

# Public Document Pack



## BLACKPOOL COUNCIL

Tuesday, 9 September 2014

To: The Members of Blackpool Council

Mr Mayor, Ladies and Gentlemen

You are hereby summoned to attend a meeting of **Blackpool Council** to be held in the Council Chamber at the Town Hall, Blackpool on Wednesday, 17 September 2014 commencing at 6.00 pm for the transaction of the business specified below.

Director of Governance and Regulatory Services

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### **Business**

#### **1 DECLARATIONS OF INTEREST**

Members are asked to declare any interests in the items under consideration and in doing so state:

- (1) the type of interest concerned; and
- (2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Governance in advance of the meeting.

#### **2 MINUTES OF THE LAST MEETING HELD ON 25TH JUNE 2014** (Pages 1 - 10)

To agree the minutes of the last meeting held on 25<sup>th</sup> June 2014 as a true and correct record.

#### **3 ANNOUNCEMENTS**

To receive official announcements from the Mayor.

#### **4 MINUTE'S SILENCE**

Councillors will be asked to observe a minute's silence as a mark of respect to Councillor Lee who sadly died on 20 July 2014.

#### **5 COUNCILLOR TONY LEE**

Group Leaders and/ or representatives will be invited to pay tribute to Councillor Tony Lee and to pass a resolution of condolence.

#### **6 EXECUTIVE REPORTS AND OUTSIDE BODY REPORTS** (Pages 11 - 56)

To receive reports from the Leader of the Council, Cabinet Members and Outside Body representatives and consider matters arising from councillors.

- a) Leader of the Council - Councillor Blackburn
- b) Cabinet Member for Urban Regeneration - Councillor Jackson
- c) Cabinet Member for Housing, Public Safety and Enforcement - Councillor Campbell
- d) Cabinet Member for Children's Services – Councillor Taylor
- e) Cabinet Member for Tourism and Leisure - Councillor Cain
- f) Cabinet Member for Adult Social Care - Councillor Rowson
- g) Cabinet Member for Highways, Transport and Equality and Diversity - Councillor Jones
- h) Cabinet Member for Public Health - Councillor Collett
- i) Cabinet Member for Street Scene and the Environment – Councillor Cross
- j) Cabinet Member for Culture and Heritage – Councillor Wright
- k) Combined Fire Authority Representatives - Councillors Jackson, Mrs Taylor and Mrs Delves

#### **7 REVENUE BUDGET 2014/ 2015** (Pages 57 - 74)

To consider the recommendations of the Executive from its meeting on the 8<sup>th</sup> September 2014, relating to amendments to the Revenue Budget for 2014/ 2015

#### **8 OFFICER CODE OF CONDUCT** (Pages 75 - 92)

To consider the recommendation from the Executive regarding a proposed officer code of conduct

#### **9 APPOINTMENT OF COMMITTEES** (Pages 93 - 100)

To consider a review of the political balance calculations following the election of Councillor Luke Taylor at the recent by election for Clifton ward and also following the sad death of Councillor Tony Lee.

## 10 STATUTORY POSITIONS

(Pages 101 - 104)

The purpose of this report is to confirm the interim arrangements that have been put in place following the resignation of the current Director of Children's Services (and statutory post holder), Sue Harrison, who has agreed to take up a similar post at another Local Authority.

## 11 MOTIONS AT COUNCIL

To consider the following motions which have been submitted in accordance with Procedure Rule 12.1 :-

a) TOWN PLANNING. Councillor Owen to propose.

That this Council urges the Secretary of State for Communities and Local Government to set up an inquiry in association with the Local Government Association and the Town and Country Planning Association to ascertain the effect that recent amendments to the country's system for managing town planning have had on local communities, and to recommend further change appropriate to the outcome of that inquiry.

b) WORKFARE SCHEMES. Councillor M Mitchell

Blackpool Council believes that work should be a paid activity and therefore opposes the introduction of schemes, which force job seekers to carry out unpaid work or face losing benefits - schemes known popularly as 'workfare'.

