

# **BOROUGH OF BARROW-IN-FURNESS**

## **EXECUTIVE COMMITTEE**

Meeting, Wednesday, 18th December, 2013  
at 2.00 p.m. (Committee Room No. 4)

**NOTE:** Group Meetings at 1.15 p.m.

### **A G E N D A**

#### **PART ONE**

1. To note any items which the Chairman considers to be of an urgent nature.
2. To receive notice from Members who may wish to move any delegated matter non-delegated and which will be decided by a majority of Members present and voting at the meeting.

3. Admission of Public and Press

To consider whether the public and press should be excluded from the meeting during consideration of any of the items on the agenda.

4. 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.

5. To confirm the Minutes of the meeting held on 13th November, 2013 (copy attached) (Pages 1-6).
6. Apologies for Absence/Attendance of Substitute Members.

#### **FOR DECISION**

- (D/R) 7. Recommendations of the Housing Management Forum, 28th November, 2013 (Pages 7-14).

- (D) 8. Budget Consultation (Pages 15-16).
- (D) 9. Tourism : Morecambe Bay Branding (Pages 17-19).
- (R) 10. Barrow Borough Polling District Review (Pages 20-21).
- (R) 11. Council Priorities 2013 - 2014 (Pages 22-23).
- (D) 12. Dundalk Street 'Over 60's Club (Pages 24-25).

**PART TWO**

- (D) 13. Borough Kennels Future Operation (Pages 26-28).

**NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 1 OF PART ONE OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND ACCESS TO INFORMATION (VARIATION) ORDER 2006**

- (D) 14. Restructuring of Senior Management Team (Pages 29-30).

**NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 1 OF PART ONE OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND ACCESS TO INFORMATION (VARIATION) ORDER 2006**

- (D) 15. Heating, Ventilation and Air Conditioning Service Maintenance Contract (Pages 31-32).

**NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF PART ONE OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND ACCESS TO INFORMATION (VARIATION) ORDER 2006**

- (R) 16. Appointment of Contractor for Farm Street Playground, Barrow Island (Pages 33-35).

**NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF PART ONE OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND ACCESS TO INFORMATION (VARIATION) ORDER 2006**

- (R) 17. Regrading Applications/Rewards for Business Improvement Team (Pages 36-38).

**NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 1 OF PART ONE OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND ACCESS TO INFORMATION (VARIATION) ORDER 2006**

**NOTE (D) - Delegated  
(R) - For Referral to Council**

**Membership of Committee**  
**Councillors**

Pidduck (Chairman)  
Sweeney (Vice-Chairman)  
Barlow  
Bell  
Biggins  
Garnett  
Graham  
Guselli  
Hamilton  
Irwin  
Richardson  
Seward

**For queries regarding this agenda, please contact:**

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Published: 10th December, 2013.

## **EXECUTIVE COMMITTEE**

Meeting: Wednesday 13th November, 2013  
at 2.00 p.m.

PRESENT:- Councillors Pidduck (Chairman), Sweeney (Vice-Chairman), Barlow, Bell, Garnett, Graham, Guselli, Hamilton, Seward and Williams.

### **77 – Minutes**

The Minutes of the meeting held on 16th October, 2013 were agreed as a correct record.

### **78 – Apologies for Absence**

Apologies for absence were received from Councillors Biggins and Irwin.

Councillor Williams substituted for Councillor Richardson.

### **79 – Housing Management Forum: Recommendations**

The recommendations of the Special Housing Management Forum held on 31st October, 2013 were submitted for consideration.

N.B. The Minutes are reproduced as **Appendix 1** to the Minutes of this meeting.

RESOLVED:- That the recommendations of the Housing Management Forum be agreed as follows:-

#### **Housing Maintenance Contract**

To agree the suspension of liquidated and ascertained damages to all task orders invoiced between 1st September 2013 and 3rd December, 2013 in line with the contract addendum, shown as an appendix to the report, to allow Vinci sufficient time to address the current backlog of repairs.

#### **Housing Maintenance Contract 2005 - 2011: Closure of Accounts with Integral**

To agree a one-off payment of £120,000 to cover outstanding work and settlement of the risk and reward element of the Contract.

#### **Reconsideration of Request for Vehicle Crossing on Land in front of 6-24 Middleton Avenue, Barrow**

That the request to construct a vehicle crossing over the land be refused.

## **80 – Council Finances Quarter 2 2013-2014**

The Committee considered a detailed report of the Borough Treasurer regarding the Council's finances for the first half of 2013-2014. The report included all revenue, capital and treasury items.

Referring to Car Parking, a Member raised the issue of parking at the Range. The Chairman agreed that he would write to the owners of the Range voicing the Council's concerns.

RESOLVED:- To note the report of the Borough Treasurer.

## **81 – The Bathing Water Regulations 2013: De-designation of Bathing Waters**

The Executive Director informed the Committee that the Council reviewed the designation of bathing waters in the Borough in line with the Bathing Water Regulations 2013 and on advice from the Environment Agency and Duddon Inshore Rescue rationalised the designation of bathing waters on Walney Island and de-designated bathing waters at Roanhead and Askam which were inappropriate due to safety concerns and low usage.

RESOLVED:- To agree that the Council makes an application to Defra under the Bathing Water Regulations 2013 for:

- (a) the amalgamation of the designation of Biggar Bank and Sandy Gap; and
- (b) the de-designation of Roanhead and Askam as bathing beaches.

The meeting ended at 2.45 p.m.

## HOUSING MANAGEMENT FORUM

Special Meeting: Thursday 31st October, 2013  
at 2.00 p.m.

PRESENT:- Councillors Hamilton (Chairman), Barlow, Irwin, Murray and Pointer.

Tenant Representatives:- Mr A. McIntosh, Mr W. McEwan and Mr W. Ward.

### 26 – Apologies for Absence/Attendance of Substitute Members

Apologies for absence were submitted from Councillor Williams and Mrs K. Warne

Mr W. McEwan had replaced Mrs K. Warne for this meeting only.

