

AGENDA

Community Overview and Scrutiny Panel

Thursday, 10 January 2013 AT 10:00
In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG

****Briefing meeting for Members will be at 9.15 am in the
Flensburg Room****

Apologies for Absence

To receive apologies for absence and notification of substitutions.

Declarations of Interest

Members are invited to declare any disclosable pecuniary interests, other registrable interests and any interests, relating to any item on the agenda at this stage.

Public and Press

To agree that the items of business within Part A of the agenda should be dealt with in public and that the items of business within Part B of the agenda should be dealt with in private.

PART A

To be considered when the Public and Press are present

A.1 CALL-IN OF DECISIONS

To consider any matter which has been the subject of call-in.

A.2 OVERVIEW REPORT AND WORK PROGRAMME

5 - 30

To consider a report providing an overview of matters related to the work of the Community Overview and Scrutiny Panel, together with the latest version of the Work Programme and details of the Key Decisions items relevant to this Panel as set out in the Notice of Executive Key Decisions.

(Copy Report OS.03/13 herewith)

A.3 WORKING WITH YOUNG PEOPLE

31 - 44

(Culture, Health, Leisure and Young People Portfolio)
The Director of Community Engagement to submit a report on the services to young people including NEET and work of the Carlisle Partnership Children and Young Persons Group.
(Report CE.01/13 herewith)

A.4 TRANSFORMATION

45 - 50

(Communities and Housing Portfolio and Culture, Health, Leisure and Young People Portfolio)

The Director of Community Engagement to submit a report on the Transformation savings within his Directorate.
(Copy Report CD.02/13 herewith)

(Environment and Transport Portfolio)

The Director of Local Environment to submit a report on CCTV provision in Carlisle. The matter was considered by the Executive on 19 November 2012.

(Copy Report LE.01/13 and minute excerpt herewith)

PART B

To be considered when the Public and Press are excluded from the meeting

Enquiries, requests for reports, background papers, etc to Committee Clerk:

Rachel Rooney x7039

COMMUNITY OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 10th January 2013

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 02/13

Summary:

This report provides an overview of matters related to the Community O&S Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Decide whether the items on the Notice of Key Executive Decisions should be included in the Panel's Work Programme for consideration.
- Note and/or amend the Panel's work programme

Contact Officer: Nicola Edwards

Ext: 7122

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 14th December 2012. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

KD.033/12 Budget Process 2012/13 – *considered at the meeting of the Panel on 22nd November 2012.*

KD.036/12 Review of CCTV Provision in Carlisle – *to be considered at this meeting of the Panel.*

KD.037/12 Carlisle Plan 2012-13 – *to be considered at the meeting of the Panel on 14th February 2013.*

KD.041/12 Regulatory Reform Order – *available to be considered at the meeting of the Panel on 14th February 2013.*

KD.045/12 Parish Charter – *to be considered at the meeting of the Panel on 28th March 2013.*

2. References from the Executive

The following references have been received from the Executive and can be found at **Appendix 2**.

- EX.161/12 – Charges Reviews
- EX.163/12 – Tullie House Museum and Art Gallery Trust Business Plan 2013/14 – 2015/16
- EX.165/12 – Amendments to the Cumbria Choice Allocations Policy
- EX.166/12 – Proposals for Implementation of Council Tax Technical Reforms to Discounts and Exemption

3. Monitoring of Scrutiny Task Group Recommendations

An update of the implementation of the recommendations from the **Disabled Facilities Grants** and **Homelessness** Task Groups are attached at **Appendix 3** for the Panels information.

4. Work Programme

The Panel's current work programme is attached at **Appendix 4** for comment/amendment.

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.033/12
Decision Title:	Budget Process 2013/14
Decision to be taken:	<p>The Executive will be asked to consider strategic financial issues arising from the budget setting process:</p> <p>(a) Budget Update - Revenue Estimates (19th November 2012)</p> <p>(b) Individual Charges Reviews (Local Environment, Governance , Economic Development, Community Engagement) (19th November 2012)</p> <p>(c) New Revenue Spending Proposals (19th November 2012)</p> <p>(d) New Savings Proposals (19th November 2012)</p> <p>(e) New Capital Spending Proposals and Provisional Capital Programme (19th November 2012)</p> <p>(f) Repair and Maintenance (19th November 2012)</p> <p>(g) Treasury Management and Prudential Borrowing Implications (19th November 2012)</p> <p>(h) Consideration of Overview and Scrutiny Consultation feedback (13th December 2012)</p> <p>(i) Draft Revenue Support Grant Settlement (if available) (17th December 2012)</p> <p>(j) Summary Overall Revenue and Capital Position (17th December 2012)</p> <p>(k) Draft Treasury Management and Investment Strategy including MRP Strategy (17th December 2012)</p> <p>(l) Executive Draft Budget Proposals for consultation (17th December 2012)</p> <p>(m) Final Revenue Support Grant and Final Revenue Budget Summary (14th January 2013)</p> <p>(n) Provisional Capital Programme (14th January 2013)</p> <p>(o) Treasury Management and Investment Strategy including MRP Strategy (14th January 2013)</p> <p>(p) Consideration of Final Budget Consultation (16th January 2013)</p> <p>(q) Executive's Final Budget Proposals (16th January 2013).</p>
Date Decision to be considered:	19 November 2012 (EX.132/12, EX.133/12, EX.134/12, EX.135/12, EX.136/12, EX.138/12, EX.139/12, EX.140/12, EX.141/12, EX.142/12) , 13 December 2012, 17 December 2012 and 14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	19 November 2012, 13 December 2012, 17 December 2012 and 14 January 2013

Items relevant to the Community Overview and Scrutiny Panel:

Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	<p>Report RD.43/12 - Revised Revenue Base Estimates and Updated Medium Term Financial Plan Projections 2013/14 to 2017/18 on 19 November 2012</p> <p>Report LE.34/12 - Review of Charges 2013/14 Local Environment on 19 November 2012</p> <p>Report CD.53/12 - Review of Charges 2013/14 Community Engagement on 19 November 2012</p> <p>Report ED.35/12 - Review of Charges 2013/14 Economic Development on 19 November 2012</p> <p>Report GD.64/12 - Review of Charges 2013/14 Governance and Resources on 19 November 2012</p> <p>Report RD.44/12 - Summary of New Revenue Spending Pressures on 19 November 2012</p> <p>Report RD.45/12 - Summary of New Saving Proposals and Additional Income on 19 November 2012</p> <p>Report RD.46/12 - Revised Capital Programme 2012/13 and Provisional Capital Programme 2013/14 to 2014/18 on 19 November 2012</p> <p>Report RD.53/12 - Corporate Assets 3 Year Repair and Maintenance Programme on 19 November 2012</p> <p>Report RD.47/12 - Treasury Management July - September 2012 and Forecasts for 2013/14 to 2017/18 on 19 November 2012</p>
Contact Officer for this Decision:	Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website www.carlisle.gov.uk.

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.037/12
Decision Title:	Carlisle Plan 2012-13
Decision to be taken:	The Executive is requested to: 1. Consider and comment upon the presentation and content of the Plan with a view to seeking continuous improvement in the way the Council delivers services to its local communities. 2. Consider the comments of the Overview and Scrutiny Panels on the draft Plan. 3. Refer the Plan to full Council for approval.
Date Decision to be considered:	14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	8 April 2013
Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	The report of the Policy and Communications Manager will be available five working days before the meeting
Contact Officer for this Decision:	Town Clerk and Chief Executive, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.041/12
Decision Title:	Regulatory Reform Order - Empty Property Policy Amendments
Decision to be taken:	The Executive will be asked to amend the Regulatory Reform Order in place to enable the Council to provide loans to the owners of empty property to enable them to be brought back in use under the Empty Property project.
Date Decision to be considered:	14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	11 March 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Community Engagement will be available five working days before the meeting
Contact Officer for this Decision:	Director of Community Engagement, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Communities and Housing (Councillor Mrs Riddle)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.045/12
Decision Title:	Parish Charter
Decision to be taken:	The Executive will be asked to discuss and approve the sign off of the Parish Charter and the underlying agreements concerning the partnership working of the City Council and the Parishes.
Date Decision to be considered:	11 March 2013
Date Decision to be taken:	8 April 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Community Engagement will be available five working days before the meeting
Contact Officer for this Decision:	Director of Community Engagement, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Community Engagement
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website www.carlisle.gov.uk.

