



Overview and Scrutiny Committee Agenda

Wyre Borough Council
Date of Publication: 14 April 2023
Please ask for: Marianne Unwin
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**Overview and Scrutiny Committee meeting on Monday, 24 April 2023 at
6.00 pm in the Committee Room 2 - Civic Centre**

1. Apologies for absence

2. Declarations of interest

To receive any declarations of interest from any councillor on any item on this agenda.

3. Confirmation of minutes

(Pages 3 - 8)

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on Monday 27 February 2023.

4. Planned Maintenance and Capital Investment Schedule - 2023/24

(Pages 9 - 10)

The Corporate Director Communities, Marianne Hesketh, submitted the Planned Maintenance and Investment Projects Schedule for the 2023/24 period.

5. Overview and Scrutiny Work Programme 2023/24 – update and planning report

(Pages 11 - 16)

The Corporate Director Resources, Clare James, has submitted a report updating the committee about the delivery of the Overview and Scrutiny Work Programme 2023/24.

Daphne Courtenage, Democratic Services Officer, will introduce the report and respond to questions and comments from councillors.

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Overview and Scrutiny Committee Minutes

The minutes of the Overview and Scrutiny Committee meeting of Wyre Borough Council held on Monday, 27 February 2023 at the Committee Room 2 - Civic Centre.

Overview and Scrutiny Committee members present:

Councillors I Amos, Sir R Atkins, Cartridge, E Ellison, Fail, Ibison, Kay, Le Marinel and Webster

Apologies for absence:

Councillors Ballard, Longton, Minto, O'Neill and Matthew Vincent

Other councillor present:

Councillor Roger Berry, Deputy Leader and Neighbourhood Services and Community Safety Portfolio Holder

Officers present:

Marianne Unwin, Democratic Services and Scrutiny Manager (Temporary)
Emma Lyons, Communications and Visitor Economy Manager
George Ratcliffe, Assistant Democratic Services Officer
Neil Greenwood, Head of Environmental Health and Community Safety
Inspector Martin Wyatt, Lancashire Constabulary

No members of the public or press attended the meeting.

37 Declarations of interest

None.

38 Confirmation of minutes

The minutes of the meeting of the Overview and Scrutiny Committee held on Monday 16 January 2023 were confirmed as a correct record.

39 Review of the implementations of the recommendations of the Tourism Recovery in Wyre Task Group - one year on

The Corporate Director Communities, Marianne Hesketh, submitted a report that updated the committee on the progress of the recommendations of the Tourism Recovery Task group.

The Communications and Visitor Economy Manager, Emma Lyons attended the meeting and introduced the report.

Emma explained that the Communications and Visitor Economy team had recently created a Visitor Economy Plan that outlined the events and tourism priorities that sat alongside the objectives outlined in the communications plan.

Emma summarised the following priorities:

1. Provide relevant printed literature to visitors through our own brochures and leaflets from local tourism businesses.
2. Utilise digital media to increase the reach of our tourism marketing
3. Create positive news about Wyre's events and attractions
4. Increase our outlets for tourist information through information points across the borough
5. Host and facilitate events across the borough to create opportunities for people to get out in our communities and town centres and to attract visitors to Wyre
6. Work with Marketing Lancashire to help raise the profile of the county and ensure Wyre is represented in their campaigns
7. Create an advertising campaign, booking space in relevant, quality publications
8. To create an open dialogue with local businesses and support them by promoting their tourism offer and providing them with assets to help promote Wyre through their own channels. We will also look into paid advertising/sponsorship options for businesses to allow for enhanced promotion and to generate an income stream.
9. Reach new audiences by attending exhibitions or providing materials to teams attending events
10. Promote the council's key tourism assets to maximise use

Councillor Sir Robert Atkins asked for an update on the relocation of the Garstang Information Centre, Emma reassured members that the council was working with Lancashire County Council to finalise the move into Garstang Library, but she expressed some concerns about the progress, particularly concerning the approval mechanism of several decisions. The Chairman suggested that Emma contacted Lancashire County Councillors Shaun Turner and Alan Vincent to raise concerns regarding the progress of the information point as discussed at this meeting.