### 27 – Housing Maintenance Contract

The Housing Manager reported that at the Housing Management Forum meeting held on 1st March, 2012 Members had agreed to impose liquidated and ascertained damages (penalties) to all orders issued after 1st April, 2012. Penalties were to be applied to all task orders where the work was completed late.

Following the initial mobilisation period, Vinci had implemented a number of organisational re-structures in an attempt to deliver efficiency and cost savings. These operational changes had not been successful and despite using a range of additional manpower options Vinci had been faced with a backlog of overdue repairs. The table below shows a summary of the backlog:

Date	No of repairs overdue (*approximately)
October 2012	800*
January 2013	600*
June 2013	400*
September 2013	260 (actual)

The Housing Maintenance Section had been working closely with Vinci to reduce the numbers of overdue repairs and improve Key Performance Indicators. The application of penalties did not appear to have improved the situation.

The contracts partnering advisor (PSS Consulting) advised that penalties should not accrue to a level where their application may be construed as “punitive”, i.e. intended as a punishment, or used to describe costs that were so high they were difficult to pay. In the case of Vinci, the application of penalties appeared to be restricting their ability to appoint additional resources to deal with the problem.

Whilst the Council may wish to administer penalties in line with the contract, Members should be mindful of the potential legal challenge that may arise if they were deemed by a court or tribunal to be of a punitive nature.

The Housing Manager was seeking Members approval to cease applying liquidated and ascertained damages (penalties) over a 3 month period to allow Vinci the opportunity to utilise additional resources and complete the backlog of repairs.

The suggested 3 month period would allow Vinci sufficient operational scope to address the problem and alleviate concerns regarding any legal challenge about punitive damages.

**RECOMMENDED:-** To Agree the suspension of liquidated and ascertained damages to all task orders invoiced between 1st September, 2013 and 3rd December, 2013 in line with the contract addendum, shown as an appendix to the report, to allow Vinci sufficient time to address the current backlog of repairs.

## **28 – Housing Maintenance Contract 2005 - 2011: Closure of Accounts with Integral**

The Housing Manager reported that the Responsive Repairs and Maintenance Contract 2005/11 had come to an end on 4th November, 2011. The Contract arrangements were based on an NEC form of Contract including Option 3 which included “Risk and Reward”.

The concept of the Risk and Reward element of the Contract was to encourage efficiency of delivery. It limited the Council’s risk, should a job exceed the agreed target price, but also facilitated a payment to the Contractor should they deliver a job below the target cost on the basis of a 50/50 share basis.

During the period of the Contract no payments were made to the Contractor in the form of reward due to the complexity of finalising the arrangements for calculating and agreeing any potential payment.

Since the day to day operation of the Contract had ended final payment to the Contractor had been under negotiation.

There were two matters which were outstanding and needed finalising:-

- **Payment for completed day to day repairs:** At any one time there was a sum of money outstanding to a Contractor for completed work that was being processed through the payment process. The Housing Service had paid all outstanding invoices in accordance with previously agreed procedures. However, there were outstanding jobs for which payment had not been made because the Contractor had been unable to provide the paperwork required by normal procedures. The value of the work from the Council’s own records was c£36k, whilst the Contractor advised the Housing Manager that the cost to them for the work was c£44k. The problem for the Contractor was that they had been unable to provide the background paperwork normally required. The Housing Manager had advised the Contractor that he did not want to settle this issue without a conclusion to all outstanding payments.

- **Payment of Risk and Reward:** As mentioned above no reward payment was made during the operation of the Contract which had an estimated value of c£1.2m per annum. The Contractor initially requested a reward payment of £400k based on the financial information they held and provided to the Housing Manager on the Contract which he did not accept. The Housing Manager had therefore taken legal advice regarding the Council's responsibility to make a reward payment. Legal advice suggested because of the operational arrangements that developed in the management of the Contract no reward payment was due. However, the Contractor did not accept this position and stated should it not be possible to agree a settlement figure they would instigate an adjudication process to finalise the figure due to them.

Should the Contractor opt to instigate the adjudication process the Housing Manager had been advised that the likely cost to the Housing Service would be c£50k in costs. In addition it would involve the time of the Maintenance Manager to assist in the process and have an impact on normal day to day operational arrangements. There would not be an option to recover the £50k even if the Housing Service was able to demonstrate a reward payment was not due.

The Housing Manager had therefore, continued to negotiate a settlement figure with the Contractor and based on those discussions it would appear closure of the Contract could be agreed with a final one off payment of £120k, including the outstanding payment for completed work.

The Housing Manager suggested that as it was now sometime since this Contract stopped operating the sooner this matter could be concluded the better. The payment of reward was not satisfactorily resolved during the operation of that Contract, and due to the learning experience of that Contract, risk and reward had not been included within the Contract arrangements that were now in place. The proposed settlement should be considered with reference to the outstanding payment due to the Contractor of c£36k and the potential cost of c£50k plus Officers time and distraction from day to day activity.

He suggested that it would be appropriate for the Council to pay the £36k which he had identified at the point of any final settlement.

On balance the Housing Manager suggested to Members that they recommend a payment of £120k to the Contractor in final payment for this Contract.

**RECOMMENDED:-**To agree a one-off payment of £120,000 to cover outstanding work and settlement of the risk and reward element of the Contract.

## **29 – Reconsideration of Request for Vehicle Crossing on Land in front of 6-24 Middleton Avenue, Barrow-in-Furness**

The Housing Manager reported that a resident had requested Members to reconsider his request to create a vehicle crossing to allow parking of vehicles within the curtilage of his property.

This matter had been considered by the Housing Management Forum on 13th June, 2013 (Minute No. 11 refers) when the request was turned down. Through a local Elected Representative, the applicant had asked the matter be reconsidered.

The matter was reconsidered by Members at the Housing Management Forum meeting on 29th August, 2013 (Minute No. 22 refers) where the application was deferred to enable Members to attend a site visit.

