



BARROW BOROUGH COUNCIL

TOWN HALL
DUKE STREET
BARROW-IN-FURNESS

10th July, 2017

To: The Members of Barrow Borough Council

Mr Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of BARROW BOROUGH COUNCIL to be held in the COUNCIL CHAMBER at the TOWN HALL, BARROW on TUESDAY the 18th day of JULY, 2017 COMMENCING AT 5.30 PM for the transaction of the business specified below.

Executive Director

Prior to the business of the meeting, Prayers will be offered.

Business

1. DECLARATIONS OF INTEREST.

To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

2. MINUTES. To confirm the Minutes of the Annual Council's proceedings held on 16th May, 2017.
3. TO RECEIVE APOLOGIES FOR ABSENCE.

To expedite the business of the meeting, Members are requested to give the Executive Director adequate notice of any Amendment which they propose to raise.

4. ANNOUNCEMENTS – To receive any announcements from the Chairman, Leader or Head of Paid Service.

5. (A) TO RECEIVE REPORTS FROM THE FOLLOWING COMMITTEES AND CONSIDER RECOMMENDATIONS:-

- (1) Planning
- (2) Licensing Regulatory
- (3) Licensing
- (4) Executive
- (5) Audit

(B) QUESTIONS TO THE LEADER OF THE COUNCIL

Council has agreed that time be set aside for questions to the Leader of the Council.

Standing Order 10.2 and 10.4 set out the procedure for questions to the Leader and the notice period required.

The Leader will also take any questions without notice relevant to the reports and minutes detailed on the agenda.

6. NOTICE OF MOTION UNDER RULE 11

To consider the following motion signed by Councillors Proffitt and Sweeney:-

This Council records its abhorrence for all crimes based on prejudice, intolerance and hatred. It reiterates its commitment to working with the whole community, and all partner organisations, to ensure that the Borough of Barrow in Furness is an inclusive and accepting society no matter of sexual orientation, race, religion, gender, age or disability. The Council will do all it can to ensure that it helps to break down barriers and to build bridges with all groups that could be the subject of such divisive and hateful crime and reassure everyone that the Borough is a tolerant and safe place to live for all.

Council also wishes to record its gratitude for the swift and effective police intervention on attempted hate crimes recently, and the reassurance that this has provided to members of the public. It is particularly impressive considering the financial and resource pressure our emergency services are under. Barrow Borough Council calls on central government to invest further resource in the UK's emergency services in order that their excellent work in combating extremism, in all of its forms, and protecting the public can continue effectively.

7. OVERVIEW AND SCRUTINY COMMITTEES ANNUAL REPORT.

8. TO PASS THE FOLLOWING RESOLUTION, THAT IS TO SAY:

That the Council authorises the fixing of its Common Seal to any documents to give effect to the Minutes and proceedings of the Committees submitted to or approved by this meeting and any other matters dealt with at this meeting.

To expedite the business of the meeting, Members are requested to give the Executive Director adequate notice of any Amendment which they propose to raise.

COUNCIL	Agenda Item 5(A)(1)
Date of Meeting: 18th July, 2017	
Reporting Officer: Executive Director	
<p>REPORT OF THE PLANNING COMMITTEE (Report of the meetings held on 4th April, 25th April, 23rd May, 13th June and 11th July, 2017)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the meetings held on 4th April, 25th April, 23rd May and 13th June, 2017.</p> <p>If necessary an addendum to this report will deal with any recommendations from the Planning Committee to be held on 11th July, 2017.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Planning Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 5 2016/17 and Volume 1 2017/18 of the printed Minutes.</p>	

Background Papers

Nil

COUNCIL	Agenda Item 5(A)(2)
Date of Meeting: 18th July, 2017	
Reporting Officer: Executive Director	

**REPORT OF THE LICENSING REGULATORY COMMITTEE
(Report of the reconvened special meeting held on 29th March,
the special meeting held on 9th May and the meetings held on
18th May and 29th June, 2017**

Recommendations:

There were no recommendations referred to Council from the reconvened special meeting held on 29th March, the special meeting held on 9th May and the meetings held on 18th May and 29th June, 2017.

