

OVERVIEW AND SCRUTINY

ANNUAL REPORT 2016/17



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Foreword from the Chairman of the Overview and Scrutiny Committee

I am very pleased to present the Overview and Scrutiny Annual Report for 2016/17. Scrutiny has been monitoring and engaging with the Cabinet throughout the municipal year. The Overview and Scrutiny Committee monitors Cabinet decisions, engages and interviews Cabinet members about their portfolios and their aims for the year. Cabinet members have attended the Committee – usually at the same meeting as we have been discussing something else which is part of their portfolio. The Committee was pleased to welcome our new Chief Executive, Susan Parsonage, to many of our meetings, especially to provide an update on the Peer Review. The Leader and portfolio holders have also regularly attended meetings of the Budget and Performance Panel. The portfolio holder for Finance also presented her budget recommendations to the Budget and Performance Panel annual stakeholder meeting in January. We are grateful for their attendance. The discussions have always been interesting and informative, with the focus being on Cabinet member portfolios. These discussions have been productive in that they could lead to further areas of scrutiny. The positive approach that all members have to these meetings has aided the development of the ‘critical friend’ relationship. It does not mean that where Scrutiny finds fault we will not say so.

Scrutiny of our partners continues to develop. We have been successful, where many authorities fail, in engaging with a wide range of outside organisations. Health issues are of particular interest. We must make sure that the positive relationship with the CCG continues regarding Better Care Together. We all share aims of improving health in the district.

Encouraging interesting task groups and meetings for non-executive members of scrutiny to take part has helped make recommendations for consideration. Task Groups are always well attended and it is always good to see that most of our recommendations are accepted. I hope that members have found this rewarding and an innovative way to make recommendations.

Only 1 Call-In has been considered by the Overview and Scrutiny Committee this municipal year. The Call-In process is used sparingly and if required or considered necessary.

I would like to take this opportunity to thank the Vice Chairmen and all Members of the Overview and Scrutiny Committee for their hard work and commitment to this Council's Scrutiny Process. I also want to thank Councillor Brookes, Chairman of Budget & Performance Panel and all the Members of the Panel. I find the Budget and Performance Panel to be a valuable asset to this Council's Scrutiny process. Particular thanks must go to Jenny Kay, Sarah Moorghen and Stephen Metcalfe in Democratic Services for their support and advice.

I hope you enjoy reading our report on the past year.

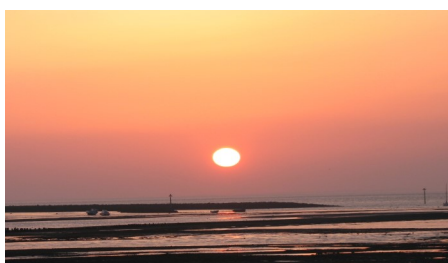
Councillor June Ashworth

Chairman, Overview and Scrutiny Committee

OVERVIEW AND SCRUTINY COMMITTEE

The Overview and Scrutiny Committee has overall responsibility for the performance of all Scrutiny functions (under the Local Government Act 2000) on behalf of the City Council.

The Committee has the power to scrutinise all of the City 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 City Council's decision-making principles.



Membership:

Councillors June Ashworth (Chairman), Caroline Jackson (Vice-Chairman) (until March 2017), Alan Biddulph, Tracy Brown, Brett Cooper, Rob Devey, Roger Mace (from November 2016), John Reynolds, (until October 2016) David Whitaker and Phillippa Williamson (Vice-Chairman from March 2017).

Budget and Performance Panel

The Budget and Performance Panel has specific responsibility for providing overview and scrutiny to issues regarding the City Council's performance, budget and financial issues.

Membership:

Councillors Dave Brookes (Chairman), Phillippa Williamson (Vice-Chairman) (until January 2017), Sam Armstrong, Andrew Gardiner (Vice-Chairman from February 2017), Janet Hall, Tim Hamilton-Cox (until September 2016 and then from February 2017), John Reynolds (from November 2016), Roger Sherlock, Susan Sykes and Oscar Thynne.