The Council is concerned that there is no evidence 'workfare' assists job seekers in finding real jobs and that in fact working for thirty hours a week unpaid, makes that more difficult. It believes that 'workfare' is replacing paid work and that 'workfare' stigmatises benefit claimants and locks them further into poverty.

This Council therefore pledges not to use any 'workfare' placements and also encourages contractors not to use these schemes.

### **Venue information:**

First floor meeting room (lift available), accessible toilets (ground floor), no-smoking building.

### **Other information:**

For queries regarding this agenda please contact Yvonne Burnett, Democratic Services Projects Officer, Tel: (01253) 477034, e-mail [yvonne.burnett@blackpool.gov.uk](mailto:yvonne.burnett@blackpool.gov.uk)

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at [www.blackpool.gov.uk](http://www.blackpool.gov.uk).

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### **Present:**

Councillor Haynes (in the Chair)

### Councillors

Benson	I Coleman	Hunter	Rowson
Blackburn	Collett	Hutton	Ryan
Brown	Cox	Jackson	Smith
Cain	Cross	Mrs Jackson	Stansfield
Callow	Mrs Delves	Jones	Taylor
Mrs Callow JP	Doherty	Matthews	Mrs Taylor
Campbell	Elmes	H Mitchell	Williams
Clapham	Galley	M Mitchell	Wright
D Coleman	Green	O'Hara	
G Coleman	Mrs Henderson MBE	Owen	

### **In Attendance:**

Neil Jack, Chief Executive  
John Blackledge, Director of Community and Environmental Services  
Alan Cavill, Director of Place  
Delyth Curtis, Director of Adult Services  
Dr Arif Rajpura, Director of Public Health  
Steve Thompson, Director of Resources  
Mark Towers, Director of Governance and Regulatory Services  
Lorraine Hurst, Head of Democratic Governance  
Yvonne Burnett, Democratic Projects Officer

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2 MINUTES OF THE LAST MEETING HELD ON 12TH MAY 2014**

**Resolved:** That the minutes of the Council held on 12 May 2014 be signed by the Mayor as a correct record.

### **3 ANNOUNCEMENTS**

The Mayor welcomed the three new Councillors following the by-elections in Hawes Side, Layton, Talbot wards: Councillors Kath Benson, Ian Coleman and Mrs Pam Jackson.

Councillor Cain and Mr Alan Cavill, Director of Place, were congratulated by the Mayor for the fantastic opening night of the production Mamma Mia!.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

The Mayor also congratulated Mr Michael Flynn on winning the North West Adult Learner of the Year award and presented him with the award. Councillor Taylor, the Cabinet Member for Children's Services, also acknowledged Michael's achievement.

### 4 MINUTE'S SILENCE

Councillors observed a minute's silence as a mark of respect to former Mayor and Councillor, Mrs Joan Greenhalgh who sadly died on Thursday 29th May and former Chief Executive, Steve Weaver who sadly died on Wednesday 28th May 2014.

### 5 COUNCILLOR MRS JOAN GREENHALGH

Following the sad loss of Councillor Mrs Joan Greenhalgh, the Council was invited to pay tribute to her life and work and consider a resolution of condolence.

**Motion:** Councillor Jackson proposed (and Councillor Taylor seconded):

'This Council and the people of Blackpool were deeply saddened to learn of the death on Thursday 29th May 2014 of Councillor Joan Greenhalgh, former Mayor of the Borough in 2011-2012 and member for Clifton Ward.

Joan was born in Blackpool in 1931 and attended Stanley Primary School, St John Vianney and later Tyldesley Secondary School.

She started her professional career at Stansfield's office and trained as a secretary at college.

In her younger days she was also a professional dancer. She had travelled extensively in Russia and was in Kiev during the Chernobyl disaster in 1986.

