

Meeting of: Overview and Scrutiny Committee

Time: 6.30pm

Date: 12th January 2022

Venue: Council Chamber, The Business Centre, Futures Park, Bacup. OL13 0BB



Supported by: Carolyn Sharples, Committee and Member Services Manager, Tel: 01706 252422 or email carolynsharples@rossendalebc.gov.uk

***This meeting will be accessible in the Council Chamber for essential attendees (elected councillors, supporting officers and members of the public with a registered question). All other access will be by remote observation as detailed below.**

To observe the meeting, please use the Zoom link below (please allow time for set up if accessing for the first time):

<https://zoom.us/j/99136301779?pwd=TIAyUHhhMGdWUUdZYWZYZWJSZG0vZz09>

Meeting ID: 991 3630 1779

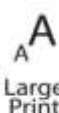
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A waiting room will be in place and observers will be admitted to the meeting at approx. 6.30pm.

ITEM		Lead Member/Contact Officer
A.	BUSINESS MATTERS	
A1.	Apologies for Absence	
A2.	To approve and sign as a correct record the Minutes of the Overview and Scrutiny Meeting held on 22 nd November 2021.	
A3.	<p>Declarations of Interest</p> <p>Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</p> <p>Members are requested to indicate at this stage, any items on the agenda in which they intend to declare an interest. Members are reminded that, in accordance with the Local Government Act 2000 and the Council's Code of Conduct, they must declare the nature of any personal interest and, if the interest is prejudicial, withdraw from the meeting during consideration of the item.</p>	<p>Carolyn Sharples, Committee and Member Services Manager Tel: 01706 252422 Email: carolynsharples@rossendalebc.gov.uk</p>
A4.	<p>Urgent Items of Business</p> <p>To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.</p>	

The agenda and reports are also available for inspection on the Council's website <https://www.rossendale.gov.uk/>. Other formats are available on request. Tel 01706 217777 or contact Rossendale Borough Council, Futures Park, Bacup, OL13 0BB

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B.	COMMUNITY ENGAGEMENT	
B1.	Question Time Members of the public and councillors wanting to participate in the meeting must register to speak in advance of the meeting to be able to attend and participate.	Carolyn Sharples, Committee and Member Services Manager Tel: 01706 252422 Email: carolynsharples@rossendalebc.gov.uk
C.	CHAIR'S UPDATE	
C1.	To receive any communications from the chair.	Councillor Janice Johnson
D.	ORDINARY BUSINESS	
D1.	Annual Update from Lancashire Constabulary (Verbal update)	Inspector Valentine, Lancashire Constabulary
D2.	Lancashire County Council – Highways (Verbal update)	John Davies, Head of Service for Highways and Ridwan Musa, Highways Service Manager - LCC
D3.	Foodbanks: RAFT and Crawshawbooth Community Association (CCA) (Verbal update)	RAFT Hazel Harding, CCA
D4.	The Forward Plan	Carolyn Sharples, Committee and Member Services Manager carolynsharples@rossendalebc.gov.uk



Neil Shaw
Chief Executive

Date published: 4th January 2022

MINUTES OF: OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting: 22nd November 2021

Present: Councillor Johnson (Chair)
Councillors Janet Eaton, Gill, Kempson, Kenyon, Morris, Procter, Rooke and Thompson.

In attendance: Adam Allen, Director of Communities
Clare Law, Head of People and Policy
Carolyn Sharples, Committee and Member Services Manager

Also Present: Councillors Adshead and Ashworth.
1 Press
By remote access – Councillor Lythgoe and 1 member of the public.

1. Apologies for Absence

Apologies for absence were submitted from Co-opted member Z. Ali and Councillor Thompson informed she would be late.

2. Minutes

Resolved:

That the minutes of the meeting held on 20th October 2021 be approved as a correct record.

3. Declarations of Interest

There were no declarations of interest.

4. Urgent Items of Business

The Chair confirmed that there were no urgent items of business.

5. Question Time

The Chair noted that she would allow questions to be asked on each item as it was discussed.

6. Chair's Update

6.1 Lancashire Highways had been unable to attend the previous meeting so they were asked to provide a briefing note. The briefing note had been circulated to committee members to keep members updated on the winter preparations and also to respond to the questions that were previously submitted.

6.2 Members of the committee requested that LCC Highways still be invited to attend a future meeting to discuss their update further.