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

**EXCERPT FROM THE MINUTES OF THE
EXECUTIVE**

HELD ON 17 DECEMBER 2012

**EX.163/12 **TULLIE HOUSE MUSEUM AND ART GALLERY TRUST BUSINESS PLAN
2013/14 – 2015/16
(Key Decision – KD.029/12)**

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Culture, Health, Leisure and Young People

Relevant Overview and Scrutiny Panel Community

Subject Matter

Pursuant to Minute EX.143/12, the Culture, Health, Leisure and Young People Portfolio Holder submitted report CD.58/12 presenting the Tullie House Museum and Art Gallery Trust 2012-2015 Business Plan.

The purpose of the report was to allow consideration of the Business Plan and approval by the Executive in order that the City Council may, in due course, agree core funding for the Trust. That was in line with Section 5 of the Partnership Agreement signed at the establishment of the Trust; that the Business Plan submitted by the Trust to the City Council should be used as the basis for the agreement of funding.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter (COSP.79/12) and resolved that the Tullie House Trust Business Plan 2013/14 – 2015/16 be welcomed. A copy of the Minute Excerpt had been circulated.

The Chairman of the Community Overview and Scrutiny Panel advised that the thread behind the questions put by the Panel was to discover the progress that had been made and would be required on increasing visiting numbers.

There were questions on aspects of the Business Plan that demonstrated that the funding strategy was being developed; the programme of exhibitions that would be attractive enough to encourage more visitors and bring people back on further visits; the provision of adequate resources for the educational work that Members wanted to see the Museum provide and the need for more special resources for the collections to be displayed. Also, looking further ahead, how the Trust's plans would secure the Museum a high place both in the cultural life of the City and in the tourism offer that Carlisle could provide for future visitors.

There was activity written into the Business Plan which was addressing those points but, like the Resources Overview and Scrutiny Panel, Members wished to have more information on the budgetary plans, which she understood was to come in a report available in early January.

Notwithstanding the above, the Chairman said that Members felt that the progress which had been made in the Trust's first year was significant and going in the right direction.

Speaking as a Member of the Tullie House Museum and Art Gallery Trust Board, the Leader advised that robust discussions had taken place at a meeting held the previous Friday. The drop in visitor numbers was a concern to the Board. He welcomed the comments expressed by the Panel which would be taken on board.

In conclusion, the Leader moved the recommendation set out in the report which was duly seconded by the Culture, Health, Leisure and Young People Portfolio Holder.

Summary of options rejected None

DECISION

That the Executive approved:

1. Year 1 (2013/14) of the Tullie House Museum and Art Gallery Trust 2012 – 2015 Business Plan, including the City Council Grant of £1,198,420 for recommendation to Council.
2. That the Director of Community Engagement and the Portfolio Holder be given delegated authority to bring forward a revised grant proposal for the period 2014/15 to 2016/17.

Reasons for Decision

The recommendations allow the grant agreement for 2014/15 and future years to be in line with wider City Council budget reduction pressures

**EXCERPT FROM THE MINUTES OF THE EXECUTIVE
HELD ON 17 DECEMBER 2012**

EX.165/12 AMENDMENTS TO THE CUMBRIA CHOICE ALLOCATIONS POLICY
(Key Decision – KD.040/12)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Communities and Housing Portfolio Holder submitted report CD.60/12 presenting the revised Cumbria Choice Allocation Policy for Social Housing, which was signed off by the Cumbria Choice Project Board on 29 November 2012.

She outlined the background to the matter, reminding Members that the Policy came into operation in March 2011, the intention being that the Cumbria Choice Partnership would review the Policy after twelve months. The review was intended to take into account both the operational issues which had arisen and any national trends and reforms, such as localism and welfare reform.

Following the review process the Partnership Board had concluded that the Allocation Policy had predominantly been functioning as anticipated and desired, and did not believe that any wholesale overhaul of the Cumbria Choice Allocation Policy was required.

The Communities and Housing Portfolio Holder explained that the Partnership had, however, made some proposed changes to improve the fairness of the Policy, to take into account changes to national policy or as administrative changes. The proposed changes were set out in the report, together with a revised version of the Allocation Policy.

In addition, an independent review of Cumbria Choice was undertaken in July 2011 to assess the accessibility of the Allocation Policy. The review found that some older people and people living in rural areas struggled to access Cumbria Choice. Subsequently, a sub-group of the Partnership examined those issues and, in response, updated Cumbria Choice's Accessibility Policy, adding a good practice check list. A copy of the revised Policy was included at Appendix 2.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter and resolved that report CD.56/12 be noted. A copy of Minute Excerpt COSP.84/12 had been circulated.

The Chairman of the Community Overview and Scrutiny Panel commented that the Panel's conclusion, after its questioning, was that the Allocation Policy had largely performed as anticipated and required no major overhaul. There were changes proposed by the Partnership Board to improve further the fairness of the Policy.

She added that questions had been asked as to the accessibility for those who (and that applied to many living in the rural area) did not have access to the internet. The Panel was informed that the issue had been addressed and the methods to be used outlined in the Policy, as were those changes in circumstances for residents who were experiencing financial hardship or requiring housing needs flexibility taking into regard issues arising for them through the national policy reform. The Panel wished to continue to monitor those aspects.

The Chairman further stated that overall Members were satisfied that all the hard work undertaken in launching the scheme had resulted in a scheme that was accessible and had broadened the opportunities for residents seeking new accommodation.

In conclusion, the Communities and Housing Portfolio Holder moved that the Executive approve the revised Cumbria Choice Allocations Policy. The Leader seconded the recommendation.

Summary of options rejected None

DECISION

That the Executive approved the revised Cumbria Choice Allocations Policy, as appended to Report CD.60/12.

Reasons for Decision

Approval of the revised Cumbria Choice Allocations Policy would add clarity to the existing Policy, and would allow the City Council to respond more effectively to the reforms to the welfare system, benefitting both partner organisations and local residents. Approval would also enable the Cumbria Choice Project Board to instruct its IT partner Abitras to make the necessary changes to the Cumbria Choice IT system

**EXCERPT FROM THE MINUTES OF THE EXECUTIVE
HELD ON 17 DECEMBER 2012**

**EX.166/12 **PROPOSALS FOR IMPLEMENTATION OF COUNCIL TAX TECHNICAL
REFORMS TO DISCOUNTS AND EXEMPTION**

(Key Decision – KD.042/12)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources; and Community

Subject Matter

Pursuant to Minute EX.145/12, the Finance, Governance and Resources Portfolio Holder submitted report RD.61/12 suggesting changes to empty rate Council Tax discounts to fund, in part, the cost of the reduced Local Support for Council Tax Scheme.

He drew Members' attention to the proposals set out and summarised at paragraph 5.1 of the report, stressing that the Executive would keep a close eye on the matter going forward.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter and resolved that report RD.48/12 be noted. A copy of Minute Excerpt COSP.81/12 had been circulated.

In conclusion, the Finance, Governance and Resources Portfolio Holder moved the recommendations set out in report RD.61/12, which were duly seconded by the Communities and Housing Portfolio Holder.

Summary of options rejected None

DECISION

1. That the Executive had considered and agreed the proposals set out in Report RD.61/12 and summarised in paragraph 5.1 as a means to fund in part the grant reductions to be introduced from 1 April 2013 in funding the cost of the localisation of Council Tax Benefits (discounts).
2. That the recommendation of the Executive be progressed to Council as part of the 2013/14 budget considerations.