Joan started her political career when she was elected as Councillor for the Clifton Ward in September 1992 and she has represented the ward ever since. She was very involved in the community even before becoming a councillor and loved the area.

She was also a Director and valued Board member of Blackpool Coastal Housing until 2010 and was Chairman of the Blackpool Co-operative Women's Guild.

Her interests included the Little Marton Windmill and she was a founder member of the former Labour Club on Langdale Road, Mereside. She was a governor of Baines Endowed C of E Primary School and Mereside Primary School for many years.

She has served on a variety of Council Committees over the years. In particular her interests were around the Licensing and Public Protection Committees and became an experienced and valued member of those committees.

Her proudest moment was becoming Mayor for the 2011/ 2012 Municipal year and showed true spirit to represent the Borough for that 12 month period.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

Sadly Joan suffered a second stroke recently, following her first stroke in 2010 but this time did not recover.

Joan leaves her two children, Pat, who was her Mayoress during her mayoral year and Richard and her two grandchildren, Harry and Amber.

Our deepest sympathy goes out to Pat, Richard and their families in their great loss.'

Councillors Williams, Green and Mrs Henderson also paid tribute to Councillor Mrs Greenhalgh.

**Motion carried:** The motion on being submitted to the Council was carried unanimously.

### 6 MR STEVE WEAVER

Following the sad death of Mr Steve Weaver, former Chief Executive of the Council, the Council was invited to pay tribute to Mr Weaver and consider a resolution of condolence.

**Motion:** Councillor Taylor proposed (and Councillor Callow seconded):

'This Council, members, officers and the people of Blackpool were deeply saddened to learn of the death on Wednesday 28<sup>th</sup> May 2014 of Steve Weaver, former Chief Executive of the Council who served from 2002 to 2011. Steve was tragically killed in a cycling accident in France where he was living and our heartfelt condolences go to Steve's family, in particular his children Ruth, Christopher and Ben and grandchildren and close friends at this time.

Steve was born in 1950 and attended Sheffield University where he gained a BA Hons 2:1 Geography and Geology. After University he joined Lancashire County Council where he worked as a Lecturer in Field Studies until 1974.

He then joined Blackburn Council in 1974 where he had a number of jobs starting as a Town Planner, then rising to Head of Policy and Co-ordination in 1987. He was seconded to Blackburn City Challenge Partnership where he was appointed as Deputy Chief Executive in 1993 before returning to the Council in 1994 and was then appointed as Executive Director in 1997. By the end of his time at Blackburn he held the position of Deputy Chief Executive.

Some of Steve's achievements whilst at Blackburn included the creation of a public private partnership for the delivery of a wide range of Council support services with Capita plc, the successful stock transfer of 10,000 Council houses to a new not for profit housing company. An achievement he also undertook with Blackpool in 2006 with the formation of Blackpool Coastal Housing. He also led major successful regeneration initiatives and led the team responsible for winning the case for Blackburn with Darwen, (as the Council then become) to become a unitary authority. This was at a time when Steve first came to Blackpool's attention and he worked with officers and members in helping both Councils achieve this unique status.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

Following the retirement of Graham Essex Crosby, he was appointed as Chief Executive with Blackpool Council on 1 April 2002.

Steve's time with Blackpool was indeed transformational. He brought a new approach to the ownership of commercial assets for example Blackpool Airport's sale to Marr Properties; a new future for Blackpool Zoo by leasing it to Parques Reunidos leading to over £10m of new investment and a new future for Sandcastle Waterpark leading to almost £10m of investment and more than doubling its patronage by bringing it back under Council control.

During the 10 years prior to 2002, the Council had received around £22m in Government grants for regeneration, in the 10 years since that date the Council received around £300 million in grants for regeneration. This has delivered the new seafront, town centre public realm, tramway and central corridor.

