

AGENDA

Environment and Economy Overview and Scrutiny Panel

Thursday, 03 July 2014 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 CLAIMED RIGHTS UPDATE

5 - 32

(Environment and Transport Portfolio)

The Director of Local Environment to submit a report that advises and updates Members on issues related to the former Claimed Rights Highways Maintenance service. The Appendices to the report give information regarding a range of related issues.

(Copy Report LE.11/14 herewith)

A.3 RECYCLING TASK AND FINISH GROUP

33 - 38

(Environment and Transport Portfolio)

The Director of Local Environment to submit a report outlining the Neighbourhood Services response to the Recycling Task and Finish Group's report written by the Environment and Economy Overview and Scrutiny Panel supporting the findings of a task group of Members led by Councillor Nedved.

(Copy Report LE.12/14 herewith)

A.4 END OF YEAR PERFORMANCE REPORT 2013-14

39 - 54

(Cross Cutting)

The Performance and Communications Manager to submit a report that updates the Environment and Economy Overview and Scrutiny Panel on the Council's Service Standards relevant to the Panel that help measure performance and customer satisfaction. The report also includes updates on relevant key actions contained within the Carlisle Plan.

(Copy Report PC.07/14 herewith)

A.5 TALKIN TARN

(Environment and Transport Portfolio)

The Director of Local Environment to submit a Report that includes the Business Plan for Talkin Tarn Country Park.

(Copy Report to follow)

A.6 OVERVIEW REPORT AND WORK PROGRAMME

55 - 64

(Cross Cutting)

To consider a report providing an overview of matters related to the work of the Environment and Economy 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.17/14 herewith)

PART B

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

-NIL-

**Enquiries, requests for reports, background papers,
etc to Committee Clerk: Sheila Norton - 817557**

Members of the Environment and Economy Overview and Scrutiny Panel

Conservative – Mrs Bowman, Mitchelson, Nedved (Chairman), Mrs Mallinson (sub), Mrs McKerrell (sub), Mrs Vasey (sub)

Labour – Caig (Vice Chairman), Dodd, Watson, Wilson, Burns (sub), Harid (sub), Vacancy (sub),

Independent – Graham, Betton (sub)

Report to Environment & Economy Overview and Scrutiny Panel

Agenda
Item:
A.2

Meeting Date: 3rd July 2014
Portfolio: Environment and Transport
Key Decision: Not Applicable:
Within Policy and
Budget Framework YES
Public / Private Public

Title: CLAIMED RIGHTS UPDATE
Report of: The Director of Local Environment
Report Number: LE 11/14

Purpose / Summary:

The existing arrangements for Claimed Rights Highways Maintenance which had been in place since 2001 were terminated on the 31st March 2013 when all relevant staff and services transferred back to the County Council. This report has been prepared to advise and update members on issues related to this former service. The Appendices to this report give information regarding a range of related issues.

Recommendations:

It is recommended that members note the contents of this report and consider what comments they may wish to make regarding highway related services following the termination of Claimed Rights.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

- 1.1 The Executive made a decision at its meeting on the 29th October 2012 to hand the Highways Claimed Rights service back to the County Council on the 31st March 2013. The full Council endorsed this decision at its meeting on the 13th November 2012.
- 1.2 Following these decision officers began to prepare detailed plans in consultation the County Council for the handover of this service on the 31st March 2013. In order to progress the issue a Joint Members Group was set up to consider the range of issues and this was supported by an Officer Group. Appendix 1 details the various issues discussed and shows how most issues have now been satisfactorily resolved. Work is still ongoing on a number of issues given in the updates in Appendix 1 and also on section 2 of the report where details of the unresolved issues are discussed.

2. PROPOSALS

- 2.1 As mentioned earlier, and as detailed in Appendix 1, there are a number of issues that have not yet been resolved. To try and resolve the issues a meeting between relevant City and County officers was held on the 9th May 2014, chaired by the Deputy Chief Executive, Darren Crossley. A note of the issues discussed at this meeting is attached as Appendix 2.
- 2.2 The main issues to not are: -
 - Residual Agreement - Despite them initially working with us to prepare a residual agreement the County Council have now decided such an agreement is not necessary. The City still consider that an agreement would be helpful to define who does what. To try and reach a compromise on this issue the City Solicitor has offered to prepare a simplified agreement or draft a memorandum of understanding. We await a response from the County Council on whether they will accept these proposals.
 - Weed Control - after the difficulties last year when weed control was late in taking place it was expected that this year there would be no issues as a contractor had been appointed to carry out the spraying. The mild winter, and a delay in the contractor being available has meant that weed growth has become established in some areas. The situation is nothing like as bad as last year and the County Council took some emergency action to spray the worst areas prior to the contractor becoming available. The spraying programme started on the 19th May and should be completed within 2 weeks. City Council officers are doing all they can to deal

with the situation and will endeavour to remove excess weed growth. The County have been advised that they may have to remove excessive dead growth.

3. CONSULTATION

- 3.1 There are no current plans for further consultation on this issue.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 4.1 The transfer of the Claimed Rights service has been carried out with little, if any, impact on the residents of Carlisle. Most of the issues and potential problem areas have been resolved as detailed in Appendix 1 to this report, however there are a few issues that are proving more difficult to close down. Regular Officer Liaison Meetings are now taking place and opportunity also exists through the Highways and Transport Working Group (HTWG) to raise and discuss issues jointly with County Council Members. Members of this Scrutiny Panel may have highway related issues which they wish to raise either with officers or through the HTWG and these can be raised at any time.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 5.1 The transfer of the Claimed Right service has involved a considerable number of Liaison Meetings with County Council Members and Officers to ensure a smooth transition of the service. It is proposed to continue with this partnership working and develop the partnership further to ensure that residents of Carlisle receive the best possible highway service.

Contact Officer: Angela Culleton

Ext: 7325

Appendices attached to report: Update/Progress report on Claimed Rights issues

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

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Community Engagement –

Economic Development –

Governance –

Local Environment –

Resources -

Appendix 1

INITIAL DISCUSSIONS & UPDATE ON PROGRESS

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
1	Highway Maintenance	Highway Maintenance works would transfer including the dedicated staff who deal with this work in line with TUPE agreements.	Need to identify the staff eligible to transfer and liaise with the County Council on implementing transfer and advising staff concerned.	Accepted. Need to identify staff, clarify skills and training and understand existing terms & conditions. Need to agree how the transferring staff will be managed within the current Highways restructuring exercise. Note that CPE Parking will stay with the City
	Update 12/03/13		The details of the staff that will be transferring have now been agreed. Three existing members of highway staff have been appointed to provide the Residual Highways Service and will remain at the City, their names will be removed from the TUPE list. Issue resolved	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
2	City (Footway and Amenity) Lighting	It makes both economic and operational sense to transfer this function including staff to the County Council. The City Council would then commission this work through the County Council at agreed rates.	City wishes to include Amenity and Parish Lighting in a residual agreement.	Check out present manning and Emergency Response arrangements. City wish to include Amenity & Parish lighting in a residual agreement
	Update 12/03/13		Details of the lighting service which the City Council would like the County Council to carry out on their behalf have been passed to the County Council. Cost estimates are awaited from County.	
	Update 22/07/13		Cost estimates have been received from the County. The 15% admin fee which they wish to charge is considered too high and needs to be discussed further.	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
	Update 31/10/13		Specification and charge rates have been agreed with the County Council. Works Agreements to be have been signed for each type of work to be carried out. Issue resolved	
	Update 29/5/14		The County experienced difficulties in raising invoices at the end of 2013/14 for work carried out. Assurances have been received that this issue should not recur.	
3	City Winter Maintenance	Carlisle has two small gritters which are well suited to unclassified roads. It is proposed that this service moves to the County Council and is included within their normal winter gritting operations. The extent of coverage to be agreed with any added work to be commissioned through the County Council at agreed rates.	The City would like the option of commissioning additional winter maintenance if required.	These “60 Reg” vehicles, whilst demountable, are not used by the City for other general operations. City to commission extra pre-salting and winter coverage. Extent of extra coverage, on top of the County Priority routes, needs to be clearly agreed and costed.

