



Overview and Scrutiny Committee Agenda

Wyre Borough Council
Date of Publication: 22 May 2019
Please ask for : Peter Foulsham
Scrutiny Officer
Tel: 01253 887606

Overview and Scrutiny Committee meeting on Monday, 3 June 2019 at 6.00 pm in committee room 2 Civic Centre, Poulton-le-Fylde

1. Election of Chairman for 2019/20

2. Apologies for absence

3. Election of Vice Chairman for 2019/20

4. Declarations of interest

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

5. Confirmation of minutes

(Pages 1 - 4)

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on Monday 18 March 2019.

6. Wyre theatres - update report

(Pages 5 - 10)

The Service Director Performance and Innovation has submitted a report. The Leisure, Health and Community Engagement Portfolio Holder, Councillor Lynne Bowen, and the Commercial Manager, Julia Robinson, will present the report. Members of the committee will have an opportunity to comment and ask questions.

7. Budget consultation

The Head of Finance, Clare James will attend and make a proposal about councillor involvement in a forthcoming consultation about budget priorities.

8. Business Plan 2018/19 - Quarterly performance statement

(Pages 11 - 18)

The Service Director Performance and Innovation has submitted a report, the 4th Quarter Performance Statement 2018/19, January – March 2019. (The report on the previous quarter, October – December

2018 has also been re-published, for the committee's information).

9. Public conveniences task group - draft report (Pages 19 - 36)

The Chairman of the Public Conveniences Task Group, Councillor Emma Ellison, will present the group's draft report and recommendations. Members of the committee will have an opportunity to comment and ask questions.

10. Overview and Scrutiny Work Programme 2019/20 - update and planning (Pages 37 - 46)

The Service Director Performance and Innovation has submitted a report updating the committee about the Overview and Scrutiny Work Programme 2019/20.



Overview and Scrutiny Committee Minutes

The minutes of the Overview and Scrutiny Committee meeting of Wyre Borough Council held on Monday, 18 March 2019 at the committee room 2 Civic Centre, Poulton-le-Fylde.

Overview and Scrutiny Committee members present:

Councillors Ibison, I Amos, R Amos, C Birch, Ellison, Fail, Hodgkinson, Robinson, Shewan and Matthew Vincent

Apologies for absence:

Councillors Ballard and Ormrod

Other councillors present:

None

Officers present:

Duncan Jowitt, Democratic Services and Councillor Development Officer

No members of the public or press attended the meeting.

52 Declarations of interest

None.

53 Confirmation of minutes

The minutes of the meeting of the Overview and Scrutiny Committee held on 11 February 2019 were agreed as a correct record.

54 Wyre Community Safety Partnership annual scrutiny review

The Head of Environmental Health and Community Safety, Neil Greenwood, submitted a report to enable the committee to undertake its annual scrutiny of the Community Safety Partnership.

Mr Greenwood presented the report and referred to the summary and anti-social behaviour (ASB) figures for 2018/19 as set out in the report. He pointed out that although all crime indicated a year on year increase, a recent change in the way that Lancashire police had been asked to record offences made it difficult to compare the current figures with previous periods. He also referred to the work of Wyre Council's Community Safety Partnership (CSP) in 2018-

19 as set out in the latter part of the report. In respect of the recorded crime increases, the Neighbourhood Services and Community Safety Portfolio Holder, Councillor Berry, explained that domestic responses which the police had previously documented as incidents were now recorded as crimes, multiple crimes (e.g. assault and criminal damage) occurring during the same incident were now recorded as separate crimes and any previous crimes discovered on arrest were routinely added to the figures. This amounted to a massive increase in recorded crime which could take 2-3 years to stabilise sufficiently to give accurate comparative figures.

Further information on the crime figures and activities of the CSP was provided and in response to questions from members of the committee, including:

- the burglary conviction rate reported in national and local press,
- the reduction in ASB at Marine Hall and the reclassification of some ASB as public order offence,
- promotion of the White Ribbon campaign at leisure centres in co-operation with YMCA,
- mobile camera evidence collection,
- integrated team with only key partners at each meeting,
- Civic Centre-based neighbourhood policing presence to head off social problems in Poulton at an early stage,
- CSP investment in Shop-watch, DNA kits, Chelsea's Choice and further CCTV in Knott End on Sea area.

Decision

That the report and the comments of the Head of Environmental Health and Community Safety and Neighbourhood Services and Community Safety Portfolio Holder be noted.

55 Overview and Scrutiny Work Programmes 2018/19 and 2019/20

The Democratic Services and Councillor Development Officer, Duncan Jowitt, referred to the Committee's work programme for 2018/19, which had been submitted with the agenda. He said the draft report of the Public conveniences task group would be prepared by Scrutiny Officer Peter Foulsham following his return from holiday later that week and would be submitted to the 29 April 2019 meeting.

The committee questioned whether it was necessary to have a meeting so close to the local election on 2 May and the chairman said that he would discuss with Mr Foulsham whether committee approval of the task group report would be required or whether to defer it until after the election.

Members asked when any follow-up arising from the Domestic Abuse task group would be brought back to the committee. Mr Jowitt said that he would acknowledge the request for an update within the minutes and ensure that it was brought to the attention of the Scrutiny Officer.

Decision

That the current position be noted and action taken as above in respect of the April 2019 meeting and the Domestic Abuse task group.

56 Poulton to Fleetwood rail reinstatement feasibility study - possible task group

Following from Councillor Fail's suggested amendment to item 9 (Council Tax 2019/20 report) at the 7 March 2019 meeting of the Council in his role as Leader of the Opposition, the committee considered whether to convene a task group to consult with businesses and the public and to look at all the possible options for a reinstatement of the Poulton to Fleetwood rail link and decide which option(s) the council should support.

Decision

That a **Rail Transport in Wyre task group** be convened to undertake a fact finding mission to determine what practical issues would need to be overcome and which option(s) to recommend that the council should pursue as the best way forward. The committee suggested that representatives from the following should be invited to participate:

- Fleetwood Back on Track
- Poulton & Wyre Railway Society
- Blackpool Transport - tram / light rail system
- MP Paul Maynard's proposed Fylde Loop tram system

The meeting started at 6.00 pm and finished at 7.06 pm.

Date of Publication: 19 March 2019

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Report of:	Meeting	Date	Item no.
Marianne Hesketh, Service Director Performance and Innovation	Overview and Scrutiny Committee	3 June 2019	6

Performance of Wyre's Theatres – Marine Hall and Thornton Little Theatre

1. Purpose of report

- 1.1 To provide an update around the operational performance of the council's entertainment venues, Marine Hall and Thornton Little Theatre, focussing on the improvements and changes that have taken place since the last update to Overview and Scrutiny in October 2018.

2. Background

- 2.1 An update report providing information about the performance of our theatres – Marine Hall and Thornton Little Theatre (TLT) - was provided to O&S back in October 2018. At that time, the committee considered setting up a task group to look at the strategic focus for the Marine Hall, but concluded that it would be more appropriate to convene in six months' time, to give the Commercial Manager more time in post and for the current subsidy level to be reduced further. This report now provides the latest progress update and provides financial information for the last year 2018/19.

3. Key improvements / changes over the last year

3.1 Income generation and increased levels of business

An analysis of financial performance at the end of the financial year 2018/19 compared to performance at the end of 2017/18 shows that there has been a much better control of expenditure as well as a significant increase in the income generated. The target was to achieve the subsidy level for Marine Hall of £251,000 and £118,000 for TLT but performance has been much better than this and the subsidy has reduced to £226,536 for Marine Hall and £93,988 for TLT. Detailed financial information is available at section 4.

The improvement in income generated has been through general lettings as well as an increase in the number of weddings, resulting in increased income from just over £5,000 for wedding bookings in 17/18 to over £10,000 in 18/19, with an associated additional bar spend of over £15,000. There has also been an increase in commission from catering and ticket sales of over £12,000.