He also helped lead initiatives around the development of the Houndshell Shopping Centre, fostered a new approach to roads maintenance, developed a much more customer focused service from the Council and a tripled the number of health and leisure assets available to the people of Blackpool.

One of his legacies which is now coming to fruition is the Central Business District/ Talbot Gateway and it is fitting that in his memory the Council will name the road which runs adjacent to Bickerstaffe House as 'Weaver Way', as a serving reminder of his contribution to Blackpool.

Steve had a particular love of Blackpool and its heritage, ensuring that the town was placed on the map for fantastic events such as Showzam, the Fireworks and the Tour of Britain cycling.

He also led the bold move to purchase the town's key leisure assets, the Tower and the Winter Gardens and ensure that they were to be restored to their former glory but in a sustainable way. In a fitting tribute to Steve there will be a re-print of the Winter Gardens book with a dedication to Steve within it.

Always willing to do anything for charity he has carried out some spectacular sacrifices in the pursuit of sponsorship. He completed the tower to tower (Eiffel to Blackpool) bike ride and agreed to have his head shaved for Comic Relief.

During his tenure with Blackpool he worked under two different political administrations and seamlessly worked with political leaders to help work for the good of Blackpool. He was greatly admired by politicians in all parties.

Steve was a unique individual who served Blackpool tremendously and who will be greatly missed by everyone who knew him.'

Councillors Green, Mrs Jackson and Blackburn also paid tribute to Steve Weaver.

**Motion carried:** The motion on being submitted to the Council was carried unanimously.



## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

### 7 EXECUTIVE REPORTS

The Leader of the Council and Cabinet Members presented reports to the Council on work undertaken within their portfolio areas. All the reports covered decisions taken, work in progress and work to be undertaken in the near future. Questions, comments and debate were invited from all councillors on each of the report areas.

Notes:

(1) Councillor Jackson agreed to provide Councillor Clapham with confirmation of the location(s) of the short-term pollution signs, which would advise the public when bathing was not advisable due to adverse weather conditions. He also agreed to provide Councillor Green with further details of the agenda content and the actions that had been agreed at the Blackpool Business Leadership Group meeting held in May.

(2) In response to a request from Councillor Mrs Callow regarding the recently trialled telephone call blocking system, Councillor Campbell agreed to confirm whether members of the public were able to purchase the devices. Councillor Campbell also agreed to look into the availability of geographical meetings to allow police representatives to provide the community and councillors with policing updates.

(3) Councillor Jones agreed to provide a response to Councillor Galley in relation to the reported fault on the lighting columns between Central and North pier, with details of the enforcement of the contract and any associated penalties. He also agreed to provide details for Councillor Galley regarding the progress of the implementation of the Urban Traffic Management Control (UTMC) software that enabled remote management of the traffic flow system as part of the PFI Traffic Signals project.

(4) In response to the request from Councillor Galley, Councillor Wright agreed to provide details of the cost to run the Grundy Art Gallery and visitor numbers for the last five years.

Note: Councillors Mrs Henderson and H Mitchell left the meeting during consideration of the above item.

### 8 REVENUE BUDGET SAVINGS 2014/ 2015

The Council considered the recommendations of the Executive from its meeting on 19 May 2014, in relation to a replacement option for savings identified in the Revenue Budget for 2014/15.

Members were aware that at the Budget Council meeting in February 2014, the Chief Executive had been given delegated authority to deliver the £1.6 million staffing savings and that consultation had been taking place in relation to the proposed changes in staff terms and conditions for a period of 24 months, which at that time related to five days' unpaid leave per year and an increment freeze. It was noted that through voluntary acceptance of unpaid leave, the required savings in this respect had been achieved although the Trade Unions would not enter into a collective agreement in relation to the increment freeze. Therefore a pay freeze for period of two years was being proposed as an alternative.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

Members also noted that a £600,000 saving would be met from a review of the Council's senior management structure and from procurement savings.