Delegated Decisions

The matters determined by the Licensing Regulatory Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 5 2016/17 and in Volume 1 2017/18 of the printed Minutes.

Background Papers

Nil

COUNCIL	Agenda Item 5(A)(3)
Date of Meeting: 18th July, 2017	
Reporting Officer: Executive Director	
<p>REPORT OF THE LICENSING COMMITTEE (Report of the meeting held on 18th May, 2017)</p> <p>Recommendations:</p> <p>There were no recommendations referred to Council from the meeting held on 18th May, 2017. The meeting to be held on 29th June, 2017 had been cancelled.</p> <p><u>Delegated Decisions</u></p> <p>The matters determined by the Licensing Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meeting noted above reproduced in Volume 1 2017/18 of the printed Minutes.</p>	

Background Papers

Nil

COUNCIL	Agenda Item 5(A)(4)
Date of Meeting: 18th July, 2017	
Reporting Officer: Executive Director	

**REPORT OF THE EXECUTIVE COMMITTEE
(Report of the meetings held on 17th May and 28th June, 2017)**

Recommendations:

There were no recommendations referred to Council from the meeting held on 17th May, 2017.

The following recommendations have been referred to Council.

Executive Committee – 28th June, 2017

1.0 Housing Management Forum: Recommendations

Housing Revenue Account Finances

The purpose of the Assistant Director - Housing's report was to update Members on the savings still required in the HRA to reflect the current reduction in rents and ensure financial stability and resilience in the medium term.

Recommendation:- To recommend the Council:-

- (i) To note progress on savings in the last financial year and the Director of Resources' projection of further savings required;**
- (ii) To agree that the Council adopt a retention policy and not consider the option of transferring stock at this time.**
- (iii) To agree the HSRWG continued the approach of "good housekeeping" to provide options for reducing expenditure;**
- (iv) To agree the HSRWG be instructed to consider the model of service delivery provided by the Council to reflect current challenges, and to future-proof the service as far as is practical; and**

- (v) **To agree that Members of the Housing Management Forum would meet together with the full Tenants Forum and with Tenants and Residents to discuss the HRA finances and the savings required.**

Sale of Miscellaneous Land on Council Estates

The Assistant Director - Housing had delegated authority to agree the sale of "miscellaneous" land within Council estates. It had been sometime since this Policy had been agreed and therefore his report sought to recommend and confirm the Council's continued approach.

Recommendation:- To recommend the Council:-

- (i) **To note the information contained in the report; and**
- (ii) **To agree the continued Policy for considering and agreeing requests to purchase miscellaneous pieces of land in accordance with the Policy and Procedure note which had been appended to the report.**

2.0 Accountable Body

2.1 The Director of Resources report set out a request for the Council to be the Accountable Body for Coastal Communities Fund grant for the Linking the Landscapes and Communities of Barrow project.

2.2 Recommendation:-

To recommend the Council:-

- (i) **To agree in principle to be the Accountable Body for the Linking the Landscapes and Communities of Barrow project; and**
- (ii) **To delegate the final Accountable Body decision to the Executive Director.**

3.0 Contract Standing Orders

3.1 The Director of Resources report set out the proposed revisions to the Council's Contract Standing Orders.

3.2 Recommendation:-

To recommend the Council to approve the revisions to the Contract Standing Orders as reported.

4.0 Employer Discretions Policy

4.1 The Director of Resources report set out the Council's updated policy in relation to pension scheme discretions available to the employer.

4.2 Recommendation:-

To recommend the Council to approve the Employer Discretions Policy.

5.0 LGPS Admitted Body Status

5.1 The Director of Resources report set out the proposed LGPS approach in relation to the current leisure outsourcing tender.

5.2 Recommendation:-

To recommend the Council to approve that an LGPS closed admission agreement be included in the leisure outsourcing tender.

6.0 Physical Activity and Leisure Priority Outcomes 2017/19

6.1 The Assistant Director - Community Services reported that outsourcing the management of The Forum and the Park Leisure Centre would require detailed specification and contractual documents for any successful contractor to perform against. A key aspect of this, and one which had been highlighted as a current gap, was the need to have Physical Activity and Leisure Priority Outcomes. Members were asked to consider and approve the adoption of the attached Priority Outcomes and associated performance measures. The delivery contract would be set against these priorities and they would assist in the monitoring of any successful contractor through updates against the performance measures which link back to them.