N.B. Councillor Thompson entered the meeting.

ORDINARY BUSINESS

7. Health and Wellbeing Plan

7.1 The Director of Communities outlined the Health and Wellbeing Plan for Rossendale.

7.2 In response to members' questions the following clarification was given:

- The document would continually evolve. It set out the principles and broad priorities over the next 9 years and there would be a major review in 5 years.
- The next step was to continue our work with partners and community groups to identify the projects and outcomes that are most important to the community.
- The four priorities would be reviewed after 5 years.
- The plan would be brought back to scrutiny after a year for review.
- This was a partnership plan and was written by the community for the community. Statutory partners have supported the process. It presents a legacy for the very successful Rossendale Connected network.
- The plan was a working draft with illustrative photos only. It would be amended to ensure it represents its inclusivity before presented to full Council.
- Young people needed to be engaged and this could be achieved through Rossendale Connected contacts.
- The Hot Food Takeaway Policy was incorporated into the Local Plan which would be going to the Council meeting in December. If full Council agreed the Local Plan the Hot Food Takeaway Policy would be agreed as part of that process.

Resolved:

The committee recommend the Health and Wellbeing Plan to Council for approval and request officers to consider any comments made by the committee and any recommendations for changes prior to approval, including making the plan more inclusive and identifying who the partners were, as well as the community consultees.

8. Climate Change Strategy Update

8.1 The Director of Communities gave a presentation and updated members on the Climate Change Strategy.

8.2 In response to members' questions the following clarification was given:

- The Council had started using treated oil (HVO) in four refuse vehicles which worked in the same way as diesel.
- Questions would be asked whether section 34 notices could include evidencing how oil is disposed of responsibly.
- To tackle fly tipping, S34 work was taking place across Rossendale and the expected completion was by late 2022.
- The cost of the HVO was more expensive than diesel but was of greater benefit to the environment. It would also be looked into whether reports were true that vehicles ran more efficiently off HVO.
- There were enough tree sites for the first round of planting, and in relation to biodiversity there was a need to look at peat bogs and ensure trees were planted in the right areas.
- The Council was currently reviewing all assets in each ward, and as part of that work they were also identifying other suitable sites for tree planting.
- The four new electric charge points were run by an external provider who set the tariff and leased the sites from the Council.
- In relation to Council owned leisure buildings there were some things that could be done immediately, but there were other things that would need to wait for refurbishment or big investment before making any changes to ensure it was more cost effective and energy efficient in the long term.
- The energy audit would identify the most suitable solutions for the different facilities.
- The Climate Change Conference had been amended from a 9-12 session for businesses owing to poor uptake. The change to a breakfast meeting following the advice of the Business Advisor had seen uptake increase to 25 attendees.
- As part of the bidding process for grants the Council could provide match funding for a bigger scheme.

- Publicity on the grant schemes would be going out on social media and to businesses as well as being promoted through Rossendale Connected and information being uploaded to the web site.
- The grant forms would be checked by the Equalities Champion to ensure the right monitoring questions were being asked at the right point in time.
- Promotion was taking place with Rossendale Forest to get people involved in the planting.
- Phone apps were able to identify where electric charge points were located.
- More charge points were needed and required a national government scheme owing to cost implications.

Resolved:

The committee noted the climate change update and asked officers to consider any comments made by the committee, including checking vehicle efficiency for those using HVO, looking into oil disposal suggestions concerning the S34 notices being used, and getting the Equalities Champion to check the grant application forms to ensure the right monitoring questions were being asked at the right time.

9. Quarter 2 Performance Report and RIPA Update

9.1 The Head of People and Policy outlined the Quarter 2 performance report.

9.2 In response to members' questions the following clarification was given:

- The new street cleansing routes were being tested and if successful would be launched and shared with members. It could also be publicised on social media.
- It would also be considered whether the routes could be incorporated into future bin notices if the routes were successful.
- Some performance indicators were not known or not reported this quarter as they were only reported on an annual basis or reported in a particular quarter. For example, staff retention was benchmarked against the national average performance indicator which was an annual benchmark, and the number of garden waste collections was done at a specific point in time and there would be minimum changes throughout the rest of the year.
- Owing to staffing capacity it was not possible for enforcement staff to check all the grot spots on a regular basis. Staff needed to be working on bringing cases for prosecution in a timely manner and in line with the required process.
- The service relied on councillors and members of the public to report incidents of fly tipping in their area. It was recommended to take a photograph of the scene when reporting so officers could come out and investigate further.