**Motion:** Councillor Blackburn proposed (and Councillor Jackson seconded):

'To agree that the £1.6 million savings identified in the approved Revenue Budget for an increment freeze for staff for 2014/ 2015, be replaced by the proposals set out at paragraphs 5.1 and 5.4 of the report to the Executive on 19 May 2014 and that the proposed pay freeze referred to in paragraph 5.1 of that report apply for 24 months.'

**Motion carried:** The motion on being submitted to the Council was carried.

### 9 CORE STRATEGY

Members considered the recommendations from the Executive from its meeting on 16 June 2014 on the Core Strategy, that proposed where new developments should be located in Blackpool, identified which areas would be regenerated, protected or enhanced and set out key development principles such as design and affordable housing. It was noted that the Core Strategy was a key planning document for Blackpool and would be used to determine planning applications within the Borough.

The report also set out proposals for an eight week consultation period during which representations would be invited on the Proposed Submission Core Strategy, after which the Strategy and supporting documents would be submitted to the Secretary of State.

**Motion:** Councillor Jackson proposed (and Councillor Blackburn seconded):

'1. To approve the Proposed Submission Core Strategy (Appendix 2a Part 1 to the Executive report) including the evidence base listed in the plan; amendments to the Policies Map (Appendix 2a Part 1 of the Executive report); Statement of Consultation (Appendix 2c Part 1 of the Executive report) including the responses to the representations received to the Revised Preferred Option (May 2012); Sustainability Appraisal (Appendix 2d Part 1 of the Executive report) and Habitats Regulation Assessment (Appendix 2e of the Executive report) for publication and subsequent submission to the Secretary of State.

2. That should the person appointed to carry out the examination consider that the circumstances are as described in s20(7B) of the Planning and Compulsory Purchase Act 2004, to formally request that s/he recommend any necessary modifications to the Plan to make the Plan satisfy the appropriate requirements and sound, pursuant to section 20 (7C) of the 2004 Act.

3. That the Head of Planning and Strategic Housing, after consultation with the Cabinet Member for Urban Regeneration, be given delegated authority to propose minor amendments to improve the clarity of the documentation referred to under recommendation 1 above and which do not alter the substance of the document when submitting the Plan to the Secretary of State (these amendments will be highlighted) and during the Examination process.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

4. To approve the draft Statement of Compliance (Appendix 2j to the Executive report) for consultation alongside publication of the Proposed Submission Core Strategy; that the Head of Planning and Strategic Housing, after consultation with the Cabinet Member for Urban Regeneration, be given delegated authority to make any amendments to the Statement of Compliance where necessary in response to representations received; and to publish the final version as an evidence base document to the Core Strategy.

5. To agree that the Proposed Submission Core Strategy housing requirement figure (set out in Policy CS2) be used to calculate the five-year housing land supply pending adoption of the Core Strategy.'

**Motion carried:** The motion on being submitted to the Council was carried.

### 10 APPOINTMENT OF COMMITTEES

Members were aware that following the Annual Council meeting on 12<sup>th</sup> May 2014, it had been agreed that following the election of three councillors at the by-election on 22<sup>nd</sup> May 2014, a review of the political balance calculations and their effect on committees would be required.

The Council considered proposals for political balance calculations which also took into account the sad death of Councillors Mrs Greenhalgh, and noted that a further review would be required at the September Council meeting, following the Clifton by-election.

**Motion:** Councillor Blackburn proposed (and Councillor Jackson seconded):

'1. To re-appoint the following committees, in line with the political balance calculations and adjustments at Appendix 10(a) to the Council report. These are:

- Scrutiny Committee (membership of fourteen and with a composition of nine Labour and five Conservative)
- Health Scrutiny Committee (membership of nine and with a composition of six Labour and three Conservative)
- Planning Committee (membership of nine and with a composition of six Labour and three Conservative)
- Appeals Committee (membership of six and with a composition of four Labour and two Conservative)
- Finance and Audit Committee (membership of seven and with a composition of five Labour and two Conservative).
- Standards Committee (membership of six and with a composition of four Labour and two Conservative).
- Chief Officers Employment Committee (membership of six and with a composition of four Labour and two Conservative).