HERE ARE SOME OF THE MAIN ISSUES CONSIDERED BY THE OVERVIEW AND SCRUTINY COMMITTEE THIS YEAR

PEER REVIEW

The Chief Executive attended the March meeting of Overview and Scrutiny and gave an update on the outcomes of the Local Government Association's (LGA) Peer Review that had been undertaken in 2015.

Activity had been ongoing against each item contained in the Action Plan and this was presented at the meeting. It was also noted that, in a report to Cabinet regarding Senior Leadership, there were a number of items that had been highlighted that required movement forward. These areas were considered and discussed in depth by the Committee.

EXECUTIVE SCRUTINY COMMITTEE

In December the Chairman and Vice-Chairman advised the Committee that they had viewed Lancashire County Council's Executive Scrutiny Committee meeting. They felt that the format of the meeting was too formal and would not be suitable for the City Council. Also discussed was how the Committee fed into Cabinet. Council Business Committee was recommended to consider scheduling Overview and Scrutiny meetings on the Wednesday prior to Cabinet. It was requested that this be included in the 2017/18 Committee Timetable.

HEALTH SCRUTINY AND OLDER PEOPLES ISSUES

Each year the Overview and Scrutiny Committee have a meeting dedicated to health scrutiny and older peoples issues. This year an update on "Better Care Together" will be provided.

The Cabinet Member for Markets, Voluntary Sector, Older People and Rural Affairs will be invited to the meeting to discuss older peoples issues.



HEYSHAM GATEWAY AND ECONOMIC GROWTH STRATEGY

At the October meeting of the Overview and Scrutiny Committee the Chief Executive of Seatruck Ferries and the Manager of the Chamber North Lancashire attended. A draft vision for the Heysham Gateway and sustainable economic growth strategy was considered.



Heysham Gateway has been identified as a regeneration priority area in the Lancaster District Core Strategy (2008) and marketing has been undertaken on the City Council owned parcels of land with serious offers having been made on all but one small parcel of land. This included a number of businesses who wanted to expand by vacating White Lund Industrial Estate and taking up new premises on Heysham Gateway. The link road will have a positive impact on Heysham Port and make Heysham much more accessible for access into Morecambe Bay for among other things, servicing offshore wind and gas energy equipment.

Seatruck Ferries have invested in new ships for Heysham to increase the tonnage capacity of the Port. It was suggested that the City Council, County Council, their partners and the business community should pull together to promote the district with one unified message. The following suggestions were made to take forward to Cabinet as main priorities for the Heysham Gateway:

- ◆ Provision of HGV parking.
- ◆ Opportunity to restructure White Lund Industrial Estate.
- ◆ Provision of employment opportunities.
- ◆ Consideration of leasing verses selling Council owned land within the Heysham Gateway.
- ◆ Provision of warehousing.
- ◆ Provision of affordable housing.
- ◆ Heysham Gateway area to be marketed in collaboration with other land owners to provide a joined up comprehensive approach.



DEALING WITH MAJOR FLOODING INCIDENTS

In October an update was provided on the policies and procedures in place for dealing with major flooding incidents following Storm Desmond in December 2015.

Representatives from the Environment Agency, Electricity North West, Lancashire County Council and South Lakeland District Council attended the meeting.



At the time of the update, of the of 225 properties flooded in the district, 28 were still not inhabited and of the 212 businesses that were flooded 23 were still not operational, with 6 more were permanently closed or relocated. Government Grants had been allocated by the City Council to those properties that had been flooded but not all had been taken up leaving some unallocated funding.

An update on the flooding on Caton Road, Lancaster, where the River Lune had burst its banks, was provided. There was a funding gap of approximately £2 million to complete the flood defences. The Environment Agency gave details of the work that had been undertaken since the floods and advised that talks had taken place with the businesses on Caton Road who had been flooded during Storm Desmond. This was to develop a flood protection scheme. It was hoped that some of the unallocated Government funding could be allocated to bridge the funding gap for the

Caton Road flood defence work.

The Environment Agency also advised that they were supporting Lancashire County Council with flood defences at the Mill Race underneath Lancaster city centre and the Bus Station that collected rainwater, which was drained off into the River Lune.