	Update 12/03/13		No detailed discussions have yet taken place on this issue, neither has it been resolved if the County wish to acquire the City gritting vehicles.	
	Update 22/07/13		The City may wish the County to provide a gritting service in our car parks when requested, It is assumed the County will provide the same level of gritting on city roads as that carried out under Claimed Rights.	
	Update 31/10/13		The County to carry out trial on the footways in the pedestrian area using a sprayed liquid which is applied weekly. If this works it should reduce the need for our street cleaning staff to apply grit when conditions are bad. Our staff can then help in other areas such as the pedestrian routes into the City particularly from the car parks. County will supply us with free salt to grit footways. City staff to advise County when grit bins need refilled so that salt is always available. County may want to encourage members of the public to be Snow	

			Champions in the community where they live. City /County have still to agree gritting of City Car Parks.	
	Update 29/5/14		The County were unable to complete the trial application of de-icing sprays. This issue is the subject of ongoing discussions between City/County officers.	
4	Highway Verges and Tree Maintenance	It is proposed that these elements are retained and undertaken by the City Council Green Spaces teams. There could also be an opportunity to increase the amount of this type of work they could undertake on behalf of the County Council.	The City wishes to include highway verge maintenance in a residual agreement. Providing that there is funding available, the City would also wish to include highway tree maintenance.	At present the work on Highway Trees is funded by the verge maintenance budget (£30k). No other funding is available.
	Update 12/03/13		The County Council have agreed to carry out highway tree maintenance and repairs to verges. The cutting of grass on verges will be carried out by the City Council. The County have indicated they will have a reduced budget for this work. Details will be incorporated in the Residual Agreement.	

	Update 22/07/13		Officers still need to agree the full extent of the verges to be maintained on a small number of locations where highway boundary is not clearly defined.	
	Update 29/5/14		This issue is still to be resolved and it was agreed at joint meeting on 9/5/14 that officers would arrange a meeting to resolve. County Council will shortly present a tree maintenance strategy to Highways and Transport Working Group for approval.	
5	Weed Control	This discreet piece of work is currently outsourced and commissioned by the City Council to include City Council and County Council responsibilities. This could transfer to the County Council or be commissioned by the City Council Green Spaces team if funded by County.	City could carry out this work or procure it. It is key to success that there is alignment with street cleansing schedules.	The County Council funded element of this is £30k. We could procure the work through our framework arrangements.
	Update 12/03/13		The County Council will carry out weed control on the highway.	
	Update 22/07/13		County using a contractor appointed by them. Work on site is late in the season and	

			has just started but there is now an issue regarding who will remove the excess weed growth that has been allowed to take place.	
	Update 31/10/13		County have now resolved the outstanding issues and have arrangements in place for next year. Issue resolved	
	Update 29/5/14		The mild weather over the winter has accelerated weed growth. The County spraying programme only commenced on 19/5/14 by which time substantial weed growth had occurred. County plan only two sprays per year which may not prove sufficient. County has undertaken some emergency spraying in early May to try and address bad locations ahead of main spray.	

6	Plant Vehicles and Equipment	All dedicated Plant, Vehicles and Equipment would form part of the transfer agreement.	Agreed	Need to assess assets and decide on our needs. It is expected that a number of new vehicles will need to be purchased. City estimate a need for 11 replacements
	Update 12/03/13		Plant, vehicles and equipment will reside with the City Council. Discussions are ongoing regarding the transfer of some equipment/vehicles to the County Council upon agreement of suitable terms.	
	Update 22/07/13		Some equipment/vehicles have transferred to the County Council on suitable terms. The City is selling any surplus vehicles and equipment. Issue resolved	
7	Training & Development	Carlisle City Council committed to providing opportunity to staff to realise their full potential through structured training and development. County Council urged to adopt the same philosophy to transferred staff.		County have similar policy.

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		No problems anticipated as County is committed to developing staff. Issue resolved	
8	Festive Lighting	This work is currently undertaken by transferring staff involved with Claimed Rights. The service would benefit from a revisit in regard to scale, cost and delivery options for 2013 and beyond.	County unlikely to do this work. Will need to seek alternative delivery mechanism	Review required. County unlikely to want to undertake this work
	Update 12/03/13		The County Council have been asked to quote for doing this work. Quotes have also been obtained from specialist contractors. A decision will need to be made on this issue during the summer.	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
	Update 22/07/13		The County have declined this work. A tender is now being prepared for a contractor to carry out this work for a period of 3 years.	
	Update 31/10/13		Contractor appointed to do this work for 3 years. Work is ongoing, switch-on 17th Nov. Issue resolved	
9	Gulley Maintenance	It is proposed that this service and dedicated staff, plant, equipment and vehicles be transferred to the County Council. The City Council also provides a sewer blockage clearance service to social housing partners. This could continue through a service level agreement with the County Council similar to that in place now with the City Council.	The City would not be able to continue with 3 rd party work if the claimed rights service transfers.	Our routine gulley maintenance activity is managed through the framework contract by a contractor. Sewer related work should not form part of transfer arrangements

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		The City Council would transfer gully cleaning to the County Council. The blockage service no longer provided for social housing partners who now make their own arrangements for this service.	
	Updated 22/07/13		Gully Cleaning Service transferred. Issue resolved	
	Update 29/5/14		The county Council have now appointed a contractor to carry out all gully cleaning. The contractor has been asked to provide a schedule of gullies cleaned but nothing has been provided as yet.	
10	Emergency Callouts	Callout service for Highway Emergencies to be integrated into the County Council arrangements.	Agreed	Agreed
	Update 31/10/13		Non highway emergency issue have been discussed by working group of City Council Officers. Relevant call-out arrangements agreed. Issue resolved	

	Update 29/5/14		Further work has been identified as necessary to better define call out arrangements.	
11	Relocation of staff	Preferred options for relocation would be Dalston/ Brampton.	To be explored further quickly	Members may wish us to investigate other alternatives within the City. Table of pros and cons of various options is being prepared
	Update 12/03/13		Office Staff who transfer will initially be located at Parkhouse pending a possible move to Dalston. Operatives will be based at Dalston or Brampton if this is more convenient for particular staff. Issue resolved	
12	Land Drainage / Flooding	Land drainage remains a District Council function however any physical works would be commissioned through the County Council or Contractor.	Drainage responsibilities will remain with the City and City will need to retain some expertise to meet statutory responsibility.	Member of City staff already working 2 days a week with County team. However City may well require residual level of technical service provision

	Update 12/03/13		City will retain the responsibility for this service. Details still to be discussed of what support the County may be willing to provide. Details would be incorporated in the Residual Agreement.	
	Update 22/07/13		Under new national legislation the County are now the Lead Flood Authority. Officers of both authorities are liaising to deal with problems on a prioritised basis. Issue resolved	
	Update 29/5/14		Defra grant available to any properties that suffered internal flooding between 1 st December 2013 and 31 st March 2014. 2 properties are known to qualify and have been advised of the grant.	
13	Flooding	In times of flood, the Highways staff play key role in assisting communities with protection of premises and associated signage. If the remaining staff in other sections such as Green Spaces and Waste Services were unable to cope the City would wish to supplement	Further develop resilience plan	City presently provide sandbags, would this continue? Our County teams are trained to manage some of the flood relieve assets i.e. barriers at Etterby Close.

		those resources through the County Council.		
	Update 12/03/13		The risk of flooding is reduced due to EA Flood works, as a consequence the response likely to be required is reduced. It is not considered necessary to continue to provide sandbags. Further discussions are ongoing with a number of Partner Organisations to define the flood response that residents can expect from all organisations. Issue resolved	
14	Highways & Transport Working Group	The City Council currently has one representative to this group. In order to enable the City to better contribute to the direction and development of the service it is proposed to amend the constitution to include two representatives from the City.	Agreed	Agreed