2. To agree that the powers and duties of the committees remain as set out in the Constitution.

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

3. That the Licensing Committee also be re-appointed with the powers and duties as set out in the Constitution (membership of fifteen and a composition of ten Labour, four Conservative and one Liberal Democrat).
4. That the Licensing Committee be requested to re-appoint the Public Protection Sub-Committee, with the powers and duties, as set out in the Constitution (membership of seven and with a composition of five Labour and two Conservative).
5. That the Scrutiny Committee be requested to appoint a 'Call In' Sub Committee, (membership of nine and with a composition of six Labour and three Conservative), to meet as and when required, with the powers and duties, as set out in the Constitution.
6. That the Licensing Committee also be re-appointed with the powers and duties as set out in the Constitution (membership of fifteen and a composition of ten Labour, four Conservative and one Liberal Democrat).
7. To note the appointment of members to Committees as set out in Appendix 10(b) to the Council report.
8. To confirm the re-appointment of the Chairmen and Vice Chairmen for those Committees and the six Scrutiny Lead Members identified at Appendix 10(b) to the Council report, based on the above recommendations.
9. To agree that the Head of Democratic Services be authorised to amend the Constitution accordingly and report back to Council on revised political balance calculations at the September meeting following the Clifton By Election.'

**Motion carried:** The motion on being submitted to the Council was carried.

Note: Councillor Green left the meeting following consideration of the above item.

### 11 WORKING APPRENTICESHIP SCHEME

**Motion:** Pursuant to notice, Councillor Williams proposed (and Councillor Jackson seconded):

'Council is asked to endorse a proposal that Jobs Seekers Allowance currently being paid to young individuals should be paid direct to employers who would then make up the difference to the living wage and they would also provide a working career apprenticeship to these young unemployed individuals. The initiative would be aimed at employers who are currently trading in craft skills such as electricians, mechanics, engineers, plumbers, heating engineers etc. Not only would the initiative provide a fulltime apprenticeship for the young unemployed, lasting up to four years, it would provide them with life long skills ensuring continued employment and income. For the employer it would provide a cost effective way of expanding their own workforce enabling them to handle more work and larger projects. Council therefore requests the Chief Executive to write to the Prime Minister in support of such a scheme and recommends that it be formally considered by Central Government.'

## MINUTES OF COUNCIL MEETING - WEDNESDAY, 25 JUNE 2014

**Motion carried:** The motion on being submitted to the Council was carried.

### **Mayor**

(The meeting ended at 9.21 pm)

Any queries regarding these minutes, please contact:

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## **LEADER OF THE COUNCIL – COUNCILLOR BLACKBURN**

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### **Financial Management**

Financial performance monitoring in the early part of 2014/ 2015 highlighted financial pressures emerging in Children's Services, Adult Services, Parking Services and Community and Environmental Services with estimated working balances forecast to fall by £3,109,000 against the budgeted position over the year. This fall is in the context of working balances at the start of the year of £5,869,000, an erosion of 53%.

If this forecast position became the actual outturn, then in accordance with the Council's Financial Procedure Rules within its Constitution the two specific conditions that excessive spending does not exceed 1% (i.e. £1.4m) of the Authority's net revenue expenditure and have the effect of reducing the Authority's reserves and working balances below 50% of their normal projected level (i.e. £3m) would be contravened. However, with seven months of the financial year remaining there should still be sufficient time to redress this position, though this will inevitably require a bringing forward of budget savings plans from next year.