Reasons for Decision

To secure the implementation of Council Tax Technical Reforms to discounts and exemptions

DISABLED FACILITIES GRANTS (DFG)

	Recommendation	Update on Action
1.	That the Council continue to lobby Government to ensure that an appropriate amount of funding is secured to satisfy DFG demand in Carlisle.	The DFG Co-ordinator post, who has a remit across the county has been hosted by Carlisle City Council since 2008. The postholder sits on the DCLG (Department of Communities and Local Government) Working Group on the Modernisation of DFGs and through this route we are able to build on previous lobbying work done to continue to lobby on behalf of all authorities in Cumbria for further funding. The focus of this lobbying is to help officials from DCLG to communicate with their colleagues at the DH (Department of Health) for funding and helping them prepare the next Comprehensive Spending Review (CSR) bid to the Treasury. This effort has resulted in an additional £40 million nationally from the DH announced on 12/12/12 from which Carlisle will receive £109,000. This additional funding is un-ring fenced. Similarly in 2011/12 an additional £20 million was raised nationally from DH for DFGs from which Carlisle received £54,000 . In both cases the funding has been allocated and paid to the authority nine months into the respective financial year.
2.	That the Executive give consideration to allocating some or all New Homes Bonus Grant to the DFG budget.	As part of the Council budget resolution for 2012/13 put forward by the Executive to Full Council and passed on the 7/2/12 an increase in capital funding for DFG's was identified. This was for £200,000 per annum in order to meet expected demand. The DFG capital grant from central government is £663,000 for the financial year 2012/13 and with the additional £200,000 per annum the overall budget is £863,000.
3.	That a clear reporting procedure is developed between Riverside, Social Care and the Council so that the Council is fully aware of all DFG cases from referral to	Riverside Carlisle implemented a number of actions in regard to DFG's that are recommended for their tenants following a review undertaken in 2011. This has included referrals being made directly to them by Occupational Therapists (OT's), a review process for looking at the housing options for each tenant with a DFG referral and where approved undertaking the work themselves on the adaptations.

	completion to comply with its statutory duty in the provision of major adaptations.	An agreed process has been put in place whereby a list of all referrals received by Riverside housing from OT's is passed to the Council on a regular basis.
4.	That consideration be given to requesting that Riverside contribute the first £7,000 of all DFG's relating to their properties.	Following the review undertaken by Riverside Carlisle (RC) in 2011 they have implemented a number of actions from the review including referrals being made directly to them by Occupational Therapists (OT's), a review process for looking at the housing options for each tenant with a DFG referral and where approved undertaking the work themselves on the adaptations. RC have also given a commitment to fund the first £7,000 for approved DFG's relating to their properties. The exception to this has been where a second adaptation has been recommended for a client/tenant within a 12 month period which Riverside will not fund. It is expected that this will only apply to a very few cases and the Council will need to fund these.
5.	That the development of a Countywide procurement framework for adaptations is explored with other district councils, health and social care.	Carlisle City Council have implemented a procurement framework from April 2012 which runs for a contracted period of three years. During the period when the Framework was being put together discussions were held with officers from other councils, health and social care. The work being undertaken to model a more integrated DFG process across housing, health and social care is being piloted in Carlisle. The learning taken from this project will be offered to other Districts councils as part of the options for improving the delivery of DFGs and making the process more sustainable.
6.	That the option of developing a community based recycling organisation for adaptations is considered further.	<p>As part of the development of Carlisle's Home Improvement Agency (HIA), we are looking at with partners, community based social enterprises for the delivery of both recycling and other services to not only provide innovative ways of delivering adaptations but also training and employment opportunities.</p> <p>The initial focus has been on working with one of our contractors on the recycling of</p>

		<p>stairlifts A number of legal and operational issues need to be worked through before the recycling programme can be fully operational.</p>
7.	That Carlisle City Council be prepared to pilot the DFG integrated model with health and social care.	<p>In 2012 Carlisle City Council has taken forward the work on developing a more integrated approach to the delivery of DFGs across housing, health and social care. The Council has and continues to pilot the models for working that make better use of existing resources and ensure sustainability in the future. The expected increase in demand from a growing older people population, coupled with the reduction in capital budgets, make it imperative that authorities improve the effectiveness of the service.</p> <p>The DFG integrated pilot programme also looks at models for targeting resources with partners in both health and social care as well as developing prevention strategies to make best use of funding now and in the future.</p> <p>Carlisle has been accredited as a Home Improvement Agency (HIA) by Foundations, the national body for HIAs. This has given Carlisle access to additional funding streams and increased the range of options available to clients needing help. The support available from Foundations will also help develop the service to nationally recognised standards. It is expected that through Foundations, Additional services are being developed through the HIA including accessing external funding. These include development of a 'sanctuary' scheme through the Crime and Disorder Reduction Partnership (CDRP) as well as the funding of a 'Casework' by social care based in the HIA to work mainly with clients being discharged from hospital.</p>
8.	That the Council has discussions with the GP Consortia to address the identified imbalance between acute care and prevention	<p>The Partnership Trust have established the 'Mrs Carlisle' project which aims to integrate Health and Social Care more closely with other services such as Housing; seeking to also create links and stimulate other help and support in the community. The HIA has been involved in mapping the housing options part of the project, looking at the housing services and support available in Carlisle. As part of this work,</p>

	service funding in recognition of the contribution that DFG's make to preventing hospital admissions.	discussions have taken place with the commissioners about the targeting of help at those who are at most risk of hospital admissions, preventing falls and ensuring that people have sufficient warmth to avoid increases in excess seasonal deaths, for example.
9.	That the Executive give consideration within the budget process of the impact that committed grant carried forward has on the budget in the following year.	<p>As part of the Council budget resolution for 2012/13 put forward by the Executive to Full Council and passed on the 7/2/12 an increase in capital funding for DFG's was identified. This was for £200,000 per annum in order to meet expected demand.</p> <p>The DFG capital grant from central government is £663,000 for the financial year 2012/13 and with the additional £200,000 per annum the overall budget is £863,000.</p> <p>In the financial year 2011/12 the overall budget was £1,017,700 and the spend figure was £ 1,020,486. The performance target identified for committed grant was £200,000 and this figure was kept to.</p>
10.	That Planning Officers should consider raising the issue of Lifetime Homes when considering and discussing planning applications.	<p>Discussions have been held with Planning in regard to this action and a letter was sent by the Director of Community Engagement to the Minister responsible for Local Government on. Response received 20th November 2012 (attached).</p> <p>Reference to Lifetime Homes appears in the supporting text of the existing Local Plan and will be reviewed in the updating of those policies. This provides a wider context for individual discussions with developers on specific developments.</p> <p>A consideration of the Lifetime Homes standards for developers is the extra cost incurred to bring new buildings up to those standards.</p>

HOMELESSNESS

REPORT RECOMMENDATIONS	ACTION/UPDATE
<p>That a system is developed for and with other departments (in particular Revenue and Benefits) in the Council to identify those people at risk of homelessness so that appropriate preventative work can be undertaken.</p>	<ul style="list-style-type: none"> ○ The 'No second night out' programme is currently being developed in order to implement a consistent county wide approach to supporting rough sleepers in 2013 ○ The Severe weather emergency protocol aims to prevent risk of death to rough sleepers through offering shelter and support – this is currently in place and works with both internal and external partners ○ An officers group (across directorates) focusing on welfare reform currently meets monthly to update and share information focusing on a preventative approach for all vulnerable groups ○ The Homeless Prevention Officer is currently reviewing all operational systems and opportunities to work with partners both internal and external
<p>That procedure is reviewed so that front line officers from Housing Community and Health are able to verify claims from people who have presented themselves as homeless.</p>	<ul style="list-style-type: none"> ○ Officers within Homelessness / Hostels and Revs and Bens are reviewing procedures and current operational working arrangements / Information Sharing Agreements particularly in relation to welfare reform changes and the implementation of Universal Credit
<p>That the Council facilitates the forming of an informal network group to include representatives from public and third sector organisations who provide services and support for homeless people.</p>	<ul style="list-style-type: none"> ○ Carlisle Homeless Improvement Partnership meets every month to discuss current issues, share information and good practice; working together to improve homeless provision
<p>That the Authority works with Cumbria County Council in the provision of accommodation for 16/17 year olds who do not want to enter foster care or children's homes. Consideration should be given to involve a young person's advocacy service to support and guide 16-17 year olds who present as homeless.</p>	<ul style="list-style-type: none"> ○ Referral and representation at Youth Housing Panel where all young people (up to 25) who present as Homeless to Carlisle City Council are referred ○ The panel meets once a month and includes representation from County and City Council, Inspira, Youth Offending Team, Registered Social Landlord's and Central Access Point; discussion on current situation and action plan created for all referrals

REPORT RECOMMENDATIONS	ACTION/UPDATE
<p>That the Council gives due consideration to care leavers when considering policies relating to welfare reform.</p>	<ul style="list-style-type: none"> ○ Care Leavers are automatically given Band A on Cumbria Choice Based Lettings and receive full housing benefit ○ An officers across directorates group focusing on welfare reform meets monthly to update and share information focusing on a preventative approach for all vulnerable groups
<p>That the Council looks at initiatives to involve young people in projects and / or access schools and colleges in order to prevent youth homelessness.</p>	<p>Homeless Prevention Projects are currently being developed and delivered such as:</p> <ul style="list-style-type: none"> ○ Peer Mentoring Project (see next page) ○ Collaborative art projects with Carlisle College ○ Student volunteer programme
<p>That the Council monitors representations from young people, particularly 16-17 year olds, together with move on information and investigate any significant upturns in figures.</p>	<ul style="list-style-type: none"> ○ Homelessness and Hostel services data monitoring ○ P1E returns (Homelessness data reported to Central Government) ○ Statistical data from the Youth Panel Meetings ○ Homeless Prevention data

Homeless Prevention Project – Peer Education/Mentoring young people

Aim:

To establish a project that will give young people who have “been through the homeless system” the opportunity to become a Peer Mentor/Educator. The project would give each participant a recognised qualification in mentoring upon completion of the course.

