MINUTES OF PREVIOUS MEETINGS

ECONOMIC GROWTH SCRUTINY PANEL

THURSDAY 7 SEPTEMBER 2017 AT 10.00AM

PRESENT: Councillors Nedved (Chairman), Betton (until 11.20am), Burns, Christian, Mrs Coleman, McDonald, Mitchelson and Ms Patrick (as substitute for Councillor Bowditch)

ALSO PRESENT: Councillor Glover – The Leader
Councillor Mrs Bradley – Economy, Enterprise and Housing Portfolio Holder
Councillor Allison - Observer

OFFICERS: Corporate Director of Economic Development
Housing Development Officer
Policy and Communications Manager
Policy and Performance Officer

EGSP.09/17 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Bowditch and the Deputy Chief Executive.

EGSP.10/17 DECLARATIONS OF INTEREST

Councillor Ms Patrick declared a disclosable pecuniary interest in accordance with the Council's Code of Conduct in respect of agenda item A.3 – Update on Riverside's proposals to vary the Stock Transfer Agreement. The interest related to the fact that she worked for Eden Housing Association which had properties in the Carlisle area.

EGSP.11/17 PUBLIC AND PRESS

It was agreed that the items of business in Part A be dealt with in public and Part B be dealt with in private.

EGSP.12/17 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 27 July 2017 had been circulated. Members asked that minute reference EGSP.06/17 be amended to show that 2,200 households in Carlisle had been affected by the December 2015 flood and not 22,000 as stated by Mr Kelsall at the meeting.

RESOLVED – That the minutes of the meeting held on 27 July 2017 be approved with the amendment as detailed above.

EGSP.13/17 CALL IN OF DECISIONS

There were no items which had been the subject of call-in.

EGSP.14/17 OVERVIEW REPORT AND WORK PROGRAMME

The Policy and Communications Manager presented report OS.19/17 which provided an overview of matters relating to the work of the Economic Growth Scrutiny Panel.

The Policy and Communications Manager reported that the most recent Notice of Executive Key Decisions, copies of which had been circulated to all Members, had been published on 28 July 2017. There were no items within the Panel's remit included in the Notice.
The Panel's Work Programme had been attached as appendix 1 to the report and included a number of items which did not have set dates for consideration by the Panel. The Policy and Communications Officer reported that dates had been confirmed for the following items since the publication of the report and an updated work programme would be circulated to Members:

- Garden Village – 30 November 2017
- Car Parking – to be including in the Charging Report on 30 November 2017
- Section 106 Monitoring Report – 19 October 2017
- Portland Square and Chatsworth Square Conservation Area Appraisal and Management Plan – Would be considered by the Panel at the end of the public consultation period.
- Other Key Planning Documents (SPDs) - Would be considered by the Panel at the end of the public consultation period.
- Tourist Information Centre – 19 October 2017
- Housing Strategy – 30 November 2017
- Borderlands Report – 18 January 2018
- Future Flood Risk Management – 18 January 2018
- Economic Strategy – 18 January 2018
- Heritage Asset Plan – Possibly March 2018
- Local Enterprise Partnership – 1 March 2018
- Education and Skills – the item would be considered following the Local Enterprise Centre or Economic Strategy.
- Riverside Housing Association - 1 March 2018
- Flood Update Report – 30 November 2017
- Regeneration Strategy – Possibly March 2018
- Tourism Strategy - the item would be considered following the Economic Strategy.
- Enterprise Zone – 5 April 2018

The Policy and Communications Manager suggested that the Community Infrastructure Levy be removed from the Work Programme until advice had been received from Central Government on the matter.

A Member noted that the Panel had been due to scrutinise the partnership with Riverside North Region on an annual basis and asked that scrutiny take place more frequently. The Panel agreed that the matter would be discussed as part of the Riverside item which was next on the agenda.

The Panel were reminded that housing had previously been within the remit of the Community Overview and Scrutiny Panel (COSP). COSP had chosen to invite representatives from all housing associations to the Panel for comparison purposes and to improve relationships with all associations.

The Economy, Enterprise and Housing Portfolio Holder supported the inclusion of other housing associations in the scrutiny process. Including other associations would provide an opportunity for Members to interact with associations and improve relationships to enable the Council to work with them for the benefit of local people. The Panel agreed that a joint workshop would be beneficial in the future.

The Chairman noted that there may be some slippage in reporting times for the Economic Strategy and the Corporate Director of Economic Development stated that a formal report would be submitted to the Panel in January 2018 following the consultation process in

November/December. She added that there may be opportunities for workshops as the consultation process progressed.