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		This decision has still to be actioned.	
	Update 22/07/13		There are now 2 city representatives. Issue resolved	
15	Bridleways and Footpaths and Public Rights of Way	The capital maintenance costs of these services only are included in HCR payments. They do not include for staff, management and overheads. This service should, for those reasons, transfer to the County Council.	Officer to transfer and capital budget	Area of activity to be checked with Countryside Access team. Funding not from local Highways budget
	Update 12/03/13		Officer engaged on this work is to transfer to County under TUPE. Issue resolved	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
16	Street Name Plates / Bus Stops	These are statutory City Council responsibilities, however the service could be commissioned from County.	County doesn't want this service.	We would not wish to take on the statutory Street Name Plates work. Need to consider alongside Clear Channel Contract for Bus Shelters
	Update 12/03/13		Street Nameplates to remain with City Council who will arrange for contractor to carry out any works needed. Issue resolved. Bus Shelter maintenance is not a statutory function, decision made by City to withdraw funding. County Council have been requested to take on and fund this service. A response is awaited and further consideration of this issue may be needed.	
	Update 31/10/13		County Council /City Council have agreed to jointly share costs in 2013/14, County to provide £5,000 funding. Further meetings to take place with Bus Company to seek support for maintenance of shelters.	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
17	Retained Engineering Resources	The City Council to retain a core resource to provide expert advice to officers and members and manage retained work. This will consist of an engineer with drainage expertise along with one or two Technical Assistants. Further work is required in order to determine the actual resource requirements.	Further work required to establish ongoing need for technical expertise at the City Council	City need to determine residual requirements
	Update 12/03/13		3 members of existing City Council staff have now been appointed to provide the retained Highway Service. Posts funded for 2 years. Issue resolved	
18	Capital Works	Existing Claimed Rights staff undertake little Highways Capital Work, most is undertaken by sub contractors. This work is not part of HCR funding. It would be economic to commission any capital work through the County Council workforce or through the County Council Framework Agreement.	In future work would be commissioned from County, from Framework or tendered.	Agreed

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		Future City Capital works would be procured by the City Council. Issue resolved.	
19	Non-HCR Work	Non-HCR work required by the City Council should be undertaken through the County Council, by Framework contract or by Contractor.	Work would be commissioned	Such works could be commissioned directly or through County frameworks
	Update 12/03/13		Work would be commissioned from Contractors or County as appropriate. Issue resolved	
20	Insurance	After transfer the highway insurance costs would become the responsibility of the County Council. On-going claims liabilities at the time of transfer would remain with the City. New claims will be County responsibility.	Legal agreement will be required to define the arrangements.	<p>City would prefer a clean break i.e. Any claims received up to 31st March 2013 to be dealt with by City council. Any claims brought after to be responsibility of the County. However Para 7 of Part 1 to Schedule 7 of the Highways Act states that the City continues to be responsible for any claims that relate to the time when they exercised the powers.</p> <p>City will need to take this ongoing responsibility into account following transfer.</p>

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		Insurance arrangements during the transition period of 3 years for which the City will be responsible for claims arising during claimed rights have been discussed and a procedure agreed. Issue resolved	
21	Service Standards	The City currently provides a rapid response to potential highway hazards and operates a Find It Fix It approach. Members would wish to see no reduction to the current level of service.	Maintain standards in line with the rest of the County. Already agreed standards at maintenance need to reference in any agreement	Need to fully understand the approach taken by the City so that any potential risk from differing approaches can be managed.
	Update 12/03/13		Future service standards are a matter for the County Council and it is expected that the Better Highways procedures will be used as elsewhere in the County. Issue resolved	

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/UPDATE	COUNTY COUNCIL COMMENTS
22	Support Services	The dedicated staff involved in the management, supervision and administration of the Claimed Rights function will transfer. Finance, IT, Personnel and Payroll also support the operational staff. These elements would be analysed in detail in order to agree further potential TUPE entitlements.	To identify the staff eligible to transfer and liaise with the County Council,	City to provide evidence of entitlement. Unlikely that County would require extra support services.
	Update 12/03/13		The Staff transferring under TUPE have been agreed. Issue resolved	
23	Contact Centre	City request financial support for continuing to take complaints calls during transfer period.	Additional calls will be generated during a transition period, any funding would be to support the extra cost to the City Council as a result of the transition. The demand will taper off with time. Suggest funding from the County for a 2 year period to cover this cost.	It is suggested that, in a non-unitary situation such calls will always have to be fielded by city and passed on to County.

No	ITEM / SERVICE	PROPOSAL	CITY COUNCIL COMMENTS/ UPDATE	COUNTY COUNCIL COMMENTS
	Update 12/03/13		The Residual Agreement will set out work each organisation will be responsible for and details of any financial remuneration agreed. Issue resolved.	
	Update 29/5/14		The County council have refused to enter into a Residual Agreement which would have set out the responsibilities of both parties. This issue is now being discussed with the Deputy Chief Executive (See Appendix 2)	

Draft Discussion Document Strictly P&C

8th September 2012 - Les Tickner – Revised section 14 on 11th September 2012

City Council comments by Angela Culleton on 13th September 2012

Comments added by Kevin Walsh 23 September 2012.

Amended 12th March 2013 by Keith Poole

Amended 22nd July 2013 by Keith Poole

Amended 31st Oct 2013 by Keith Poole

Ammended 29th May 2014 by Keith Poole

Appendix 2

Highways Agreement Meeting

9th May 2014

Purpose of the meeting: To discuss any issues associated with the termination of claimed rights.

Present: Darren Crossley, Angela Culleton, Keith Poole, Mike Foster, Jonathan Smith, Claire Liddle

1. Claimed Rights Agreement

It was agreed that this document was acceptable and the City Solicitor will now make arrangements for it to be signed.

Action CL

2. Residual Highways Agreement

The County view is that a residual agreement is not necessary as each party will simply carry out the activities for this they are responsible. The City disagree and consider that such an agreement is necessary as previously agreed in joint member / officer meetings. An agreement would help to clarify who does what and so will aid response to customers and will also cover tasks such as verge maintenance that the City undertakes for the County Council for a fee and permissive tasks that the City carries out at its own cost but requires permission from the Highways Authority to carry out. One agreement would facilitate smoother working together which can only benefit residents of Carlisle.

The City Solicitor offered to either further simplify the Agreement or draft a Memorandum of Understanding to replace the formal agreement. JS agreed to consult with colleagues regarding an MOU or simplified Residual Agreement and would advise of his views.

Action JS

The City Council sought confirmation of a number of issues contained in the schedules to the draft agreement. In particular;-

- Confirmation of the annual fee for grass cutting which was confirmed as £13,050. A 13% reduction from 2013/14 to reflect the general reduction in budgets. MF to confirm in writing.

Action MF

- The County council is willing to enter into specific works agreements with the City to cover specific work. A number of further agreements relating to highways are in hand.

Action MF/KP

3. Claimed Rights Update

Good progress has been made in addressing the outstanding issues arising at the time of claimed rights transfer. Four issues remain to be resolved as detailed below:

Quarterly liaison meetings

Due to pressure on officer time these meetings have lapsed. It was agreed that a programme of meetings would be agreed an range of relevant officers invited to attend.

Action JS/KP

Verge and tree maintenance

The County Council will be able to provide a tree maintenance strategy for consideration by HTWG. There is also further liaison needed to agree the boundaries between City and County regarding tree and verge maintenance.

Action County/ Green Spaces

Winter maintenance

It was agreed that further liaison was needed prior to next winter to agree joint working during periods of severe weather and to agree how they might contribute towards the provision of bus facilities.

Action MF/KP/Liam Gallagher

Bus Shelter Maintenance

KP has still to contact the bus companies regarding how they might contribute towards the provision of bus facilities.

4. Weed Control

5. MF outlined the actions that the County are taking to control the weeds which have taken hold early due to the mild weather. It is planned to carry out two sprays annually but further action will be taken if required.