Peer Education and Peer Mentoring Qualifications provide young people with the knowledge, understanding and skills required to be a competent and effective peer educator/mentor. These qualifications have been developed by UK Youth and are accredited by the national awarding body Ed Excel.

The mentors would be unpaid volunteers, however expenses would be covered.

Once qualified, the mentors will visit secondary schools and deliver talks to year 11 pupils on their experiences of being homeless. They will then work with small groups on a weekly basis over a suitable period of time (depending on numbers), possibly 4 to 6 weeks. These short courses will cover the main aspects for preventing homeless.

The project could be further developed over time, to include short training courses, for 16/17 year olds who are at risk of becoming homeless. These young people would be identified with the assistance of services such as Children’s Services, Inspira and Key.

We feel that as well as educating young people on the realities of homelessness, this project will give opportunities for those who have been homeless. The qualification gained will give a platform for employment opportunities such as social and support work.

Priorities for 2013/14:

- Compile a list of volunteers to participate in the project. This will be compiled with assistance from Hostel & Resettlement Workers at Stafffield House and John Street and Support Workers from Impact.
- To work with Young Cumbria to deliver training project for young peers. The training could take up to a year but we would be aiming to deliver talks to secondary schools from September 2013.



Department for Communities and Local Government

Keith Gerrard
Director (Community Engagement)
Carlisle City Council
Civic Centre
Carlisle
CA3 8QG

Our Ref: ER/68024468/12
Your Ref:

8 October 2012

COMMUNITY SERVICES	
BOUSTEADS GRASSING	
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Dear Mr Gerrard,

RE: Lifetime Home Standards

Thank you for your letter to the Rt Hon Eric Pickles of 21 August on the subject of Lifetime Home Standards. As the official responsible for Lifetime Homes policy it has been passed to me to reply.

The National Planning Policy framework sets out in paragraph 50 an expectation that Local Plans will make adequate provision for current and future housing needs with specific reference to the needs of families, older people and disabled people. The National Housing Strategy goes further setting out on page 49 (paragraph 35) that this should include provision of a mix of housing types, including Lifetime Homes, but that this should be in response to local priorities and local conditions given the variation in current and future demand from one locality to another.

We have recently published a range of reports on the costs, benefits and impacts of the Lifetime Home Standards which may be of interest and can be found at the web link below;

<http://www.communities.gov.uk/statements/planningandbuilding/2180566>

Government takes the view that Local Authorities are best placed to take their own view as to the most appropriate policy on these matters and I am sure you will understand that it would be inappropriate for me to comment further.

Yours sincerely,

Richard Harral
Zone 5/ G9
Eland House
Bressenden Place
Victoria
London
SW1E 5DU

0303 4441778

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 27 December 2012

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		07 Jun 12	19 Jul 12	06 Sep 12	11 Oct 12	22 Nov 12	10 Jan 13	14 Feb 13	28 Mar 13
CURRENT MEETING – 10 th January 2013															
Working with Young People			✓		✓		To receive report on the services to young people including those NEET and the LSP C&YP Group						✓		
Sports provision in the District							Panel to be involved in study and to consider final report			✓			✓		
CCTV		✓				✓	To consider proposals to reduce CCTV provision						✓		
TASK AND FINISH GROUPS															
Community Centres				✓			To monitor actions in March/April 2013			✓	✓	✓			✓
Disabled Facilities Grants			✓		✓		To monitor action plan		✓				✓		

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 27 December 2012

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		07 Jun 12	19 Jul 12	06 Sep 12	11 Oct 12	22 Nov 12	10 Jan 13	14 Feb 13	28 Mar 13
Homelessness			✓				Monitor implementation of recommendations	✓					✓		
FUTURE MEETINGS															
Carlisle Plan		✓					To consider draft Plan							✓	
Regulatory Reform Order – Empty Property Policy Amendments		✓					Consideration of Executive Report (awaiting date)							✓	
Riverside Carlisle				✓			Monitoring progress and developments of joint working		✓					✓	
Annual Equality Report	✓						Monitoring role								✓
Rural Issues	✓		✓				Need to give consideration on what Members wish to do in this area								✓

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 27 December 2012

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		07 Jun 12	19 Jul 12	06 Sep 12	11 Oct 12	22 Nov 12	10 Jan 13	14 Feb 13	28 Mar 13
Scrutiny Annual Report			✓		✓		Draft report for comment before Chairs Group								✓
COMPLETED ITEMS															
Localisation of Council Tax		✓					Draft scheme how Council will administer Council Tax Benefit discount from 1/4/12				✓				
Executives Saving Proposals						✓	Proposals for 2013/14 for areas within the remit of the Panel				✓				
Tenants Strategy		✓	✓				To comment on draft strategy				✓				
Proposals of Implementation of Council Tax Technical Reforms		✓					Consideration of Executive Report					✓			

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 27 December 2012

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		07 Jun 12	19 Jul 12	06 Sep 12	11 Oct 12	22 Nov 12	10 Jan 13	14 Feb 13	28 Mar 13
Performance Monitoring Reports	✓						Reporting of performance relevant to remit of Panel	✗	✓	✓		✓		✓	
Tullie House Trust							Business Plan 2012/13 – 2015/16					✓			
Budget 13/14 – 17/18		✓	✓				Consideration of service implications					✓			
Choice Based Lettings		✓					To scrutinise review of CBL					✓			
Shaddongate Resource Centre					✓		Update on provision, services and financial plan				✓				
Crime and Disorder Reduction Partnership	✓		✓				To consider Joint Scrutiny arrangements for the CDRP	✓	✓						
Neighbourhood Working			✓				Monitor implementation of recommendations	✓							



COMMUNITY OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 10th January 2013

Title: WORKING WITH YOUNG PEOPLE

Report of: The Director of Community Engagement

Report reference: CD 01/13

Summary: This report describes activities, joint working arrangements and proposed new ways of working to improve wellbeing in young people not in Education, Employment or Training (NEETS)

Questions for / input required from Scrutiny:

1. Do members think that proposed new ways of working to support NEETs is appropriate?
2. In the context of the report, what suggestions advice does Panel have to ensure that, within available resources, provision is as effective as possible?

Recommendations:

It is recommended that members consider and comment on the report.

Contact Officer: Keith Gerrard

Ext: 7350

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

Introduction

1.1 This report is in three parts.

Part 1 - focuses on the current programmes and highlights how the Community Engagement Directorate supports young people not in education, employment or training (NEETs). It references partnership working, programme management and direct delivery.

Part two - summarises ways of working in the future with an emphasis on delivering in partnership, seeking a more coherent joined up approach, making better use of resources, new structures and ways of working.

Part three – Reports on work of the Carlisle and Eden Young Persons' District Delivery Group (the local group the County Council's Children's Trust)

2.0 PART ONE

2.1 Current Work

Within Community Engagement, individual teams currently enable, facilitate and/or deliver a wide range of programmes to children and young people aged between 0 – 19 and up to 25 if they have a learning difficulty or a disability. None of the current programmes are specifically targeted at young people who are not in education, employment or training (NEETs), although NEETS do access the programmes. We do not formally report outcomes for NEETS though it is clear there are positive impacts in terms of confidence, self esteem, motivation, acquisition of new skills and increased take up of education and employment opportunities.

2.2 Project Overview

The Community Development Officer (Young People's Champion) who sits within the Wellbeing team delivers on an external contract to provide services to young people through Cumbria Youth Support Services Contracts (CYSS). This is funded through the County Council and managed by the lead contractor Inspira. The range of services delivered includes:

- ABSTRACT Magazine
- Working with young homeless people within the hostels
- Providing Wellbeing projects (Chill Out)
- Accredited learning and Peer Mentoring
- Police and Inspira Partnership working – Harraby Youth club

In addition to CYSS contracts, the Community Engagement team also work with NEET young people through the Youth/ SAFE clubs programme:

2.3 ABSTRACT Magazine

ABSTRACT is Carlisle's only magazine that is written by young people for young people. The young people involved explore all aspects of development: Editorial, graphics, reporting, writing, photography and so on. The magazine covers a wide range of information, specifically focused on what young people want. For example: reviews (books, shows, festivals, films), what's on for young people across the city, adopting healthy lifestyles, opinions from young people about issues that directly affect them, adverts (young person related) and so on. The young people have been supported to promote diversity and appeal for more freelance work from other youth groups and individuals to be submitted for print in order to be as inclusive as possible. The magazine promotes issues affecting young people such as homelessness and school related topics, targeting specific NEET (Not in Education, Employment or Training) groups such as care leavers.