Councillors asked questions and raised comments regarding:

- Wyre Council Great Outdoors 2022 brochure
- List of events across the borough including in the rural areas
- Indoor venue options in Thornton-Cleveleys
- King's Coronation walk
- Wyre Estuary Country Park event during Love Parks Week

Emma explained that the team were actively looking into expanding the Garstang Walking Festival 2023 including a coronation walk and volunteer drive. She updated members that they were intending to capitalise on social

media engagement one example was that they had been approached by social media influencers, Lancashire Lad Walking and Bald Hiker for the Garstang Walking Festival. The recent introduction of online ticket sales for great outdoor events like the Garstang Walking Festival also received praise from the members.

Councillor Emma Ellison asked about the removal of several mapped walks on the Wyre website, Emma explained that for safety reasons the Countryside team removed the walks due to issues with disputes over public right of way routes. Regarding the omitted public right of way, some members advised that the council get in touch with Lancashire County Council to resolve the matter.

Councillor Andrea Kay asked about fees and charges for booking additional rooms within the Thornton Little Theatre. Emma suggested that Councillor Kay contact Marianne Hesketh, Corporate Director Communities for clarification.

Councillor Le Marinel asked questions regarding the front page of the Discover Wyre website and whether there was a possibility that it could include an additional short cut link to cover areas Over Wyre. Emma explained that there was a limited number of links available to show on the front page of the website and that it currently was prioritising town centres. She added that under the Explore Wyre link it included information about rural villages. He also asked about the inclusion of cricket clubs in the Sports in Wyre section of the website. Emma responded that her team had experienced some difficulties with including cricket clubs due to factors such as membership requirements, but she agreed to email Councillor Le Marinel after this meeting to clarify. It was also asked about advertising local businesses on the Discover Wyre website and the introduction of an appropriate nominal fee, Emma acknowledged the recommendation and explained that if resources were available this was something the team could look into in the future.

Councillor Le Marinel updated members about recommendation 10. He explained that the Corporate Director Resources had updated him that funds were available, however, this work was delayed due to staffing capacity within the building maintenance team.

The Chairman asked about the possibilities of large outdoor ticketed events and whether Emma was aware of third party company interested in hosting ticketed outdoor events in the borough. He suggested that the council could invest in marketing opportunities to advertise available space and land for companies to host events.

The Chairman thanked Emma Lyons for her attendance and praised the work of the Communications and Visitor Economy team.

40

Wyre Community Safety Partnership - annual scrutiny review

The Head of Environmental Health and Community Safety, Neil Greenwood,

submitted a report regarding the Wyre Community Safety Partnership (CSP).

Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder addressed the committee and introduced the report.

Councillor Berry updated members that in early 2023 the Police and Crime Commissioner had launched several county wide campaigns to address serious violence, knife crime, violence against women and girls and anti-social behaviour. The Wyre Community Safety Partnership played a key role in the campaigns.

Members asked several questions and received responses regarding the following topic areas:

- Possession of weapons
- Drug offences
- Alcohol related crime
- Organised crime

Inspector Wyatt reassured members that possession of weapons and drug related crimes had risen in the last year owing to this being a key priority of the Community Safety Partnership, therefore resources had been specifically targeted to arrest in those areas.

In response to a question regarding vulnerable children involved in Child Criminal Exploitation, Neil Greenwood explained to members the work of the Community Alcohol Partnership (CAP) launched in Fleetwood in 2022. The Partnership aimed to highlight the risks of underage drinking and work alongside retailers to avoid making underage sales and reduce proxy sales where adults buy alcohol for under-18s. Councillor Berry added that the Partnership had engaged with several high schools in Fleetwood and explained the benefits of schools' involvement to address the issue of underage drinking. Inspector Wyatt and Neil Greenwood updated members on the work of the Multi Agency Support Panel (MASP) pilot set up in Fleetwood as part of a multi-agency contextual safeguarding response to the increasing incidents of Child Criminal Exploitation happening within Fleetwood. He explained that it had been identified that there was a gap in addressing parenting skills and this was something to work with partners to address in the future.