The Panel discussed how the Tourism Strategy and the Education and Skills item would tie in with the Economic Strategy and the Corporate Director reminded the Panel that the Tourism Strategy had a wide and varied remit and the scrutiny process for the Strategy would emerge as the work progressed. In terms of Education and Skills she explained that the Council had no control regarding education and skills and had to, instead, work with partners to ensure that people had access to suitable education at the most appropriate time.

RESOLVED – 1) That the Overview Report incorporating the Work Programme and Key Decision items relevant to this Panel (OS.19/17) be noted.

2) That the following items be scheduled in the Work Programme and a revised Work Programme would be circulated to Panel Members:

- Garden Village – 30 November 2017
- Car Parking – to be including in the Charging Report on 30 November 2017
- Section 106 Monitoring Report – 19 October 2017
- Portland Square and Chatsworth Square Conservation Area Appraisal and Management Plan – Would be considered by the Panel at the end of the public consultation period
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- Riverside Housing Association - 1 March 2018
- Flood Update Report – 30 November 2017
- Regeneration Strategy – Possibly March 2018
- Tourism Strategy - the item would be considered following the Economic Strategy
- Enterprise Zone – 5 April 2018

3) That the Community Infrastructure Levy be removed from the work programme until advice was received from Central Government.

4) That representatives from Housing Associations within the Carlisle District be invited to attend a workshop with the Panel.

EGSP.15/17 UPDATE ON RIVERSIDE'S PROPOSALS TO VARY THE STOCK TRANSFER AGREEMENT

The Corporate Director of Economic Development presented report ED.29/17 which provided details of Riverside North Region's response to the priorities identified at the Community Overview and Scrutiny Panel workshop which was held on 2 March 2017, in respect of Riverside's governance arrangements.

The Corporate Director reminded the Panel that the Council's housing stock had transferred to the Riverside Group through a Large Scale Voluntary Transfer (LSVT) in December 2002. The workshop on 2 March 2017 had been arranged following proposals by the former Director of Riverside Cumbria to dissolve the Divisional Board which included representation from City Councillors.

It was understood that the Riverside's rationale for wishing to change the structure was prompted by a national re-organisation within the Riverside Group, which involved a move from a Divisional to a Regional structure, with Riverside Cumbria subsumed within the North Region.

A report by the Corporate Director of Governance and Regulatory Services had been circulated prior to the workshop and a copy had been circulated with the Panel report. The report confirmed that Riverside could not contractually dissolve the Divisional Board without the Council's agreement and any alternative arrangement proposed would require the approval of the Council.

The Housing Development Officer reminded the Panel that, following the change to scrutiny panel remits, matters relating to housing strategy and support fell within the Economic Growth Scrutiny Panel remit. He explained that the workshop had considered what the Council priorities should be and they were detailed in section 3 of the report. The Corporate Director had fed the Council's position back to Riverside's Director for the North Region and the table at section 4.2 of the report detailed Riverside's response along with comments provided by officers.

The Corporate Director summed up by informing the Panel that Riverside would have to formally write to the Council with a proposal to vary the stock transfer agreement, the proposal would then go the Executive for approval. Riverside's proposal would be informed by the work undertaken at the workshop and input form this Panel.

In response to a request form the Panel the Housing Development Officer clarified that the only change that was being proposed to the existing stock transfer agreement was the arrangements for the Divisional Board.

In considering the report Members raised the following comments and questions:

- Members were concerned that the proposed Regional Liaison Group (RLG) would not have the necessary influence required to ensure that Carlisle tenants were being looked after. They agreed that there needed to be strong Terms of Reference which ensured that communication between the City Council and Riverside improved.

- The previous Divisional Board had been unsuccessful and there needed to be radical changes with regard to the new RLG, Members asked who would be on the RLG.

The Housing Development Officer explained that membership of the RLG had not yet been determined as officers were looking for some steer from Scrutiny to ensure that the Council's priorities were correct. If Scrutiny were happy in the principle officers would progress the terms of reference and they would come back through the Scrutiny and Executive process.

- A Member commented that it was very difficult to receive a response from Riverside regarding complaints and he felt that producing the new Terms of Reference would be complex and the Panel would need longer to consider them prior to agreement.

The Corporate Director reminded the Panel that officers were not seeking agreement on a legal agreement but were seeking the Panel's opinion on the proposals before work began on the legal agreement. She added that there would be a future report to Scrutiny.