The programme at both theatres has been restructured, with a reduced number of direct engagements of artistes and an increase in the number of promoters hiring the venues or agreeing to split the box office takings with us instead of a guaranteed fee. This reduces the risk to the council and ensures that the independent promoters have an incentive to ensure a good audience. In addition to this, we now sell marketing packages to the hirers, which has brought in additional income.

This new approach to the theatres programme is resulting in many more customers and regular repeat bookings. There has been a significant increase in the number of events taking place and the number of tickets sold for those events. Customers are now buying tickets further in advance for upcoming shows as the quality and diversity of our programme improves. As a result we are now attracting larger, national promoters and performers. We have very few dates left available in this year's diary at either of our theatres. The diaries are also now filling up for 2020 and into 2021.

Marine Hall hosted a successful Wedding Open Day in February 2019 to attract more wedding business to Wyre. This showcased the offer at Marine Hall but also the wedding and family celebration offer at Thornton Little Theatre, the Mount Pavilion and also the Civic Centre in Poulton. So far this year, there has been one wedding at The Mount Pavilion and one ceremony with wedding reception at Marine Hall, as well as a brand new type of wedding to add to our offer – this involved the couple being married at The Mount Pavilion before coming down to Marine Hall gardens to celebrate their reception in a large festival tepee! There are another three wedding ceremonies booked into the Pavilion before it closes for refurbishment in September. There are another three wedding celebrations booked into Marine Hall this year, including the first same sex wedding ceremony at the venue.

The recently formed Fleetwood Trust held a 'visioning' day at The Mount Pavilion in May. We received great feedback and a number of other new bookings as a result.

Online engagement through social media continues to increase and customer satisfaction has increased with fewer complaints and much more positive feedback. Over 4,000 people now follow our Facebook page.

3.2 Soft Market Testing

In November 2018, we carried out a soft market testing exercise to explore options for the future development of the Marine Hall complex. We were looking for ideas around how we could develop an innovative and economically viable 'entertainment hub' that offers an enhanced range of entertainment, leisure, cultural and commercial activities for both residents and visitors to the area. The exercise ran until March 2019 but unfortunately it generated very little interest. One expression of interest was received to develop a seafood restaurant and this is being explored further.

We have subsequently received feedback on the soft market testing exercise and it has been suggested that our approach wasn't quite right. We have therefore decided to contact appropriate leisure and theatre operators and understand market appetite before running the exercise again. In the meantime, the Commercial Manager has been asked to develop our own vision for the complex and put forward some proposals which can be explored further.

3.3 Increased focus on Health and Wellbeing activities and Accessibility

We continue to work in partnership with Healthier Fleetwood to increase the focus on Health and Wellbeing activities at our theatres. The Harmony and Health singing groups have grown in popularity and are now running from Marine Hall, TLT, Hambleton and Garstang. We have secured additional health funding for 19/20 to cover the cost of hiring the theatres and the cost of singing 'leaders' to work with the groups as well as a small contribution towards refreshments.

Our Theatres and Tourism team is part of the Access Fylde Coast Project, which was successful in being awarded almost £1 million of CCF5 (Coastal Communities Fund Round 5) money. Some of the money has been allocated to Wyre Theatres for hire of the venue and programming of high quality performances which promote access in its widest sense and bring in new audiences and tourism. The project is funding a Performance and 'In Conversation with' Dame Evelyn Glennie as well as paying for the hire of the hall and all necessary staffing and marketing. The project will also pay for BSL interpreters at this performance and at one of the Panto shows this year. Other events are yet to be confirmed. This initiative will increase the income at Marine Hall by at least £20,000 in this financial year and bring other benefits.

3.4 Staffing

Two key posts have been recruited to since the last update. Both post holders have recently completed their probationary period and have settled into the team well, making a real difference to capacity and the service provided.

A new structure has been costed which proposes to use money previously used on agency staff to further improve the core delivery team at Marine Hall. This efficiency should result in increased income as well as improved customer satisfaction.

3.5 Policies and Procedures

In 2018, time has been invested in recruiting and training staff in key posts. This has introduced more flexibility in the roles. At the same time, there has been a stronger emphasis on customer care, health and safety and income generation whilst controlling expenditure better.

4. Financial Information

4.1 Marine Hall – Operating Income and Expenditure

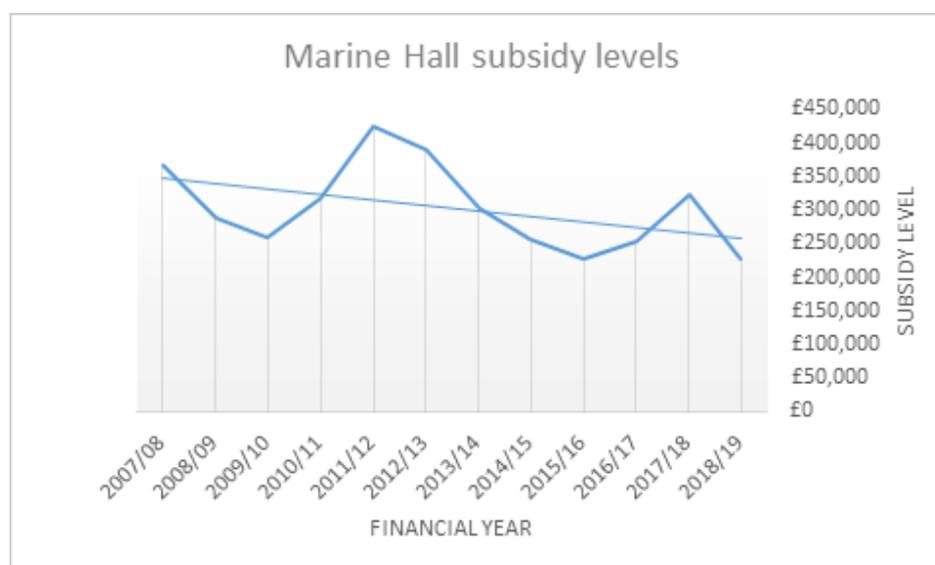
Operating income and expenditure	2018/19 budget	2018/19 outturn	2017/18 outturn
Admissions	(35,000)	(17,495)	(32,966)
Kiosk/Café/Bar/Catering	(90,500)	(107,771)	(86,750)
Lettings	(75,000)	(73,778)	(65,871)
Other income	(46,840)	(49,962)	(5,196)
Pantomimes	(7,000)	(8,643)	(8,402)
Weddings	(10,000)	(10,161)	(5,249)
Total income	(264,340)	(267,810)	(204,434)
Staffing	201,600	184,660	218,182
Premises	88,870	79,670	118,943
Vehicle	980	449	1,363
Supplies and Services	127,480	126,798	91,752
Third Party	2,000	1,428	1,732
Recharges	112,960	101,342	95,981
Total expenditure	533,890	494,347	527,953
Operating (Surplus)/Deficit	269,550	226,536	323,519
Non-operating costs			
Capital charges	169,010	169,012	174,760
Ticket sales for externals	0	0	0
Total cost centre	438,560	395,549	498,279

4.2 Thornton Little Theatre – Operating Income and Expenditure

Operating income and expenditure	2018/19 budget	2018/19 outturn	2017/18 outturn
Admissions	(5,000)	(1,214)	(1,345)
Kiosk/Café/Bar/Catering	(2,300)	(3,796)	(4,282)
Lettings	(40,000)	(45,827)	(35,727)
Other income	(3,150)	(7,871)	(3,307)
Pantomimes	0	0	0
Weddings	0	0	0
Total income	(50,450)	(58,708)	(44,661)
Staffing	120,490	102,171	116,913
Premises	27,530	28,557	19,859
Vehicle	0	0	0
Supplies and Services	9,440	5,526	5,920
Third Party	200	0	1,330
Recharges	18,340	16,441	17,162
Total expenditure	176,000	152,696	161,183
Operating (Surplus)/Deficit	125,550	93,988	116,522
Non-operating costs			
Capital charges	38,360	38,364	37,407
Ticket sales for externals	0	0	0
Total cost centre	163,910	132,352	153,929

4.3 Historic subsidy level

The graph below illustrates how the subsidy at Marine Hall has reduced over the previous 10+ years. It also highlights the peaks and troughs in performance which is impacted by cyclical building maintenance costs.