Report to Environment & Economy Overview and Scrutiny Panel

Agenda
Item:
A.3

Meeting Date: 3rd July 2014
Portfolio: Environment and Transport
Key Decision: Not Applicable:
Within Policy and Budget Framework YES
Public / Private Public

Title: RECYCLING TASK AND FINISH GROUP
Report of: The Portfolio Holder of Environment & Transport
Report Number: LE12/14

Purpose / Summary:

Neighbourhood Services response to the Recycling Task and Finish report written by the Economy and Environment Overview and Scrutiny panel supporting the findings of a task group of Members led by Councillor Nedved.

Recommendations:

Members are recommended to note the comments and actions resulting from the recommendations from the Recycling task and Finish report and considered comments from the Executive.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

1.1 Introduction:

Carlisle City Council introduced kerb-side recycling collection in April 2004 and has been a high performing authority since the introduction. It was noted by Members of Economy & Environment Overview and Scrutiny Panel that although performance is still relatively high it is reducing. Members of the Panel wished to know the reasons behind this and to look at how the downward trend could be reversed. The following report summarises the recommendations made by the Environment & Economy Overview & Scrutiny Task & Finish Group and reports the Executive response to those recommendations.

1.2 Initial response to Draft report at Overview and Scrutiny:

The Director of Local Environment responded on the initial draft report at the Environment and Economy Overview and Scrutiny Panel meeting on the 10th April 2014. The report was considered a very good example of how scrutiny can add value to the review of services. It was noted at that juncture that the recommendations had been sensible, well thought out and were based on evidence. It was noted that the Re- thinking Waste project was just beginning and all findings from the Task and Finish Group would be fed into that project.

1.3 Key recommendations from the task group:

The following recommendations resulted from the evidence based review of recycling by the task group:

1. That the Council keeps to a fortnightly collection of residual waste.
2. That the Re-thinking Waste Project gives consideration to collecting a wider range of recyclables at kerbside including foil, tetra packs and textiles.
3. That consideration is given to the make up of the containers which are provided to residents for their recycling so that they are more durable and have a larger capacity. Members would also like to consider the pros and cons for a co-mingled service with a wheelie bin for all recyclates.
4. That the Waste Services Operatives are requested wherever possible to return the waste containers where they were collected. This should reduce the amount of lost or damaged containers and reduce the amount of unnecessary contact with the Council.
5. That the Council strictly enforce the no side waste policy and publicity is provided to that effect.
6. That consideration is given to how information is provided to residents so that it is easily accessible and to the point.

7. That priority is given to updating the CRM system for all requests complaints and queries so that an up to date record of actions and responses are available. In order to monitor this recommendation a performance report should be developed and presented to the Economy & Environment Overview and Scrutiny Panel on a quarterly basis.

1.4 Executive Response to Recycling Task and Finish recommendations:

The Leader of the council has commented that Overview and Scrutiny was at its best when undertaking task and finish reviews. He commented that the final report was a very good piece of work which would inform work going forward.

The Deputy Leader, Environment and Transport Portfolio Holder responded to the Task and Finish Group's recommendations as follows:-

Recommendation	Executive Response	Whom
That the Council keeps to a fortnightly collection of residual waste.	There was no reason to depart from the fortnightly collection of residual waste.	Cllr Martlew
That the Re-thinking Waste Project gives consideration to collecting a wider range of recyclables at kerbside including foil, tetra packs and textiles.	Consideration would be given to collecting a wider range of recyclables at kerbside as part of the Re-think Waste Project.	Cllr Martlew
That consideration is given to the make up of the containers which are provided to residents for their recycling so that they are more durable and have a larger capacity. Members would also like to consider the pros and cons for a co-mingled service with a wheelie bin for all recyclates.	In order to increase recycling performance the collection thereof must be made as easy as possible. Consideration would therefore again be given to the make up of containers provided to residents for their recycling	Cllr Martlew
That the Waste Services Operatives are requested wherever possible to return the waste containers where they were collected. This should reduce the amount of lost or damaged containers and reduce the amount of unnecessary contact with the Council.	The Deputy Leader had also received complaints and thought it important that residents ensure that their waste containers were put out where they should be and that Waste Services Operatives duly return them to those locations.	Cllr Martlew
That the Council strictly enforce the no side waste policy and publicity is provided to that effect.	The Executive is 100% behind strict enforcement of the no side waste policy and the provision of publicity to that effect	Cllr Martlew
That consideration is given to	The Executive agreed that the	Cllr Martlew

how information is provided to residents so that it is easily accessible and to the point.	provision of easily accessible information was essential to any process. The resident (sic recent) restructure and appointment of a full time Systems Administrator should be of assistance and it was hoped that a distinct improvement would be seen moving forward.	
That priority is given to update the CRM system for all requests complaints and queries so that an up to date record of actions and responses are available. In order to monitor this recommendation a performance report should be developed and presented to the Economy and Environment Overview and Scrutiny Panel on a quarterly basis.	As above.	Cllr Martlew

Contact Officer:

Ext:

**Appendices
attached to report:**

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

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Community Engagement –

Economic Development –

Governance –

Local Environment –

Resources -

Economy & Environment Overview and Scrutiny Panel

Agenda
Item:
A.4

Meeting Date: 3 July 2014
Portfolio: Finance, Governance and Resources
Key Decision: No
Within Policy and Budget Framework YES
Public / Private Public

Title: END OF YEAR PERFORMANCE REPORT 2013/14
Report of: Policy and Communications Manager
Report Number: PC 7/14

Purpose / Summary:

This Performance Report updates the Panel on the Council's service standards that help measure performance and customer satisfaction. It also includes updates on key actions contained within the Carlisle Plan.

Details of each service standard are in the table at Appendix 1. The table illustrates the cumulative annual figure, a month-by-month breakdown of performance and, where possible, an actual service standard baseline that has been established either locally or nationally. The updates against the actions in the Carlisle Plan follow on from the service standard information in Appendix 2.

Recommendations:

1. Consider the performance of the City Council presented in the report with a view to seeking continuous improvement in how the Council delivers its priorities.

Tracking

Executive:	21 July 2014
Overview and Scrutiny:	Community – 19 June 2014 Resources – 26 June 2014

1. BACKGROUND

Service standards were introduced at the beginning of 2012/13. They provide a standard in service that our customers can expect from the City Council and a standard by which we can be held to account. The measures of the standard of services are based on timeliness, accuracy and quality of the service we provide in areas that have a high impact on our customers.

Regarding the information on the Carlisle Plan, the intention is to give the Panel a brief overview of the current position without duplicating the more detailed reporting that takes place within the Overview and Scrutiny agendas and Portfolio Holder reports.

2. PROPOSALS

None

3. CONSULTATION

The full report was reviewed by the Senior Management Team at their meeting on 10 June 2014 and the appropriate sections considered by the other Overview and Scrutiny Panels on the following dates:

Community – 19 June 2014

Resources – 26 June 2014

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

The Panel are asked to comment on the 2013/14 Performance Report prior to it being submitted to Executive.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

See Appendix 2

Contact Officer: Gary Oliver

Ext: 7430

Appendices Appendix 1 – 2013/14 Service Standards
attached to report: Appendix 2 – Carlisle Plan Update

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**

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's - Responsible for monitoring and reporting on service standards, customer satisfaction and progress in delivering the Carlisle Plan whilst looking at new ways of gathering and reviewing customer information.

Economic Development – Responsible for managing high level projects and team level service standards on a day-to-day basis.

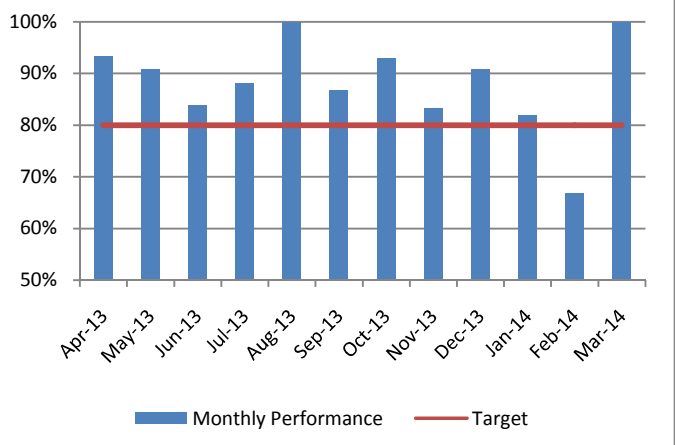
Governance – Responsible for corporate governance and managing team level service standards on a day-to-day basis.