Resolved:

The committee noted the update, and asked officers to consider any comments made by the committee, including sharing street cleansing routes with members once the routes were deemed successful, and considering whether the routes could be incorporated into future bin notices.

10. The Forward Plan

Members were updated on the Forward Plan.

Resolved:

The update was noted.

(The meeting commenced at 6.30pm and concluded at 8.10pm)

Signed.....

(Chair)

Date

ROSSENDALE BOROUGH COUNCIL FORWARD PLAN

The Forward Plan sets out the details of the key decisions which the Cabinet or Officers expect to take. The Plan is updated 28 days prior to each Cabinet meeting and is available on the website. All items will be for publication, unless otherwise stated.

Publication dates for 2021/22 Municipal Year are as follows:

- 18th May 2021
- 14th September 2021
- 12th October 2021
- 21st December 2021
- 11th January 2022

Definition of a Key Decision

1. A Key Decision means an executive decision which is likely:
 - a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates, or
 - b) to be significant in terms of its effects on communities living or working in an area comprising of two or more Wards in the Borough.

2. For the avoidance of doubt, the Council would regard any of the following as 'significant':
 - Any decision by the Cabinet in the course of developing proposals to the full Council to amend the policy framework.
 - Any single item of in-budget expenditure or savings in excess of £100,000.
 - Any decision which is likely to have a permanent or long term (more than 5 years) effect on the Council and the Borough.

Cabinet Membership

- Councillor Alyson Barnes – Leader of the Council and Portfolio Holder Economic Development
- Councillor Sean Serridge – Deputy Leader and Portfolio Holder for Corporate Services

Responsible Section/Team	Committee and Member Services	Page	1 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

- Councillor Steve Hughes - Portfolio Holder for Communities
- Councillor Adrian Lythgoe - Portfolio Holder for Environment
- Councillor Barbara Ashworth –Portfolio Holder for Health and Leisure
- Councillor Andrew Walmsley - Portfolio Holder for Resources

Chief Executive Directorate managed by the Chief Executive – Neil Shaw

- Executive Office
- Oversees the services listed below.

Economic Development Directorate managed by the Director of Economic Development – Vacant

- Planning and Building Control
- Economic Development
- Business Development
- Tourism
- Property Services/Surveying (Estates)
- Strategic Housing
- Private Sector Housing

Communities Directorate managed by the Director of Communities – Adam Allen

- Housing, Health & Communities
- Public Protection Unit
- ICT, SAT & Customer Services
- Housing Options
- Operations
- Rossendale Leisure Trust

Legal Services managed by the Head of Legal (Monitoring Officer), Clare Birtwistle

- Legal Services
- Committee and Member Services
- Elections
- Land Charges

Head of Finance (Section 151 Officer), Karen Spencer

- Finance & Audit
- Revenues and Benefits
- Risk Management & Procurement

Responsible Section/Team	Committee and Member Services	Page	2 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

- Asset Register
- Rossendale Leisure Trust (Accounting and Project Appraisals)

HR managed by the Head of People & Policy, Clare Law

- People and Policy
- Corporate Support
- Communications
- Safeguarding
- Emergency Planning/Health and Safety
- Facilities Management

Anyone wishing to make representations about any of the matters listed in the Forward Plan, or obtain copies of the documents listed (subject to disclosure restrictions), may do so by contacting the relevant officer listed against each key decision.

Under the Access to Information Procedure rules set out in the Council’s Constitution, a key decision may not be taken, unless:

- It is published in the Forward Plan
- 28 clear days have lapsed since the publication of the Forward Plan; and
- if the decision is to be taken at a meeting of the Cabinet, 5 clear days’ notice of the meeting has been given

The law and the Council’s Constitution provide an exception that allows urgent key decisions to be made, even though they have not been included in the Forward Plan. This is provided for in Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

The Forward Plan also contains details of significant decisions which will be considered by the Cabinet with recommendations to Full Council.

Copies of the following documents may be inspected at the Rossendale Borough Council Offices or accessed from the Council’s website https://www.rossendale.gov.uk/info/210159/about_the_council/10526/how_decisions_are_made

- The Council’s Constitution
- The Forward Plan
- Reports on the key decisions to be taken
- The minutes or decision notice for each key decision, which will normally be published 4 working days after having been made.