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Report of:	Meeting	Date
Marianne Hesketh, Service Director Performance and Innovation	Overview & Scrutiny	3 June 2019

Council Business Plan – 4th Quarter Performance Statement 2018/19
January - March 2019

1. Purpose of report

- 1.1 The dashboard style report (attached) gives a quick reference to quarterly progress against the council’s business plan projects and measures, along with commentary where issues have been identified.

2. Project Updates

- 2.1 Of the 15 Business Plan projects, 9 have a green (on track) status, three have an amber (with issues) status and three are now closed. No projects have a red (failing) status. Further explanatory notes for the three projects with an amber status are included in the following paragraphs.

Support a sustainable future for the fish processing industry – As reported in previous quarters, the success of this project is highly dependent on negotiations with Associated British Ports (ABP). We are currently waiting for feedback from ABP which means at present there is no further progress to report.

Facilitate the delivery of community priority projects through the Together We Make a Difference (TWMAD) Network - The work of the new department (Active Lives and Community Engagement Team) has shifted the focus and resources away from TWMAD. A review is required including how it is developed and resourced.

Collaborate with our partners to apply for Heritage Action Zone (HAZ) status for Fleetwood conservation area – It was announced in 2018 that Heritage England were not facilitating any project within the North West region and that all successful submissions would be made in Southern England. In early 2019 we received information that there is going to be a 4th round of HAZ funding however whilst we have made an expression of

interest to the Historic Places Team they are under resourced and we are awaiting a meeting to be set up to take this forward.

- 2.2** Of the six commercial projects, five have a green status and one has an amber status. Further explanatory notes for the project with an amber status are included in the following paragraph.

Explore options for our Theatres - Soft Market Testing has now ended (1st March). There was only one expression of interest received and the proposal was primarily in relation to one area of the complex to be used as a restaurant. The next step will be to look for some expert advice on what we could do with the venue to drive the subsidy down. Lack of in-house expertise in some areas as well as resource and time constraints are effecting progress and whilst there is a small fund available to spend on expert advice this may be exceeded.

3. Performance Updates

- 3.1** Of the 11 measures included on the report, three have a green status (improving or in line with expectations), 4 have an amber status (within 10% variance of comparable data unavailable), and four have a red status (worsening). Further explanatory notes for the four measures with a red status are included in the following paragraphs.

Number of dwellings planning permission is granted for – the actual figure for the number of dwellings planning permission is granted for in Q4 is higher than previous quarters this year however the cumulative for the year is low in comparison to the previous year.

Number of businesses supported – The figure for Q4 this year is higher than in the same period last year however the overall cumulative for the year is lower.

Number of paid up businesses registered with Wyred Up – Whilst the council still have members who have paid, we are not accepting any more memberships as this will be a free service following the re-launch.

Out of work benefit claimant count – which has increased in comparison to the same point 2017/18.

Financial and legal implications	
Finance	<i>There are no financial implications</i>
Legal	<i>There are no legal implications</i>

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
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x

Processing Personal Data

If the decision(s) recommended in this report will result in personal data being processed, a privacy impact assessment (PIA) will have been completed and signed off by the council's Data Protection Officer before the decision is taken (as required by the General Data Protection Regulations 2018).

report author	telephone no.	email	date
Liesl Hadgraft	01253 887316	Liesl.hadgraft@wyre.gov.uk	21 May 2019

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

List of appendices

N/A

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Key: G A R B i O X

G = On schedule/target; i = no target set
 A = Minor issues; O = No Information
 R = Major issues X = Not Started
 B = Complete/Ended

Direction is based on previous year performance	
G	Improving or in line with expectations
A	No significant change or comparable data unavailable
R	Worsening

Business Plan Projects	
Facilitate a programme of work to deliver economic growth and prosperity. Including: <ul style="list-style-type: none"> Deliver the implementation plan for Hillhouse International Enterprise Zone Support delivery of priority actions of the Blackpool, Fylde and Wyre Economic Prosperity Board Support a sustainable future for the fish processing industry 	<div style="display: flex; justify-content: space-around;"> G G A </div>
Adopt a new Local Plan	B
Develop the Wyre Beach Management Scheme	G
Deliver the Asset Management Programme of Works	G
Deliver a programme of work to promote healthy choices and healthier lifestyles to keep people well through better use of our leisure centres, recreational facilities, parks and open spaces	G
Support neighbourhood health initiatives for Garstang and Over Wyre to address social isolation and loneliness	G
Explore opportunities offered by the Better Care Fund to better support older people and people with disabilities to stay in their own homes	B
Support the delivery of the Wyre Early Action project to include a focus on vulnerable children and young people	G
Develop a programme of work to target environmental crime and stimulate community pride	G
Facilitate the delivery of community priority projects through the Together We Make a Difference Network	A
Deliver our #DigitalWyre strategy, including a focus on: <ul style="list-style-type: none"> Digital Customer Service Digital Community Digital Workforce Digital Collaboration 	<div style="display: flex; justify-content: space-around;"> G </div>
Collaborate with our partners to apply for Heritage Action Zone status for Fleetwood conservation area	A
Ensure the Council meets the requirements of the new General Data Protection Regulations	B

Commercial Projects	
Commercial use of our land/buildings	G
New ways of working	G
Explore options for our Theatres	A
Improve the return from Fleetwood Market	G
Growing care and repair service	G
Expand wedding remit and include life events	G

Comments and Issues - Projects

Local Plan –The Local Plan was adopted at a special Council meeting on 28 February 2019 and published with the adoption statement, sustainability appraisal report and SA adoption statement on the council’s website and distributed around public libraries. Following adoption there is a 6 week period during which time the Council’s decision can be challenged in High Court. The Council has not been advised of any intention to challenge however the final formatted version will not be published until after the end of this period on 12 April 2019.

Environmental Crime and Community pride - The project has been met with mixed reviews; some believing that the level of the fines are excessive especially for cigarette butts, suggesting warnings should be issued, yet others are in support that littering of any material is an issue and welcome action against this. A number of initiatives have taken place including raising awareness in primary and secondary schools. The Project Officer has also been active in supporting the National Keep Britain Tidy Campaign working with the Countryside Team to support a range of litter picking activities across the borough with community and school groups. In addition to our routine litter picks and beach cleans, 13 litter picks were added to the campaign period, engaging with 375 volunteers and generating 80+ bags of waste.

Healthy Lifestyles – A new Harmony and Health group has started in Garstang making 4 groups now taking place across Wyre. A Wyre Council health and communications plan has been produced which will be rolled out over the next 12 months. The successful Parkour session at Memorial Park was re-launched in January 2019. Support provided for the Men in Sheds group in Fleetwood. Stepping out Project – 8 week project starting in February working with WIN neighbourhood to work with older people attending would clinic.

Explore options for our Theatres - Soft market testing ended 1 March, however only one expression of interest was received. The next step is to seek expert advice on how to drive the subsidy down. Lack of in-house expertise in some areas as well as resource and time constraints are effecting progress and whilst there is a small fund available to spend on expert advice this may be exceeded.