It was also reported that dredging had taken place along the River Lune with 2.5 tons of material being removed.



Electricity North West gave details of the work they had undertaken since the 2015 floods. Temporary repairs had been undertaken including additional anti-flood membranes, flood proof doors, increasing the number of sub pumps and sealing off all the cable ducts. The sub station that had flooded in Lancaster would be raised above it's current level to allow any future flood waters to flow underneath. This would be undertaken in 2017/18.

COMMUNITY SAFETY

Each year the Overview and Scrutiny Committee considers Community Safety.

Councillor Brendan Hughes, Cabinet Member with responsibility for Community Safety and Clean and Green and the Chief Officer (Environment) attended the meeting, that took place in November.

COMMUNITY SAFETY PARTNERSHIP

An update was given on the work undertaken by the Community Safety Partnership within the district. The priorities of the Partnership were:

- Violence against the person.
- Anti-Social Behaviour.
- Road safety.
- Domestic abuse.
- Burglary other than a dwelling.

Also discussed was CCTV provision within the district, which was due to cease at the end of March 2017. CCTV was not a Community Safety Partnership priority but the City Council was working with its partners to look into possible revenue and capital funding for a replacement system.

RACISM, XENOPHOBIA AND HATE CRIME

Also considered was a motion referred from Council regarding a review of measures taken to counter racism, xenophobia and hate crime. It was agreed that this would be considered in further detail by the Community Safety Partnership at one of their meetings and that the Overview and Scrutiny members would be invited to that meeting. This meeting took place in February.



LANCASHIRE CONSTABULARY

Chief Inspector Ian Cooper and Inspector Steve Bell of Lancashire Constabulary also attended the Community Safety meeting.

The Chief Inspector gave an overview of the current situation with community policing within the Lancaster District.

A strategic change was occurring in the way community policing was taking place with leadership being place based rather than being in one central location.

The importance of early intervention and the need for the Police to work with their partners was also stressed.

Also discussed was how the growing use of social media in community policing had replaced the need for Police and Community Together (PACT) meetings. Social media was seen as far reaching and enabled the Police to engage with more people in a less resource intensive manner.

The transformation challenge award scheme in the West End of Morecambe, that was about to commence, would help with a number of issues in that area and make the community more resilient.

LATE NIGHT ECONOMY IN THE LANCASTER DISTRICT

INFORMAL TASK GROUP

An Informal Task Group was created to look into issues arising from the late night economy in the district.

Representatives from Lancashire Constabulary, the NHS, Lancaster BID and Morecambe BID, Pubwatch, Castlegate Security, Street Pastors and licensees as well as City Council Officers from Licensing, Environmental Health and Community Safety and Legal attended the meetings and gave presentations to the Task Group.

The Chairman of the Task Group attended the February 2017 meeting of Overview and Scrutiny Committee and presented an overview of the work that had been undertaken by the Informal Task Group.

He reported that the Task Group had gathered evidence from many different sources such as the Police, Pubwatch, NHS, BID both Morecambe and Lancaster, as well as City Council officers from Licensing, Environmental Services and Street Cleansing.

The following issues were highlighted by the Task Group through its themed meetings:

- Littering.
- Night-time economy blending with the day time economy.
- 4.00am to 6.00am most problematic time.
- Music.
- Anti-Social Behaviour.
- Safety of Women.
- Serving alcohol to people who are intoxicated.
- A Public Space Protection Order (PSPO) for Lancaster.



The report highlighted the good work undertaken by the local Pubwatches and the need for a group to continue the work and liaison that had been established by the Task Group.

Also one of the key issues that had emerged was the need to continue, in some form, the provision of CCTV within Lancaster city centre.

The Task Group made a number of recommendations which were considered by the Overview and Scrutiny Committee at the February 2017 meeting.

Membership:

Councillors Charlie Edwards (Chairman), Sam Armstrong, Lucy Atkinson, Caroline Jackson, Roger Mace, David Whittaker and Nicolas Wilkinson.

