Behaviour
- Crime and Disorder
- A possible task group to look at energy policy.



The Committee will be receiving a presentation at their March meeting from Planning Officers on energy policy. It is possible that as a result of this presentation the Committee will decide to look in more detail at available options.

← Caton Windfarm- (credit John Moorhouse)

Budget and Performance Panel

- Procedures for monitoring of Service Level Agreements
- Partnership Working/ LDLSP Thematic Groups

Acknowledgements

Overview and Scrutiny Councillors and Officers would like to thank the following for their contribution to the Scrutiny process during 2009/10:

- Cabinet Members who have appeared before Overview and Scrutiny bodies;
- Officers and Members from Lancashire County Council who have attended Overview and Scrutiny Committee and Task Group meetings;
- Representatives from the organisations which have delivered presentations to the Committee/Panel this year;
- Staff who have attended meetings and participated in Overview and Scrutiny reviews;
- Members of the public who have attended meetings or submitted evidence as part of the ongoing work of Scrutiny;
- All members of the Democratic Services team.

The Overview and Scrutiny Officer Support Team

To contact the Overview and Scrutiny Support team, or to make suggestions for issues you would like to see included in the Overview and Scrutiny Work programme, e-mail scrutiny@lancaster.gov.uk

Name and Position	Responsibility	Contact Details
Mark Cullinan Chief Executive	Overall responsibility for Overview and Scrutiny	(01524) 582011 chiefexecutive@lancaster.gov.uk
Roger Muckle Corporate Director (Finance & Performance)	Corporate Director with responsibility for Budget and Performance	(01524) 582022 rmuckle@lancaster.gov.uk
Stephen Metcalfe Principal Democratic Support Officer	Responsibility for overall management of the Overview & Scrutiny function	(01524) 582073 sjmetcalfe@lancaster.gov.uk
Liz Bateson Senior Democratic Support Officer	Day-to-day management of Overview and Scrutiny Committee (including Call-in) and Task Group support	(01524) 582047 ebateson@lancaster.gov.uk
Jane Glenton Democratic Support Officer	Budget and Performance Panel and Task Group support	(01524) 582068 jglenton@lancaster.gov.uk

Appendix A

OBJECTIVES 2009/10 – CORPORATE PLAN

Items considered by Overview and Scrutiny, Budget and Performance Panel and current task groups	Support our local economy	Clean and green places	Safe and healthy communities	Support our local communities
Implications regarding Pitt Report - flooding	√		√	√
Cemeteries - Progress report		√	√	√
Lancashire LINK			√	√
Councillor Call for Action-Crime & Disorder Act			√	√
Transforming Community Services	√		√	√
Discussions with Lancashire O/S - Joint working	√		√	√
Discussions with Chief Executive				√
Lancashire Care NHS Inpatient mental health			√	√
Discussions with county re Highways		√		√
Waste disposal arrangements		√	√	√
Member access to information				√
Crime and Disorder			√	√
Shoreline Management Consultation			√	√
Discussions with Head of Property Services	√			√
Discussions with Head of Cultural Services	√			√
Call-in Public toilet provision			√	√
Call-in Community pools			√	√
Corporate Monitoring Reports	√	√	√	√
Use of Resources Assessment	√	√	√	√
BVPI Comparison - Exeter Benchmarking	√	√	√	√
Data Quality Audit				√
Annual Report 2008/09	√	√	√	√
Partnership Mapping and Evaluation	√	√	√	√
2010/11 Revenue Budget Update	√	√	√	√
Void Lettings	√			√
Creditor Performance Indicators	√			√
Homelessness Prevention - Doorstep Project			√	√
Lancashire County Council's Revenue Budget & Capital Investment Strategy	√	√	√	√
Budget and Policy Framework Proposals 2010/11	√	√	√	√
Place Survey	√	√	√	√
Climate Change	√	√	√	
Presentation by the Dukes	√			√
Older People's Task Group			√	√
Parish Council Funding Task Group	√	√	√	√
Barriers to being a Councillor Task Group				√
Allotments Task Group		√	√	√