Measures	Actual	Comparator year/period	Direction
Number of dwellings planning permission is granted for (gross cumulative)	424	1087	R
Number of affordable dwellings planning permission is granted for (gross cumulative)	259	259	A
Number of businesses supported	329	427	R
Number of paid up businesses registered with Wyred Up	29	71	R
Out of work benefit claimant count Figures For Feb 2019	1160	1090	R
Town centre vacancy rates (bi-annual measure)	7.22	7.22	A
Percentage of adults classified as overweight or obese (16/17)	67.7%	65.0% 13/15	A
Excess weight –child 10-11 years (obesity and overweight measure) ANNUAL (17/18)	31.7%	31.1% (16/17)	A
% clients enabled to remain living in their own home (Care & Repair)	100	98.5	G
Number of leisure centre customers visits (cumulative)	892459	867579	G
% of e-contacts as a % of total contacts	53.9%	36.32%	G

Comments and Issues - Measures

Number of paid up businesses registered with Wyred up – Whilst the council still have members who have paid, we are not accepting anymore memberships as this will be a free service until the brand has been re-launched early Spring 2019

Number of affordable dwellings planning permission is granted for – No affordable dwellings were granted permission in Q4. Although a couple of larger developments were approved in the quarter, neither were required to provide affordable housing either because they related to a permanent residential caravan park or because of financial viability issues.

PLEASE NOTE: The [hyperlinks](#) give further information on each of the projects and measures (this is available with council intranet access only). Further Information on the projects and measures is available for members of the public by request via mailroom@wyre.gov.uk or the Engagement Team: 01253 891000

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Direction is based on previous year performance	
G	Improving or in line with expectations
A	Within 10% variance or comparable data unavailable
R	Worsening

Business Plan Projects	
Facilitate a programme of work to deliver economic growth and prosperity. Including:	
• Deliver the implementation plan for Hillhouse International Enterprise Zone	G
• Support delivery of priority actions of the Blackpool, Fylde and Wyre Economic Prosperity Board	G
• Support a sustainable future for the fish processing industry	A
Adopt a new Local Plan	G
Develop the Wyre Beach Management Scheme	G
Deliver the Asset Management Programme of Works	G
Deliver a programme of work to promote healthy choices and healthier lifestyles to keep people well through better use of our leisure centres, recreational facilities, parks and open spaces	G
Support neighbourhood health initiatives for Garstang and Over Wyre to address social isolation and loneliness	G
Explore opportunities offered by the Better Care Fund to better support older people and people with disabilities to stay in their own homes	G
Support the delivery of the Wyre Early Action project to include a focus on vulnerable children and young people	A
Develop a programme of work to target environmental crime and stimulate community pride	G
Facilitate the delivery of community priority projects through the Together We Make a Difference Network	G
Deliver our #DigitalWyre strategy, including a focus on:	
• Digital Customer Service	
• Digital Community	
• Digital Workforce	
• Digital Collaboration	A
Collaborate with our partners to apply for Heritage Action Zone status for Fleetwood conservation area	B
Ensure the Council meets the requirements of the new General Data Protection Regulations	G

Commercial Projects	
Commercial use of our land/buildings	G
New ways of working	G
Explore options for our Theatres	G
Improve the return from Fleetwood Market	A
Growing care and repair service	G
Expand wedding remit and include life events	A

Comments and Issues - Projects

Fish processing industry – Wyre Council are having positive discussions with Associated British Ports (ABP), however Wyre Council remain very much reliant on their involvement to progress the project further.

Local Plan – A six week public consultation on the Main Modifications (MM) and SA Addendum finished on the 24th October 2018. An Addendum to the Consultation Report included a summary of all representations received with a response to the matters raised. All representations and the Addendum to the Consultation Report were sent to the Inspector on the 4th November 2018. All further queries from the Inspector were dealt with. A special Council meeting to consider the final Local Plan has been set up for the 28th February 2019.

Early Action – Wyre Council are currently in discussions with Chorley and Lancaster to share documentation and good practice. Terms of Reference and Information Sharing Protocols are being drafted. Contracts have been exchanged with the Police for them to accommodate space within the civic centre.

Healthy Lifestyles – Self-care week – We had a really successful week out promoting self-care across Wyre for the week 12th- 18th November at local supermarkets, GP Surgeries and Libraries with our partner organisations Fylde Coast YMCA, the NHS QUIT squad, N-Compass and Age Concern. We have produced a range of new health and wellbeing banners and a Health & Wellbeing leaflet to promote our varied programme of activities that are available across the borough.

Measures	Actual	Comparator year/period	Direction
Number of dwellings planning permission is granted for (gross cumulative)	267	420	R
Number of affordable dwellings planning permission is granted for (gross cumulative)	42	75	R
Number of businesses supported	243	368	R
Number of paid up businesses registered with Wyred Up	29	71	R
Out of work benefit claimant count * Figure for November 2018	*1,035	980	A
Town centre vacancy rates (bi-annual measure) Next measured end of January	7.22%	7.37%	A
Percentage of adults classified as overweight or obese	**67.7% (16/17)	65.0% (13/15)	A
Excess weight –child 10-11 years (obesity and overweight measure) ANNUAL **Reported on in previous report	**29.1% (16/17)	31.1% (15/16)	G
% clients enabled to remain living in their own home (Care & Repair)	100	98.5%	G
Number of leisure centre customer visits (cumulative)	638,390	637,387	G
% of people satisfied with sport and leisure facilities Data from Life in Wyre Survey	62.0% (18/19)	63.0% (16/17)	G
% of residents satisfied with parks, playgrounds and open spaces Data from Life in Wyre Survey	66.0% (18/19)	N/A	A
% of people satisfied with where they live Data from Life in Wyre Survey	80.0% (18/19)	82.0% (16/17)	G
% of people that strongly or tend to agree that the Council provides value for money Data from Life in Wyre Survey	51.0% (18/19)	55.0% (16/17)	A
% of residents very or fairly well informed Data from Life in Wyre Survey	58.0% (18/19)	63.0% (16/17)	A
% of e-contacts as a % of total contacts	44.48%	36%	G

Comments and Issues - Measures

Number of affordable dwellings planning permission is granted – No affordable dwellings were granted permission in Q3. Although a number of major applications which included affordable housing provision were approved in the quarter, they were for reserved matters applications and had been counted in previous monitoring when outline consent was granted.

Number of businesses supported – In Q3 business have received support via the following channels: Wyre Business Awards - 75; Direct – 19; Signposted – 2; Building Wyre – 33. The number above is cumulative, so down on the previous year due to less events being run in the early quarters.

PLEASE NOTE: The [hyperlinks](#) give further information on each of the projects and measures (this is available with council intranet access only). Further information on the projects and measures is available for members of the public by request via mailroom@wyre.gov.uk or the Engagement Team: 01253 891000

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**Public Conveniences
Task Group**

Draft Report

Chairman:

Councillor Emma Ellison

Task Group Members:

Councillor Lady Dulcie Atkins
Councillor Howard Ballard
Councillor Tom Ingham
Councillor Phil Orme
Councillor Cheryl Raynor

**Overview & Scrutiny Committee
Chairman: Councillor John Ibison**

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Introduction

Wyre has public conveniences at twenty different locations across the borough.

A review of public conveniences that was undertaken in 2005 recommended that the service be externalised, leading to a 15-year contract with Danfo that is due to expire in 2022. As a result of the 2005 review it was agreed to close the public toilets at six locations, although those at Cleveleys bus station, which were initially closed, were re-opened following capital expenditure by the council in 2012.

In anticipation of the end of the contract with Danfo in 2022, which does not include a renewal clause, members agreed to review the current service provision.

Aim of review

The aim of the review, as specified in the scoping document (see Appendix A), was:

- To recommend future fees and charges, consider site locations, rationalisation of sites or alternative sites. Review current service and consider options beyond the current contract.