LATE NIGHT ECONOMY IN THE LANCASTER DISTRICT

INFORMAL TASK GROUP

The Overview and Scrutiny Committee agreed to the following recommendations:

Recommendation 1

- (a) That the Community Safety Partnership be requested to establish a Sub-Group to continue the work of the Scrutiny Informal Task Group with the membership mirroring the existing Task Group, including Pubwatch.
- (b) That the Community Safety Partnership Sub-Group consider appropriate levels of training of licensed premises staff and receive updates provided by Pubwatch representatives of Lancaster and Morecambe.
- (c) That the newly formed Sub-Group consider the city centre's ability to gain Purple Flag Status and also investigate the introduction of a rewards system for well-run licensed premises.

Recommendation 2

- (a) That based on the evidence heard, the Task Group recommends to Council that it continues to give its full support to the Public Space Protection Order (PSPO) covering the central area of Lancaster.
- (b) That updates on the use of the PSPOs be reported to the annual Community Safety meeting of the City Council's Overview and Scrutiny Committee.
- (c) That the feasibility of the PSPO for Morecambe Town Centre and Promenade be assessed by Lancaster City Council and the Police and reported to the City Council's Overview and Scrutiny Committee.

Recommendation 3

That, after considering the evidence provided, it be recommended that CCTV is vital to the infrastructure of Lancaster city centre and Morecambe. The Task Group agrees that public CCTV is a vital community asset which provides reassurance, deterrence and response.

Further to this, it is recommended that work continues with all of the potential partnership participants on building a business case for how a partnership approach to the delivery of a repurposed CCTV system might operate and that a report on this is quickly developed and presented to the Cabinet for consideration.

Recommendation 4

- (a) That the proposed Community Safety Partnership Sub-Group meet with Lancaster University and the University of Cumbria's senior management and the Student Unions regarding policy and practice on alcohol education, consent, health and safety, alongside the annual consideration regarding student admissions to A & E and calls upon the Emergency Services, in liaison with the University Hospital of Morecambe Bay Trust (UHMBT) and the Clinical Commissioning Group (CCG).
- (b) That the proposed Community Safety Partnership Sub-Group examine the Universities' Codes of Conduct regarding off-campus behaviour and the use of sanctions for anti-social behaviour relating to alcohol and put forward any recommendations to the Universities for consideration.

Recommendation 5

That all Members of the Licensing Act Committee take part in an annual early hours visit with the Licensing Team as part of their mandatory training.

Recommendation 6

That the City Council's Policy on the training of staff in licensed premises be reviewed.

Resilience Commission Informal Task Group

Following the events of Storm Desmond in December 2015 the Overview and Scrutiny Committee agreed to the formation of the Resilience Commission Informal Task Group.

The Civil Contingencies Officer, Mark Bartlett, was invited to attend the September meeting of the Task Group to give an overview on community emergency plans.

Since Storm Desmond in 2015 there has been high interest from Parish Councils in the concept of community emergency planning. The Civil Contingencies Officer has visited and spoken at nineteen Town/Parish council meetings and most have been interested in taking the idea forward and developing their own community emergency plan.

The development of community emergency plans has been assisted by the offer of funds from the Lancashire Flood Appeal (Community Foundation for Lancashire and Merseyside), which has offered grants of up to £10,000 for local community groups. This will help to make improvements to their resilience against future flooding and other emergencies by purchasing emergency equipment and improving facilities at local designated emergency centres.

A meeting was arranged with members of community groups invited to present and share their experience of local community emergency planning.

In the Lancaster District eight community groups made bids for funding in the first round of the appeal with a total of £59,500 being awarded between them.

The Chairman of the Informal Task Group attended the September meeting of Overview and Scrutiny Committee to inform of the work undertaken by the Group and advised that all members of the Council would be invited to the resilience commission meeting. This was held on 10th November 2016.

The Task Group has also been asked to advise of its recommendations regarding the use of sand bags in a flood situation. The recommendations will be reported to the Overview and Scrutiny Committee.