Below are quotes from two young people who are part of the core editorial group of ABSTRACT highlighting what they have personally achieved from being a part of this project.

"Abstract is a fantastic opportunity offered to all young people in our area. It has taught me skills I would have never learned elsewhere, mimicking the industry on a manageable scale. I have used these skills to gain other work, win a scholarship and further my future career. You also meet some fantastic people and some will be friends for life. But best of all, it's fun!" Young person aged 18

“ABSTRACT has been a whirlwind experience for me. It’s opened so many new doors and changed my life in ways I didn’t expect. I absolutely love doing something positive for our community, and helping to promote a positive media perception about young people today.” Young person aged 16

2.4 Working with young homeless people within the Carlisle hostels

Our aim is to provide provision in a variety of hostels within Carlisle engaging with the vulnerable 16 – 25 year olds, children and families.

We have been providing provision centred around overall improved health and wellbeing

- Learning to cook healthy family meals on a budget
- Support with application forms/searching for further education, training and employment
- Health and wellbeing days
- Play provision for the children
- Baby support For example feeding under fives

We have been delivering healthy cooking on a budget sessions within John Street hostel (Men only hostel) which has been received extremely well by both the residents and staff there. They are gaining important life skills, working together as a team and improving self confidence.

We also deliver sessions in Staffield House hostel working with young mothers and their children, delivering information about health and wellbeing related issues.

2.5 Providing Wellbeing projects (Chill Out! Project)

These sessions provide the opportunity for young people to drop in for: Informal chat, information, advice and guidance sessions. Workers are to sign post young people onto other suitable agencies and give appropriate and relevant advice.

‘Chill Out!’ is a wellbeing/health project for young people, where they can come and relax and distress whilst still being physically active, working in partnership with the local business Purple Lotus.

Schools in particular expressed an interest for this type of programme when during exam periods in order to help relieve additional pressures and stress.

Sessions are delivered at the Purple Lotus in the centre of Carlisle, which has attracted young people from Dalston and Brampton. Sessions include: Aerial Yoga, Zumba, Nia dance, Yoga, Tai Chi and Body Confidence. This has attracted NEET young people who are looking to restore self esteem and confidence before integrating back into education, training or employment.

One young person stated that: *“They (the sessions) relieve stress after a long day at school...there was someone to talk to and it taught me to be positive about myself”*.

The Chill Out group have recently made a short DVD of the aerial yoga sequence they were taking part in that can be shown in schools and to youth groups to help promote health, physical activity and overall wellbeing.

2.6 Accredited learning, peer mentoring and volunteering

Through a variety of different projects, young people have had the opportunity to access alternative curricular nationally accredited and recognised qualifications such as Open College Network. ‘Mentoring Skills’ Level 2 is currently being delivered on request by some young people after consultation sessions, because they wanted to enter employment and recognised that this certificate would aid them in their success.

The concept behind the peer mentoring projects is that young people respond well to other young people and prefer important messages to come from their peers rather than adults.

A group of young people have recently delivered road show style workshops about the ABSTRACT Magazine including key area’s such as journalism, graphic design, communications and photography encouraging young people to get involved in order to enhance their skills and CV’s for the future.

We have targeting young people within the schools who are:

- On the Special Educational Needs register
- At risk of NEET For example those who need support developing their reading and writing skills.
- We want more young people involved in the ABSTRACT project to increase the magazines diversity, enhancing its inclusivity to all young people so they are able to either submit freelance work or become a part of the core editorial group.
- Supporting those young people who may want to pursue a career within this industry or who want to study media related subjects in the future.

The projects offer a great opportunity to the 'peer mentors', increasing confidence, and self esteem and improving presentation skills. They are able to pass on knowledge and skills in order to help the projects be sustaining.

We also provide the opportunity for young people to volunteer (over the age of 18) on some of the projects we deliver. For example, we were approached by a student from the University of Cumbria to come and volunteer at the chill out! sessions. From this, she has decided to use this project as a focal point to her final year dissertation. This valuable research will support the project and highlight any other areas that can be developed in the future.

To date we have had four local schools approach us to take on work experience students; one from Richard Rose Central Academy, one from Richard Rose Morton Academy, one from Trinity and the other from Brampton's William Howard school. This has led to the students becoming peer mentors and participators of other City Council lead initiatives.

2.7 Harraby Youth Club

Communities, Housing and Health are currently running Harraby Youth Club in partnership with Inspira and Cumbria Police. Many young people who are at risk of being NEET or who are NEET attend these sessions on a Thursday evening from

6:30pm – 9pm. Many of the young people who have accessed the youth club have been supported with application forms and have been successfully signposted onto college courses, training opportunities and apprenticeships. The extension of the SAFE (Sport, Activity, Fitness, Exercise) programme into the Harraby ward, which has recruited the support of Cumbria Police has extended and enhanced our offer to young people and reduce the levels of anti social behaviour in the Harraby ward.

2.8 SAFE Clubs

SAFE (Sport, Activity, Fitness, Exercise) Clubs aim to deter anti-social behaviour by offering localised sporting activities on different nights of the week for 11-18 year olds. SAFE clubs currently operate in five wards within Carlisle: Trinity, Belah, Morton, Harraby and Brampton. The programme offers support services through Inspira and the police to engage those in the NEET group. Trinity is the most popular of the SAFE clubs running, currently attracting over 100 children per week, engaging them in activities such as Swimming, Football, Basketball and Fitness sessions in the gym. There is documented evidence to prove that SAFE Clubs are successful in tackling anti-social behaviour and re engaging with hard to reach young people through Crime Disorder Reduction Partnership (CDRP) annual reports and feedback from Prevent and Deter meetings. The SAFE scheme was also held up as 'Best Practice' and has been rolled out county wide.

3.0 PART TWO FUTURE WORK: DELIVERY THROUGH PARTNERSHIP

Statutory responsibility for the planning and delivery of services to meet the needs of Children and Young People rests with the County Council. Budget and staff reductions within Communities Housing and Health, will require a more joined up and targeted approach to partnership working to ensure that we can continue to deliver our priorities for employment and the prevention and alleviation of homelessness.

Arrangements will vary between partners but will include enabling around pathways to work, outreach and referral. Partners working with the City Council in

supporting NEETs programmes into 2013 include:

- Carlisle Youth Zone
- Community Resource Centre (contractor)
- Carlisle Leisure Limited
- Secondary Schools - (includes the new Richard Rose sporting academy)
- Inspira
- The Job Centre Plus
- Cumbria Police (North BCU)
- Cumbria Fire and Rescue Service

Many of these partners report into the Carlisle Partnership. Reporting in through this framework raises awareness and contributes to improved employment prospects and will stimulate new opportunities for joint working and/or funding.

3.1 Carlisle Youth Zone and existing youth clubs etc

Carlisle 'Youth Zone' has been officially open for over a year now. They are working in partnership with Inspira on the national citizen project, which is aimed at those young people who are or are at risk of being NEET. This national initiative has involved engaging with young people through a series of workshops and sessions, often focusing on an alternative curricular accreditation, building aspirations, developing enhancing skills and confidence and contributing to their curriculum vitae, therefore reducing the number of young people who could find themselves NEET. This is a key opportunity to multi agency work with the Youth Zone, with the City Council signposting young people to access this city centre facility. However, there is an emphasis that this is in line with, and not at the expense of, existing neighbourhood based provision.

3.2 Responding to local need/supporting local work

Going forward into the next financial year, quantitative data from the police, CDRP, locality based problem solving meetings supplemented by feedback from

Neighbourhood forums, Councillors will be used to target positive engagement with young people, principally through partnership working.

Resources are being put in place to support a number of ongoing programmes which will be co-ordinated in conjunction with, for example youth clubs/SAFE clubs/MUGA schemes, in Currock and Upperby and the more rural areas of Brampton and Longtown. The City Council's Wellbeing team will seek to encourage collaboration around the delivery of educational support, such as addressing risk taking behaviour via drug and alcohol awareness courses and the young fire fighters scheme.