Members attended a site visit prior to today's meeting.

**RECOMMENDED:-** That the request to construct a vehicle crossing over the land be refused.

The meeting closed at 2.16 p.m.

**BOROUGH OF BARROW-IN-FURNESS**

**EXECUTIVE COMMITTEE**

**18th December, 2013**

**(D) AGENDA ITEM NO. 7**

**RECOMMENDATIONS  
OF THE  
HOUSING MANAGEMENT FORUM  
28TH NOVEMBER, 2013**

**\*Subject to the protocol agreed by Council**

The recommendations of the meeting of the Housing Management Forum held on 28th November, 2013 are attached.

**COPIES OF THE DETAILED REPORTS ON THESE ITEMS HAVE BEEN CIRCULATED PREVIOUSLY TO ALL MEMBERS OF THE COUNCIL.**

The Council has agreed that the following protocol should operate:-

- The Executive Committee shall automatically agree any such recommendation or refer it back for further consideration.
- If on re-submission the Executive Committee is still unwilling to approve the recommendation, it is automatically referred to full Council for decision.

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(i)</b>
<b>Reporting Officer: Colin Garnett, Housing Manager</b>	
<p><b>Title: Rent Strategy</b></p> <p><b>Summary and Conclusion:</b></p> <p>The purpose of the Housing Manager's report was to request Members' to agree to the principle proposed of developing the Housing Revenue Account budget and to agree the initial stages of exploration as a basis on which to consider, formulate and propose a Rents Strategy.</p> <p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. To agree to bring forward convergence with market (target) rents to 2014/15 from 2015/16 and to further dispense with Target Rents and agree that the 2014/15 budget be developed on the basis of Option 3 and to note the potential effect on individual rents modelled at Appendix A to the report;</li> <li>2. To agree in principle that the Garage rents budget is developed at the same rate as Dwellings point 2; and</li> <li>3. To agree to further exploration and consultation with tenants of the proposals outlined in Point 3 to formulate and present a Rents Strategy and implementation plan by the end of the financial year.</li> </ol>	

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(ii)</b>
<b>Reporting Officer: Colin Garnett, Housing Manager</b>	
<p><b>Title: Scrutiny of Anti-Social Behaviour Policies and Procedures</b></p> <p><b>Summary and Conclusion:</b></p> <p>The purpose of the Housing Manager's report was to provide Members with an update on the Scrutiny Review of the Anti-Social Behaviour Policies and Procedures. The Scrutiny project commenced in September, 2013 and was aimed to be completed by December, 2013.</p> <p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. To note the content of the Housing Manager's report; and</li> <li>2. To adopt the four-stage scrutiny process for future scrutiny reviews.</li> </ol>	

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(iii)</b>
<b>Reporting Officer: Colin Garnett, Housing Manager</b>	
<p><b>Title: Cumbria Choice: Choice-Based Lettings Scheme</b></p> <p><b>Summary and Conclusion:</b></p> <p>The purpose of the Housing Manager's report was to provide Members with an update on the future financing of the Cumbria Choice Co-ordinator post.</p> <p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. To note the information within the Housing Manager's report; and</li> <li>2. To agree to fund the Cumbria Choice Co-ordinator post for a further 12 months.</li> </ol>	

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(iv)</b>
<b>Reporting Officer: Colin Garnett, Housing Manager</b>	
<p><b>Title: Brook Street Garage Area</b></p> <p><b>Summary and Conclusion:</b></p> <p>The purpose of the Housing Manager's was to request Members to consider a possible option for the use of the above garage area which had remained unused for some years.</p> <p><b>Recommendation:</b></p> <p>To agree that Barrow Amateur Boxing Club (BABC) be given a 12-month option to provide the Council with a business plan and proposals for use of the above area as a training facility and to agree appropriate terms for the lease of the land.</p>	

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(v)</b>
<b>Reporting Officer: Colin Garnett, Housing Manager</b>	
<p><b>Title: Relocation of Housing Service</b></p> <p><b>Summary and Conclusion:</b></p> <p>The purpose of the Housing Manager's report was to seek the Forum's agreement for the relocation of the Council's Housing Service to the Town Hall.</p> <p><b>Recommendation:</b></p> <p>To agree to the relocation of the Housing Service to the Town Hall during 2014.</p>	

<b>HOUSING MANAGEMENT FORUM</b>	<b>(D)</b>
<b>Date of Meeting: 28th November, 2013</b>	<b>(vi)</b>
<b>Reporting Officer: Les Davies, Housing Maintenance Manager</b>	
<p><b>Title: Void Property Gas and Electricity Meters</b></p> <p><b>Summary and Conclusion:</b></p> <p>The Housing Maintenance Manager reported on the problems which often occurred with existing gas and electricity meters when a property became vacant which caused re-letting delays and consequently led to rental loss.</p> <p><b>Recommendation:</b></p> <p>To agree that Officers proceed with the appointment of British Gas to manage gas and electricity meter related problems affecting void properties.</p>	

		<b>Part One</b>
<b>EXECUTIVE COMMITTEE</b>		<b>(D) Agenda Item 8</b>
<b>Date of Meeting:</b>	<b>18th December, 2013</b>	
<b>Reporting Officer:</b>	<b>Borough Treasurer</b>	
<p><b>Title:            Budget Consultation</b></p> <p><b>Summary and Conclusions:</b></p> <p>This report sets out the proposed budget consultation for 2014-2015.</p> <p><b>Recommendations:</b></p> <p>To agree that the budget consultation with the public be carried out on the Council's website as usual plus the direct mailing of stakeholders.</p>		

**Report**

The budget timetable and assumptions for 2014-2105 were presented at the meeting of the Executive Committee on 16th October, 2013. The public consultation opens after the Executive Committee have agreed to recommend the budget proposals to Council; so consultation opens on 23rd January, 2014. The consultation responses are compiled for the Budget Council, so the consultation ends on 20th February, 2014.