Local Environment – Responsible for managing high level projects and team level service standards on a day-to-day basis.

Resources - Responsible for managing high level projects team level service standards on a day-to-day basis.

APPENDIX 1: 2013/14 SERVICE STANDARDS

Service Standard: Percentage of Household Planning Applications processed within eight weeks

Service Standard	Annual Figure	Performance by Month																																							
<p>80%</p> <p>(Nationally set target)</p>	<p>88.4%</p> <p>(2012/13 89.9%)</p>	 <p>Monthly Performance</p> <p>Target</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Monthly Performance (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr><td>Apr-13</td><td>93%</td><td>80%</td></tr> <tr><td>May-13</td><td>91%</td><td>80%</td></tr> <tr><td>Jun-13</td><td>84%</td><td>80%</td></tr> <tr><td>Jul-13</td><td>88%</td><td>80%</td></tr> <tr><td>Aug-13</td><td>99%</td><td>80%</td></tr> <tr><td>Sep-13</td><td>87%</td><td>80%</td></tr> <tr><td>Oct-13</td><td>93%</td><td>80%</td></tr> <tr><td>Nov-13</td><td>84%</td><td>80%</td></tr> <tr><td>Dec-13</td><td>91%</td><td>80%</td></tr> <tr><td>Jan-14</td><td>82%</td><td>80%</td></tr> <tr><td>Feb-14</td><td>67%</td><td>80%</td></tr> <tr><td>Mar-14</td><td>99%</td><td>80%</td></tr> </tbody> </table>	Month	Monthly Performance (%)	Target (%)	Apr-13	93%	80%	May-13	91%	80%	Jun-13	84%	80%	Jul-13	88%	80%	Aug-13	99%	80%	Sep-13	87%	80%	Oct-13	93%	80%	Nov-13	84%	80%	Dec-13	91%	80%	Jan-14	82%	80%	Feb-14	67%	80%	Mar-14	99%	80%
Month	Monthly Performance (%)	Target (%)																																							
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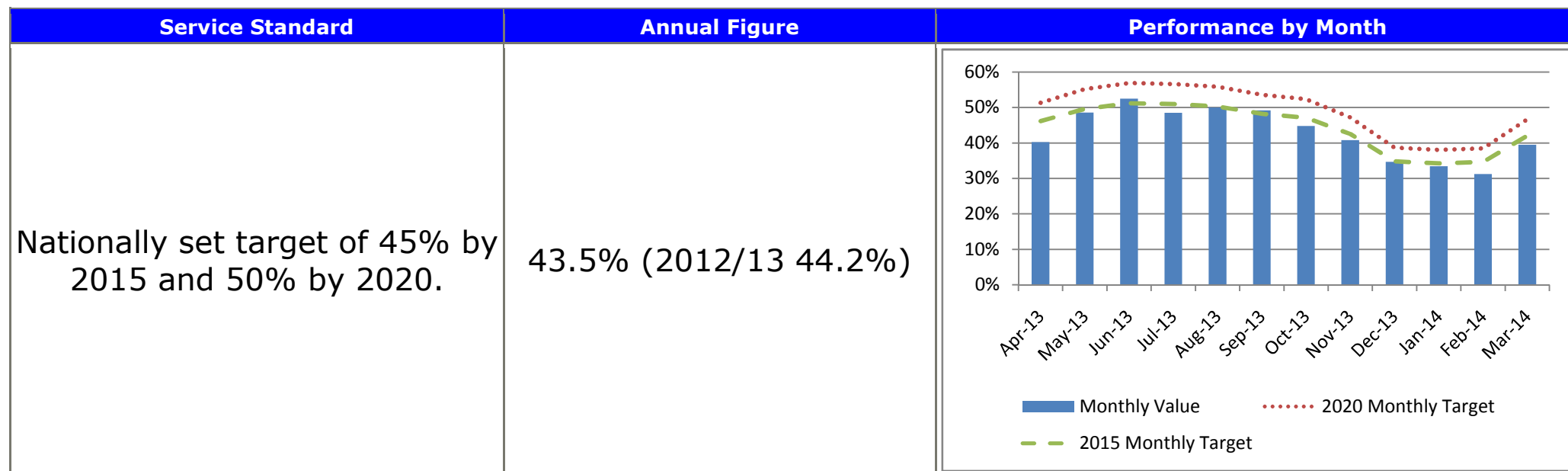
Service Standard: Number of missed waste or recycling collections

Service Standard	Annual Figure	Performance by Month																										
40 missed collections per 100,000 (Industry standard)	Mean average of 36 missed per 100,000 collections per month (2012/13 26)	<div><table><thead><tr><th>Month</th><th>Missed Collections per 100,000</th></tr></thead><tbody><tr><td>Apr-13</td><td>32</td></tr><tr><td>May-13</td><td>40</td></tr><tr><td>Jun-13</td><td>22</td></tr><tr><td>Jul-13</td><td>35</td></tr><tr><td>Aug-13</td><td>33</td></tr><tr><td>Sep-13</td><td>35</td></tr><tr><td>Oct-13</td><td>24</td></tr><tr><td>Nov-13</td><td>37</td></tr><tr><td>Dec-13</td><td>34</td></tr><tr><td>Jan-14</td><td>49</td></tr><tr><td>Feb-14</td><td>46</td></tr><tr><td>Mar-14</td><td>47</td></tr></tbody></table></div>	Month	Missed Collections per 100,000	Apr-13	32	May-13	40	Jun-13	22	Jul-13	35	Aug-13	33	Sep-13	35	Oct-13	24	Nov-13	37	Dec-13	34	Jan-14	49	Feb-14	46	Mar-14	47
Month	Missed Collections per 100,000																											
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Dec-13	34																											
Jan-14	49																											
Feb-14	46																											
Mar-14	47																											

This service standard was previously measured as a percentage of all collections made whereas the industry standard is measured per 100,000 collections. To allow an easier comparison to be made with the industry standard and for benchmarking purposes the standard is now measured in the same format as the target. On average there are approximately 300,000 collections made every month.

The increase in January to March can be attributed to changes in the rounds. The missed collections are now being closely monitored to identify and then rectify any emerging trends and issues.

Service Standard: Percentage of household waste sent for recycling



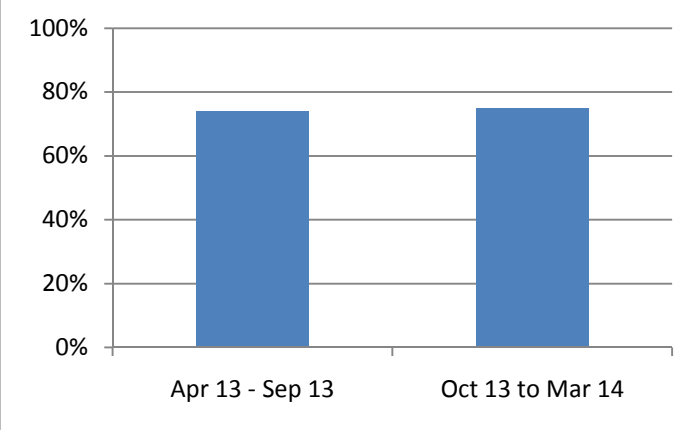
The graph above shows what the monthly target would be in order to achieve the national 2015 target of 45% and the 2020 target of 50%. The monthly target changes to reflect seasonal variations of recycling rates; particularly garden waste tonnages.

In reference to the 2013/14 performance, dry recycling (kerbside, bring site and third party) figures are down while bulky waste is up. Analysis has shown that the reduction is mainly in paper and cans (both part of the green box scheme). Figures for plastic, card and glass are similar to last year.