The review process

The task group held its first meeting with the Street Scene, Parks and Open Spaces Portfolio Holder and the Street Scene Manager.

The group subsequently met with three representatives from Danfo (UK) Limited and carried out a consultation with all Town and Parish Councils, several community groups and other members of the public. A number of relevant documents and reports were considered by the task group.

The final task group meeting, at which the task group's conclusions and draft recommendations were discussed, was attended by the Street Scene, Parks and Open Spaces Portfolio Holder and the Service Director People and Places.

Summary of evidence provided by Councillor Simon Bridge (Street Scene, Parks and Open Spaces Portfolio Holder) and Ruth Hunter (Street Scene Manager)

Wyre has an award-winning public conveniences service that includes twenty units plus two 'Changing Places' facilities (Parkhill Road, Garstang and the Methodist Church, Queensway, Poulton).

A review of public conveniences that was undertaken in 2005 recommended that the service be externalised, leading to a 15-year contract with Danfo (UK) Limited, which is due to expire in 2022. Since 2007 the council has invested approximately £1.5m in public conveniences.

Income from public conveniences has increased year on year. This is not simply as a result of more users; some of the units' locking mechanisms have been updated to reduce the opportunities for loss of income as a result of doors not locking properly after use. Further improvement could be made in the future by using turnstiles, but this would be costly and also not necessarily 100% effective.

Income tables, provided to task group members by Ruth Hunter, gave an illustration of the level of use of each unit (not including Changing Places facilities) and it is clear that some units are very well used, have a high foot fall and bring in reasonable levels of income, whilst other units appear to be less well used. However, when considering the income against the fee, it is clear that even some of the lower income values reflect thousands of users over the course of a year, so their value (financial and social) should not be underestimated.

The 20p fee has been in place for twelve years. Many councils, including Blackpool, have increased their fee to 30p or higher. There have also been issues with radar keys as they are very widely and cheaply available to anyone. It could be argued that everyone, including people with disabilities, should pay the standard fee.

The contract with Danfo will run until 2022, with no explicit provision to extend beyond that date. Danfo have been an excellent partner for the council and, as far as is known, they are keen to continue to work with Wyre beyond 2022, depending on the outcome of any necessary tendering process. Danfo have been reliable and responsive and deliver an impressive service.

Although the provision of public conveniences is not a statutory responsibility, the council is acutely aware of the importance of the facilities in attracting people to shopping areas and visitor attractions. The provision of public conveniences also has an impact on the reputation of the local area and the borough as a whole.

It might be possible for local communities to help support public conveniences, and increased partnership working might be a viable development worthy of consideration. There might also be opportunities for advertising which are currently untapped.

Summary of evidence provided by Danfo (UK) Limited

Three representatives from Danfo (UK) Ltd – Andrew McIllduff (General Manager), Grace McGrath (HR Admin and Quality Manager) and Christine Jefferson (Team Leader) – attended a task group meeting. Andrew McIllduff and Grace McGrath gave a Powerpoint presentation and then responded to comments and questions from councillors.

Danfo have a 15-year contract with Wyre Council, which is due to expire in 2022. The company is well aware of the need to review services and of the budget pressures faced by local authorities. Danfo try to help promote public conveniences as a vital part of the council's business, which is particularly important in visitor locations. Danfo also take the view that their role is much more than simply providing toilet facilities – they seek to work in partnership with local authorities to improve the local environment, including raising the appearance and profile of buildings.

Each unit is cleaned as least once or twice a day as a basic minimum. If there is a cause to make additional visits for any reason (perhaps to carry out a repair, for example) additional cleans are carried out. In addition, extra resources are allocated for busy community events such as Tram Sunday in order to ensure that Danfo have a presence throughout and so maintain a high standard of service.

All Danfo's facilities are single-user rooms which negate many of the social issues that have had the potential to be prevalent previously. Only very occasionally do problems occur with people sleeping in the units in Wyre, for example, but it is accepted that if people are determined enough, they will do so.

In addition to the standard units Wyre has two Changing Places facilities, in Poulton and Garstang respectively, which have recently been awarded Platinum status at the 'Loo of the Year Awards' 2018, all of Wyre's other toilets having been awarded Gold. This is a reflection of the standard of maintenance and cleanliness delivered by Danfo's staff.

Changing Places toilets are essential in facilitating any person with severe disabilities, who also needs a carer with them when they go out. People with disabilities often make decisions about where to go, dependent upon whether a Changing Places facility is available. It would be ideal if other areas of Wyre, and in particular the popular coastal areas of Cleveleys and Fleetwood could provide such a facility. A potential venue in Fleetwood has already been identified, fitting in well with Fleetwood Town Council's plans for the introduction of beach wheel chairs.

A sluice toilet operates in St Annes, benefitting visitors with camper vans, another idea that Wyre could consider in the future.

Coin income has become increasingly important to councils, particularly for those with areas of heavy footfall. A number of other councils charge 30p (e.g. Blackpool) or 40p (e.g. Keswick, Whitby) compared with Wyre's current charge of 20p.

In Keswick the appearance of the toilet building has been improved by local businesses supporting advertising and by using the talents of a local artist. There is also the potential to use toilet units in Wyre for educational posters or displays, Rossall Point being a good example.

The task group questioned Andrew McIllduff about cashless facilities. A limited number of card reader facilities have been introduced in Keswick, Whitby and Pembrokeshire, with some success in the busiest units. It is anticipated that the number of cashless toilets will increase as people carry cash less often.

Danfo would be happy to become involved in projects with other businesses to explore the provision of additional toilets.

The use of radar keys is open to abuse, especially as they are available for purchase very cheaply on the internet. In Sefton the use of radar keys has been withdrawn. Other innovations have been introduced in Keswick, all local residents having a returnable token for free use of toilets. Other areas have introduced coded key pads.

Danfo are keen to extend the contract with Wyre, and are prepared to discuss and consider any new proposals that might be made.

Consultation with Town and Parish Councils and community groups

The task group invited all the borough's Town and Parish Councils and some community groups in Thornton and Cleveleys to comment on the current and possible future provision of public conveniences.

12 responses were received from Town and Parish Councils.

19 comments were posted on the Visit Cleveleys website.

Comments from 3 people were received from the Thornton Action Group.

The responses indicate that the Town and Parish Councils and the representative community groups are broadly happy with the current provision, although a degree of reluctance to an increase in fee was expressed.

There appears to be some guarded support for encouraging public conveniences to be opened to the public in larger stores and other businesses, and there are already some successful examples of this arrangement in the borough.

The responses from the community groups were also valuable but more difficult to quantify as they were relatively unstructured personal comments. There was support for more Changing Places facilities to be provided, mixed views about an increase in charge and numerous comments about the conveniences' cleanliness, both positive and negative.

Comments were also made about (i) the potential for better provision of toilets in areas of heavier footfall, (ii) problems with radar keys and (iii) the need for better signage.

Serious concern was expressed by Cabus Parish Council that two laybys on the A6 (Fowler Hill Layby and Woodfold Lane) were being used as main stopping points by commercial trucks, as evidenced by the dumping of excrement and urine in bottles and bags, which was potentially an environmental health hazard.

A summary of the responses received from Town and Parish Councils at attached at Appendix B.

Conclusions and recommendations

Wyre is well-provided with public conveniences, the number and location being broadly commensurate with need. The toilets are generally clean and well maintained. The contract with Danfo has been very positive since it began in 2007. Danfo have been efficient and responsive; they are not complacent about current performance, always seeking to take steps to improve the service to the public. The company should be commended for that.

The current contract expires in 2022 and does not contain a clause to enable it to be extended.

RECOMMENDATION ONE

That the current number and location of public conveniences in the borough be maintained.

RECOMMENDATION TWO

That, while recognising the excellent performance of Danfo, all options for continuing the provision of public conveniences be explored in good time before the expiry of the current contract in 2022.