6.2 Recommendation:-

To recommend the Council:-

- (i) To approve the adoption of the Priority Outcomes for Physical Activity and Leisure within the Council's portfolio for inclusion in the outsourcing documentation as amended; and**
- (ii) To request the Leader of the Council to write to the Barrow and Furness MP about funding for the community from the MOD.**

7.0 Disciplinary and Grievance Policies

7.1 The Director of Resources report set out the Council's updated Disciplinary and Dismissal Policy and Procedure and Grievance Policy and Procedure.

These set out the Council's policy for dealing with such matters. There were two other policies that required amending to reflect these updates.

7.2 Recommendation:-

To recommend the Council:-

- (i) To approve the Disciplinary and Dismissal Policy and Procedure;**
- (ii) To approve the Grievance Policy and Procedure;**
- (iii) To approve the amendment to the Absence Management Policy and Procedure; and**
- (iv) To approve the amendment to the Capability Policy and Procedure.**

8.0 Private Sector Housing Enforcement Policy

8.1 The Committee considered a detailed report regarding the Private Sector Housing Enforcement Policy. The Executive Director's report informed the Committee that the Council had a range of duties and powers in respect of the enforcement of standards in the private housing sector. The Council's policy in dealing with these matters had been set out in a number of previous resolutions. New powers were or soon would be available arising from the enactment of the Housing and Planning Act 2016. It was considered an opportune time to review the whole enforcement policy and combine into a single document. That would enable the Council's policies to be more presented in a way that was both more coherent and accountable to the public.

8.2 Recommendation:-

To recommend the Council:-

- (i) To note the duties and powers available to the Council for enforcement of standards in the private housing sector;**
- (ii) To note the additional powers arising from the Housing and Planning Act 2016;**

- (iii) **To adopt the policy principles set out in Section 4 of the report, and the policy statement set out in the Appendix;**
- (iv) **To approve the fees and charges set out in Sections 5.5 to 5.10 of the report; and**
- (v) **To approve the Officer delegations set out in Section 6 of the report.**

9.0 Private Sector Housing Assistance Policy – Changes to supplement the provision of Disabled Facilities Grants

9.1 The Committee considered a detailed report regarding the Private Sector Housing Assistance Policy – Changes to supplement the provision of Disabled Facilities Grants. The funding available for the provision of Disabled Facilities Grants had increased substantially over the last few years.

Changes were proposed to the Private Sector Housing Assistance Policy to supplement and add flexibility to the statutory Disabled Facilities Grant regime. It was anticipated that the proposal would streamline the provision of grants to assist people with disabilities, and also increase the number of grants that it was possible to deliver. A revised policy for the provision of private sector housing assistance was considered by the Committee.

9.2 Recommendation:-

To recommend the Council:-

- (i) **To approve the Private Sector Housing Assistance Policy;**
- (ii) **To delegate authority to the Director of Resources to determine at any given time whether funding be made available for any of these discretionary grants; and**
- (iii) **To delegate authority to the Property Services Group Manager (a) to draw up detailed procedures for the provision and authorisation of these agreed forms of assistance, and (b) to authorise Disabled Facilities Grants, Barrow Disability Minor Works Grants and Barrow Disability Major Works Grants.**

10.0 Council Plan

10.1 The Committee considered a detailed report regarding the Council Plan.

The Committee were informed that the Council Plan sets out key priorities and objectives for the Council over 2016-2020 period; the period covered by the Budget Strategy. Given the importance of partnership and lobbying, the consultation phase of the plan should be intensive and involve members as well as officers. The current Medium Term Financial Plan represented the Council's medium term funding challenges and incorporated the Budget Strategy to reduce the core deficit.

The Workforce Strategy supported the Council Plan and set out the aims for the workforce including developments in innovation and technology to meet the efficiency objectives.

The 2016-2020 Council Plan together with the Workforce Strategy and current Medium Term Financial Plan were considered by the Committee.