Packaging regulations have reduced the weight of some recyclable waste and this will impact on the tonnage collected i.e. collecting the same number of items will weigh less than it used to.

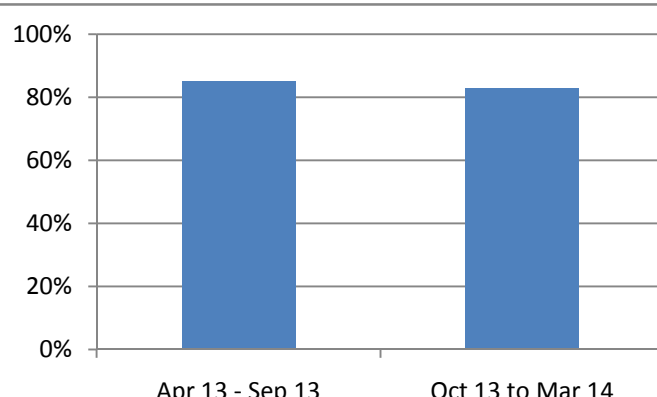
According to the Department for Environment, Food & Rural Affairs, the proportion of household waste collected by local authorities that was recycled in 2012/13 is 42.4%.

Service Standard 2013-14 - Customer satisfaction with street cleanliness

Service Standard	Annual Figure	Performance by half-year						
There is currently no national standard for satisfaction with street cleanliness but for 2014/15 a target of 75% is proposed.	75%	 <table><caption>Performance by half-year data</caption><thead><tr><th>Half-year</th><th>Performance (%)</th></tr></thead><tbody><tr><td>Apr 13 - Sep 13</td><td>75%</td></tr><tr><td>Oct 13 to Mar 14</td><td>75%</td></tr></tbody></table>	Half-year	Performance (%)	Apr 13 - Sep 13	75%	Oct 13 to Mar 14	75%
Half-year	Performance (%)							
Apr 13 - Sep 13	75%							
Oct 13 to Mar 14	75%							

Based on 985 responses in the Carlisle Focus Readers' Survey and an on going online survey.
 Carlisle's satisfaction levels are on par with a recent Local Government Association (LGA) national survey.

Service Standard 2013-14 - Customer satisfaction with waste services

Service Standard	Annual Figure	Performance by half-year						
There is currently no national standard for satisfaction with waste services but for 2014/15 a target of maintaining this level of satisfaction is proposed.	84%	 <table><caption>Performance by half-year data</caption><tr><th>Period</th><th>Performance (%)</th></tr><tr><td>Apr 13 - Sep 13</td><td>84%</td></tr><tr><td>Oct 13 to Mar 14</td><td>84%</td></tr></table>	Period	Performance (%)	Apr 13 - Sep 13	84%	Oct 13 to Mar 14	84%
Period	Performance (%)							
Apr 13 - Sep 13	84%							
Oct 13 to Mar 14	84%							

This is based on 1043 responses in the Carlisle Focus Readers' Survey and an on going online survey.
 Carlisle's satisfaction levels are on par with the most recent Local Government Association (LGA) national survey.

Appendix 2: Carlisle Plan Update

PRIORITY – We will support the growth of more high quality and sustainable business and employment opportunities

The Council's Key Decisions will support business growth, with its services being viewed as 'business friendly' through working more closely with them to meet business' needs.

Carlisle Local Plan 2015 - 2030 (20/06/2014 update)

The emerging Carlisle Local Plan sets out a planning framework for guiding the location and level of development in the District up to 2030, as well as a number of principles that will shape the way that Carlisle will develop between now and then. The Plan targets the delivery of approximately 9,000 new homes across the 2015-2030 period, and identifies the land available to accommodate this growth. This target represents the most ambitious level of housing growth pursued within Carlisle to date, in response to evidenced demographic and economic needs. The Plan also requires the delivery of a mix of dwelling types and tenures including affordable homes. From a housing perspective the Local Plan will therefore be amongst the most influential strategies at play across the next fifteen years.

Good progress has been made across 2013/14 with regards to the preparation of the Local Plan, including two successful major public consultations. Following the close of the most recent of these consultations, efforts are now being focussed on further refining the Local Plan towards a 'publication draft' which will be subject to public consultation in January 2015.

Promoting Carlisle including Prospectus for Carlisle (May 2014 update)

A generic prospectus for Carlisle, based on the Carlisle Story, is being developed as part of a suite of documents available for use by the public and private sector to raise the profile of Carlisle. The prospectus will be available for use as a standalone document, or in conjunction with a range of inserts; each of which will have specific information relating to general themes or specific sectors. The prospectus' print ready design was signed off in May 2014 and quotes for printing are now being sought.

PRIORITY - We will develop vibrant sports, arts and cultural facilities, showcasing the City of Carlisle

This priority supports tourism, the arts and creative industries. It is recognised that arts and leisure are important in making Carlisle a great place to work, live and visit. Developing public realm improvements is a key piece of work under this priority. This involves the City and County councils working together.

Old Town Hall Phase 2 / TIC (19/5/14 update)

Key decisions around ground floor access and the use of the Assembly Room were agreed in March 2014. There is a maximum load limit in Assembly Room but it is still suitable for light public occupancy of civic functions, exhibitions and meeting space. Following a meeting with Johnston and Wright in May 2014, the project has moved from the Stage 1 Project Plan to Stage 2: Detailed design, implementation and supervision of site works. The proposals were agreed in principle subject to reconciliation of identified issues and the cost plan with the available budget.

Public Realm (May 2014 update)

The programme of public realm projects has been scored, ranked and prioritised. An overarching project has been identified to develop a signage design suite which can then be accurately costed for use in other projects. The resulting 'shopping list' of items can then be incorporated within subsequent public realm projects as and when they are brought forward. The procurement process to appoint a manufacturer has now commenced.

The commission for a hoardings design suite has been completed and has already attracted interest from private sector businesses wishing to use these designs. This should result in Carlisle Story inspired hoardings being seen in Carlisle over the coming months.

Improvements in the Historic Quarter and Caldewgate are progressing as planned with the Historic Quarter due for completion in Summer 2014.

Arts Centre (May 2014 update)

The design and build scheme submitted by Thomas Armstrong (with Day Cummings) has been approved and final contracts and design variations have been negotiated. The wider construction timescales and deadlines remain on schedule.

Pilot projects within the centre proved to be successful and the centre has now closed down for refurbishment.

The planning application was approved at committee in April subject to agreeable discussions with neighbouring building users around noise levels when the centre is in full operation. If the conditions are met, the outline project plan states a construction completion date of April 2015. A more detailed project plan and governance arrangements will be developed next.

Harraby Campus Development (May 2014 update)

Stage C design has been approved by all partners and the planning application has been submitted. A business plan has been developed by Harraby Community Association to determine who will operate the site and to ensure the local community associations make revenue.

PRIORITY - We will work more effectively with partners to achieve the City Council's priorities

The City Council wants to establish Carlisle as a nationally recognised sub-regional capital by becoming an effective partner in the key areas of housing and economic growth.

Home Improvement Agency (HIA) (4/6/14 update)

Homelife Carlisle has been short listed for an award at the National HIA Awards to be presented at the House of Lords on 10th June. This is in the Integration Champion category for the work they are doing with Social Care and the Clinical Commissioning. 52 volunteers have now been recruited to the Community Neighbour Programme; of which 33 are actively working with older people in the urban and rural wards.

Carlisle Ambassadors Programme (May 2014 update)

The development of the Carlisle Story and place branding toolkit has provided the means to promote Carlisle as a regional capital. The establishment of the Carlisle Ambassadors Programme to work with individuals and organisations across all sectors and encourage the use of this place branding has also provided an opportunity to review existing partnerships and establish connections where this may have proved difficult in the past. The focus for Carlisle Ambassadors is to raise the profile of Carlisle and thereby have a positive effect on the local economy. A series of projects utilising the Carlisle Story are already being delivered, the outputs of which will help us towards achieving our priorities.

