

# Community Overview and Scrutiny Panel

Agenda  
Item:  
**A.2**

Meeting Date: 19<sup>th</sup> June 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 16/14

## Summary:

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

## Recommendations:

Members are asked to:

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

## 1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 23<sup>rd</sup> May 2014. The following issues fall into the remit of this Panel and are attached at **Appendix 1**.

**KD.10/14 Business Plan – Arts Centre** – to be available for consideration by the Panel at its meeting on 31<sup>st</sup> July 2014.

**KD.12/14 Implementation of the Mobile Homes Act 2013** – on the agenda of this meeting of the Panel.

**KD.04/14 Playing Pitch Strategy** – to be available for consideration by the Panel at its meeting on 31<sup>st</sup> July 2014.

**KD.05/14 Food Law Enforcement Service Plan** – to be available for consideration by the Panel at its meeting on 31<sup>st</sup> July 2014.

## 2. References from the Executive

There are no references received from the Executive following their meeting on 12<sup>th</sup> May 2014.

## 3. Hate Crime Task and Finish Group

The final report of the Task Group was presented to the Executive on 7<sup>th</sup> April 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.

## 4. Dates of Meetings

SMT Officers are unlikely to be available for the meeting of the Panel on 11<sup>th</sup> September as they have an another unavoidable appointment on this date. Members should give consideration to rescheduling the date of this meeting.

Members should also note that there is a diary clash with Cumbria County Council Full Council meeting on 15<sup>th</sup> January 2015.

## 5. 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 were suggested by the Panel at the end of 2013/14 and briefing note summarising these are attached to assist Members at **Appendix 4**.

<b>Contact Officer:</b>	<b>Nicola Edwards</b>	<b>Ext: 7122</b>
<b>Appendices attached to report:</b>	<b>1. Notice of Key Decisions</b>	
	<b>2. Community O&amp;S Work Programme 2014/15</b>	
	<b>3. Briefing Note on potential topics for work programme</b>	

**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 Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

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

Key Decision Reference:	KD.10/14
Decision Title:	Business Plan - Arts Centre
Decision to be taken:	The Executive be asked to approve the draft Business Plan for the Arts Centre
Date Decision to be considered:	23 June 2014 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	18 August 2014
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Deputy Chief Executive will be available five working days before the meeting
Contact Officer for this Decision:	Deputy Chief Executive, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Culture, Health, Leisure and Young People (Councillor Ms Quilter)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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

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

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

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

Key Decision Reference:	KD.12/14
Decision Title:	Implementation of the Mobile Homes Act 2013
Decision to be taken:	The Executive will be asked to consider the content of the implementation policy and the proposed chagrin structure for licence fees and enforcement fees.
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 public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Local Environment will be available five working days before the meeting
Contact Officer for this Decision:	Director of Local Environment, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Communities and Housing (Councillor Mrs Riddle) and Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

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

Key Decision Reference:	KD.04/14
Decision Title:	Playing Pitch Strategy
Decision to be taken:	The Executive will be asked to consider and approve the Playing Pitch Strategy
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 public.
Documents submitted for consideration in relation to the Decision:	The report of the Deputy Chief Executive will be available five working days before the meeting
Contact Officer for this Decision:	Deputy Chief Executive, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Culture, Health, Leisure and Young People (Councillor Ms Quilter)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

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

Key Decision Reference:	KD.05/14
Decision Title:	Food Law Enforcement Service Plan
Decision to be taken:	The Executive will be asked to decide the Environmental Health Section's inspection and educational priorities for improving Food Safety in Carlisle during 2014/2015
Date Decision to be considered:	23 June 2014 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	18 August 2014
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Local Environment will be available five working days before the meeting
Contact Officer for this Decision:	Director of Local Environment, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Environment and Transport (Councillor Mrs Martlew)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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

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## EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 7 APRIL 2014

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**EX.37/14     HATE CRIME**  
(Non Key Decision)

**Portfolio**     Communities and Housing

**Relevant Overview and Scrutiny Panel**     Community

### **Subject Matter**

Pursuant to Minute COSP.23/14, consideration was given to a reference from the Community Overview and Scrutiny Panel regarding the final report of the Hate Crime Task and Finish Group. The Panel had resolved:

“That the Panel endorse the recommendations of the Hate Crime Task and Finish Group as set out in report OS18/14 with the following amendment:

Recommendation 4 – change ‘ensure’ to ‘encourage’

and refer it to the Executive for a formal response to the recommendations.”