Other programmes that already have secure funding of £7,000 for 2013 is 'Summer Splash'. These events are designed to engage young people in positive youth activities. This will commence in the summer holidays and involve the police, Inspira, Riverside Housing, and the City Council.

3.3 Social Inclusion Programmes

SAFE (Sport, Activity, Fitness, Exercise) Schemes.

The successful SAFE programme is delivered across the city at a number of community based facilities (Trinity Leisure Centre, St Augustine's Church Belah, William Howard School Brampton, Morton School and Harraby Community Centre). It has been funded through 2012 and will continue to be an important mechanism for working with young people, who might not otherwise be involved in structured activity. The 2013 programme aims to work more closely with partners to create a more educational and structured programme for the young people accessing the SAFE clubs. This is aimed at complimenting the current sporting activities that are available, ensuring that more relevant sign posting to other local agencies occurs, utilising their facilities to their full potential.

MUGA (Multi Use Games Area) Schemes

A programme of delivery on 4 MUGA sites (Hammonds Pond Upperby, Melbourne Park Botcherby, Petteril Bank and Raffles) has taken place in the evenings during

term time and activities are co-ordinated through the school holiday periods. Trinity Church site in Castle Ward is now complete where a programme of activity is now taking place. The SPAA Foundation are currently being commissioned by the City Council to deliver this programme of activities on the MUGA'S.

3.4 Work with Housing and Homelessness Team

The Wellbeing team have been working with the City Councils housing and hostel team, taking on a new focus, concentrating on working more closely and effectively, combining resources and skills. It has considered in particular the needs of young people who are at risk of becoming homeless and therefore more at risk of being NEET. A priority was to ensure that young people have the independent living skills to support themselves to work, train or achieve in education. Community Development Officers (The Young Persons Champion and Health officer), have worked to ensure that service users have the correct benefits and are secure financially (to the best of their ability) in order to support themselves and remain motivated to continue working towards their future and not find themselves in a position of being NEET. The letting of the contract for the new Community Resource Centre and developing a young person's foyer is a key platform for this work and allows new improved provision to take place in a vital area.

3.5 Schools and Inspira

Ensuring links with local schools remain strong will support young people to move into employment, training or continue in further education. Inspira is the lead agency and has a key role focusing on the delivery of extra curricular qualifications and activities to prevent NEET.

4.0 PART THREE - CARLISLE PARTNERSHIP CHILDREN AND YOUNG PERSONS GROUP

The District Delivery Group takes a project and delivery based approach to addressing the priorities that the Children's Trust have identified, along with any other priorities that the group has identified locally. Inspector Willetts from Cumbria

Constabulary chairs the group. His most recent report to Carlisle Partnership Executive, dated 10 December 2012, identified three priorities:

4.1 Group A: Prevention of adolescent neglect/harm/risk taking aged 8-10 years

The focus has been multi agency planning work for named primary - key stage 2 age year 5/6 children with significant social and emotional difficulties at home and in school. This group of children are at risk of being excluded from communities, schools and their families as a result of neglect and active risk taking behaviour. An initial pilot has been completed and a report, including evaluation of the work to date is due to be completed and circulated at the next District Delivery Group Meeting

4.2 Group B: Prevent Homeless/16/17 year olds and multi agency approach to NEET

The focus has been on vulnerable adolescents with significant social and emotional difficulties and existing pronounced behavioural difficulties, most of whom have had the experience of being homeless. Initially year 11 students were identified, however as a result of secondary school concerns the cohort has focused on 16/17 year olds.

A progress report and evaluation will be circulated at the next DDG meeting.

4.3 Stay Safe Initiatives

Children and young people are identified as being at risk for a range of different reasons. To date this has included alcohol misuse, being in the vicinity of dangerous buildings and associating late at night with much older people who were drunk. There was a 'Stay safe' initiative in Penrith on Halloween night in order to address some of the above issues. There are also plans to develop this work and incorporate it within other multi agency partnerships, for example, Safe clubs; MUGA schemes and summer splash/blast events.

5.0 Conclusion

- 5.1** The City Council has played a significant part in preventing or reducing the NEET statistics and more generally supporting the needs of young people from across all communities. In the current constrained operating environment, future direction will be on a more strategic and joined up approach through partnership working.

Impact assessments

Does the change have an impact on the following?

Equality Impact Screening	Impact Yes/No?	Is the impact positive or negative?
Does the policy/service impact on the following?		
Age		
Disability		
Race		
Gender/ Transgender		
Sexual Orientation		
Religion or belief		
Human Rights		
Health inequalities		
Rurality		

If you consider there is either no impact or no negative impact, please give reasons:

.....

.....

.....

If an equality Impact is necessary, please contact the P&P team.



COMMUNITY OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 10th January 2013

Title: COMMUNITY ENGAGEMENT TRANSFORMATION

Report of: The Director of Community Engagement

Report reference: CD 02/13

Summary:

This report introduces proposed transformational changes within the Community Engagement Directorate. It includes a report outlining proposals for change which has been sent to all staff in the directorate

Questions for / input required from Scrutiny:

1. In the context of the current programme of the City Council, does Panel consider that the proposals in the report are appropriate?

Recommendations:

It is recommended that members consider and comment on the report.

Contact Officer: Keith Gerrard

Ext: 7350

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

COMMUNITY ENGAGEMENT DIRECTORATE CHANGE AND TRANSFORMATION

Proposed savings and transformation arrangements

This document contains proposals for changes within the Community Engagement Directorate. It is for consultation by all staff in the Directorate. If you have views and comments about any of the proposals please respond by 4 January 2013 either in writing or via email to Keith Gerrard, Civic Centre Carlisle CA3 8QG or keithg@carlisle.gov.uk

Unfortunately these proposed changes will result in redundancies in the Directorate. There will be a net reduction in posts. Redundancies have been kept to a minimum by, in the first instance, looking to reduce revenue budgets and seeking to increase income generation. Some posts where there are unfilled vacancies have also been deleted.

These proposals respond to both budget pressures and a need to make sure the emphasis of our work best meets the City Council's priorities.

The changes also propose some new jobs and job descriptions. To be effective there will also need to new ways of working in both Customer Contact Services and throughout Communities Housing and Health.

Savings target for the Directorate is £200,700. A summary of where it is proposed these savings are made is given below.

Work area	£1000s
Staff restructure in Customer Contact Services	131
Staff restructure in Communities Housing and Health	
Staff restructure in Partnerships	
Increased cash income from Disable Facility Grant reconfiguration	26
Cashable saving through Information Technology transformation in Customer Contact	20
Cashable savings through reduction in Communities Housing and Health revenue budget	25
Total savings (£000s)	201

PROPOSED NEW STRUCTURE

Customer Contact Centre

There will be a net reduction of 1.2 full time equivalent (FTE) posts in Customer Contact Services. Six existing posts will be deleted (5.2 FTEs):

1. Customer Service Improvement Officer (vacant)
2. Customer Services Advisor (vacant)
3. Customer Services Assistant - Meeter/Greeter
4. Civic Centre Receptionist
5. Customer Services Advisor/Telephonist
6. Telephonist

Four FTE posts of Triage Receptionists will be created. These new positions will work in a redesigned Civic Centre foyer. This will enable more customers to be served or sign-posted at first point of entry and allowing those with more complex issues to be seen by Customer Service Advisors.

Communities Housing and Health

Within the Communities, Housing and Health Service these proposals affect some staff in every team. They are as follows:

Wellbeing Team

It is proposed that there will be a net reduction of two posts in the Wellbeing Team. Five existing FTE posts would be deleted:

1. Community Development Officer Enterprise
2. Community Development Officer Young People
3. Community Development Officer Health Improvement
4. Community Development Officer Sports Development
5. Community Development Officer Inclusion

It is proposed that 3 new FTE posts will be created as follows:

1. Sports Development Officer
2. Arts Development Officer
3. Community and Families Development Officer

This will change will mean that some direct development work aligned to health and young people will be cease and other elements will be carried out in a different way. There will be a stronger emphasis on maximizing the benefit to the authority of contracts and external grant funding to Tullie House, leisure contractor (CLL), Community Centres, the Law Centre and CAB. (see new designation of Partnerships and Contracts Manager below). A clear alignment with Housing and Welfare Advice provision will be important, particularly responding to Council priorities.

The Arts Development Officer will be expected to deliver an arts programme within the Cultural Quarter and new Arts Centre. It will link with Tullie House, schools and the tourism offer. Supporting community arts activity will also be important.