The Place Manager post has been evaluated and has been advertised with a closing date of June 13, 2014. The main purpose of the post is to manage, monitor and evaluate the development and implementation of the new Carlisle Story on behalf of the Carlisle Place Delivery Board and to implement a programme of 'brand' focussed strategic projects (Place Plan) leading to changes in the environment and culture of Carlisle, raising the profile and perceptions of the City.

PRIORITY - We will work with partners to develop a skilled and prosperous workforce, fit for the future

The City Council continues to work closely with partners through the Carlisle Economic Partnership (CEP). Part of the CEP action plan of key priorities sets out actions to address skills gaps by identifying skills needs for growth and encouraging provision which meets those needs.

The City Council is supporting the Knowledge Transfer Project which will help maximise the potential of 'e'-commerce by supporting local retailers (SMEs) and especially independents to make use of the internet to promote and grow their business. This two year project will support businesses to develop specific products together with experts from the University of Cumbria with the aim of maximising the use of proposed City Centre WiFi, using apps, for example, to support the local economy.

The City Council also continues to lead by example as one of Carlisle's large employers by investing in the development of its staff. This includes working with the University of Cumbria, Carlisle College and local training providers to deliver a wide range of technical and professional learning and development opportunities to staff. The City Council works closely with the National Apprenticeship Service and local training providers on its apprenticeship programme and all three of the staff who have recently completed apprenticeships have continued to be employed by the Council. Further apprentices are expected to be recruited in 2014/15.

As part of National Apprenticeship week in March, Carlisle City Council in partnership with National Apprenticeship Service and supported by partners, Cumbria County Council and Cumbria Chamber of Commerce, organised a Carlisle Apprenticeship Breakfast meeting. The event was attended by delegates from over 50 local businesses and succeeded in raising awareness of the benefits which employing an apprentice can bring to a business of any size.

There were speakers from businesses who already had apprentices and from former apprentices themselves, with information provided and support signposted for those businesses considering becoming part of the scheme. Very positive feedback was received from all who attended the event, and genuine interest shown from local businesses to engage with the scheme.

PRIORITY - Together we will make Carlisle clean and tidy

The City Council recognises the shared responsibility between it and the community and is committed to a pro-active approach to making Carlisle a place that its residents can be proud of.

Integrated Waste Management Project (27/5/14 update)

The review is now complete and will be superseded by the Rethinking Waste project taking the issues and options forward. The inaugural board meeting has taken place. Recruitment to the new technical team is now complete and the team will be key to the implementation of the revised service.

Gull Sack Project (June 2014 update)

A part of the Love Where You Live campaign had been to identify sources of litter on the streets. We found that high levels of litter were caused by seagulls attacking waste in the purple sack collections.

The gull sack project was rolled out across Carlisle over six months from Autumn 2013. When used correctly this has reduced the levels of litter caused by the waste collections. Problems have arisen when residents put loose waste into the gull sacks. The Technical Team are providing support to households so that the gull sacks are used properly.

Enforcement and Education (May 2014 update)

An update on the Enforcement and Education Team activities is below including latest performance figures.

The raffle completion, where-by people seen picking up (after their dogs have fouled) were given raffle tickets, has been a great success reinforcing good behaviour.

A community grant project offering £500 grants to community groups to do something to make their area better has also been launched. Three community improvement projects have each been given £500, the winners are being notified and publicity will follow an agreement on project delivery and funding release.

Following the suggestion at an Overview and Scrutiny Panel in November 2013 a new clean advertising campaign commenced. A design company have been using pavement stencils to advertise responsible dog ownership. The first area to benefit

was Old Harraby at the start of March and this will be rolled out in other areas of the district.

A project is also underway to look at using the bins for income and publicity which will include in-house publicity for littering / dog fouling.

Below are the latest enforcement figures including historic data to enable a comparison to be made with previous years.

Year / Fixed Penalty Notices	2011/2012	2012/2013	2013/2014
Dog Fouling	11	37	56
Dogs Off Leads	0	19	15
Fly Posting	6	24	8
Littering	0	40	51
Waste Receptacles	0	11	9
Total	17	131	139

Year / Prosecutions	2012/2013	2013/2014
Dog Fouling	2	14
Dogs Off Leads	-	5
Fly Posting	7	2
Littering	2	1
Waste Receptacles	1	1
Other	1	3
Total	13	26

PRIORITY - We will address Carlisle's current and future housing needs

The key to this priority is the delivery of the City Council's housing strategy.

Delivery of the Affordable Housing Programme: (20/5/14 update)

From the 2011-15 programme there are currently four affordable schemes currently on site which equates to 79 properties. No issues are currently anticipated. For the 2015-18 programme there have been bids for a further 79 properties from Housing Association partners. Successful bids are anticipated in July 2014.

The Brampton Extra Care scheme (38 affordable properties) has been resubmitted to planning and is due to go to the June committee.

Empty Homes: (19/5/14 update)

The Cluster of Empty Homes programme set out plans to return 45 empty properties back into use by a revised target of March 2015. The City Council are the accountable body and the YMCA's Making Homes Programme is the provider for this programme. The YMCA's programme is based on lease and repair with an approximate 20% rental income stream in fees. In Carlisle ten properties were completed by the end of January 2014 and a further 18 are expected to come on stream by end of September 2014.

A register of empty properties has been created and work is on going with Revenues and Benefits to share intelligence on empty homes.

Early indications show that every £5,000 of grant generates £24,000 for the local economy.

Economy & Environment Overview and Scrutiny Panel

Agenda
Item:
A.6

Meeting Date: 3rd July 2014
Portfolio: Cross Cutting
Key Decision: No
Within Policy and
Budget Framework
Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME
Report of: Overview and Scrutiny Officer
Report Number: OS 17/14

Summary:

This report provides an overview of matters related to the Economy & Environment 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

Tracking

Executive:	Not applicable
Overview and Scrutiny:	3rd July 2014
Council:	

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 20th June 2014. The following items fall into the remit of this Panel and area attached at Appendix 1:

KD.13/14 Development at Rosehill. - The Executive will be asked at their meeting on 21st July 2014 to approve the release and leasehold disposal of the property on final terms to be agreed by the Director of Economic Development and the Property Services Manager. This is to be a private report.

KD.16/14 Adoption of North Pennines Area of Outstanding Natural Beauty (AONB) Management Plan - The Executive will be asked to consider the North Pennines AONB Management Plan and refer to Council for adoption. They will consider the report on 21st July and 18th August 2014 and can be made available for the meeting of the Panel on 14th August if Members wish.

2. References from the Executive

The final report of the Task Group was presented to the Executive on 12th May 2014. The Portfolio Holder responded to each of the recommendations and this is attached at **Appendix 2**. The Panel should consider what action they wish to take as to follow up work and/or monitoring of the recommendations and should include in their work programme for 2014/15.

3. Dates of Meetings

Members should also note that the Panel has a diary clash with Cumbria County Council meetings on the following dates:

22nd January 2015 Carlisle Local Committee

4. Work Programme

The Panel's current work programme is attached at **Appendix 3** for comment/amendment. The Panel need to discuss and develop the work programme for 2014/15. Members of the Panel, Portfolio Holders and Senior Officers are asked to give some thought to issues which scrutiny could add value to during the current Civic Year and should consider adding to their Work Programme. Several potential topics for the work programme and/or Task Group work have been suggested by Members and Officers and a briefing note summarising these are attached to assist Members at **Appendix 4**.