10.2 Recommendation:-

To recommend the Council:-

- (i) To approve the Council Plan for consultation to include a Vision Statement;**
- (ii) To approve the current Medium Term Financial Plan; and**
- (iii) To approve the Workforce Strategy.**

11.0 Council Owned Land for Housing Development

11.1 The Committee considered a detailed report regarding Council Owned Land for Housing Development.

The Executive Director reminded the Committee that on 20th January, 2016 it had agreed a programme for the disposal of a number of sites within Council ownership to enable housing development within the borough. The development of these sites would assist in the delivery of new dwellings within the Borough and contribute towards the Council demonstrating a five year supply of housing land.

The report provided an update of the agreed programme, progress made in the disposal of land, and an update on the sites still in Council ownership.

11.2 Recommendation:-

To recommend the Council:-

1. **To note the updated programme;**
2. **To approve the disposal of sites at Holly Croft (SHL068) and Mill Lane (SHL01a) and agree the timescales for disposal, as part of the Councils five year supply of housing land, once the new Local Plan had been adopted; and**
3. **To approve the sale of Land in Sharp Street/Beach Street Askam.**

12.0 Pre-Planning Advice

- 12.1 The Assistant Director – Regeneration and Built Environment submitted a report regarding the introduction of charges for pre-application planning advice in order to provide a more sustainable but effective service to applicants.

The process would encourage anyone wanting to carry out development to talk with the local Planning Authority in order to obtain informal guidance in advance of submitting a formal application.

12.2 Recommendation:-

To recommend the Council:-

- (i) **To agree to the proposed planning pre-application advice scheme and charges; and**
- (ii) **To agree to the delegation of future changes to the scheme including Fees and Charges to the Assistant Director (Regeneration and the Built Environment).**

13.0 Recruitment Policy

- 13.1 The Committee was reminded that the Council's Recruitment Policy currently permitted internal job applications from staff on the permanent establishment of the Council and members of the Council's Apprenticeship Scheme.

It was proposed that the Policy be amended to permit internal job applications from staff on the permanent establishment of the Council and staff employed on temporary contracts that had been employed by the Council for over 12 months.

13.2 Recommendation:-

To recommend the Council to approve the amendment to the Recruitment Policy.

14.0 Establishment Matters

14.1 The Committee considered a request to extend a temporary post in Development Services.

14.2 Recommendation:-

To recommend the Council:-

- (i) To agree the extension of post PLN011, Temporary Admin Assistant, to 31st October, 2020;**
- (ii) To agree that the post be redundant after 31st October, 2020; and**
- (iii) To agree that the voluntary redundancy held over from a previous redeployment of the post holder, end with the new contract.**

Delegated Decisions

The matters determined by the Executive Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meetings noted above reproduced in Volume 1 (2017/18) of the printed Minutes.

Background Papers

Nil

COUNCIL	Agenda Item 5(A)(5)
Date of Meeting: 18th July, 2017	
Reporting Officer: Executive Director	

**REPORT OF THE AUDIT COMMITTEE
(Report of the meeting held on 23rd March, 2017)**

Recommendations:

There were no recommendations referred to Council from the above meeting.

Delegated Decisions

The matters determined by the Audit Committee in exercise of the powers which have been delegated to the Committee will be detailed in the Minutes of the meeting noted above reproduced in Volume 5 (2016/17) of the printed Minutes.

Background Papers

Nil

COUNCIL	Agenda Item 7
Date of Meeting: 18th July, 2017	
Reporting Officer: Corporate Support Manager	
<p>Title: Overview and Scrutiny Committee Annual Report 2016/17</p> <p>Summary and Conclusions:</p> <p>The Annual Report details the work undertaken by the Overview and Scrutiny Committee for 2016/17.</p> <p>Recommendations:</p> <p>To recommend the Council to accept the Annual Report from the Overview and Scrutiny Committee.</p>	

Report

Foreword

The Council has one Overview and Scrutiny Committee with the remit to investigate, scrutinise, monitor, oversee and comment on service delivery mechanisms, policy implementation, or any other issue affecting the Borough or its residents provided that they have previously been considered by either the Executive Committee or Council.