The CDO Sports Post would be replaced by a Sports Development position which would include specific reference to Olympic legacy and relationship with the leisure contractor, delivery agents (such as the SPAA foundation) and Carlisle Sports Council.

The posts of Housing Support Officer, Technical Officer (all posts) and Housing Assistant will remain unchanged

The Homeless Prevention and Accommodation Team

It is proposed that the Homelessness Prevention and Accommodation Manager's post will be re-titled Housing Support Team Manager. The post would have an emphasis on managing an integrated housing team providing homelessness prevention support, housing options and welfare advice. The name of the team will change to The Housing Support Team.

Within this:

- The homelessness prevention team (Senior Homelessness Prevention Officer, Homelessness Prevention Officer and Housing Assistant) would remain unchanged. Where appropriate, working arrangements would be reviewed to ensure they enable a flexible and collaborative approach liaising with the Welfare Advice Team, Customer Contact Services and outside agencies. This would allow the provision of optimum customer facing work in anticipation of welfare reform changes.

- The Welfare Advice Team will be fundamentally unchanged but where appropriate, and as elsewhere, working arrangements would be reviewed to ensure they enable a flexible and collaborative approach to work with internal and external partners.

Administration

In the proposed new structure the Team Support Coordinator will be line managed by the Director rather than, as is currently the case, by the Communities Housing and Health Manager. (the Team Support Assistant will continue to be line managed by the Team Support Coordinator)

Partnerships

The current position of Partnership Manager would be deleted and replaced with a new post of Partnerships and Contracts Manager. The post would include operational budgetary responsibility for contract management alongside key Carlisle Partnership commitments and associated project management. It will also include contribution towards the directorate's coordination of events.

The posts of Antisocial Behaviour Reduction Officer and Antisocial Behaviour Support Advisor will be deleted.

Impact assessments

Does the change have an impact on the following?

Equality Impact Screening	Impact Yes/No?	Is the impact positive or negative?
Does the policy/service impact on the following?		
Age	No	
Disability	No	
Race	No	
Gender/ Transgender	No	
Sexual Orientation	No	
Religion or belief	No	
Human Rights	No	
Health inequalities	No	
Rurality	No	

If you consider there is either no impact or no negative impact, please give reasons:

(for note - In considering these changes, particular attention has been given to Equality Impact issues. Job designations and job descriptions are proposed which protect the Council commitment to equality.)



COMMUNITY OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 10th January 2013

Title: CCTV

Report of: The Director of Local Environment

Report reference: LE 01/13

Summary:

This report provides a summary of the transformation proposals for 2013/14 in relation to the provision of Closed Circuit Television (CCTV). The CCTV savings proposals seek to find transformational savings of £180,000. This report discusses options for achieving the required savings. The report recommends that the Council cease the active monitoring of CCTV but retain cameras in both the City Centre Car Parks and those that are most used for crime and disorder. These cameras will be maintained by the City Council and automatically record images.

Questions for / input required from Scrutiny:

Recommendations:

That the Overview & Scrutiny Panel discuss the proposal to:

1. Discontinue active monitoring the CCTV system.
2. Reduce the number of cameras and restructure the CCTV service, retaining 9 car park cameras, 20 internal Civic Centre Cameras in line with Option 2
3. Subject to available budget, retain 6 City Centre Cameras for the next financial year only to enable further negotiations with partners to agree financial support for the continuance of these cameras.
4. Delegate authority to the Director of Local Environment in consultation with the Portfolio Holder to conclude these negotiations.

Contact Officer: Angela Culleton

Ext: 7325

1. BACKGROUND INFORMATION AND OPTIONS

- 1.1 A Closed Circuit Television (CCTV) system has been in place in Carlisle since 1995 and includes 47 fully functioning PTZ (Pan, Tilt and Zoom) cameras and 13 static cameras. The CCTV control room, based in the Civic Centre, also monitors 10 cameras at Boustead's Grassing, 2 at Hammond's Pond and 1 at Bitts Park, plus a further 20 internal cameras within the Civic Centre. The control room can view 11 privately-owned cameras within The Lanes and English Gate Plaza, Botchergate. Most City Council car parks, the city centre retail area and the pubs/clubs on Botchergate are covered by CCTV. On behalf of the Crime Disorder Reduction Partnership, five re-deployable cameras can also be viewed by the CCTV operator.
- 1.2 The technical equipment was upgraded to a digital recording system in 2006, and there are communication links with partners. The control room has two separate CCTV video links to Cumbria Police (Carleton Hall and Durrhill), so the Police are able to view incidents directly and if required, can download footage onto DVDs for evidential purposes. The Police have two 24 hour control rooms located at the Cumbria Police Head Quarters at Carleton Hall, Penrith and Workington, but these are call handling and dispatch centres with limited access to CCTV camera images.
- 1.3 At present the City Council control room is single manned Monday to Friday 0945 to 0200 hours and Friday to Sunday 1045 to 0300 hours. The cameras record 24 hours, seven days per week. There are three permanent CCTV operators each employed for 21.45 hours per week and one full time 37 hours per week CCTV Supervisor. The CCTV Supervisor Post is temporary until August 2013.
- 1.4 A saving of £180,000 has been proposed as part of the 2013/2014 revenue budget. It is hoped to retain the cameras in the City Council owned car parks in addition to random remote patrolling and a retained facility for recording footage. No external partner organisation contributes to the CCTV system.
- 1.5 Although the total net expenditure for CCTV is £353,900 only £232,400 relates to saveable employee, supplies and services codes. The remainder is for accommodation and support recharges and capital depreciation costs which will remain with the Council.
- 1.6 To achieve the required savings a significant scale down of the CCTV system will be required. Some of the supplies and services costs for 2013/14 are committed, for

example a contract exists with British Telecom for the fibre optic connections valued at £45,000.

- 1.7 Four options for a continued CCTV system are put forward to the Executive for consideration and these are listed in table.1. Option 1 is the complete removal of CCTV. However, the Civic Centre cameras and recording facilities would be removed in this option. The other 3 options propose a reduced CCTV system which records and saves images for 28 days but there is no operative monitoring in real time by Council employees, although the facility to do so will be retained at the Civic Centre Control room and the Durranshill Police Station. The prices shown in table 1 are estimates so prices may come in higher than estimates. Therefore, the transformation savings expected should remain at £180,000 to allow some contingency for higher pricing. If actual costs exceed estimates significantly, the retained monitoring provision would need to be scaled back so that transformation savings targets are achieved.

Table 1. The Cost of Providing the Four Options for CCTV^{*1}

	Communication cost (Fibre Optic / IP) £	Maintenance cost £	Electricity Cost £	Total Cost £	Total Saving 2015/16 ^{*2} £
OPTION 1					
Full Withdrawal from CCTV	NA	NA	NA	NA	232,400
OPTION 2					
20 internal Civic Centre Cameras and 9 cameras on City Council Car Parks	4,800	300 9,400	2,700	17,200	215,200
OPTION 3					
20 internal Civic Centre Cameras and 6 Crime and Disorder Cameras	3,600	300 6,300	2,700	12,900	219,500
OPTION 4					
20 internal Civic Centre Cameras and 9 cameras on City Council Car Parks and 6 Crime and Disorder Cameras	8,400	16,000	2,700	27,100	205,300

^{*1} Prices are estimates from existing suppliers, actual figures maybe subject to a procurement process.

^{*2}Capital money will be required to remove cameras and it would be advised that some of the savings should be put aside for any future equipment replacement. Some costs for 2013/14 are committed, for example a contract exists with British Telecom for the fibre optic connections valued at £45,000 so the full savings will not be achieved until 2015/16.

- 1.8 Option 4, subject to a necessary procurement process, should achieve the desired savings whilst also providing a CCTV Service that both satisfies the Council's requirements and also continues to contribute to the work of crime and disorder partnerships. Option 1 leaves the internal Civic Centre cameras without maintenance. Options 2 and 3 whilst delivering the required savings is not as effective as Option 4, as neither the needs of the Council or its partners are fully achieved. Car park crime has been reducing since its peak in the 1990s when the

CCTV system was initially commissioned by the City Council. From a crime and disorder perspective it is only a small number of cameras that have proved to be effective and most of these are within the City Centre and cover the night time economy. Option 4 full fills both the desire to monitor the Council Car Parks and also provides coverage over most of the significant potential incident areas in the City Council's boundary. Option 4 is the most effective and efficient option as it provides both a deterrent and a means to collect evidence whilst also achieving the required savings. The Council has sought offers for monitoring the CCTV system but to date no partner has come forward.