The Economy, Enterprise and Housing Portfolio Holder reminded the Panel that the workshop held in March had been open to all Members to attend. The priorities identified at the workshop were sent to Riverside and their responses were set out in the table at 4.2 of the report. She added that Riverside was an independent organisation and the only hold the Council had was the legal agreement which had been established with at stock transfer. It was hoped that the new agreement would be the best way for the authority to have some influence with an external body and meet Members wishes.

- A Member asked if performance standards could be applied to the legal agreement to ensure compliance and the Portfolio Holder responded that Housing Associations were already required to meet certain national criteria, monitored by their regulating authority – the Homes and Communities Association.

- A Member asked what action could be taken if the legal agreement was not complied with and reiterated his previous request that Riverside be scrutinised more than once a year.

The Housing Development Officer responded that it was hoped that some of the information held in the annual scrutiny report would be replaced by the work carried out by the RLG. The proposed group would be more proactive and the Regional Director was keen that Members involved in the Group played an active role which positively challenged her regarding Riverside work.

- There was concern that the meetings schedule for the new RLG would mirror the schedule for the previous Divisional Board. The previous Board did not meet on a regular enough basis and the Members involved were not as actively involved in the work as the Panel would hope for.

The Leader responded that the previous agreement had been established with a local organisation who took over the housing stock and the Council had significant influence with them. Since then there had been several changes in Riverside's organisational structure and the influence the authority had had been watered down until the Divisional Board were no longer able to make decisions. The proposals in the report attempted to bring some Member and officer involvement back along with some accountability.

The Economy, Enterprise and Housing Portfolio Holder suggested that it may be beneficial to include in the Terms of Reference that the RLG meetings take place in the Civic Centre to enable Members to attend.

The Corporate Director reported that the next report would go to the Executive in January 2018 then through Scrutiny. The Chairman added that the Panel would then consider the annual report in March 2018 and address the frequency of scrutiny at that point.

- A Member felt that the term 'Stock Transfer Agreement' which was used in the report was unclear and it needed to be clarified in future reports that the Deed of Variation covered the changes to the Divisional Board only.

RSOLVED – 1) That the Panel agree in principle the proposals to vary the transfer agreement as detailed in report ED.29/17 subject to robust and strong Terms of Reference;

2) That the Terms of Reference include a requirement that meetings of the proposed Regional Liaison Group be held in the Civic Centre;

3) That future reports on the Deed of Variation to the existing stock transfer agreement have some clarity with regard to the proposed changes and the term 'stock transfer agreement';
4) That the Divisional Director be invited to attend a future meeting of the Panel;

5) That the annual scrutiny of Riverside take place in March 2018 and the Panel would then decide the frequency of the future scrutiny of Riverside.

The Panel adjourned for a short break at 11.08am and reconvened at 11.15am.

EGSP.16/17 QUARTER 1 PERFORMANCE REPORT 2017/18

The Policy and Performance Officer presented the 1st quarter performance by exception list against the current Services Standards and a summary of the Carlisle Plan 2015-18 actions as defined in the 'plan on a page'. Proposed new Service Standards and Key Performance Indicators (KPIs) were also included (PC.15/17).

Details of the current standards were set out in section 1 of the report and a set of proposed new Service Standards and KPIs were presented in section 2 of the report. Section 3 detailed updates against actions in the Carlisle Plan.

In considering the report Members raised the following comments and questions:

- Members discussed in some detail the service standard for the Panel which would be reported on an exception only basis. Although Members agreed with exception only reporting of standards they felt it beneficial to have the information available to them on relevant service standards.

- The Panel felt that the Key Performance Indicators were unclear and needed much more detail on the indicator, baseline targets and relevant measurements.

- The Carlisle Plan priorities were well presented but required more detail with regard to the start and end dates of projects.

- With regard to the Carlisle Plan priorities it was felt that further consideration was needed with regard to the 'What are standards and or parameters?' sentence next to the Measurable target. Measurable could be reporting on progress and was not just a way of measuring something.

RESOLVED – 1) That the Quarter 1 Performance Report 2017/18 (PC.15/17) be agreed;

2) That more detail, baseline targets and measurements be included in the Key Performance Indicators in the Quarter 2 performance report;

3) That Service Standards and Key Performance Indicators be reported on an exception only basis and the Panel would monitor the changes and make amendments to how they would like information reported as required.

(The meeting ended at 11.46am)