

**BOROUGH OF BARROW-IN-FURNESS**  
**OVERVIEW AND SCRUTINY COMMITTEE**

Meeting:- Thursday 2nd March, 2016  
at 2.00 p.m. (Committee Room No. 4)

**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. Apologies for Absence/Attendance of Substitute Members.
6. Confirmation of Minutes of the meeting held on 28th January, 2016 (copy attached).
7. Confirmation of Minutes of the Barrow Market Liaison Committee meeting held on 2nd February, 2016 (copy attached).
- (D) 8. Localised Flooding.
- (D) 9. Street Cleansing.

**NOTE (D) – Delegated  
(R) – Referred**

## **Membership of Committee**

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

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

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Published: 23rd February, 2016.

# **BOROUGH OF BARROW IN FURNESS**

## **OVERVIEW AND SCRUTINY COMMITTEE**

Meeting, Thursday, 28th January, 2016  
at 2.00 p.m.

**PRESENT:-** Councillors Heath (Chairman), Cassidy (Vice-Chairman), Gill, Husband, McLeavy, Opie, Preston, C. Thomson, M. A. Thomson and Wall.

**Officers Present:-** John Penfold (Corporate Support Manager), Brooke Parsons (Corporate Support Officer), Peter Carr (Environmental Protection Officer), Sue Roberts (Director of Resources) and Paula Westwood (Democratic Services Officer - Member Support).

### **30 – Declaration of Interest**

Councillor M. A. Thomson declared a disclosable pecuniary interest in Agenda Item No. 10 (Budget Proposals 2016-2017) as she was part owner of an allotment. She advised the Committee that she would leave the meeting if allotments were discussed.

### **31 – Apologies for Absence**

Apologies for absence were received from Councillors Proffitt and Williams.

### **32 – Minutes**

The Minutes of the meeting held on 3rd December, 2015 were taken as read and confirmed.

### **33 – Friends of Barrow Cemetery Group**

The Corporate Support Manager provided Members with an update from the Friends of Barrow Cemetery Group. He reported that the Cemeteries and Crematorium Manager had carried out a trial using a variety of methods of identifying trees using Quick Response (QR) codes in a small area. The Property Information Manager had provided the Cemeteries and Crematorium Manager with QR codes and different media for attaching the codes to the trees. The trial was on-going and he would provide updates to the Committee when he received feedback.

In respect of the refurbishment of the crematorium public and office areas, he had reported that this was progressing well and was due to be completed in March 2016. It was intended that cemetery and crematorium staff would vacate the gatehouse and move into the new office area once completed. The Council would then carry out a structural assessment of the gatehouse building before determining its future use.

**RESOLVED:-** To note the information.

### 34 – Localised Flooding

Referring to Minute No. 27 of the meeting held on 3rd December, 2015, the Environmental Protection Officer had attended today's meeting to provide an update of the current arrangements in place for localised flooding. He advised that he was the lead officer on the Making Space for Water Group (MSfWG) which met on a quarterly basis. Representatives on that group included the Environment Agency as well as Cumbria County Council (the Lead Local Flood Authority (LLFA)). The LLFA provided consent for any work which was required. The role of the group was to look at flood hotspot areas and identify works required in those areas or identify new areas. It was agreed that the Corporate Support Manager would circulate a list of the current flood hotspots to all Members of this Committee.

A Member had raised concerns regarding flooding in the vicinity of South Walney Riding School. The Environmental Protection Officer advised that he would raise the issue at the next MSfWG meeting.

RESOLVED:- (i) To note the information;

(ii) To note that the Corporate Support Manager would circulate a list of the current flood hotspots to Members of this Committee; and

(iii) To note that the Environmental Protection Officer would raise the issue of flooding in the vicinity of South Walney Riding School at the next MSfWG Meeting.

### 35 – Street Cleansing Report

The Corporate Support Manager provided Members with an update on the recycling performance as follows:-

Table recycling tonnages:

	Q1 & Q2 2015/16 (tonnes)	Q1 & Q2 2014/15 (tonnes)
Green waste	2564.04	2752.32
Kerbside co-mingled	1685.11	1692.62
Kerbside paper	389.34	462.7
Bring site co-mingled	374.64	356.24

It was noted that the recycling tonnages for green waste and kerbside co-mingled had been roughly the same during quarters 1 and 2 of 2015/16 as they had been in the same period the previous year. Bring site co-mingled had increased slightly compared to the same period last year. The main concern was the recycling tonnage of kerbside paper which was down 17% on the same period in the previous year and kerbside paper was the most valuable recycle at present.