Members asked me to review the potential use of social media to increase the number of responses to the budget consultation. I have investigated and found that it is not common practice to use social media in this way, largely because is it unregulated, any information posted does not belong to the Council and anybody can comment. The budget consultation is a consultation with the taxpayers of the borough and those are the only comments that the Council seeks. Using social media, there is no way to ensure that respondents are both from the relevant local authority and are only responding once.

As an alternative and as more of a strategic course of action, Management Team are currently compiling a mailing list of stakeholders. This stakeholder mailing list will be used for more than the budget consultation, but it will be the first time that it is used. This approach was recently used by Copeland Borough Council as part of their budget consultation.

I recommend that the Council carries out the public consultation for the budget proposals by posting on the Council's website as in previous years and also by mailing stakeholders directly.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no implications.

The recommendation has no detrimental impact the built environment or public realm.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil.

<b>EXECUTIVE COMMITTEE</b>	<b>(D) Agenda Item 9</b>
<b>Date of Meeting: 18th December, 2013</b>	
<b>Reporting Officer: Executive Director</b>	
<b>Title: Tourism : Morecambe Bay Branding</b>	
<b>Summary and Conclusions:</b>	
To work with local authorities and organisations around Morecambe Bay to promote the area to visitors and participate in the commissioning of and the development of a Morecambe Bay brand.	
<b>Recommendations:</b>	
To adopt the Morecambe Bay brand for tourism promotion within the Borough.	

**Report**

**1. Background Information**

Lancashire County Council and Lancaster City Council jointly commissioned a study by Cairn Consulting into tourism branding for Lancaster District.

This recommended a destination brand “Morecambe Bay”, which extends beyond the boundaries of the Lancaster District to include South Cumbria and destinations such as Carnforth, Heysham, Silverdale, Arnsdale, Grange, Ulverston and Barrow-in-Furness, Dalton-in-Furness and the islands of Barrow. Morecambe Bay is a unique, landscape which has influenced the history and culture of its surroundings.

Until local government re-organisation in 1974, Barrow-in-Furness was part of Lancashire North of the Sands. It receives television coverage from Granada and BBC North West and commercial radio from “The Bay” radio station. Its population has traditionally looked across the Bay for services such a specialist healthcare in Manchester, Preston and Blackpool; transport links via M6, Manchester airport and rail journeys via the Furness line linking to the West Coast Mainline. In the last decade the cross bay link has strengthened with Morecambe Bay Hospitals Trust being established and opportunities created by organisations such as the Morecambe Bay Partnership.

The District Councils around the Bay, Cumbria Tourism and Marketing Lancashire have discussed this proposal. Cumbria Tourism will use

the Morecambe Bay brand for that part of South Cumbria outside the National Park. This includes the Lake District Peninsulas.

I therefore recommend to members that the whole of Barrow Borough be included within the Morecambe Bay Brand.

## 2. Visitor branding for Morecambe Bay

**Brand Position:** An inspiring day out in the outdoors, accessible to all

**Brand Essence:** Natural Beauty, open space, peace and tranquillity

**Brand Personality:** An inspiring natural coastal area

**Key personality traits:** Inspiring

### Other noted personality traits:

*Sense of offer:* Outdoorsy, adventurous, sporty, historical, artistic,

*Sense of awe:* Wild, moody, dramatic, magical

*Sense of curiosity:* Intriguing, interesting, mysterious, hidden

*Sense of contemplative:* Contemplative, reflective

*Sense of realism:* Authentic, natural

*Sense of openness:* Friendly, warm

*Sense of quality of offer:* Rich, bright, multi-dimensional, growing, changing

**Competition:** Doesn't compare to anything in the UK

**Appeal:**

- Outstanding scenery and natural beauty
- Views across Bay - always changing
- Culture, nature and wildlife
- Seaside and sand. Walking for all.
- Active leisure e.g. kitesurfing, sailing, canoeing, fishing, cycling

**Target Market** Families and 50+ adults AB/C1  
MOSAIC Report for Morecambe Bay is not yet available and is required to complete this work.

**Promotional Focus:**

- Day visits: Walking and cycling itineraries along the Bay; driving itineraries inland including top 10 things to see; signage and cross-promotion between attractions.

- Short breaks: Including groups market, develop short break packages.

To further progress this work, a Morecambe Bay Core Funders Group of the Morecambe Bay Branding Group has now been formed. A creative brief will be jointly commissioned by the Core Funders Group comprising officers from the District Councils, representatives of Cumbria Tourism and Marketing Lancashire, representative of the Furness Line Community Rail Partnership, representation from Cumbria and Lancashire LEPS, invited private sector representatives with Bay wide interests and Morecambe Bay Partnership.

This Council is asked to contribute £1,000 towards this project. This will form part of the consideration of the 2014/15 budget.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

The £1,000 will be found from within the 2014/15 budget.

(iv) Health and Safety Implications

The recommendation has no implications.

The recommendation has no detrimental impact the built environment or public realm.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Correspondence held by the Executive Director.

<b>EXECUTIVE COMMITTEE</b>		<b>Part One (R) Agenda Item 10</b>
<b>Date of Meeting:</b>	<b>18th December, 2013</b>	
<b>Reporting Officer:</b>	<b>Electoral Registration Officer</b>	
<p><b>Title: Barrow Borough Polling District Review</b></p> <p><b>Summary and Conclusions:</b></p> <p>Section 17 of the Electoral Registration and Administration Act 2013 introduced compulsory review periods for polling districts and polling places in its area as follows:-</p> <p>(a) the period of 16 months beginning with 1st October, 2013, and  (b) the period of 16 months beginning with 1st October of every fifth year after that.</p> <p><b>Recommendation:</b></p> <p>To recommend the Council that no changes be made to the Polling Districts and Polling Places.</p>		

**Report**

In compliance with Section 17 of the Electoral Registration and Administration Act 2013 every council in England and Wales must introduce compulsory review periods for polling districts and polling places in its area within the period of 16 months beginning with 1st October, 2013.