Copies of Report OS.12/14 and the Minute Excerpt had been circulated.

The Communities and Housing Portfolio Holder began by expressing thanks to Members of the Hate Crime Task and Finish Group for their work on the matter. The review had highlighted the need to raise awareness of hate crime which was very much under reported. Although Cumbria Constabulary had a lead role in terms of responsibility, she emphasised the personal responsibility that each Member had to raise awareness, as identified in the Task Group’s recommendations.

The Task Group had made a number of recommendations for consideration by the Executive, as set out at page 3 of the final report.

The Communities and Housing Portfolio Holder read out each of the Task Group’s recommendations in turn, together with the Executive’s response thereto:

### **Recommendation 1**

“That the Executive give consideration as to how the Council can raise awareness of tackling prejudice and hate related incidents in order to deter such behaviour and also to encourage victims to report incidents of abuse and promote understanding about the impact of hate incidents on people affected by such crimes and on Council’s Plan

(including Events) for fostering good relations among diverse communities. Cumbria Constabulary aim to re-launch the hate incident reporting scheme in March and have stated that they would appreciate if the Council would also actively promote the service.”

*The Executive would be working in partnership with Cumbria Constabulary to re-launch the Hate Incident Reporting Scheme, and would encourage partners to take up opportunities already offered in the events programme to raise awareness of hate crime.*

### **Recommendation 2**

“That the Executive give consideration to how Carlisle City Council can help meet the aims and objectives of the Cumbria Multi-agency Tackling Hate Crime 2013-15 and give assurance that a representative from Carlisle City Council will attend future Cumbria Multiagency events.”

*Indirect representation was provided at all multi-agency events as a result of the work undertaken by the Community Safety Panel. The Executive would, however, look at providing direct representation in future.*

### **Recommendation 3**

“That the Carlisle and Eden Community Safety Partnership give priority to hate crime and in particular the relation with the night time economy within their annual partnership plan.”

*Already actioned.*

### **Recommendation 4**

“That the Council reinstate Equality and Diversity Training for all staff and Members. Group leaders should be asked to encourage Councillors within their political group attend such training.”

*As stated at the Community Overview and Scrutiny Panel meeting, although the Council had a part to play, each Member had an individual responsibility. The City Council had in place an e-learning pool whereby Members and Officers could access a wide variety of modules, including Disability Awareness, Mental Health Awareness, Equality and Diversity, and Learning Disability.*

*In addition, negotiations were ongoing with Cumbrian local authorities to look at a shared approach, the outcome of which would emerge later in the year. It was hoped that Group Leaders would encourage Members to attend such training.*

### **Recommendation 5**

“When available, the DVD produced by Mencap and any other resources produced by other organisations should be viewed at an informal Council session in order to raise Member awareness. If deemed appropriate a representative from Cumbria Constabulary should also be invited to this session to inform Members about hate crime in the District



and how Members can encourage their constituents to report all incidents of abuse.”

*The Executive considered that informal Council briefings presented the ideal opportunity to brief Members on issues such as Hate Crime.*

### **Recommendation 6**

“That a policy is developed to inform staff and Members what to do if they are cyber bullied and the action that will be taken against those who partake in cyber-bullying.”

*The Executive would raise awareness of the impact of cyber-bullying on victims in the next edition of the Staff Newsletter. Cumbria Constabulary’s website also provided very good advice on the subject.*

### **Recommendation 7**

“That the Community Overview and Scrutiny Panel receive an annual report on Equality and Diversity issues including the annual review of all appropriate policies.”

*The Policy and Communications Manager would arrange to meet the Chairman of the Community Overview and Scrutiny Panel to scope and timetable an annual report on Equality and Diversity issues.*

In conclusion, the Communities and Housing Portfolio Holder moved the Executive’s responses as detailed above for submission to the Community Overview and Scrutiny Panel on 19 June 2014

The Culture, Health, Leisure and Young People Portfolio Holder seconded the recommendation.

**Summary of options rejected**    None

## **DECISION**

1. That the Executive had considered the final report of the Hate Crime 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 Community Overview and Scrutiny Panel on 19 June 2014.