He also advised the Committee that during the recent flooding in Cumbria, Biffa vehicles had been deployed to other Districts to assist with the recovery operation. This had resulted in a small reduction in service which mainly affected special collections.

RESOLVED:- To note the information.

**REFERRED ITEMS**

**THE FOLLOWING MATTERS ARE REFERRED TO COUNCIL FOR DECISION**

**36 – Budget Proposals 2016-2017**

The Director of Resources reported that the Executive Committee had considered the budget proposals for 2016-2017 on 20th January, 2016 and their recommendations would be before Council on 1st March, 2016.

Members of this Committee had the opportunity to scrutinise the budget proposals and raise any concerns or comments to full Council at the meeting on 1st March, 2016.

The Executive Committee report with the related appendices had been appended to the Director's report.

The Director of Resources responded to Members' questions in relation to the Budget Proposals for 2016-2017.

**RECOMMENDED:-** To agree that Members were satisfied with the budget proposals for 2016-2017 as approved by the Executive Committee at its meeting on 20th January, 2016 and agreed to forward these proposals to full Council for approval at its meeting on 1st March, 2016.

The meeting closed at 2.32 p.m.

**BOROUGH OF BARROW-IN-FURNESS**  
**BARROW MARKET LIAISON COMMITTEE**

Meeting: Tuesday 2nd February, 2016  
at 11.00 a.m. (Law Library)

PRESENT:-

Councillors:- Barlow, Gawne and Pidduck (Minute Nos.1 - 7 only).

Other Representatives:- Phil Collier (Federation of Small Business (Furness Branch)), Peter Gott (Market Trader), Wendy Gunning (Market Trader), Chris Hewson (Market Trader), Owain Miln (Market Trader) and Michael Nicholson (National Market Traders Federation) (NMTF)).

Officers:- Keith Johnson (Assistant Director – Community Services) and Ann Taylforth (Town Centre and Festivals Manager).

**1 – Appointment of Chairman for 2015/2016**

It was moved by Councillor Pidduck and seconded by Councillor Gawne, and

RESOLVED:- To agree that Councillor Barlow be appointed Chairman for 2015/2016.

COUNCILLOR BARLOW IN THE CHAIR

**2 – Appointment of Vice-Chairman for 2015/2016**

It was moved by Councillor Pidduck and seconded by Councillor Barlow, and

RESOLVED:- To agree that Councillor Gawne be appointed Vice-Chairman for 2015/2016

**3 – Apologies**

An apology was received from Councillor Anne Burns.

**4 – Constitution of the Barrow Market Liaison Committee**

A full copy of the Constitution had been circulated with the Agenda. It was noted that the role of the Committee was to provide an open and constructive channel of communication between Members and Tenants of the Market to work together to sustain the vitality and viability of the Market, to stimulate the Market's role in the wider retail offer of Barrow Town Centre and to encourage best practice and entrepreneurship.

It was noted that the Minutes of this Committee would be reported to the Council's Overview and Scrutiny Committee for their information and approval.

RESOLVED:- To agree the Constitution of the Barrow Market Liaison Committee.

## **5 – Presentation on [www.mission4markets.uk](http://www.mission4markets.uk)**

Michael Nicholson, President of the NMTF circulated copies of the Mission4Markets Strategy Booklet. He advised that the Mission4Markets was to drive Markets forward and to encourage new traders into the industry. He added that Market Traders often didn't realise the wealth of experience that they had which could be used to encourage young entrepreneurs into the business, i.e. Apprentice Market Traders (Butchery and Fishmongers).

A Member had asked how the Council encouraged new stallholders and whether there was a scheme or organisation to go to for neutral advice. Michael Nicholson advised the Committee NMTF would always endeavour to support people and offer advice and that a new booklet 'NMTF First' had been produced by the London Retail Group following extensive research.

RESOLVED:- To note the information.

## **6 – Update on the Structure and Role of NMTF**

Michael Nicholson advised the Committee that the Federation no longer had an entity and could no longer invest any money and that it had been proposed that it would change to a Limited Liability Company and reduce the size of the Board which would be discussed at the next AGM. The changes would mean that the NMTF would be able to provide better support to its members.