Local political parties, MP, Borough and County Councillors were consulted and views were also invited from electors within the Parliamentary Constituency Barrow and Furness as well as persons who may have particular expertise in relation to access to premises or facilities for persons with disability.

No comments have been received regarding the proposals.

I therefore recommend that the Council do not make any changes to the Polling Districts and Polling Places.

(i) Legal Implications

In compliance with Section 17 of the Electoral Registration and Administration Act 2013.

(ii) Risk Assessment

Not Applicable.

(iii) Financial Implications

Not Applicable

(iv) Health and Safety Implications

Not Applicable.

(v) Equality and Diversity

Not Applicable.

(vi) Health and Well-being Implications

Not Applicable

Background Papers

Nil

<b>EXECUTIVE COMMITTEE</b>		<b>Part One (R) Agenda Item 11</b>
<b>Date of Meeting:</b>	<b>18th December, 2013</b>	
<b>Reporting Officer:</b>	<b>Deputy Executive Director</b>	
<p><b>Title: Council Priorities 2013-2016</b></p> <p><b>Summary and Conclusions:</b></p> <p>A policy document has been drafted to set out a clear direction for the Council in the medium term. It re-states the Vision Statement of the Council, sets out the key priorities for the period 2013-2016 and gives details of objectives, actions and expected outcomes which will form the basis of our performance monitoring over the period.</p> <p><b>Recommendations:</b></p> <p>To recommend the Council to approve the Council Priorities 2013-2016 document.</p>		

### **Report**

The Council sets out its future plans and intentions in three key policy documents.

The Medium Term Financial Plan gives details of the planned use of our financial resources for the period up to 2016. This was agreed by this Committee in March 2013.

The Workforce Strategy describes high level objectives for our human resources and clarifies our aims and objectives for our staff which was agreed by this Committee in September 2013. The final policy document concerns Council priorities and sets out service priorities which are intended to deliver tangible benefits to the community, focussing our attention and resources on the things that matter; the things that we think will make a real difference to our community. The document covers the period up to 2016. It includes the Vision Statement of the Council, sets out the key service priorities for the period 2013-2016 and gives details of objectives, actions and expected outcomes which will form the basis of our performance monitoring (including performance appraisals for individual officers) over the period.

Members are asked to approve the policy document attached at **Appendix 1**.

(i) Legal Implications

The recommendation has no legal implications.

(ii) Risk Assessment

The recommendation has no implications.

(iii) Financial Implications

The recommendation has no financial implications.

(iv) Health and Safety Implications

The recommendation has no implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

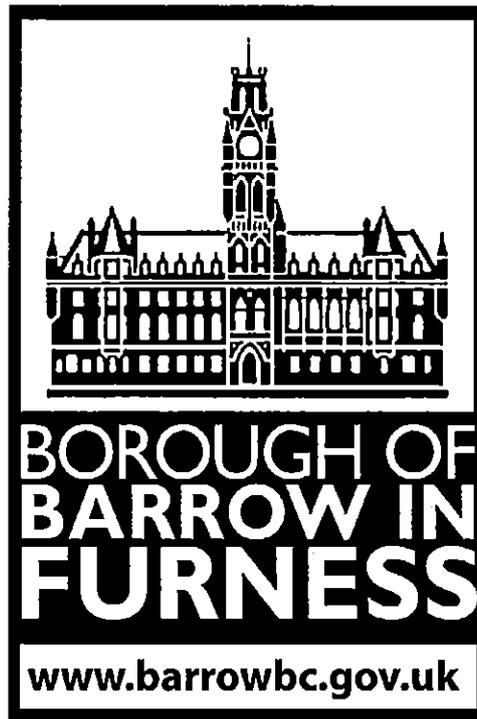
(vi) Health and Well-being Implications

The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil





# **Council Priorities 2013 - 2016**

**Prepared by:** Management Board

**Approved by:** Executive Committee

**Date:** TBC

**Endorsed by:** Full Council

**Date:** TBC

**Valid until:** 31st March 2016

## INTRODUCTION

This document is one of three formal policy statements which are intended to inform and guide the future direction of the Council. It sits alongside our Medium Term Financial Plan and our Workforce Strategy. It includes our Vision Statement together with the key priorities for the Council for the period 2013-16

### The Vision Statement

The Council has a clearly defined Vision Statement:

**To enhance the economic and social future of the Borough to meet the needs and aspirations of the community.**

The Vision Statement represents the Council's long-term focus.

Pursuit of this Vision needs to achieve a suitable balance between managing the budget, delivering efficiencies (Value for Money) and offering innovative partnership based solutions to the challenges we face.

### Council Priorities 2013-16

This document sets out medium term priorities. They are intended to deliver tangible benefits to the Community and are headline issues for the Council and its staff.

Being clear about our priorities is vital because it focusses our attention and resources on the things that matter, the things that we think will make a real difference to our Community.

Our priorities are:

#### **Housing**

The Council is committed to continuing to provide a greater choice of good quality housing and regenerate the oldest and poorest housing in the Borough.

#### **Regeneration and Public Realm**

The Council is committed to working with partners and service providers to enhance the built environment and public realm.

#### **Local Economy**

The Council is committed to work on mitigating the effects of cuts in public spending, their impact on the local economy and working to secure a long term economic recovery for our community.

## Service Delivery

The Council strives to provide good quality, efficient and effective services while reducing overall expenditure.

### OBJECTIVES 2013-16

#### 1. Housing

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##### **Objective 1.1 Bring empty properties back into use**

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Action: Deliver the Clusters of Empty Homes project.

Outcome: 349 properties brought back into residential use by 2017.

Targets	2013-14	2014-15	2015-16
Barrow Island empty properties brought back into use	109	80	80

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##### **Objective 1.2 Improve the choice and quality of properties in the Town Centre**

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Actions: Explore options to deliver a 5<sup>th</sup> phase of group repair works in the Central ward. Agree heads of terms for housing development in North area of the Central ward.