The 20p fee has been in place since the 2007. Many other local authorities, including local neighbours, have increased their fee and the task group concluded that this would be an appropriate action to take.

RECOMMENDATION THREE

That the fee for using public conveniences be increased from 20p to 30p borough-wide, subject to a review of the cost and process by which the coin mechanisms can be updated.

There is compelling evidence that the use of radar keys for people with disabilities to access public conveniences is not working. Radar keys are widely available at low cost and frequently abused.

It is recognised that we are moving towards an increasingly cashless society, with less people routinely carrying cash, and the provision of public conveniences should reflect that. Cashless facilities should begin to be introduced in the busier units, making access to public toilets more straightforward for many people.

RECOMMENDATION FOUR

That the facility to use a radar key be withdrawn, all users being required to pay a fee for use.

RECOMMENDATION FIVE

That options for making cashless payments be explored and introduced gradually.

The borough already has two Changing Places facilities, in Poulton and Garstang respectively. The task group found evidence and strong opinion in support of developing more such facilities, many people with disabilities deciding on where and whether they can go out, depending upon where appropriate facilities are available. The popular Wyre coast in particular, which attracts many visitors, would benefit from the provision of a Changing Places unit.

RECOMMENDATION SIX

That the introduction of additional Changing Places facilities be considered, in Fleetwood to complement the beach wheelchair initiative, and in Cleveleys.

The task group notes that a sluice toilet successfully operates in St Annes, benefitting visitors with camper vans. Members were also aware of the motorhome trial that was undertaken at Central Car Park, Fleetwood, following a Cabinet decision taken on 12 July 2017, and of the subsequent Portfolio Holder decision published on 21 March 2019.

RECOMMENDATION SEVEN

That the task group commends the decision taken by the Neighbourhood Services and Community Safety Portfolio Holder, published on 21 March 2019, to explore the provision of toilet, water and sluicing facilities at the Central Car Park, Fleetwood.

Evidence was given that two laybys on the A6 were frequently being used as stopping points by passing trucks, causing a potential environmental health hazard, there being no toilet facilities available. It is recognised, however, that the land is not owned by Wyre Council, so the council does not have the ability to resolve the issue on its own.

RECOMMENDATION EIGHT

That options for providing a toilet facility on the A6 in Cabus Ward be explored with Lancashire County Council, Cabus Parish Council and other interested parties.

The task group was enthused by hearing about examples where public convenience units had been used to deliver campaigns (e.g. mental health, domestic violence) and provide advertising or creative space, using both internal and external walls.

RECOMMENDATION NINE

That options to use public conveniences from promotions, campaigns, displays and advertising be explored.

Councillors' attendances

There were 4 meetings of the task group.

Name	Meetings attended (maximum 4)
Councillor Lady Atkins	3
Councillor Ballard	3
Councillor Ellison	4
Councillor Ingham	2
Councillor Orme	3
Councillor Raynor	4

Councillor Brian Stephenson was originally listed as a member of the task group (see Scoping Document, Appendix A) but took no part in the review.

List of Appendices

- Appendix A Public Conveniences Task Group – Scoping Document
- Appendix B Consultation with Town and Parish Councils – Summary of responses

Task Group - Scoping Document – Public Conveniences

Review Topic	Public Conveniences	
Chairman	Councillor Emma Ellison	
Group Membership	Councillors Lady Atkins, Howard Ballard (Vice Chairman), Tom Ingham, Phil Orme, Cheryl Raynor and Brian Stephenson	
Officer Support	Peter Foulsham, Scrutiny Officer.	
Purpose of the Review	To review the current service provision, including locations and charges and consider options beyond the current contract term with Danfo.	
Role of Overview and Scrutiny in this Review (mark all that apply)	Holding Executive to account – decisions	<input checked="" type="checkbox"/>
	Existing budget and policy framework	<input type="checkbox"/>
	Contribution to policy development	<input checked="" type="checkbox"/>
	Holding Executive to account – performance	<input checked="" type="checkbox"/>
	Community champion	<input type="checkbox"/>
	Statutory duties / compliance with codes of practice	<input type="checkbox"/>
Aims of Review	To recommend future fees and charges, consider site locations, rationalisation of sites or alternative sites. Review current service and consider options beyond the current contract.	
Methodology	<ul style="list-style-type: none"> • Interviewing witnesses at task group meetings. • Comparative statistics for costs and use • Site visits • Comparisons with other local authorities, benchmarking, identifying best practice 	
Scope of Review	<p><u>Within Scope:</u> Current and futures level of provision and site locations Fees and charges Contract provision / alternatives A variety of other issues could be considered, including: (i) advertising potential, (ii) interior lighting, (iii) signage, (iv) use of radar key, (v) provision of Changing Places facilities</p>	

	<p><u>Outside scope:</u> Alternative use of buildings.</p>
Potential Witnesses	<ul style="list-style-type: none"> • Portfolio Holder • Service Director People and Places • Street Scene Manager • Danfo personnel
Documents to be considered	<p>Current contract Annual review reports Audit Reports Previous O&S reports Procurement / legal options</p>
Risks	
Level of Publicity	Medium
Indicators of a Successful Review	
Intended Outcomes	Summary document of recommendations for future service provision.
Approximate Timeframe	3 months.
Projected Start Date	30 October 2018

Public Conveniences Task Group

Consultation with Town and Parish Councils - Summary of responses

A short questionnaire containing six questions about the provision of public conveniences, as approved by the task group, was sent to each of Wyre's twenty-one Town and Parish Councils (referred to as Parish Councils). Twelve responses were received. A formal 'nil' return was received from Fleetwood Town Council.

Responses were received from:

Cabus
Catterall
Claughton-on-Brock
Forton
Garstang
Inskip-with-Sowerby
Kirkland
Myerscough and Bilsborrow
Nether Wyresdale
Pilling
Preesall
Stalmine-with-Staynall

QUESTION 1

Do you currently have Wyre Council / Danfo public conveniences in your parish?

Yes 4 (Garstang, Nether Wyresdale, Pilling and Preesall)
No 8

Comments:

Yes, happy with function and location. Suggested improvements would be to tidy up externally. Would benefit from power washing. Bushes are overgrown and there is algae. The 20p charge should not be reviewed. (Nether Wyresdale).

The public toilets are used and appear to be working well. (Pilling)

The location of both sets of public conveniences is fine, no improvements were identified. The 20p charge was seen as acceptable and the council did not think it needed to be reviewed. (Preesall)

No requests have ever been received by the council for a public convenience, therefore no perceived need. (Stalmine-with-Staynall)

The Town Council is happy with the facility.

QUESTION 2

Does your Town or Parish Council run/own a public toilet?

Yes 0
No 12

QUESTION 3

If you have answered NO to Question 2, is it something that would ever be on your Town or Parish's agenda for consideration?

Yes 0
No 12

Comments:

We would be interested in understanding how to get Wyre Borough Council or Lancaster County Council to provide Public Conveniences within Cabus – particularly in the areas of the 2 laybys on the A6 (Fowler Hill Layby and Woodfold Lane) which are used as main stopping areas by commercial trucks/lorries as evidenced by the wholesale dumping of excrement and urine in bottles and bags – an environmental health hazard. (Cabus).

QUESTION 4

Does your Town or Parish financially support a third party to run or make accessible a public toilet facility?

Yes 0
No 12

QUESTION 5

If the opportunity arose for your Town or Parish council to enter into a joint venture with Wyre /Danfo/another party in order to provide a new or additional facility would you be positive in your response?

Yes 3 (Nether Wyresdale, Pilling and Preesall)
No 9

Comments:

Cabus Parish Council would be open to the receipt of information please. (Cabus)

Councillors feel Catterall PC is too small to take on or work with anyone to supply and maintain toilets. Unless the PC were not involved. (Catterall).