- 1.9 Further negotiations with partners are required to agree funding to retain the 6 cameras identified which most support reduction of crime and disorder. If funding can be agreed then these cameras can be retained into the future, therefore, a further period of time is required to complete these negotiations.

2. CONSULTATION

2.1 Consultation to Date.

Notifications and discussions regarding the savings identified from the CCTV System have occurred between the City Council and Cumbria Constabulary; Carlisle & Eden Crime and Disorder Reduction Partnership; Riverside; The Lanes Shopping Centre; Retailers Against Crime and Pub Watch. This initial consultation has resulted in the options being put forward by these partner organisations.

2.2 Consultation proposed.

A further consultation document will be produced following the recommendations of the Executive.

3. OPTIONS

- 3.1 Option 1 would leave the internal Civic Centre cameras without maintenance. Options 2 and 3 whilst delivering the required savings do not result in a system that can be argued to be effective as the options do not either fulfil the needs of the Council or its partners. Option 4 is the most effective and efficient option as it provides both a deterrent and a means to collect evidence. Despite testing the market no partner has yet come forward to undertake monitoring.

Impact assessments

Does the change have an impact on the following?

Equality Impact Screening	Impact Yes/No?	Is the impact positive or negative?
Does the policy/service impact on the following?		
Age	No	
Disability	No	
Race	No	
Gender/ Transgender	No	
Sexual Orientation	No	
Religion or belief	No	
Human Rights	No	
Health inequalities	No	
Rurality	No	

If you consider there is either no impact or no negative impact, please give reasons:

If an equality Impact is necessary, please contact the P&P team.

Consultation Document for release 28th November 2012**Local Environment- CCTV SAVINGS PROPOSALS****SUMMARY**

Carlisle City Council is undergoing a Transformation Programme in order to realise savings of £2.5 Million over four years to bring the Council into a more balanced financial position.

During transformation many aspects of the Council's work are under consideration including the City Council's Closed Circuit Television System (CCTV). Reduced funding in the Local Environment Directorate means it must refocus on priorities to minimise the impact of reducing resources on front line services that the public value. The new Carlisle Plan has six priorities for the City Council which covers: skills; employment; culture; housing; clean streets and working in partnership.

Previous budget savings have already effected CCTV and meant that consultations and some re-structuring was carried out in 2011 and 2012. It is proposed to further reduce the operational revenue budget of CCTV by £180,000. It is hoped to retain the cameras in the City Council owned car parks in addition to random remote patrolling and a retained facility for recording footage. No external partner organisation contributes to the CCTV system.

A general consultation regarding the savings proposals already began within Local Environment on 16th November which made reference to the CCTV savings proposals. This consultation document provides more detail concerning directly affected staff within the CCTV service.

The re-structure proposals for the CCTV service contained within this report form the basis of formal consultation with staff, Unions, elected members and key stakeholders prior to final SMT approval in January 2013, with changes coming into place no later than 1st April 2013.

PROPOSALS FOR CHANGE

CCTV revenue operating costs relate to staffing and management costs, essential overtime, equipment maintenance and transmission costs. In order to achieve the proposed savings the level of CCTV monitoring must be reduced. Some of the supplies and services costs for 2013/14 are committed, for example a contract exists with British Telecom for the fibre optic connections valued at £45,000.

The Executive have taken the decision to discontinue the service of monitoring the CCTV system and restructure the CCTV service so that 9 car park cameras, 6 City Centre Cameras and 20 internal Civic Centre cameras are maintained by the City Council. During the consultation period and potentially the next financial year, negotiations will continue

with partner organisations such as the police to agree financial support for the 6 City Centre Cameras.

The reduced CCTV system will record and save images for 28 days. Although there is no operative monitoring in real time by Council employees, the facility to do so will be retained at the Civic Centre Control room and the Durranshill Police Station.

The proposal, subject to a necessary procurement process, should achieve the desired savings whilst also providing a CCTV Service that both satisfies the Council's requirements and also continues to contribute to the work of crime and disorder partnerships. Car park crime has been reducing since its peak in the 1990s when the CCTV system was initially commissioned by the City Council. From a crime and disorder perspective it is only a small number of cameras that have proved to be effective and most of these are within the City Centre and cover the night time economy. The proposal full fills both the desire to monitor the Council Car Parks and also provides coverage over most of the significant potential incident areas in the City Council's boundary. It is the most effective and efficient option as it provides both a deterrent and a means to collect evidence whilst also achieving the required savings. The Council has sought offers for monitoring the CCTV system but to date no partner has come forward.

The current CCTV service is manned by part time staff working a shift system. The initial consultation with the police has shown that the biggest demand for CCTV services tends to be in the evening at the weekend. The proposal to cease real time monitoring of the CCTV will mean the deletion of the following posts:

Table 1

Job Title	Posts
CCTV Shift Supervisor	1.00
CCTV Shift Operator	0.58
CCTV Shift Operator	0.58
CCTV Shift Operator	0.58
CCTV Shift Operator (vacant)	0.58
CCTV Shift Operator	0.22
TOTAL POSTS TO BE DELETED	3.54

Formal consultation will begin on the 28th November 2012 and this report forms the basis of that consultation. The consultation timetable is set out in Table 2. Staff affected by the changes will be offered a 1 to 1 meeting with their manager and an HR advisor to discuss concerns and options for the future.

The coordination and management of the City Council's remaining interests in the CCTV system will be carried out by the Enforcement and Education team leader.

IMPLEMENTATION AND NEXT STEPS

The proposals are for consultation. The intention is to undertake the following phases of work:

- Conduct formal consultation with Trades Unions, staff and key service users. (November 2012 to January 2013)
- Amend proposals (January 2013)
- SMT approval for amended proposals January 2012
- Implementation by 1st April 2013 at the latest

CONSULTATION QUERIES

- The City Council will be interested in partners coming forward to contribute or take direct responsibility for those cameras which it no longer intends to maintain (appendix.2.)
- The City Council is interested to receive views on whether the resources it is intending to retain within CCTV are being allocated most effectively.
- The Council would be interested in proposals to monitor the remaining CCTV system.

CONSULTATION TIMETABLE FOR CCTV PROPOSED CHANGES.

(November 2012 to April 2013)

	Proposed consultation on CCTV savings and efficiency review		
		start	finish
1	DMT workshop		
2	SMT meeting to approve principles and timetable of media plan	27//11/12	
3	Staff consultations	28/11/12	4/1/13
a	Team meeting with Union	30/11/12	4/1/13
b	Letters giving formal consultation period	30/11/12	4/1/13
c	1 to 1 meetings with manager and HR	30/11/12	4/1/13
4.	Partner consultation	30/11/12	4/1/13
a	Announcement to partners	30/11/12	4/1/13
b	Formal consultation	30/11/12	4/1/13

5	Email letter to all councillors	30/11/12	4/1/13
6	JMT consultation (via email)	30/11/12	4/1/13
7	Union consultation	30/11/12	4/1/13
8	Final SMT approval of amended proposals	8/1/13	
9	Proposed implementation of revised arrangements	asap	

EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 19 NOVEMBER 2012

EX.156/12 REVIEW OF CCTV PROVISION IN CARLISLE (Key Decision – KD.036/12)

(Public and Press excluded by virtue of Paragraph 3)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Environment and Transport Portfolio Holder submitted private report LE.37/12 concerning the review of CCTV provision in Carlisle.

The Environment and Transport Portfolio Holder outlined the background to and reasons for the review, together with the options open for consideration by the Executive. She added that option 4 was the most effective and efficient option as it provided both a deterrent and a means to collect evidence.

Referring to recommendation 3, the Portfolio Holder expressed the hope that future consultation with partners would be positive in nature.

In conclusion, the Environment and Transport Portfolio Holder moved the recommendations, which were duly seconded by the Finance, Governance and Resources Portfolio Holder.

Summary of options rejected Other options detailed within private Report LE.37/12

DECISION

That the Executive approved the proposal to:

1. Discontinue active monitoring of the CCTV system.
2. Reduce the number of cameras and restructure the CCTV service, retaining 9 car park cameras, 20 internal Civic Centre Cameras in line with Option 2.
3. Subject to available budget, retain 6 City Centre Cameras for the next financial year only to enable further negotiations with partners to agree financial support for the continuance of those cameras.
4. Delegated authority to the Director of Local Environment in consultation with the Portfolio Holder to conclude those negotiations.

Reasons for Decision

As set out within Report LE.37/12

