



Overview and Scrutiny Committee Agenda

Wyre Borough Council
Date of Publication: 5 January 2024
Please ask for : Daphne Courtenage
Democratic Services Officer
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**Overview and Scrutiny Committee meeting on Monday, 15 January 2024
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 approve as a correct record the Minutes of the meeting of the Overview and Scrutiny Committee held on 20 November 2023.

4. Annual update regarding the work of the Lancashire County Council Health and Adult Services Scrutiny Committee

(Pages 9 - 12)

Councillor Julie Robinson, Wyre Council's representative on Lancashire County Council's Health and Adult Services Scrutiny Committee, submitted a report to inform members of the work of the committee since May 2023.

5. Annual update from the Lancashire and South Cumbria Integrated Health Care Board

(Pages 13 - 14)

Heather Woodhouse, the Integration Place Leader for Lancashire North, has been invited to this meeting to present an update on the Lancashire and South Cumbria Integrated Care Board.

Questions have been circulated in advance of this meeting.

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

(Pages 15 - 20)

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.



Overview and Scrutiny Committee Minutes

The minutes of the Overview and Scrutiny Committee meeting of Wyre Borough Council held on Monday, 20 November 2023 at the Committee Room 2 - Civic Centre.

Overview and Scrutiny Committee members present:

Councillors Cartridge, Baxter, Amos, Sir R Atkins, Bolton, Collinson, Fail, Higgs, Martin and A Walker

Absent- apologies received:

Councillors Beavers and Blair

Absent- apologies not received

None.

Other councillors present:

None.

Officers present:

Clare James, Corporate Director Resources and Section 151 Officer
Penny Jones, Corporate Accountant
Daphne Courtenage, Democratic Services Officer

Officers absent- apologies received:

No members of the public or press attended the meeting.

26 Declarations of interest

None.

27 Confirmation of minutes

The minutes of the meeting of the Overview and Scrutiny Committee held on 16 October 2023 were **confirmed** as a correct record by those who were in attendance.

28 Fees and Charges - draft

The Resources Portfolio Holder, Councillor Lesley McKay, and the Corporate

Director Resources (S151 Officer) submitted a report for the proposed fee and charges (draft) for the 2023/24 financial year.

The Corporate Director Resources (S151 Officer) and the Corporate Accountant attended the meeting to respond to comments and questions from members.

The Corporate Director explained to members that the draft fees and charges report is a consolidated report including changes from Portfolio Holders that is brought once a year to incorporate any changes into the budget setting process. Fees and charges were reactive, and portfolio holder reports could be brought at any time during the year, however they tried to consolidate this in one update.

She told members that all the fees and charges set out within the report would be effective from 1 April 2024. Sometimes changes would be effective from alternative times, however this was not the case for this update.

Highlighting paragraph 4.5 of the report, the Corporate Director explained that a number of fees and charges had been uplifted per consumer price inflation (CPI), which at September 2023 was 6.7%. This was common practice, to keep pace with inflation. However, this was not a blanket approach for all the fees and charges.

In response to a question on the review process of the report, the Corporate Director explained that feedback and comments from this meeting would be fed back to the portfolio holders and a determination would be made on any proposed changes prior to the report being published.

In response to a question on the rate of inflation used, the Corporate Director explained that using the September figure and not a more up to date one was the traditional approach and was the same used by government.

The following paragraphs of the report were raised to members:

- 5.1.1 Pest control
- 5.1.7 and 5.1.8 Thornton Little Theatre, Marine Hall and Mount Pavilion
- 5.1.9 Cemeteries
- 5.2.2 Housing
- 5.3.1 Development Control
- 5.3.3 Markets
- 5.4.3 Room hire (Civic Centre)
- 5.5.3 Waste Management
- 5.5.5 Leisure Development – Playing fields

Members raised questions on the paragraphs highlighted and additional paragraphs not raised. These included:

5.1.1

- Questions over the benchmarking exercise and whether this was in line

with other LAs

- Whether the council was subsidising this service because prices were too competitive
- One councillor asked that it be cascaded to officers to keep to scheduled appointments

5.1.5 (private water supply)

- Does the council have a private water supply, what is the relation to this proposed fee

5.1.9

- Whether there were extra charges for those being buried from outside the borough
- Whether members of the public were willing to pay the £100 15 year lease fee and were any issues envisaged with this

5.3.3

- At the last meeting of the committee, a review topic was suggested to focus on Fleetwood Markets; how would this fit in with the fundamental review planned on this
- Requested an explanation for the VAT increases
- Members agreed for an evaluation on how the decarbonisation improvements would impact on the market
- What impact would there be on additional revenue from fee increases for Market House studios

- Any connections/lessons learnt from Morecambe with regeneration through art
- Justification of increases in winter prices of market stalls
- Need more context for price increases generally – to ensure a percentage column is included and previous data on price increases to be included

5.4.3

- Has the demand for room hire at the Civic Centre justified the fee increases

5.5.3

- Concerns over increases in fly-tipping with increases in charges
- Need to monitor fly tipping following this increase – to be suggested when the project on this commences

The Corporate Director responded to the questions raised by members.