## **Reasons for Decision**

To respond to recommendations from the Hate Crime Task and Finish Group

# COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2013/14

Date last revised: 05 June 2014

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item /Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		19 Jun 14	31 Jul 14	11 Sep 14	23 Oct 14	25 Nov 14	15 Jan 15	26 Feb 15	9 Apr 15
CURRENT MEETING – 19 <sup>th</sup> June 2014															
Performance Monitoring Reports	✓						Reporting of performance relevant to remit of Panel	✓		✓		✓		✓	
Mobile Home Act		✓	✓				Pre–decision scrutiny of proposals for the introduction of the Mobile Homes Act 2013.	✓							
TASK AND FINISH GROUPS															
Hate Crime			✓				Response to Task Group recommendations	✓							
FUTURE MEETINGS															
Carlisle’s Sports Strategy							To scrutinise Playing Pitch Strategy.		✓						
Arts Centre		✓					Scrutiny of Business Plan		✓						

# COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2013/14

Date last revised: 05 June 2014

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Community Safety Partnership	✓		✓				To consider Strategic Assessment 2014 & Partnership Plan 2015/16								
Scrutiny Annual Report			✓		✓		Draft report for comment before Chairs Group								✓
Riverside Carlisle				✓			Monitoring progress and developments of joint working		✓					✓	
Tullie House Trust							Business Plan 2014/15 – 2017/18					✓			
Budget 15/16 – 19/20		✓	✓				Consideration of service implications					✓			

## Briefing Note

### Potential Topics for Work Programme 2014/15

#### Shaddongate Resource Centre

COSP received progress reports regarding the development of the Shaddongate Resource and Training centre; and the development of a programme of education, training and positive engagement activities for marginalised and disadvantaged Young people as part of dispersed Foyer activities. Previous reports have explored the opportunities and benefits of linking the two main aims and the reduction of risk through the appointment of an external management agent to run the Shaddongate centre in line with Carlisle City Councils strategic aims and vision for the City. Carlisle YMCA were chosen as the preferred partner in April 2011 and the heads of terms, lease, management agreement and overall responsibility for the operational development and management of the centre transferred to Carlisle YMCA for duration of 5 years (+5) from 1st April 2012.

The Centre officially opened to the public on 22<sup>nd</sup> October 2012.

COSP received an update report in May 2013 and Members may find it timely to put this item back on their work programme to receive a further update, look at financial sustainability, services provided and performance of the Centre.

#### Tullie House 20/20 Bid

COSP receive the annual business plan for Tullie House usually in November each year. When the report was received in November 2013 Members were informed of the preparation for the Stage 1 bid for submission to the Heritage Lottery Fund in November 2014 to support development of the *Cumbria's 20:20 Museum* vision into a detailed plan and implementation approach capable of attracting capital funding.. The business plan stated that the Trust would need to work closely with the council to ensure the City Council is fully supportive of all aspects of the redevelopment. Members of COSP may wish to ask for representative from Tullie House to come to earlier meeting with more detail of the draft bid.

#### Asset Based Community Development

**Asset Based Community Development (ABCD)** is an approach based on the principle of identifying and mobilising individual and community '**assets**', rather than focusing on problems and needs (i.e. '**deficits**').

Successful approaches to asset based working would be expected to produce improved health and social outcomes and would eventually result in improved performance in relation to all the wider determinants of health such as educational achievement and crime reduction.

This may be a topic that a task group could look further rather than an item on a Panel agenda.

## **Homelessness**

The Panel undertook some work on Homelessness in 2010/11. It may be timely to look at the service again, perhaps from a pathway point of view to look at whether the services provided to homeless people are holistic and modern and are reducing repeat presentations to the service.

## **Community Neighbours Programme**

The development of the scheme has been briefing noted in past Performance Reports. The last was received by the Panel in February 2013 stated that “38 volunteers have been recruited to the Community Neighbour Programme; of which 21 are fully trained and disclosure and barring service checked. Eight volunteers are actively working with older people in the urban and rural wards. An apprentice and caseworker have been recruited and new software has been installed to assist with case management, financial/ budget management and reporting.

Members of the Panel last year suggested that this year’s panel receive a full update report on the scheme.

## **Other Topics**

Members of the panel last year also suggested the following topics. However the Panel should give consideration as to being more specific about what they chose to look and what value can be added:

- Health Related (possible Children’s Health and Wellbeing)
- Food City
- Housing
- Exercise and Sports

**Nicola Edwards**  
**Overview & Scrutiny Officer**  
**June 2014**