The Parish does not support sufficient visitor numbers to support a facility. (Inskip).

Pilling Village Hall may be interested in offering public toilets on the new field. (Pilling)

The council would not rule out talks particularly if another facility was a possibility, however, the consensus was that the council is happy with the current system. (Preesall).

Budgetary constraints would prohibit any joint venture. No need for a new facility has ever been identified. (Stalmine-with-Staynall).

QUESTION 6

Should consideration be given to approaching larger stores and other businesses and organisations in the community to seek their agreement to make their toilets available to the public? What might be the implications? How might this be approached, if you think it is worth exploring?

Yes	3 (Claughton-on-Brock, Garstang and Nether Wyresdale)
No	7
Unclear	2 (Inskip-with-Sowerby and Stalmine-with-Staynall)

Comments:

We have a very specific, localised, problem in Cabus which centres around the 2 laybys off the A6 (Fowlers Hill Layby and Woodfold Lane) being used by lorries/trucks as resting places. There are no public conveniences on these laybys and the only 'businesses' are the snack vans which service the passing trade in these locations but don't themselves have any toilet facilities. If Wyre were to provide public conveniences in Cabus, would the toilets be closed at night, and would they included facilities for disabled people. (Cabus).

There are no appropriate businesses in the village to offer this facility. (Catterall).

We would support this but recognise that a cautious approach needs to be taken and whilst some businesses may be prepared to provide limited facilities it will probably be predominantly economics that determines their responses. A targeted approach to key traders in areas where there is a distinct real requirement should be defined. Offers of financial support (sharing some of the cost) would also maybe provide some incentive to participate and the public goodwill is another aspect that could be influential. (Claughton-on-Brock).

Within the Parish is Forton Services and this has toilet facilities. There is also an ice cream parlour and Restaurant. The Post Office is within the Church and this also has toilet facilities. (Forton).

This arrangement currently works with Booths (Garstang).

The BP garage already offer public toilets and these were so well used in July when the M6 was closed. (Kirkland).

I think it's highly likely that visitors to the parish come to patronise one of the several attractions. There are toilet facilities at all of them, which leads me to the conclusion that stand-alone public conveniences aren't needed in Myerscough and Bilsborrow. (Mterscough and Bilsborrow).

YES - but WBC need to consider reducing business rates in order to contribute to the provision and its maintenance & cleaning. (Nether Wyresdale).

Councillors commented on how stores abroad charge for the public to use their toilets. If the need was there then businesses could be approached to see if they would be willing to provide access to the public. The toilet facilities in Knott End are adequate, therefore there is no need for an approach to be made at this point in time. (Preesall).

If the council received complaints that toilet facilities are not available the council would speak with the landlord of the local pub to see if they would be prepared to make their toilets available to the public. (Stalmine-with-Staynall).

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Report of:	Meeting	Date
Marianne Hesketh, Service Director Performance and Innovation	Overview and Scrutiny Committee	3 June 2019

Overview and Scrutiny Work Programme 2019/20 – update report

1. Purpose of report

- 1.1 To update the Overview and Scrutiny Committee about the Overview and Scrutiny Work programme 2019/20.

2. Recommendations

- 2.1 That the committee endorses the draft report of the Public Conveniences Task Group.
- 2.2 That the committee agrees how a task group on transport connectivity across the Fylde Coast will be progressed.
- 2.3 That the committee agrees to commission a task group on the Resident Car Parking Scheme.
- 2.4 That the report be noted.

3. Current and completed work

3.1 Public Conveniences Task Group

The Public Conveniences Task Group has completed its review and the draft report is the subject of a separate item on this agenda.

3.2 Task Group – transport connectivity across the Fylde Coast

A task group was convened at short notice in April to commence a review on Rail Transport in Wyre. The group met on 15 April 2019. In the light of the, then, forthcoming local elections, it was agreed that any decision regarding how the review should be progressed would be considered again following the elections on 2 May 2019.

The proposal for the task group has since been considered by the Corporate Management Team (CMT), who have suggested that the attached draft scoping document would be helpful in defining the purpose and remit of the review (see Appendix 1) and has been aligned with a Business Plan priority.

The meeting on 15 April was convened at short notice. As a consequence the accepted route by which a task group review is commissioned via the O&S Committee, was not followed. There is now the opportunity for the committee to consider a draft scoping document, as amended by the CMT and to endorse the review.

4. Work Programme

- 4.1** The O&S Work Programme for 2019/20 is attached at Appendix 3.
- 4.2** For a significant period of time councillors have considered carrying out a scrutiny review of the Resident Parking Permit Scheme. The committee has spoken on several occasions to the Neighbourhood Services and Community Safety Portfolio Holder and the Head of Engineering Services. Following further consultation with the CMT, a draft scoping document has been prepared for the committee's consideration (see Appendix 2).
- 4.3** A number of other potential task group topics have been under consideration in recent months.

Environmental crime

To review the outcomes of the District Enforcement pilot project which focuses primarily on dog fouling, littering and other public space protection orders, so helping to free up the council's in-house team to concentrate more on fly tipping and other issues.

Budget

To consider councillors' involvement in a forthcoming consultation about budget priorities (covered by the Head of Finance under a previous item on this agenda).

Economic development

- (i) The committee has noted when considering the Business Plan quarterly performance reports during 2018/19, that the number of businesses supported has been lower than the previous comparator period (the corresponding quarters in 2017/18). The figure is clearly dependent upon the number of Wyred Up events held, this number having reduced.

Wyred Up was established in 2008 and is a free networking group for businesses and organisations located in Wyre or who contribute to Wyre's economy. Members can attend four free events a year, network and share best practice.

- (ii) Concern has also been expressed about town centre vacancy rates.

Consideration could be given to scrutinising Wyred Up, which is currently under review by the Economic Development team prior to a re-launch, with information and events tailored around four themes:

- Education and skills
- Housing
- Economy
- Community health and wellbeing

Health and wellbeing

The committee continues to maintain close links with the Fylde and Wyre Clinical Commissioning Group (CCG), and will be receiving an update report from Dr Amanda Doyle OBE, Chief Clinical Officer of the Fylde and Wyre and Blackpool CCGs on 22 July.

The CCG has recently established a neighbourhood working model and consideration might be given by the committee as to how councillors can engage most effectively with this, for the benefit of residents.

Climate change

Climate change is mentioned in the Business Plan 2019-23 and is a topic that could prompt a task group review in the future. Flooding was, of course, the subject of a recent review.

5. Other issues

5.1 Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities

The long-awaited statutory guidance on scrutiny in local authorities was published on 7 May 2019. This will be the subject of a separate agenda item at a future meeting.

5.2 Modern.gov and paperless meetings

The roll-out of tablets to councillors has commenced, with all councillors to be appropriately equipped, trained and in a position to attend paperless meetings by early July.

5.3 Committee development needs

Effective scrutiny requires a process of continuous learning and development. It is a specialised area in which councillors work independently and objectively; ongoing training input is a valuable tool in enabling the scrutiny function to operate to its full potential and to be able to make a difference in the delivery of services.