Contact Officer:	Nicola Edwards	Ext: 7122
Appendices attached to report:	<ol style="list-style-type: none">1. Notice of Key Decisions2. Minute from Executive Meeting 12th May – Recycling Task Group3. Economy & Environment O&S Work Programme 2014/154. Briefing note on potential topics	

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

Items relevant to the Environment and Economy 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.13/14
Decision Title:	Development at Rosehill
Decision to be taken:	The Executive will be asked to approve the release and leasehold disposal of the property on final terms to be agreed by the Director of Economic Development and the Property Services Manager.
Date Decision to be considered:	
Date Decision to be taken:	23 June 2014
Is the Decision Public or Private?:	The decision will be taken in Private
Documents submitted for consideration in relation to the Decision:	The report of the Director of Economic Development will be available five working days before the meeting
Contact Officer for this Decision:	Director of Economic Development, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Economy and Enterprise (Councillor Mrs Bradley)
Relevant or Lead Overview and Scrutiny Panel:	Environment and Economy 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 12 MAY 2014**

EX.45/14 RECYCLING
(Non Key Decision)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Environment and Economy

Subject Matter

Pursuant to Minute EEOSP.26/14, consideration was given to a reference from the Environment and Economy Overview and Scrutiny Panel regarding the final report of the Recycling Task and Finish Group. The Panel had resolved that the Recycling Task and Finish Group Report and recommendations be agreed and referred to the Executive for a formal response.

Copies of Report OS.13/14 and the Minute Excerpt had been circulated.

The Lead Member of the Recycling Task and Finish Group (Councillor Nedved) was in attendance at the meeting. He began by thanking the Executive for the opportunity to speak and to put forward the Task Group's recommendations.

The Lead Member summarised in some detail the criteria, methodology and wide ranging information and data considered by Task Group Members in developing the evidence base for the review. He added that some examples of very good practice were in place at the City Council.

The Lead Member then outlined the following recommendations made by the Task Group:

- "1. That the Council keep to a fortnightly collection of residual waste.
2. That the Re-thinking Waste Project gives consideration to collecting a wider range of recyclables at kerbside including foil, tetra packs and textiles.
3. That consideration is given to the make up of the containers which are provided to residents for their recycling so that they are more durable and have a larger capacity. Members would also like to consider the pros and cons for a co-mingled service with a wheelie bin for all recyclates.
4. That the Waste Services Operatives are requested wherever possible to return the waste containers where they were collected. This should reduce the amount of lost or damaged containers and reduce the amount of unnecessary contact with the Council.

APPENDIX 2

5. That the Council strictly enforce the no side waste policy and publicity is provided to that effect.
6. That consideration is given to how information is provided on the internet to residents so that it is easily accessible and to the point.
7. That priority is given to updating the CRM system for all requests complaints and queries so that an up to date record of actions and responses are available. In order to monitor this recommendation a performance report should be developed and presented to the Economy & Environment Overview and Scrutiny Panel on a quarterly basis.”

In conclusion, the Lead Member stated that the Recycling Task and Finish Group had found the review both very challenging and enjoyable. Members had received a great deal of support in undertaking their work for which he was very grateful. He expressed the hope that the final report would assist the Council in moving above 50% recycling performance.

The Leader thanked the Lead Member for his presentation, commenting that Overview and Scrutiny was at its best when undertaking task and finish reviews. The final report was a very good piece of work which would inform work going forward.

The Deputy Leader, and Environment and Transport Portfolio Holder expressed thanks to the Lead Member, his colleagues and to the Overview and Scrutiny Officer for what was a very objective and detailed report. She also welcomed the opportunity to meet with the Lead Member and the Director of Local Environment to go through the final report in detail.

The Deputy Leader, and Environment and Transport Portfolio Holder advised that, although the entire Waste Strategy was under review, the outcome would not be known for some time. The Executive supported the Task and Finish Group and the Deputy Leader considered that their work would give the Finance, Governance and Resources Portfolio Holder and herself some useful pointers in terms of how the service should be developed in the future.

She responded to the Task and Finish Group’s recommendations as follows:

Recommendation 1

There was no reason to depart from the fortnightly collection of residual waste.

Recommendation 2

Consideration would be given to collecting a wider range of recyclables at kerbside as part of the Re-thinking Waste Project.

Recommendation 3

APPENDIX 2

In order to increase recycling performance the collection thereof must be made as easy as possible. Consideration would therefore again be given to the make up of the containers provided to residents for their recycling.

Recommendation 4

The Deputy Leader had also received complaints and thought it important that residents ensure that their waste containers were put out where they should be and that Waste Services Operatives duly return them to those locations.

Recommendation 5

The Executive was 100% behind strict enforcement of the no side waste policy and the provision of publicity to that effect.

Recommendations 6 and 7

The Executive agreed that the provision of easily accessible information was essential to any process. The recent restructure and appointment of a full-time Systems Administrator should be of assistance and it was hoped that a distinct improvement would be seen moving forward.

The Lead Member of the Recycling Task and Finish Group expressed the view that the Council's website required improvement and greater use should be made of green hats.

The Deputy Leader, and Environment and Transport Portfolio Holder replied that improvement of the website was in hand. The use of green hats had been raised at Council and the availability thereof duly advertised.

In conclusion the Deputy Leader, and Environment and Transport Portfolio Holder moved the Executive's responses as detailed above for submission to the Environment and Economy Overview and Scrutiny Panel on 3 July 2014.

The Leader seconded the responses.

Summary of options rejected None

DECISION

1. That the Executive had considered the final report of the Recycling Task and Finish Group.
2. That the Executive's response to each of the Task Group's recommendations, as detailed above, be submitted to the Environment and Economy Overview and Scrutiny Panel on 3 July 2014.

Reasons for Decision

To consider and respond to the recommendations of the Recycling Task and Finish Group

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2014/15

Date last revised: 19 June 2014

Issue Portfolio Holder & Lead officer	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring									
							3 Jul 14	14 Aug 14	25 Sep 14	21 Oct 14	27 Nov 14	22 Jan 15	12 Mar 15	23 Apr 15
CURRENT MEETING – 3rd July 2014														
Performance Monitoring Reports Steven O’Keefe/all PH	✓				✓	Monitoring of performance relevant to the remit of Panel	✓		✓		✓		✓	
Talkin Tarn			✓			Business Plan	✓							
Claimed Rights Angel Culleton/Cllr Martlew		✓				Monitoring of Highways services following transfer to Cumbria CC	✓							
TASK AND FINISH GROUPS														
Recycling			✓			Executive response to Task Group Report	✓							
FUTURE MEETINGS														
Business Interaction Centre						To receive an update on the Centre		✓						
Tourist Information Centre & Public Realm Jane Meek/Cllr Quilter														

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2014/15

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Section 106 Agreements Jane Meek/Cllr Bradley						Panel requested report detailing outstanding Section 106 agreements – to receive annual report on monies spent							✓	
Re-thinking Waste Project Cllr Martlew/Angela Culleton		✓	✓	✓	✓									
Environmental Performance of the Council Arup Majhi/Cllr Tickner			✓		✓	Annual Monitoring of performance.						✓		
Budget Peter Mason/Darren Crossley/All Portfolio Holders		✓	✓			To consider budget proposals for 2015/16					✓			
Parking														
Local Plan									?	?				
Scrutiny Annual Report			✓		✓	Draft report for comment before Chairs Group								✓

Potential Topics for Work Programme 2014/15**Litter Bin Review**

A review is to be undertaken on the public litter bins in the district to look at the number, type and usage of public litter bins in the district. Members of the Panel have been invited to take part in the review as a Task Group. The street cleaning team over the next 8 weeks are undertaking a audit of the bins and their usage and it would be expected that the Task Group work would last from August to approximately October.

Car Parking – Marketing

Historically the income from car parking has not met the targets contained in the Medium Term Financial Plan (MTFP). The revised charging strategy introduced in February 2012 and although this has halted the decline somewhat it may be an area that Members could look at further in particular as the County plans to introduce on-street charging which may have an impact on usage of car parks.

Sustainable planting and biodiversity in parks

It has been suggested that Members could look at this topic to see what type of planting is used in the city's parks and public areas particularly looking at the use of annual plants. Members could look at good examples of sustainable planting elsewhere in the country and make recommendations on the future of planting in the city.

Housing – meeting targets for new homes

Officers are currently looking at the barriers to meeting new homes targets. It is suggested that the Panel put this topic on their work programme and scrutinise the findings from this review later in the Civic year.

Skills Gap

The panel have dipped into this topic several times over the last few years, but have never looked at it in depth. A Task Group could undertake a thorough review of how employers, educators and training providers work together to identify skills gaps in the district.