It was noted that approximately 55% of Barrow Market Traders were members of the Federation and that membership included insurance cover too. It was also noted that NMTF now had a smartphone app which was available for members and non-members.

The NMTF had produced a self-help retailing guide for Market Traders '400 Ways to Increase Your Sales'. The Town Centre and Festivals Manager reported that all new Traders were given details of NMTF membership and the guidance they provided for Market Traders.

RESOLVED:- To note the information and agree that it would be beneficial for Market Traders to join NMTF.

## **7 – Council Budget 2016/2017**

It was noted that Barrow Borough Council's funding from Central Government had been cut by £1.5 million making Barrow amongst the top 10 Councils to be hit by the reduction in funding. It was noted that as the Council faced extremely difficult times it was unfortunate that increases in certain areas would be required in order to produce a balanced budget. The Committee were requested to note that the Council's Executive Committee at its meeting on 20th January, 2016 had recommended to Council that Indoor market rents be increased by 2.45% and stockroom rents be increased by 2.25% from 1st September, 2016. Public

consultation was currently under way on the proposed budget and full Council would determine the budget at its meeting on 1st March, 2016.

A Market Trader advised that Traders had a right to request an assessment from an Independent Advisor regarding the proposed rent increases.

The Assistant Director – Community Services confirmed that any Trader could request an independent adjudication and that there was a mechanism in the lease to dispute any rent increases. Should the need arise, then the Council would jointly commission an Independent Advisor to review the rents.

The Town Centre and Festivals Manager advised the Committee that anyone would be entitled to make a representation to full Council as part of the budget consultation.

A question was raised regarding retail rent trends and whether they were reducing locally as they appeared to be around the country. Phil Collier from the Federation of Small Businesses would find out and report back.

RESOLVED:- To note the information.

## **8 – Footfall**

Footfall in the Market Hall had been discussed at length by Market Traders and it was noted that footfall had decreased dramatically over the past 5-7 years in the Town Centre in general, not just in the Market Hall. It was noted that there were proposals for the Town Centre to become a BID (Business Improvement District). BID was a private sector led initiative and it was anticipated that, if Barrow became a BID, then £167,000 annually would be raised which would be used to help address various issues including parking, accessibility and increase in footfall as a whole.

It had been suggested that a pop up kitchen including demonstrations and/or entertainment could increase footfall to the Market.

It was noted that a meeting of the BID Steering Group was due to take place tomorrow at 5.30 p.m. in the Forum and that members of this Committee would be welcome to attend.

RESOLVED:- To note the information.

## **9 – Access**

Market Traders raised customer access as a concern. Some Traders had provision for internet sales but faced issues with customers accessing the Market Hall on a 'Click and Collect' basis from what appeared to be a very onerous traffic regime which was problematic, particularly when loading heavy items into their vehicles. Similar access problems also existed for couriers.

RESOLVED:- To note the information.

## **10 – Parking, Double Yellow Lines etc.**

Leading on from the issues regarding access, Market Traders had suggested the provision of free parking for 30 minutes on Market days to allow customers to 'Click and Collect'. Free parking on a Saturday on the area of the roof top car park which was currently underutilised had also been suggested as a way to increase footfall in the Market. It was noted that Business Improvement Districts around the country provided free parking or part subsidised parking working on an arrangement with Councils.

Issues had also been raised regarding the size of articulated lorries accessing the loading areas at the rear of Portland Walk via Paxton Street.

The Town Centre and Festivals Manager advised that Barrow Borough Council no longer managed on-street parking which was now managed by Cumbria County Council.

The Assistant Director – Community Services advised that the Council could possibly look into parking subsidies but this would require consultation with Councillors.

It was noted that a Barrow Town Centre Movement Study was currently being commissioned which may address issues regarding parking and access. The Council agreed to forward the concerns of the Market Traders to the Consultants engaged by Cumbria County Council to undertake the Study.

RESOLVED:- To note the information.

## **11 – Opening Hours**

Market Traders raised concerns regarding the Market as a whole not sending out a uniformed message to customers by some stalls closing early. This issue was discussed at length and it was realised that the Council could not dictate or enforce opening hours of individual stalls and that the Market Traders would devise a letter to send all Market Traders to encourage everyone to work together as a community for the customers who wanted access on the hours that the Market Hall stated it was open.

RESOLVED:- To note the information.