- 5.1.1 – The council ought to be benchmarking against other local authorities as well as private providers, some might offer services cheaper. A review was needed to ensure prices were correct.
- 5.1.5 – the Environmental Health team at the council offered a service to test private water supplies
- 5.1.9 – it was confirmed that those living outside the borough would be

charged more; the Corporate Director said she would raise the question over concerns over the 15 year lease

- 5.3.3 – a review of the market, its business management and in particular rental prices was needed and had been planned for the new year, a potential task group on this topic could coincide with this. In terms of the VAT increases, this had been identified through an external review and traders had been given a six month notice period of this, with payments starting in October 2023. The council had paid off the historic VAT payments. It would take around 12 months to review the impact of the improvements from the decarbonisation project but hoped the revamped market would be attractive to traders. Updates had been brought to the proposed fees and charges for Market House studios, any impact on additional revenue would be sought from officers and connections to Abingdon Street Market were being investigated. In terms of increasing the winter prices of the stalls, the justification was to bring these more in line with summer prices. The Corporate Director agreed to the suggestion for a column showing percentage increases as well as a column giving context to the last time a fee had been increased.
- 5.4.3 – the redecoration of the committee rooms and Members Lounge had made a difference, with wedding bookings already increased. More time was needed to review this impact.
- 5.5.3 – The Corporate Director acknowledged that BHW fees are sometimes linked to fly-tipping but no causal link has been established. The type of waste fly-tipped is not normally BHW that the paid for service would collect, they are very different in nature. The Corporate Director and members acknowledged that people not willing to pay the fee would not stop fly-tipping even if it was decreased.

The Chair thanked the Corporate Director Resources and Corporate Accountant for their attendance at the meeting.

29 NWE Strategic Scrutiny Network Financial Scrutiny session - review

Members of the committee had been supplied with the minutes and presentation slides of the last meeting of the Strategic Scrutiny Network, run by North West Employers. A link to the recording of the meeting had also been included in the agenda pack.

The Corporate Director Resources (S151 Officer) explained to members that she had been asked by the network to give a presentation on finance and scrutiny. She encouraged members to review these and to attend future sessions.

30 Business Plan 2023/24, Quarterly Performance Statement (Quarter 2: July - September)

The Corporate Director Communities had submitted the Council Business Plan 2nd Quarter Performance Statement 2023/24 update report.

The Corporate Director Resources introduced the item to members.

Councillor Fail raised a question regarding the Hillhouse Enterprise Zone and its job targets. He raised concerns over potential changes to these targets, and questioned whether these had changed from the original job targets set out in its masterplan.

It was agreed with officers that an update on this would be circulated via email.

Members thanked the Corporate Director Resources for her attendance at that meeting.

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

The Corporate Director Resources had submitted an update report on the Overview and Scrutiny Committee work programme.

The Democratic Services Officer introduced the report.

She highlighted to members paragraphs 3.2, 3.3 and 3.4.

She informed members that the Citizens Advice Lancashire West task group had had its first meeting, and its next meeting was scheduled for the 14 December.

She explained to members that following further requests for information on the council's leisure provision and the draft strategies relating to this, officers required more time to review the draft documents. However, it had been suggested that the committee could start discussions on a potential review of the YMCA contract agreement.

She also reminded members that as part of the work programme, they were to invite the representative for the Lancashire and South Cumbria Integrated Care Board to their January 2024 meeting. She asked that members discuss potential questions they would like to bring to the meeting and agree a method of reviewing these.

Members discussed current priorities for review topics, including those that had been raised at previous meetings. It was agreed that the current priority was Fleetwood Market, and members requested the DSO to begin discussions with officers and to bring information on the current situation to a future meeting.

The previously discussed topics of housing options and the YMCA contract review would be included in the work programme workshop in February 2024.

Members agreed to review the questions previously put to the ICB representative and to submit questions to the DSO via email. These would then be reviewed and agreed by the committee via email prior to their next meeting.