Members asked additional questions regarding:

- Knife Surrender Bin in Fleetwood
- Proactive policing
- Numbers of new police officers
- Crime trends
- Police engagement with the community
- Domestic abuse
- Motoring offences and road safety
- Increase of Drug and cannabis abuse, specifically in Catterall ward
- Importance of reporting crime incidents
- Suspension of licenses for premises found selling alcohol to underage

children

- Arrests for cannabis use
- Crime report on possession of weapons
- Cuckooing (gangs targeting the homes of vulnerable people)
- Trained drug detector dog
- Neighbourhood disputes

In regards to road safety, Councillor Kay advised members to contact their local Lancashire County councillors for assistance.

Inspector Wyatt reassured members that his rural task force was encouraged to target drug abuse in the rural areas of Wyre.

Members were updated on the Youth Referral Scheme (YRS). This was a graduated response to referral of identified young people. The first trigger was a letter sent home to parents, which explained that their child had been involved in anti-social behaviour. If necessary there would be further investigation into the home and school life through the Community Safety Partnership.

The Chairman give his thanks to Inspector Wyatt, the Head of Environmental Health and Community and the Neighbourhood Services and Community Safety Portfolio Holder for their participation in this item.

41 Business Plan 2022/23, Quarterly Performance Statement (Quarter 3: October - December)

The Corporate Director Communities submitted a report on the Third Quarter Performance Statement 2022/23 (October – December 2022).

The Chairman introduced the report.

Several comments were made regarding the target of 137 jobs created within the Enterprise Zone, roadworks and traffic due to the development of the A585 Windy Harbour to Skippool bypass, and the Poulton to Fleetwood railway line.

The Chairman requested for Democratic Services to ask the relevant officer for a further update on the publication date for the leisure and physical activity strategies.

Following discussions, the report was noted.

42 Overview and Scrutiny Work Programme 2022/23 – update report

The Corporate Director Resources, Clare James, submitted a report updating the committee about the delivery of the Overview and Scrutiny Work Programme 2022/23. The Democratic Services Officer, Marianne Unwin, provided a verbal update to the committee.

She explained that the Promotion of Self-care and Social Prescribing in Wyre

Task Group had held their second meeting on Thursday 23 February 2023. The task group met with Keith Potter from Blackpool, Wyre and Fylde Volunteer Centre to discuss his work with social prescribing. Members discussed some potential emerging recommendations and called for some additional evidence. The next meeting was to be scheduled.

Marianne summarised that the committee had come to a consensus on several topics at their Annual Work Programme Workshop held on Tuesday 7 February 2023. She reminded members that whilst this workshop helped identify priorities and provided structure for the months ahead, the Work Programme was a flexible document and could be subject to change as the local context changed. The 2023/24 Overview and Scrutiny Work Programme would be submitted for approval at the next meeting.

She also reminded members that the £30,000 Citizens Advice funding expired at the end of 2023/24. As with previous years, it was suggested to members that they may be inclined to review the council's arrangement with Citizens Advice. The advantages of Citizens Advice to Wyre residents were acknowledged by members. The Chairman suggested that the committee monitor this and potentially it was something for the committee to review in the future.

The report was noted.

The meeting started at 6.01 pm and finished at 7.39 pm.

Date of Publication: 9 March 2023.

Planned Maintenance and Capital Investment Schedule – 2023/24

Property	Planned/Programmed Maintenance Improvements	TYPE	Area	2023/24 £
Chatsworth Depot	Replace corroded external lighting	PM	Fixed to the building	3,000
Chatsworth Depot	Replace 2x corroded roller shutters	PM	External	5,000
Chatsworth Depot	Repair or replace glazed brick lights high level (provisional sum)	PM	External	5,000
Civic Centre	Replace distribution boards	E	Whole building	80,000
Civic Centre	PIR lighting improvements	D	Various	20,000
Civic Centre	Replacement of cast iron water pipe to PVC from meter to building	PM	Front car park	20,000
Copse Road Depot	Conversion of lighting to LED	E	Various	10,000
Copse Road Depot	VMU new windows	E	VMU	2,000
Copse Road Depot	LED conversion to yard lighting	E	Yard	15,000
Croft Court Units	Replace roofs	PM	Units 11,12,14, 17, 18	200,000
Garstang Pool	Liquid applied roof covering to changing rooms	PM	Changing room	45,000
Garstang Pool	Line gutters with liquid applied system	PM	Pool hall	20,000
Garstang Pool	Roof corrosion repairs	PM	Pool hall	45,000
Marine Hall	Replace timber framed single glazed windows (including front reception) to improve energy performance and improve security	PM	Front reception	28,000
Marine Hall	Roof parapet weatherproofing - 125m	PM	Roof	25,000
PYCC	Liquid applied waterproof covering	PM	Lower flat roof & canopy	45,000
PYCC	Gutter upgrade	PM	Gym	19,500
	GRAND TOTAL			587,500