Recommendations

1. That the Chairman meets with the Civil Contingencies Officer to discuss and consider how a meeting of the Commission will be arranged, including invitees and items to be discussed. The Task Group and all other members of Council be invited to attend the meeting.
2. That, subject to (1) above, a meeting of the Commission be called.
3. That the meeting considers a set of geographical areas, focuses on buildings that could be used when there is an emergency and considers funding of improvements to buildings identified to provide power and other facilities when there is an emergency and considers how to ensure that communications with resi-

Membership:

Councillors Caroline Jackson (Chairman), Claire Cozler, Nigel Goodrich, Brendan Hughes (until October 2016 when appointed to Cabinet), Roger Mace and Nicholas Wilkinson.

COMMUNITY RESILIENCE EVENING

A community resilience evening took place on 10th November 2016 at Lancaster Town Hall.

Community groups, members of the public and Councillors attended.

Mark Bartlett, the City Council's Civil Contingencies Officer and Councillor Caroline Jackson, Chairman of the Resilience Commission Task Group and Ward Councillor for Bulk commenced the meeting.

Presentations were provided by representatives who had already undertaken the bulk of the work on their own community emergency plans. There were representatives from Overton and Caton & Quernmore North, which was a joint project between Caton and Quernmore Parish Councils.

Real life examples and experiences of developing community emergency plans were provided, as well as how they tackled issues around designating emergency centres, organising emergency co-ordinators, accessing resources and funding for equipment, community awareness and training.

A question and answer session then followed.



Groups based on areas were then encouraged to consider and identify any possible future community emergency plan groups and any potential local emergency centres.

Since the meeting eleven community emergency centres in the district have been identified and have received funding for resilience measures. Nine of these are in rural communities and two in urban areas. Work continues to identify further communities who can be supported in developing plans and local emergency centres.



VOLUNTARY AND FAITH SECTOR

COMMISSIONING INFORMAL TASK GROUP

The Overview and Scrutiny Committee agreed to the creation of an Informal Task Group to investigate the commissioning of voluntary and faith sector organisations. The first meeting of the Informal Task Group took place on the 23rd February 2017.

The terms of reference and the methodology and evidence gathering required to move forward with the Informal Task Groups work are as follows:

Terms of Reference:

1. To identify whether the Commissioning Framework is still relevant and to identify and changes required.
2. To ascertain what VCFS organisations feel is required.
3. To identify what service users think is required.
4. To consider joint commissioning between the City Council, County Council, NHS CGG and other partners.
5. To make recommendations to the Overview and Scrutiny Committee on a revised Commissioning Framework.

The Group agreed to hold separate meetings with funders, providers and deliverers and finally service users before drawing conclusions and making recommendations to the Overview and Scrutiny Committee.

The first of these meetings took place in March and funders, under the umbrella of the Lancashire Volunteer Partnership including representatives from Fire and Rescue, local authorities, Police, Clinical Commissioning Groups and the Health Service, were invited to the Informal Task Group. A presentation on the Lancashire Volunteer Partnership was provided and members took part in a general discussion with funding partners took place.

The Group will meet with providers and deliverers and then with service users before drawing its conclusions and consider making any recommendations.



Membership:

Councillors Oscar Thynne (Chairman), Jon Barry, Ian Clift, Colin Hartley, Robert Redfern and Phillippa Williamson.

INFORMAL CIVIC GROUP

At the December meeting the Overview and Scrutiny Committee agreed to re-consider the recommendations of the Civic Task Group, which had undertaken a review of Civic and Ceremonial issues a number of years ago.

Honorary Alderman have expressed a feeling that they were not participating with the Council and they would like to be more involved. It has been suggested that Civic Awards could be introduced at little cost to encourage civic pride in the district and that Aldermen could be involved in the process. It was agreed that this should be re-considered by a group of interested Councillors who could report back to the Overview and Scrutiny Committee.

The following recommendations were agreed:

Recommendations of the Civic Task Group

- (1) That a Civic and Citizenship Panel to include the Mayor and Deputy Mayor, Honorary appointments, dignitaries and community representatives be established by the Council to support the Mayoralty in undertaking the following:
 - Promote citizenship though organising visits to schools, clubs etc.
 - Assist with the organisation of Local Democracy Week.
 - Run the Citizenship awards with the 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 developing of 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.
 - Young entrepreneur/business award.