The meeting started at 6.00 pm and finished at 6.50 pm.

Date of Publication: XXX



Report of:	Meeting	Date
Councillor Julie Robinson	Overview and Scrutiny Committee	15 January 2024

Lancashire County Council – Health and Adult Services Scrutiny Committee

1. Purpose of report

- 1.1 To advise the committee about the work of Lancashire County Council's Health and Adult Services Scrutiny Committee.

2. Council priorities

- 2.1 To ensure effective, member-led scrutiny.
- 2.2 To work with partners to provide opportunities for people to lead healthy and active lifestyles.

3. Recommendation/s

- 3.1 That Wyre's nominated representative on Lancashire County Council's Health and Adult Services Scrutiny Committee, currently Cllr Robinson, continues to feed back to the O&S Committee at least once a year or more frequently if matters of particular significance for Wyre residents arise.
- 3.2 That the report be noted.

4. Background

- 4.1 The statutory functions of health scrutiny at Lancashire County Council were changed following its Annual Full Council meeting in May 2022. The committee was renamed the Health and Adult Services Scrutiny Committee.
- 4.2 The functions of the committee now include:
 - To review and scrutinise any matter relating to the planning, provision and operation of the health service in the area, and to

review and scrutinise county council Adult Services and Public Health.

- Statutory responsibility for scrutiny of NHS proposals for a substantial development or variation relating to both adults and children's health in Lancashire.

More information on the functions of the committee can be found here <https://council.lancashire.gov.uk/documents/s207826/Part%202%20-%20Article%205%20Overview%20and%20Scrutiny.pdf>

4.3 The membership of the Health and Adult Services Scrutiny Committee remains twelve County councillors, plus twelve non-voting co-opted members, nominated by the twelve district councils.

4.4 Councillor Julie Robinson was re-appointed as the council's nominated co-opted representative at Annual Full Council in May 2023.

5. Key issues and proposals

5.1 There have been four meetings of the Health and Adult Services Committee during the 2023/24 municipal year to date.

5.2 Substantive topics of discussion at these meetings have included:

- The Lancashire and South Cumbria New Hospitals Programme
- Virtual wards
- Integrated Neighbourhood Teams
- NHS Community Mental Health Transformation Programme
- Happier Minds
- NHS Lancashire Place
- Housing with Care and Support Strategy 2018-2025
- NHS Recovery and Transformation

5.3 The committee also received update reports from the Health Scrutiny Steering Group, which was established following the updates to the committee's terms of reference in May 2022. The purpose of the steering group is to manage the workload of the full committee more effectively in the light of the increasing number of changes to health services.

5.4 Councillor Robinson's membership of the Health and Adult Services Scrutiny Committee provides an opportunity for Wyre Council to be directly represented in the scrutiny of health services in Lancashire. It also provides a channel for feedback to the council on any wider health issues that will have a particular impact on Wyre's residents.

6. Alternative options considered and rejected

6.1 No other alternatives were considered for this report.

Financial, Legal and Climate Change implications	
Finance	None arising from this report.
Legal	None arising from this report.
Climate Change	None arising from this report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
health and safety	x

risks/implications	✓ / x
asset management	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Daphne Courtenage	01253 887476	Daphne.courtenage@wyr.e.gov.uk	13/12/2023

List of background papers:		
name of document	date	where available for inspection

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Questions to the ICB representative

1. Can we have an update on the progress of the ICB one year on?
2. How has the introduction of place-based partnerships impacted on NHS services? Have GP practices reported a reduction in inappropriate issues being dealt with?
3. Is there a plan to address the high vacancy rates at Blackpool Teaching Hospitals?
4. In the Chief Executive report of September 2023, it was reported that the ICB was preparing for intervention from NHS England. Can you update us on this.
5. At the meeting of 17 October 2022, the previous representatives explained that elected members could be engaged with the ICB as part of place based partnerships. How do you envision local authorities can be more involved with their local NHS organisations and with residents' health and wellbeing?
6. How is the ICB improving its partnership with NHS dental care and what is being done to tackle the challenge of accessing NHS dentistry in Wyre?

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Report of:	Meeting	Date
Clare James, Corporate Director Resources (S151 Officer)	Overview and Scrutiny Committee	15 January 2024

Overview and Scrutiny Work Programme 2023/24 – update report

1. Purpose of report

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

2. Recommendations

2.1 That the report be noted.

3. Current and completed work

3.1 Citizens Advice Lancashire West Contract review

Members met for the second time in December 2023, and have arranged a third meeting for Thursday 18 January. Members are currently looking into alternative spaces for the service's face to face outreach and updates to the service level agreement to reflect the changes in the service due to Covid and the cost of living crisis and the increased demand for the service.