The committee is invited to discuss how the development of the scrutiny function might be facilitated, particularly bearing in mind that new statutory guidance has recently been issued.

report author	telephone no.	email	date
Peter Foulsham	01253 887606	Peter.foulsham@wyre.gov.uk	22 May 2019

List of appendices

Appendix 1 Draft scoping document – transport connectivity across the Fylde Coast

Appendix 2 Draft scoping document – Resident Car Parking Scheme

Appendix 3 Overview and Scrutiny Committee Work Programme 2019/20

Transport connectivity across the Fylde Coast Task Group

DRAFT Scoping Document

Review Topic	Transport connectivity across the Fylde coast												
Chairman	To be confirmed												
Group Membership	To be confirmed												
Officer Support	Peter Foulsham, Scrutiny Officer												
Purpose of the Review	To consider how transport infrastructure and connectivity could be improved across the Fylde Coast, considering all modes of transport including the Poulton to Fleetwood rail link.												
Role of Overview and Scrutiny in this Review (mark all that apply)	<table border="0"> <tr> <td>Holding Executive to account – decisions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Existing budget and policy framework</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Contribution to policy development</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Holding Executive to account – performance</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Community champion</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Statutory duties / compliance with codes of practice</td> <td><input type="checkbox"/></td> </tr> </table>	Holding Executive to account – decisions	<input type="checkbox"/>	Existing budget and policy framework	<input type="checkbox"/>	Contribution to policy development	<input checked="" type="checkbox"/>	Holding Executive to account – performance	<input type="checkbox"/>	Community champion	<input checked="" type="checkbox"/>	Statutory duties / compliance with codes of practice	<input type="checkbox"/>
Holding Executive to account – decisions	<input type="checkbox"/>												
Existing budget and policy framework	<input type="checkbox"/>												
Contribution to policy development	<input checked="" type="checkbox"/>												
Holding Executive to account – performance	<input type="checkbox"/>												
Community champion	<input checked="" type="checkbox"/>												
Statutory duties / compliance with codes of practice	<input type="checkbox"/>												
Aims of Review	<ul style="list-style-type: none"> ○ To engage with transport authorities to determine what improvements are planned to improve connectivity across the Fylde Coast ○ To carry out a fact-finding exercise to determine what practical issues would need to be overcome if the Poulton to Fleetwood link was to be reopened. ○ To consider all modes of transport, road, rail, tram, cycling, walking and what options there are for improvements ○ To consider the views and opinions of stakeholders. ○ To identify achievable steps forward and make recommendations to the Cabinet. 												
Methodology	Interviews with stakeholders at task group meetings Previous reports and documentation												
Scope of Review	To consider all modes of transport												
Potential Witnesses	<ul style="list-style-type: none"> ○ Planning and Economic Development Portfolio Holder ○ Head of Planning Services ○ Senior Economic Development Officer ○ Fleetwood Back on Track ○ Poulton and Wyre Railway Society 												

	<ul style="list-style-type: none"> ○ Blackpool Transport ○ Lancashire County Council ○ Paul Maynard MP's office
Documents to be considered	
Risks	Disproportionately and unrealistically raised expectations amongst stakeholders and residents.
Level of Publicity	Low
Indicators of a Successful Review	Cabinet provided with a fact-based summary of potential improvements to transport infrastructure and connectivity across the Fylde Coast.
Intended Outcomes	The council in a stronger position to make informed representations about how transport infrastructure and connectivity might be improved across the Fylde Coast.
Approximate Timeframe	3 months
Projected Start Date	To continue in June 2019, subject to the views of the O&S Committee, the first meeting having been held on Monday 15 April 2019.

15 May 2019

Car Parking Task Group - Scoping Document – DRAFT

Review Topic	Resident Parking Permit Scheme	
Chairman	To be confirmed	
Group Membership	To be confirmed	
Officer Support	Peter Foulsham, Scrutiny Officer	
Purpose of the Review	To review the current Resident Parking Permit scheme and make recommendations.	
Role of Overview and Scrutiny in this Review (mark all that apply)	Holding Executive to account – decisions <input type="checkbox"/> Existing budget and policy framework <input type="checkbox"/> Contribution to policy development <input checked="" type="checkbox"/> Holding Executive to account – performance <input type="checkbox"/> Community champion <input checked="" type="checkbox"/> Statutory duties / compliance with codes of practice <input type="checkbox"/>	
Aims of Review	<ul style="list-style-type: none"> ○ To review the current scheme for Resident Parking Permits ○ To identify options for changing the scheme ○ To evaluate options for change ○ To make recommendation to the Cabinet 	
Methodology	<ul style="list-style-type: none"> ○ Consideration of documents, reports and performance statistics ○ Reviewing costs of current scheme ○ Interviewing witnesses at task group meetings ○ Make comparisons with other similar schemes 	
Scope of Review	The review will focus on the Resident Parking Permit Scheme and not on wider car park charging policy.	
Potential Witnesses	Neighbourhood Services and Community Safety Portfolio Holder Service Director People and Places Head of Finance Head of Engineering Services Local residents	
Documents to be considered		

Risks	
Level of Publicity	Potentially high
Indicators of a Successful Review	A revised scheme agreed.
Intended Outcomes	A revised scheme that provides a sustainable benefit to local residents and supports the economy whilst improving the return from our assets
Approximate Timeframe	3 months
Projected Start Date	July 2019

DRAFT

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2019/20

Committee Meetings

(All meetings are held on Mondays starting at 6pm)

Date	Planned O&S Committee agenda items
2019	
3 June	<ul style="list-style-type: none"> i. Election of Chairman. ii. Election of Vice Chairman. iii. Marine Hall update and task group scoping (see O&SC 22 October 2018, minute 30). iv. Business Plan – Quarterly Performance Statement v. Public Conveniences Task Group – draft report vi. O&S Work Programme 2019/20 – update and planning. To include, amongst other things: <ul style="list-style-type: none"> (a) Overview and Scrutiny training and development for the committee and newly elected councillors. (b) Scoping document – Resident Permits (c) Scoping Document – transport connectivity across Fylde Coast
22 July	<ul style="list-style-type: none"> i. Fylde and Wyre Clinical Commissioning Group – update report. ii. Lancashire County Council Health Scrutiny Committee. iii. Annual Schedule of planned investment in assets (Service Director Performance and Innovation) iv. O&S Work Programme 2019/20 – update.
9 September	<ul style="list-style-type: none"> i. MyHomeChoice - review of first 12 months of implementation of new arrangements (see O&SC 30 July 2018 and Cabinet 5 September 2018). ii. Business Plan – Quarterly Performance Statement iii. O&S Work Programme 2019/20 – update.
21 October	<ul style="list-style-type: none"> i. Neighbourhood policing arrangements – review of first 12 months of implementation of new arrangements (see O&SC 30 July 2018, minute 18). ii. O&S Work Programme 2019/20 – update.
2 December	<ul style="list-style-type: none"> i. Fees and charges. ii. Cost profiles – benchmarking results. iii. Treasury management. iv. Flooding Task Group - review of implementation of recommendations (Cabinet, 28 November 2018). v. Business Plan – Quarterly Performance Statement vi. O&S Work Programme 2019/20 – update.

Date	Planned O&S Committee agenda items
2020	
27 January	<ul style="list-style-type: none"> i. Business Plan 2020/21 – Leader and Chief Executive. ii. Annual Schedule of planned investment in assets. iii. O&S Work Programme 2019/20 – update.
16 March	<ul style="list-style-type: none"> i. Wyre Community Safety Partnership – annual scrutiny review. ii. Business Plan – Quarterly Performance Statement iii. O&S Work Programme 2019/20 – update.
27 April	<ul style="list-style-type: none"> i. O&S Work Programme 2019/20 – update.

Scrutiny task group reviews

Date	Format	Topic
To continue June/July 2019	Task Group	Rail Transport in Wyre (or transport connectivity across the Fylde Coast) (First meeting held on 15 April 2019).
To start July 2019	Task group	Car parking – report to be presented to the committee in June 2019 (see O&SC 26 November 2018, minute 35)
To start October/November 2019	Task group	Wyre’s theatres – to be scoped once further report has been received in June 2019 (see O&SC 26 November 2018, minute 35)
	Task group	Environmental crime – enforcement and members’ role (see O&SC 21 May 2018, minute 5)
	Possible task group - originally proposed for 2018/19	Support a sustainable future for the fish processing industry

Updated 22 May 2019