- (3) That the Overseas Students Reception be re-introduced.



Membership:

Councillors June Ashworth, Caroline Jackson, Roger Mace, Robert Redfern and David Whitaker

OTHER ISSUES

FLY TIPPING

Steve Scott, Head of Waste Management at Lancashire County Council, provided an update on recycling and waste management within Lancashire. He advised that there had been a slight increase in fly tipping across the district. To tackle fly-tipping across Lancashire the Waste Partnership was working on proposals to combat the problem. The County Council had also opened a re-use shop in Preston which sold re-usable items that had been brought into the recycling centre.

POT HOLES

Representatives from Lancashire County Council's Highways Department advised that as Highways Authority the County Council had a legal duty to ensure, as far as reasonably practicable, that these were maintained to keep the County's roads safe.

Roads were ranked and monthly/quarterly/bi-annual or annual inspections undertaken depending upon their classification.

With regard to the maintenance of pot holes it was reported that the Highways Agency implemented the following intervention levels:

- 40mm on a carriage way
- 25mm on a footway
- 20mm on a high amenity footway or shared space

An overview of the other work undertaken by the Highways Authority including drainage and emptying of gullies, bridge works, highway surfacing, winter maintenance, street lighting, traffic lights, flood risks and water course flood alleviation. Issues were raised regarding pot holes, areas of multiple pot holes, flooded fields, the need for new gullies to prevent possible flooding, the types of repairs and compensation claims.

COMPLAINTS MONITORING

Complaints Monitoring for the year ending 31st March 2016, providing an overview of the performance of the Council responding to complaints though the Council's Complaints Procedure have been considered by the Panel. This also included complaints dealt with by the Local Government Ombudsman (LGO).

MAIN ISSUES CONSIDERED BY BUDGET AND PERFORMANCE PANEL



CORPORATE PERFORMANCE AND FINANCIAL MONITORING

The Panel receives regular reports including strategic summaries on how the City Council is performing in delivering its Corporate Plan targets. The Panel scrutinises these reports to identify any areas of concern.

This year the Panel has asked for further information regarding:

- The CorVu system — the Council's Performance Monitoring System.
- Commercial Properties.
- Pensions.
- Litter Enforcement.
- Repairs and Maintenance Service (RMS).



Other areas have also been identified and, in some cases, briefing notes have been requested, including:

- Expenditure, venues and facilities in Lancaster and Morecambe.
- ICT—Bring Your Own Device (BYOD).
- Procurement and Tendering.
- Out of Hours ICT Support Service.

TREASURY MANAGEMENT STRATEGY

Views were sought on the proposed Treasury Management Framework for 2016/17 and these were fed into Budget Council on 1st March 2017.



BUDGET CONSULTATION

In January 2017 the Panel held its annual Stakeholder meeting. All Councillors and budget stakeholders were invited to attend.

A presentation from the Cabinet Member with responsibility for Finance, Revenues and Benefits was provided on the City Council's Budget and Policy Framework proposals for 2017/18. The Panel also considered Lancashire County Council's, Lancashire Police and Crime Commissioner's and the Lancashire Combined Fire Authority budget proposals. Comments and queries raised were fed back.

CALL-IN AND HOLDING CABINET TO ACCOUNT

HOLDING CABINET MEMBERS TO ACCOUNT

Overview and Scrutiny members have continue to hold Cabinet members to account. This has taken place though the Call-in process and considering items of business at Overview and Scrutiny Committee, the Budget and Performance Panel and also through arranging for Cabinet members to come to meetings to discuss issues and developments within Cabinet portfolios, as well as through meetings of pre-scrutiny Members.

CALL-IN

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

The choice to 'Call-in' a Cabinet decision is used sparingly at the 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 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 City Council's Constitution.

In the previous municipal year the Committee called in a decision made by Cabinet regarding St. Leonards House, Lancaster and requested Cabinet to reconsider its decision. Unfortunately due to timescales it was not possible to include this in the previous annual report.

There has been one request for Call-in this municipal year.