3.2 Fleetwood Market review

Information in relation to the business rates, rental prices and overall business management of the market has been requested from officers. It has been recommended to invite Neil Turvey, the Head of Assets and Development Projects to a future meeting to discuss the future of the market.

3.3 Work Programme Workshop

The annual Work programme workshop is currently being organised. The proposed date is Thursday 22 February at 2pm.

4. Work Programme

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

report author	telephone no.	email	date
Daphne Courtenage	01253 887476	Daphne.courtenage@wyr e.gov.uk	18/12/2023

List of appendices

Appendix 1 – Overview and Scrutiny 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) • Climate Change Sub-Committee report • O&S Work Programme 2023/24 – update and planning <p>Invited attendees: Marianne Hesketh (Corporate Director Communities)</p>
Monday 17 July at 6pm	Corporate theme	<ul style="list-style-type: none"> • Wyre Moving More Strategy • Terms of reference and membership of Climate Change Sub-Committee • O&S Work Programme 2023/24 – update <p>Invited attendees: Mark Broadhurst (Head of Housing and Community Services), Cllr Lynne Bowen (Leisure, Health and Community Engagement Portfolio Holder)</p>
Monday 4 September at 6pm	Update and review	<ul style="list-style-type: none"> • The Promotion of Self Care and Social Prescribing in Wyre Task Group – final report • Review of the implementations of the District Enforcement Pilot Task Group • Housing briefing note from Mark Broadhurst • Business Plan 2023/24, Quarterly Performance Statement (Quarter 1: April – June) • O&S Work Programme 2023/24 – update <p>Invited attendees: Marianne Hesketh (Corporate Director Communities), Mark Broadhurst (Head of Housing and Community Services), Cllr Simon Bridge (Street Scene, Parks and Open Spaces Portfolio Holder)</p>
Monday 16 October at 6pm	Business Plan single-item meeting	<ul style="list-style-type: none"> • Business Plan review • O&S Work Programme 2023/24 – update <p>Invited attendees: Rebecca Huddleston (Chief Executive), Cllr Michael Vincent (Leader)</p>
Monday 20 November at 6pm	Resources and Finance theme	<ul style="list-style-type: none"> • Fees and Charges – draft • NWE Finance Scrutiny Session – include link • Business Plan 2023/24, Quarterly Performance Statement (Quarter 2: July – September) • O&S Work Programme 2023/24 – update

Committee Meetings		
		<p>Invited attendees: Cllr Lesley McKay (Resources Portfolio Holder), Clare James (Corporate Director Resources, Section 151 Officer), Marianne Hesketh (Corporate Director Communities)</p>
2024		
Monday 15 January at 6pm	Integrated Health and Care System theme	<ul style="list-style-type: none"> • Annual update regarding the work of the Lancashire County Council Health and Adult Services Scrutiny Committee • Annual update from the Lancashire and South Cumbria Integrated Health and Care Board • O&S Work Programme 2023/24 – update <p>Invited attendees: Councillor Julie Robinson (Co-Opted Member), Heather Woodhouse (Integration Place Leader – Lancashire North)</p>
Thursday 22 February	Work Programme Workshop 2024/25	<ul style="list-style-type: none"> • Workshop to agree topics for review for the 2024/25 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 • Review of the Tackling Youth Anti-Social Behaviour in Wyre Task Group – one year on • Business Plan 2023/24, Quarterly Performance Statement (Quarter 3: October – December) • 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"> • Treasury Management training briefing • O&S Work Programme 2023/24 – update • O&S Work Programme 2024/25 – planning <p>Invited attendees: Clare James (Corporate Director Resources and S151 Officer)</p>

Task Group Reviews		
Current reviews:		
Date	Topic	Status
2023	Citizens Advice Lancashire West contract	Second meeting in progress.
Future review focuses for 2023/24:		
Proposed start date	Topic	Status
2024	Fleetwood Market	Awaiting information from officers, invited to a future meeting

Task Group Reviews		
Looking further ahead:		
Date	Topic	Status
	Poulton to Fleetwood railway line	Waiting on the outcomes of the Government funded business case and feasibility study
	Tourism Strategy – review of the tourism corporate strategy	Awaiting updates following the agreement of the Council Plan
2024/25	Leisure Activity Provision	To be discussed at the Work Programme workshop
2024/25	Housing Options	To be discussed at the Work Programme workshop

Updated December 2023

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