Membership of the Overview and Scrutiny Committee in 2016/17:

- Councillors Heath (Chairman)
- Cassidy (Vice-Chairman)
- Gill
- Husband
- McLeavy
- Preston
- Proffitt
- Roberts
- C. Thomson
- M. A. Thomson
- Wall
- Williams

Members had previously agreed to develop a four year work programme up to March 2016 and identified topics for review these are presented in Table 1.

The Committee recognises that additional urgent items may be identified during the period and they will be considered in an appropriate timeframe.

Table 1

Item	Topic	Scope of the review
1	Allotments.	To review the Council's arrangements for managing tenancies and the waiting list. Ensure the allotment service is financially sustainable
2	Street cleanliness.	To review to Council's arrangements for working with the contractor to deliver a higher standard of street cleanliness. To ensure appropriate arrangements are in place to manage external factors the impact on street cleanliness e.g. seagulls and fly tipping.
3	Coastal protection.	The implementation of phase four of the Flood and Coastal Erosion Risk Management Strategy has resulted in changes to way in which coastal defence projects are funded. The review will focus on our medium term project plan and how it will be funded.
4	Estates and asset management.	To review arrangements for maximising income from our assets and the potential for the disposal of redundant assets.
5	Town centres development and supporting local traders.	Review arrangements for supporting local traders in the current economic climate.
6	Highways and car parking	Review the provision of highways maintenance by Cumbria County Council. Review street lighting and on-street parking arrangements.
7	Economic Development, planning and development control.	Review arrangements for planning and economic development in light of the reduced funding as a result of the Governments deficit reduction programme. Ensure the Council still has appropriate arrangements in place to access development funding
8	Cultural Services	Review the impact of the Council's service review on cultural services. The review will consider events, distribution of funding and service charges.
9	Policy and strategy	Monitor the development of and performance against the council's key priorities.

10	Housing strategy	Members agreed to defer reviewing the housing strategy until the Local Plan had been adopted.
11	Localised flooding	The Environmental Protection Officer who was the Council's Lead Officer on the MSfWG provided a presentation of the current arrangements for preventing and dealing with local flooding. Members were provided with a list of the current flood hotspots within the Borough. Members were satisfied that appropriate arrangements were in place.

Street Cleanliness

Members received a number of street cleansing reports and raised their concerns regarding the reduction in the amount of waste being recycled had reduced. The amount of material recycled from 9369 tonnes in 2012/13 to 8149 tonnes in 2016/17.

Members were also concerned about an increase in contamination in green waste collections, which is attributable to residents using their green waste bins for residual waste.

It is anticipated that the new recycling service will lead to an increase in recycling tonnages. The benefits of using a large wheelie bin for recycling was assessed as part of the Council's bid for Weekly Collection Support Scheme funding.

The Council will not be providing a green waste collection from April 2017.

Friends of Barrow Cemetery Group

A 'Friends of the Cemetery' Group was established in 2016/17 we are currently associate member of the Federation of Cemetery Friends.

The Cemetery had around 1000 trees and the Council were required to keep a record of them. It was suggested that Quick Response codes would be one option to keep track of the trees; another benefit of them would be that members of the family could also add more information onto the code about the person passed. Currently a trial to assess the viability of using the Quick Response codes is being undertaken by Cemetery staff.

Friends of Barrow Town Hall

Members agreed to establish a 'Friends of the Town Hall' Group to provide an opportunity for the public to visit the Town Hall building. This has been promoted in the local press but there is limited interest from the public.

Egerton Court

A Multi-Agency Partnership Group has been established involving the Borough Council, County Council, Police, The Well Project and Barrow Island Community Trust to identify how improvements can be delivered in Egerton Court area of Barrow Island. A member of the Scrutiny Committee is a representative on the group and the Committee receives reports and updates on a regular basis.

Performance Information

The Overview and Scrutiny Committee also received performance data and financial data including budget assumptions and core spending power information.

Work Plan

The Work Plan for 2017/18 will be agreed at the meeting of the Overview and Scrutiny committee on 1st June, 2017.

Background Papers

Nil.