Heysham Gateway

The Committee called in the decision made by Cabinet in relation to the development of Heysham Gateway because it believed that there was not enough information contained within the report for members to be reassured that the decision was the correct one. Upon reconsidering the decision Cabinet agreed to note the Committee's recommendations and agreed that further information would be shared with the Committee as Cabinet made decisions on the disposal of each parcel of land.

CABINET LIAISON MEMBERS

CABINET MEMBERS WITH CORRESPONDING CABINET LIAISON MEMBERS FOR 2016/17 ARE SET OUT BELOW: -

CABINET LIAISON MEMBERS

COUNCILLORS

June Ashworth
Brett Cooper
Tracy Brown
John Reynolds
David Whittaker
Caroline Jackson
Phillippa Williamson
Rob Devey

CABINET MEMBERS

COUNCILLORS

Eileen Blamire
Janice Hanson
Darren Clifford
James Leyshon
Karen Leytham
Margaret Pattison
Anne Whitehead
David Smith (until September 2016)/
Brendan Hughes (from October 2016)

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. This appointment helps keep the Committee informed of issues within individual Cabinet portfolios.

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 have also been invited to and have attended Budget and Performance Panel meetings throughout the year, particularly with regard to performance and budget issues.



APPOINTMENTS

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

OUTSIDE BODY

OVERVIEW AND SCRUTINY MEMBERSHIP

Homelessness Forum

Tracy Brown

Lancaster and Morecambe Fairtrade District Steering Group

Brett Cooper

Museums Advisory Panel

Phillippa Williamson

Representatives are asked to report back, if necessary, to the Overview and Scrutiny Committee on the work of these bodies.

PRE-DECISION SCRUTINY

Pre-Scrutiny is the process mainly based on the study of the City Council's published 'Key Decisions' contained in the List of Forthcoming Key Decisions. It also includes information provided by Cabinet Liaison Councillors. With this information the Overview and Scrutiny Committee can select issues that it would like to consider before a decision is taken.

Each year the Committee appoint a Councillor to the role of Pre-Scrutiny Champion. The current Pre-Scrutiny Champion is Councillor Caroline Jackson. Councillor Jackson meets regularly with the Chairman and Vice-Chairman of the Overview and Scrutiny Committee and Budget and Performance Panel.

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 to submit a response during the consultation phase of a decision and encourages this approach.

HEALTH SCRUTINY

Councillor Colin Hartley is the City Council's representative on the County Council's Health Scrutiny Committee. He has been invited to attend the April scrutiny meeting when health issues will be discussed. This will included an update on the Better Care Together Review of local health services.

FUTURE DIRECTION

There are a number of issues that have not yet been considered or finalised this year in view of the amount of work that has been included on the Committee's Work Programme.

Both the Overview and Scrutiny Committee and the Budget and Performance Panel will commence considering items for their Work Programmes for 2017/18 early in the new municipal year.

Members of the public are encouraged to suggest issues that they feel should be reviewed. This can be done by emailing scrutiny@lancaster.gov.uk.

Scrutinising the decision makers

IS there an issue affecting you and your community that you would like to see Lancaster City Council to look into?

Scrutiny is important to local democracy and exists to hold decision-makers to account and ensure that issues of concern to local residents and visitors are addressed.

It could be a problem in a local area, a council service or an issue which you feel the council, using its community leadership role, should take a lead on improving.

If there is a particular issue that you think should be scrutinised, let us know by writing to the Overview and Scrutiny Committee, c/o Democratic Services at Lancaster City Council, Town Hall, Lancaster LA1 1PJ.

Alternatively, email scrutiny@lancaster.gov.uk or telephone 01524 582065.

ACKNOWLEDGEMENTS

The Overview and Scrutiny Committee and Budget and Performance Panel would like to thank the following for their contribution to the Scrutiny process during 2016/17:

- Cabinet Members who have appeared before Overview and Scrutiny bodies;
- Representatives from organisations, which have delivered presentations to the Committee/ Panel this year;
- Officers who have attended meetings and participated in the work of scrutiny;
- Members of the public who have attended meetings, or submitted evidence as part of the ongoing work of scrutiny;
- Training and development provided both internally and externally;
- All current members of the Democratic Services Team.