Key: PM = Planned Maintenance, D=Desirable, E = Essential

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Report of:	Meeting	Date
Clare James, Corporate Director Resources	Overview and Scrutiny Committee	24 April 2023

Overview and Scrutiny Work Programme 2023/24 – update and planning report

1. Purpose of report

- 1.1 To update the Overview and Scrutiny Committee about the Overview and Scrutiny Work Programme 2023/24.

2. Recommendation

- 2.1 That the report be noted.

3. Current and completed work

3.1 Promotion of Self-care and Social Prescribing in Wyre Task Group

Following a suggestion at the O&S Committee meeting held on the 17 October 2022, it was agreed that a task group be set up to look at health and wellbeing in Wyre, specifically to review further opportunities for social prescribing.

The task group's final meeting was held on the 30 March 2023. The group has put forward three recommendations that they believe will help to promote the work of the council's health and wellbeing team and they have agreed that a draft report be submitted to the Overview and Scrutiny Committee at the earliest opportunity following the elections, with the final report to go to Cabinet in the autumn for consideration.

4. Work Programme

4.1 Work Programme Workshop

The Overview and Scrutiny Committee attended a Work Programme Workshop on 7 February 2023 to determine possible reviews for the next municipal year (2023/24).

The members agreed to prioritise the following review topics:

- Leisure Activity Provision (#3 on the priority list, to be discussed summer 2023 following the Wyre Moving More Strategy and Leisure Facilities Strategy)
- Business Model and Commercialisation of council assets (#2 on the priority list, to be discussed early autumn 2023)
- Climate Change Progress (#1 on the priority list but awaiting the council's Climate Change Strategy, to be discussed winter 2023)
- Housing (#4 on the priority list, with Mark Broadhurst to bring a briefing note on energy consumption of existing housing stock to a future meeting)

It was also agreed to have a dedicated meeting in the new municipal year on the 2023-2027 Business Plan.

A reminder that all members are invited to make suggestions about potential review topics for inclusion in the Programme. Suggestions should be strategic in focus and linked to the achievement of the Council's Business Plan. A special decision-making tool has been designed to help the committee and other members determine whether suggestions meet the minimum criteria and this can be found here:

https://wyregovuk.sharepoint.com/:b:/s/DemocraticServices/EbfRzt4e_o5AnXg-kN3HcWwBPWuKJZVAqwM-43zoimKtmg?e=3T9Z9z. Scrutiny is member-led and without suggestions from councillors about task group topics the Programme will not achieve its purpose. The Work Programme is reviewed at every meeting of the Overview and Scrutiny Committee.

4.2 The Overview and Scrutiny Work Programme for 2023/24 is attached at Appendix 1.

report author	telephone no.	email	date
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List of appendices

Appendix 1 – Overview and Scrutiny Committee Work Programme 2023/24

Overview and Scrutiny Committee Work Programme 2023/24:

Committee Meetings		
2023		
Date	Theme	Agenda items
Monday 12 June at 6pm	Update and review	<ul style="list-style-type: none"> • Election of Chair for the municipal year 2023/24 • Election of Vice Chair for the municipal year 2023/24 • Business Plan 2022/23, Quarterly Performance Statement (Quarter 4: January – March) • Citizens Advice Bureau contract • O&S Work Programme 2023/24 – update and planning <p>Invited attendees: Councillor Michael Vincent (Leader of the Council), Rebecca Huddleston (Chief Executive) and Marianne Hesketh (Corporate Director Communities).</p>
Monday 17 July at 6pm	Health and Wellbeing theme	<ul style="list-style-type: none"> • Annual update regarding the work of the Lancashire County Council Health and Adult Services Scrutiny Committee • The Promotion of Self-Care and Social Prescribing in Wyre Task Group – final report • Housing briefing note from Mark Broadhurst • O&S Work Programme 2023/24 – update <p>Invited attendees: Councillor Julie Robinson (Co-opted Member of the Lancashire County Council Health and Adult Services Scrutiny Committee).</p>
Monday 4 September at 6pm	Update and review	<ul style="list-style-type: none"> • Review of the implementations of the District Enforcement Pilot Task Group • Business Plan 2023/24, Quarterly Performance Statement (Quarter 1: April – June) • Business Plan and Commercialisation • O&S Work Programme 2023/24 – update <p>Invited attendees: Marianne Hesketh (Corporate Director Communities), Mark Billington (Corporate Director Environment), Kathy Winstanley (Head of Public Realm and Environmental Sustainability) and Councillor Simon Bridge (Street Scene, Parks & Open Spaces Portfolio Holder).</p>
Monday 16 October at 6pm	Integrated Health and Care System theme	<ul style="list-style-type: none"> • Annual update from the Lancashire and South Cumbria Integrated Health and Care Board • O&S Work Programme 2023/24 – update

Committee Meetings		
		Invited attendees: Hilary Fordham (Integrated Place Leader for Lancashire North) and Dr Adam Janjua (Clinical Director Place).
Monday 20 November at 6pm	Resources and Finance theme	<ul style="list-style-type: none"> • Fees and Charges - draft • Treasury Management Training • Business Plan 2023/24, Quarterly Performance Statement (Quarter 2: July – September) • O&S Work Programme 2023/24 – update <p>Invited attendees: Resources Portfolio Holder and Clare James (Corporate Director Resources and Section 151 Officer).</p>
2024		
Monday 15 January at 6pm	Corporate theme	<ul style="list-style-type: none"> • Business Plan 2023/24 – detailed review • O&S Work Programme 2023/24 – update <p>Invited attendees: Councillor Michael Vincent (Leader of the Council) and Rebecca Huddleston (Chief Executive).</p>
February TBC	Work Programme Workshop 2024/25	<ul style="list-style-type: none"> • Workshop to agree topics for review for the 2023/24 Municipal Year <p>Invited attendees: The Corporate Management Team (CMT) and the members of the Overview and Scrutiny Committee.</p>
Monday 26 February at 6pm	Police and Community Safety theme	<ul style="list-style-type: none"> • Wyre Community Safety Partnership – annual scrutiny review • Business Plan 2023/24, Quarterly Performance Statement (Quarter 3: October – December) • Review of the Tackling Youth Anti-Social Behaviour in Wyre Task Group – one year on • O&S Work Programme 2023/24 – update <p>Invited attendees: Martin Wyatt (Wyre Neighbourhood Inspector), Neil Greenwood (Head of Environmental Health & Community Safety) and Councillor Roger Berry (Neighbourhood Services and Community Safety Portfolio Holder).</p>
Monday 22 April at 6pm	Work Programme planning and review	<ul style="list-style-type: none"> • O&S Work Programme 2023/24 – update • O&S Work Programme 2024/25 – planning <p>Invited attendees: TBC</p>

Task Group Reviews		
Current reviews:		
Date	Topic	Status
Page 14		

Task Group Reviews		
July 2023	The Promotion of Self-Care and Social Prescribing in Wyre Task Group	Final report
Paused work:		
Date	Topic	Status
2019	Poulton to Fleetwood Link	Paused – waiting on the outcome of the Government funded business case to identify the preferred option and associated costs
2022	Tourism Strategy – review of the tourism corporate strategy	Paused – waiting on additional information from Marketing Lancashire
Future review focuses for 2023/24:		
Proposed start date	Topic	Status
2023	Leisure Activity Provision	Agreed at the Work Programme Workshop (7.02.2023) – potential single item meeting for members or task group to look at the completed KKP Strategy (tbc)
2023	Business Model and Commercialisation	Agreed at the Work Programme Workshop (7.02.2023)
2023	Housing – briefing note from Mark Broadhurst	Agreed at the Work Programme Workshop (7.02.2023)
Looking further ahead:		
Date	Topic	Status
Late 2023	Climate Change Action Plan	Agreed at the Work Programme Workshop (7.02.2023)

Updated April 2023

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