Outcome: Improved quality of properties following the group repair scheme. Forward plan for housing development secured.

Targets	2013-14	2014-15	2015-16
Identify funding for 5 <sup>th</sup> phase of group repair	Q3		
Heads of terms agreed with developer		Q2	

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##### **Objective 1.3 Adopt the Council's Local Plan**

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Action: Ensure the timely progression and adoption of the Local Plan.

Outcome: Approved planning policies guiding the development and use of land in the Borough.

Targets	2013-14	2014-15	2015-16
Complete full viability assessment	Q4		
Complete habitat regulation assessment	Q4		
Complete strategic flood risk assessment	Q4		
Prepare draft Local Plan for consultation		Q1	

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**Objective 1.4 Maintain decent home standard for the Council's housing stock**

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Action: Ensure the delivery of the maintenance contracts for planned and responsive repairs and develop targets for void management.

Outcome: The decent homes standard is maintained across the Council's housing stock and void loss is minimised.

Targets	2013-14	2014-15	2015-16
Significant improvements to dwellings	720	?	?
Void management monitoring in place	Q3		

## 2. Regeneration and Public Realm

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**Objective 2.1 Improve the amenities of the Borough**

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Actions: Review the delivery of the waste collection and street cleansing services. Review the grounds maintenance services. Replace the Roa Island jetty:

Outcome: Establish a waste collection and street cleansing strategy, delivering contract savings. Deliver savings from the grounds maintenance contract. The deteriorating concrete jetty will be replaced with a new shorter timber jetty.

Targets	2013-14	2014-15	2015-16
Waste collection and street cleansing strategy	Q4		
Review waste collection and street cleansing contract		Q2	
Review grounds maintenance contract	Q4		
Replace Roa Island jetty	Q4		

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**Objective 2.2 Improve the streetscape and central courtyard on Barrow Island**

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Actions: Improve the general streetscape by introducing trees and better quality street furniture. Landscape the central courtyard area and the grassed areas between the adjacent blocks of flats.

Outcome: Improved streetscape and public realm on Barrow Island funded from the Cluster of Empty Homes grant funding.

Targets	2013-14	2014-15	2015-16
Appoint landscape architects	Q3		
Landscaping project complete		Q4	

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**Objective 2.3 Support the new athletics facility at the Furness Academy**

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Action: Support the newly constructed athletics facility at the Furness Academy.

Outcome: The new facilities at Furness Academy will be available for casual hire as well as benefitting the attending students.

Targets	2013-14	2014-15	2015-16
Agree funding contribution for the athletics facility		Q3	

### 3. Local Economy

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**Objective 3.1 Continue to support the Marina Village Development**

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Actions: The Marina Village development remains a long-term aspiration of the Council. Site assembly continues and as future purchases become available they will be funded, subject to valuations being agreed.

Consideration will be given to marketing a first phase of residential development on the site protecting the waterside frontage for future development when the marina development is agreed.

Outcome: Full site assembly is required for the complete Marina Development. Complete a development agreement for a first phase of residential development

Targets	2013-14	2014-15	2015-16
Site assembly of remaining 6 parcels of land Agree resources to proceed with development agreement.	Cannot be specified		

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**Objective 3.2 Support the strategy for advanced manufacturing in Furness**

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Actions: Ensure that Furness is included as a centre for advanced manufacturing in the Cumbria Local Enterprise Partnership (LEP) investment plan.

Outcome: To maximise the benefits of the anticipated levels of investment in the following industrial sectors: submarine construction, energy production (including offshore wind, gas production and storage), civil nuclear in West Cumbria and biopharmaceuticals.

Targets	2013-14	2014-15	2015-16
Inclusion in the Cumbria LEP investment plan	Q4		

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**Objective 3.3 Young people’s employment scheme for the Council**

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Actions: Investigate options for a young person’s employment scheme for the Council.

Outcome: This will bring young people to work in Council services and will aim to produce the skills required to continue providing local authority specific services into the future.

Targets	2013-14	2014-15	2015-16
Investigate young person’s employment scheme			Q3

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**Objective 3.4 Support for low income families**

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Actions: Review the commitment to maintain support for the local council tax reduction scheme. Actively support discretionary housing payments and disabled facilities grants where appropriate. Continue to support Council tenants through the Welfare Reform Action Plan. Review the deposit of funds in the Barrow and District Credit Union (BDCU). Review the Council’s financial support for the third sector organisations providing support and advice to low income families.

Outcome: Maintaining the commitment to fund shortfall of the local council tax reduction scheme protects low income families. Discretionary housing payments are used to support people who receive housing benefit with their housing costs where appropriate. Disabled facilities grants are available for a range of work that will help a disabled person remain in their home. The Welfare Reform Action Plan sets out a number of actions in response to the welfare reform changes and provides assistance to tenants whilst mitigating as far as is practical the possible risks to the income of the Housing Service. The Council will review its corporate deposit with the Barrow and District Credit Union. The Council will review its financial support for the third sector organisations that are currently supported.

Targets	2013-14	2014-15	2015-16
Adopt the default local council tax reduction scheme		Q1?	Q1?
Support discretionary housing payments		Q1?	Q1?
Support disabled facilities grants	Q4	Q4	Q4
Monitor the Welfare Reform Action Plan	Q4	Q4	Q4
Review the BDCU corporate deposit	Q3		
Review the third sector financial support	Q3	Q3	Q3

## 4. Service Delivery

### Objective 4.1 Achieve the budget reductions identified for the Council

Actions: Achieve the budget reductions set out in the Efficiency Support Grant (ESG) business case and deliver the savings from the Budget Strategy.

Outcome: The Council's long-term financial stability will be secured.