Responsible Section/Team	Committee and Member Services	Page	3 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

Members of the public are welcome to attend meetings of the Cabinet and the dates and times of the meetings are published on the Council's website www.rossendale.gov.uk/meetings or you may contact the Committee and Member Services Section on telephone number 01706 252422 or email democracy@rossendalebc.gov.uk for further details.

Responsible Section/Team	Committee and Member Services	Page	4 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Portfolio Holder	Documents to be considered by the decision taker	Representations may be made to the following officer
Electoral services print contract	Cabinet	19 th January 2022	Corporate Services	Report	Linda Harling, Elections Manager 01706 252445 lindaharling@rossendalebc.gov.uk
Rawtenstall Market Sub-Metering and Electrical Works	Cabinet	19 th January 2022	Leader of the Council and Portfolio Holder Economic Development	Report	Guy Darragh, Head of Regeneration 01706 252568 guydarragh@rossendalebc.gov.uk
Lease Agreement – Confidential	Cabinet	19 th January 2022	Resources	Report	Guy Darragh, Head of Regeneration 01706 252568 guydarragh@rossendalebc.gov.uk
Supported Accommodation	Cabinet	19 th January 2022	Communities	Report	Ged Gallagher, Housing Manager 01706 252507 gedgallagher@rossendalebc.gov.uk
Corporate Priorities, Budget, Council Tax and the Medium Term Financial Strategy 2022/23 – yearly item	Overview & Scrutiny Cabinet Council	1 st February 2022 9 th February 2022 23 rd February 2022	Resources	Report	Karen Spencer, Head of Finance 01706 252465 kareenspencer@rossendalebc.gov.uk
Capital Strategy 2022/23 to 2024/25 and Capital Programme 2022/23 – yearly item	Overview & Scrutiny Cabinet Council	1 st February 2022 9 th February 2022 23 rd February 2022	Resources	Report	Karen Spencer, Head of Finance 01706 252465 kareenspencer@rossendalebc.gov.uk ,

Responsible Section/Team	Committee and Member Services	Page	5 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Portfolio Holder	Documents to be considered by the decision taker	Representations may be made to the following officer
Treasury Management Strategy & Treasury Management Practices (updates for 2022/23) – yearly item	Cabinet Council	9 th February 2022 23 rd February 2022	Resources	Report	Karen Spencer, Head of Finance 01706 252465 karenspencer@rossendalebc.gov.uk ,
Council Tax, Non-Domestic Rate & Housing Benefit Overpayment Write-offs - twice yearly item (February/March & September/October)	Cabinet	9 th February 2022	Communities	Report	Ian Walker, Service Assurance Team Leader 01706 252592 ianwalker@rossendalebc.gov.uk
Pay Policy Statement – yearly item	Council	23 rd February 2022	Corporate Services	Report	Clare Law, HR Manager 01706 252457 clarelaw@rossendalebc.gov.uk
Delivering the Haslingden Vision – confidential	Council	23 rd February 2022	Leader of the Council and Portfolio Holder Economic Development	Report	Guy Darragh, Head of Regeneration 01706 252568 guydarragh@rossendalebc.gov.uk
Constitution Review	Council	23 rd February 2022 To be taken to each meeting unless no changes identified.	Corporate Services	Report	Carolyn Sharples, Committee and Member Services Manager 01706 252422 carolynsharples@rossendalebc.gov.uk
Annual Air Quality Report 2021 – yearly item	Cabinet	November 2022	Communities	Report	Phil Morton, Public Protection Manager 01706 252442 philmorton@rossendalebc.gov.uk

Responsible Section/Team	Committee and Member Services	Page	6 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022

Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Portfolio Holder	Documents to be considered by the decision taker	Representations may be made to the following officer
Medium Term Financial Strategy Update – yearly item	Cabinet	November 2022	Resources	Report	Karen Spencer, Head of Finance 01706 252465 karens pencer@rossendalebc.gov.uk ,
Local Council Tax Support Scheme – <i>yearly item</i>	Council	December 2022	Communities	Report	Ian Walker, Service Assurance Team Leader 01706 252592 ianwalker@rossendalebc.gov.uk

Responsible Section/Team	Committee and Member Services	Page	7 of 7
Responsible Author	Committee & Member Services Officer	Version	Dec01
Date last published	21/12/2021	Next publication date	11/01/2022