## **12 – General Outside Building Condition**

The general condition of the outside of the rear of the Market Hall building had been discussed and it was agreed that the Stephen Street/Paxton Street elevation required improvement works which would be addressed within the next couple of months. It was also noted that the empty storerooms upstairs were currently being refurbished and would be rented out.

Temperature issues inside the Market Hall had also been discussed and it was noted that the Heating Engineers would be looking at installing a blower heater on

the Portland Walk entrance but the Traders had suggested that a more appropriate place for the heater may be on the Stephen Street exit.

RESOLVED:- To note the information.

### **13 – Empty Stall Policy**

It was noted that approximately 15% of the Indoor Market Stalls were currently empty. The Assistant Director – Community Services advised that the storage area on the back wall inside the Market Hall would be converted back to Market Stalls over a period of time to include 12 additional stalls.

A Market Trader had suggested placing a sign at each of the main entrances to advise what stalls the Market Hall was in need of, with the intention of encouraging new services rather than diluting existing trades.

In respect of the Outside Market, the Town Centre and Festivals Manager advised the Committee that there was only currently one permanent outdoor Trader and that she had suggested removing the current Outdoor Market structure to allow Traders to trade from more flexible means, including gazebos or bespoke vans and the Council could provide pop up power. It was noted that this would need to be agreed by the Executive Committee. This was seen by Traders as a positive move to be looked at as soon as possible as trading in that manner would often be where entrepreneurs started out their business ventures before moving into the more permanent stalls within the Indoor Market.

RESOLVED:- To note the information.

The meeting closed at 12.57 p.m.

<b>OVERVIEW AND SCRUTINY COMMITTEE</b>		<b>Part One</b>
<b>Date of Meeting:</b>	<b>2nd March, 2016</b>	<b>(D)</b> <b>Agenda</b> <b>Item</b> <b>8</b>
<b>Reporting Officer:</b>	<b>Corporate Support Manager</b>	
<p><b>Title: Localised Flooding</b></p> <p><b>Summary and Conclusions:</b></p> <p>Members requested that we reviewed arrangements for localised flooding as part of the scrutiny work programme.</p> <p><b>Recommendation:</b></p> <p>Members are invited to consider the information and agree how to progress this.</p>		

### **Report**

Members requested that we reviewed arrangements for localised flooding as part of the scrutiny work programme. Cumbria County Council is the lead partner for flood management and has established Making Space for Water Groups (MSfWG) for each of the six districts.

At the last meeting of this Committee an Environmental Protection Officer who is our lead officer on MSfWG attended and provided an update of current arrangements. Members asked me to circulate a list of the current flood hotspots in the Borough which I have done.

### **Background Papers**

Nil.

<b>OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>(D) Agenda Item 9</b>
<b>Date of Meeting: 2nd March, 2016</b>	
<b>Reporting Officer: Corporate Support Assistant</b>	
<p><b>Title: Street Cleansing</b></p> <p><b>Summary and Conclusions:</b></p> <p>To provide Members with an update of the scrutiny review into street cleansing.</p> <p><b>Recommendation:</b></p> <p>Members are invited to consider the information and determine how this review should be progressed.</p>	

## **Report**

### **Contaminated Green Waste**

Biffa currently collect Green waste on behalf of Barrow Borough Council. The green waste is disposed of at Sinkfall Farm where it is composted. If Sinkfall farm receive contaminated loads of green waste (green waste which includes non-green waste) the Council will incur additional costs for picking time – removing the contamination from the waste prior to composting.

Contaminated loads are typically attributed to two main sources, residents placing residual waste into their garden waste bins. Biffa are contractually obliged to remove any waste in the green waste loads which is not supposed to be there. However, if Biffa cannot see the contamination they are unable to remove it and for health & safety reasons they can only inspect the top layer of the waste. Sinkfall are then responsible for removing the contamination before the waste is composted but this is not part of our arrangements with them so they charge additional fees referred to as “picking time” which is the time it takes to remove the contamination.

The second reason which can result in the contamination of green waste is Biffa’s practice of using the same vehicle for collecting different waste streams. There are a limited number of vehicles and on occasions the same vehicle is used for two duties, collections of Green waste, and collection of residual waste. When the same vehicle is used for different rounds, waste residues from the previous round can contaminate the green waste if the vehicle is not emptied completely between rounds.

In the period February 2015 – January 2016, there was 52 reported contaminated loads out of 474 (11%) Compared to 40 out of 494 (8%) in the same period of 2014-15.

### **Background Papers**

Nil.