Targets	2013-14	2014-15	2015-16
Management and staffing (ESG)	£190k	£100k	
Sharing and outsourcing (ESG)	£77k	£122k	
Joint procurement (ESG)		£20k	
Strategic asset management (ESG)	£305k	£370k	
Other budget reductions (ESG)	£230k	£95k	
Budget Strategy budget reductions			£600k

### Objective 4.2 Partnership working and shared services

Actions: Continue to explore options for partnership working and shared services. Support the Environmental Health (EH) department's mutual aid with neighbouring authorities. Establish at least 2 additional mutual aid agreements in other technical areas. Explore the transfer of Barrow based County Council functions into Borough Council buildings on a shared premises bases and the relocation of some Borough Council functions into County Council premises.

Outcome: Partnership working and shared services will deliver improved resilience and savings for both parties. Rationalisation of premises with the County will produce savings and benefits for both parties and improve the customer experience.

Targets	2013-14	2014-15	2015-16
Support the EH mutual aid agreement	Q3		
Establish 2 additional mutual aid agreements		Q4	
Explore premises rationalisation with the County	Q4		

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**Objective 4.3 Improving the customer experience**

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Actions: Introduce new web forms with integration capabilities. Redesign the website to make it more accessible and re-launch the home page. Review the service level agreement (SLA) for the call centre to develop coherent call response targets. Review the use of online services with a view to increasing web transactions by 15%.

Outcome: Customers using the online services will be presented with a seamless process with the web forms carrying the Council's theme from the beginning of the transaction, to the end. The look and feel of the website will be improved and will cater for customers logging on for the first time. The service level for the call centre will be based on calls answered to show the percentage of customers served. Improved web forms and information on the Council's website and make the website the first point of reference for customers.

Targets	2013-14	2014-15	2015-16
Introduce new web forms	Q2		
Redesign website and home page	Q3		
Review SLA for calls answered	Q3		
Review of online services to increase web usage			Q4

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**Objective 4.4 Measure customer satisfaction**

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Actions: Identify and monitor service performance indicators (PI) which reflect customer satisfaction. Data that is already collected will be reviewed and a phased implementation plan to introduce effective data collection systems for priority services will be developed.

Outcome: Once customer data is usefully recorded it will be used to develop service delivery around customer's requirements as far as possible.

Targets	2013-14	2014-15	2015-16
Review data collected through existing systems		Q2	
Develop a plan to collect priority service PI data		Q4	

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**Objective 4.5 Implement the Workforce Strategy**

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Actions: Develop leadership skills for all managers through performance appraisal and by developing a competency framework. Deliver the transformation and change agenda by developing the role of the Business Improvement Team (BIT). Improve employee health and well-being by expanding the salary sacrifice options, developing a supported volunteer policy and improving absence management. Develop the use of new technology.

Outcome: Developing managers will provide future stability for Council service delivery and ensure that skills shortages are addressed. The BIT team will drive efficiency changes and improved working methods. As an employer, the Council remains committed to providing options to allow employees to achieve a suitable work-life balance. New technology will allow services to be delivered more efficiently.

Targets	2013-14	2014-15	2015-16
Leadership and competency skills review		Q4	
Develop the role of the BIT team	Q4		
Review the work-life balance options on offer		Q4	
Develop new technology for service delivery			Q4

**Targets for Performance Management**

Objective	Target	2013-14	2014-15	2015-16	Responsible Officer
1.1	Barrow Island empty properties brought back into use	109	80	80	
1.2	Identify funding for 5th phase of group repair	Q3			
1.2	Heads of terms agreed with developer		Q2		
1.3	Complete full viability assessment	Q4			
1.3	Complete habitat regulation assessment	Q4			
1.3	Complete strategic flood risk assessment	Q4			
1.3	Prepare draft Local Plan for consultation		Q1		
1.4	Significant improvements to dwellings	720	?	?	
1.4	Void management monitoring in place	Q3			
2.1	Waste collection and street cleansing strategy	Q4			
2.1	Review waste collection and street cleansing contract		Q2		
2.1	Review grounds maintenance contract	Q4			
2.1	Replace Roa Island jetty	Q4			
2.2	Appoint landscape architects	Q3			
2.2	Landscaping project complete		Q4		
2.3	Agree funding contribution for the athletics facility		Q3		
3.1	Site assembly of remaining 6 parcels of land	Cannot be specified			
3.2	Inclusion in the Cumbria LEP investment plan	Q4			
3.3	Investigate young person's employment scheme			Q3	
3.4	Adopt the default local council tax reduction scheme		Q1?	Q1?	
3.4	Support discretionary housing payments		Q1?	Q1?	
3.4	Support disabled facilities grants	Q4	Q4	Q4	
3.4	Monitor the Welfare Reform Action Plan	Q4	Q4	Q4	
3.4	Review the BDCU corporate deposit	Q3			

Objective	Target	2013-14	2014-15	2015-16	Responsible Officer
3.4	Review the third sector financial support	Q3	Q3	Q3	
4.1	Management and staffing (ESG)	£190k	£100k		
4.1	Sharing and outsourcing (ESG)	£77k	£122k		
4.1	Joint procurement (ESG)		£20k		
4.1	Strategic asset management (ESG)	£305k	£370k		
4.1	Other budget reductions (ESG)	£230k	£95k		
4.1	Budget Strategy budget reductions			£600k	
4.2	Support the EH mutual aid agreement	Q3			
4.2	Establish 2 additional mutual aid agreements		Q4		
4.2	Explore premises rationalisation with the County	Q4			
4.3	Introduce new web forms	Q2			
4.3	Redesign website and home page	Q3			
4.3	Review SLA for calls answered	Q3			
4.3	Review of online services to increase web usage			Q4	
4.4	Review data collected through existing systems		Q2		
4.4	Develop a plan to collect priority service PI data		Q4		
4.5	Leadership and competency skills review		Q4		
4.5	Develop the role of the BIT team	Q4			
4.5	Review the work-life balance options on offer		Q4		
4.5	Develop new technology for service delivery			Q4	

		<u>Part One</u>
<b>EXECUTIVE COMMITTEE</b>		<b>(D)</b>
<b>Date of Meeting: 18th December, 2013</b>		<b>Agenda</b>
<b>Reporting Officer: Commercial Estate Manager</b>		<b>Item</b>
		<b>12</b>
<p><b>Title: Dundalk Street ‘Over 60’s Club’</b></p> <p><b>Summary and Conclusions:</b></p> <p>The report details the current position with regard to Dundalk Street Over 60’s Club, Barrow Island.</p> <p><b>Recommendations:</b></p> <p>To agree that Dundalk Street Over 60’s Club be declared surplus to requirements and that the Commercial Estate Manager be given approval to dispose of the centre on the terms reported.</p>		

## Report

### Background

The Council own Dundalk Street Over 60’s Club, as shown edged on the attached plan at **Appendix 2**.

The club is a single storey brick building built in the early 1970’s and consists of a community hall with integral kitchen and toilet facilities. There are small garden areas to front and rear. An attached bungalow is now in private ownership.

The building has, over the years, been used by various community groups and was subject to a Neighbourhood Renewal Fund (NRF) grant in 2007. The fund was awarded in the hope that, after refurbishment, a local community group would take leasehold ownership of the centre and manage it accordingly and in line with council policy relating to community centre assets.

Unfortunately, following attempts by both the Council and Cumbria County Council, a tenant has not been forthcoming and the building stands empty and unused.

Acceptable alternative uses for the building would include residential conversion and/or demolition and rebuild subject to planning.

The Commercial Estate Manager now seeks approval to declare the asset surplus to requirements. It is proposed that the property be offered on the open market. If

no acceptable offers are received it is proposed to dispose of the asset through auction.

(i) Legal Implications

Freehold transfer of a property asset.

(ii) Risk Assessment

The recommendation has no significant implications.

(iii) Financial Implications

Capital receipt.

(iv) Health and Safety Implications

The recommendation has no significant implications.

(v) Equality and Diversity

The recommendation has no detrimental impact on service users showing any of the protected characteristics under current Equalities legislation.

(vi) Health and Well-being Implications

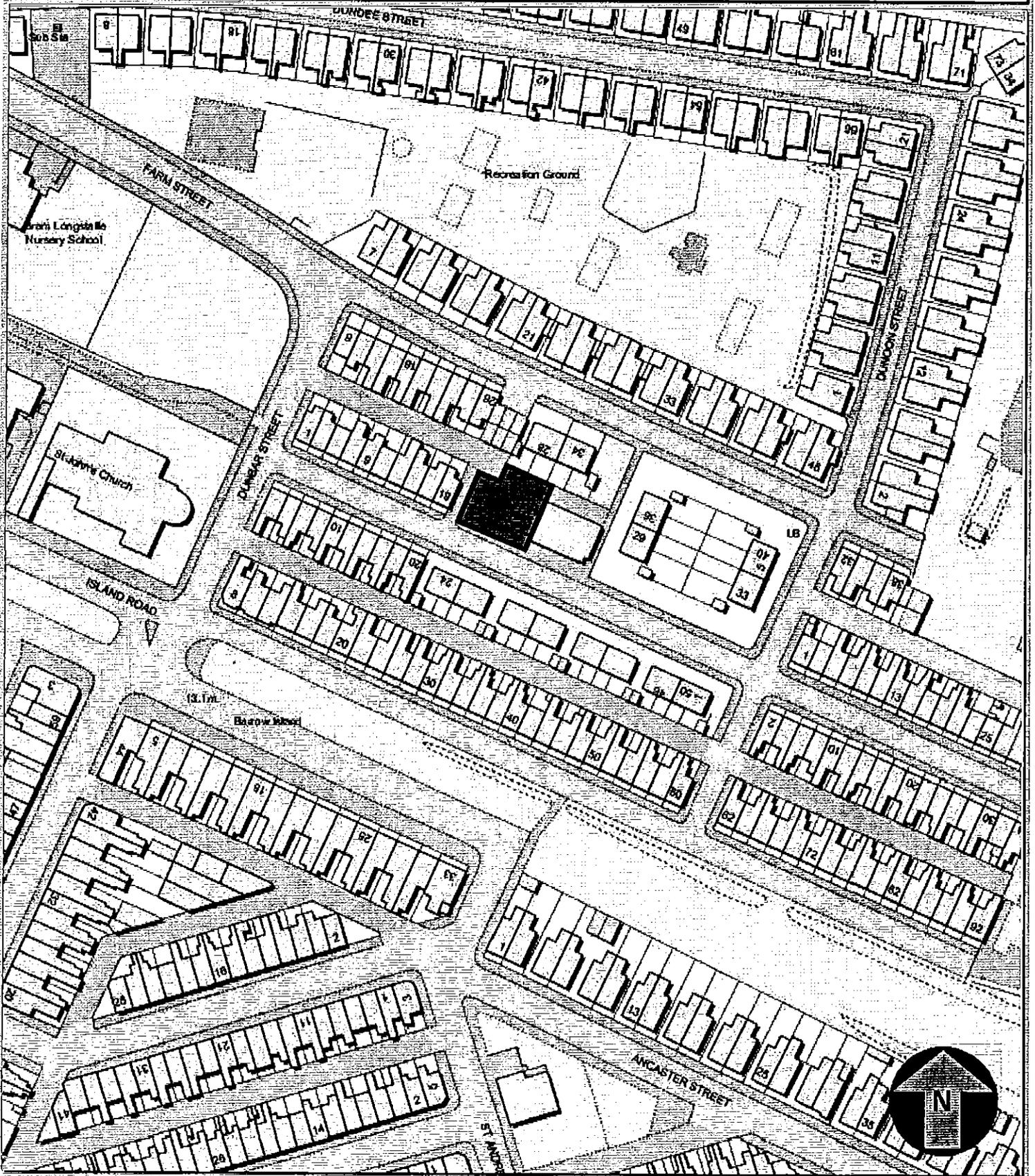
The recommendation has no adverse effect on the Health and Wellbeing of users of this service.

Background Papers

Nil

# Dundalk Street

## Dundalk Street Community Centre



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