As a supportive measure, the Director of Resources made a recommendation to the Executive at its meeting on the 8 September that it reconsidered its previous decision of 16 June that under spending services in 2013/ 2014 could carry forward their budget surpluses into 2014/ 2015. Instead that these under spends (with the exception of Area Forum and Ward Budgets) totalling £462,000 be redirected to bolster working balances. This would at least have the effect of taking forecast working balances to £3.2m and above 50% of their normal projected level.

The latest month three financial performance report for 2014/ 2015 was reported to the Executive on 8 September.

### **Revenues, Benefits, Invoices and Payments**

Council Tax collection at the end of August was 43.9%, which is 1.7% less than the same period last year. The introduction of the Council Tax Reduction Scheme has had a significant impact on collection. The Business Rates collection figure at the end of August was 42.3%, which is 2.3% less than the same period in the previous financial year. More customers are choosing to pay over 12 monthly instalments rather than 10 for both Council Tax and Business Rates and so a direct comparison with the previous year is not possible.

The Local Government Transparency Code recommends that from 1 September 2014 all councils publish spend over £250 on a monthly basis. Blackpool Council has been meeting these requirements and publishing this data monthly from February 2013.

Owing to the strict controls and procedures within the Creditors Team, a fraud was identified and averted preventing payments being made to a fraudulent bank account. The matter was reported to the police and the company thanked the team for its vigilance.

The average time to process new benefit claims and changes has increased to 32 days. Efforts are currently being made to reduce the backlog of outstanding work, but in order to achieve this, the Benefit phone line is periodically operating a reduced service. This is allowing more processing of claims to take place and payments to be made more quickly.

By the end of July 2014, 52% of the Central Government Discretionary Housing Payment (DHP) allowance had been spent. Steps have been taken to ensure the remaining fund will remain available until March 2015, these include awards for shorter periods and for reduced amounts.

The Discretionary Support Scheme has had a total of 364 crisis applications (63% approved) and 109 community care grant applications (53% approved) during July 2014.

Discussions are still ongoing with the Department of Work and Pensions (DWP) regarding the Local Authority's role when Universal Credit rollout begins in Blackpool.

### **Blackpool Fylde and Wyre Credit Union**

This month Credit Union Savings are expected to reach £3 million as they welcome member number 5000. Work is well progressed on the opening of a high quality branch in the town centre to give greater accessibility to all of the residents of Blackpool. Supported by Blackpool Council, September saw the launch of a Junior Saver Account for all students entering year seven in Blackpool Schools giving them the opportunity to build a savings habit during their school years.

### **Risk Services**

Work has commenced on the project to transfer the current Local Authority Benefit Fraud Investigation Staff to the Department for Work and Pensions as part of the Single Fraud Investigation Service. Staff consultation has commenced and a project plan is being developed to ensure the successful transfer of staff and to undertake a review of those tasks, which will remain the responsibility of the Council.

A bid has been made to the Department for Communities and Local Government (DCLG) for funding for corporate fraud. The outcome of the bid will be known in October and if successful, it will result in increased resource to tackle a wide range of corporate fraud issues including reactive investigation and proactive prevention and detection.

Steps are being taken to prepare for the National Fraud Initiative 2014/ 2015. Council data needs to be submitted to the Audit Commission by October and the first set of data matches to be investigated is expected in January/ February 2015.

Steps are being taken to realign the Council's business continuity and risk management programmes to reflect the new organisational structure. As part of this, staff in Risk Services are engaging with Heads of Services and Departmental Risk Champions to help ensure that adequate arrangements are implemented.

### **Contracts and Purchasing**

The 2014/ 2015 work programme for the corporate procurement team has been signed-off by all Departmental Management Teams. Tenders completed and contracts awarded since the last report include:

<b>Service</b>	<b>Supplier</b>
Hosted Electronic Solution for Administration of Disclosure and Barring Services	Complete Background Screening Ltd
Lightning Protection System servicing and maintenance	Horizon Specialist Contracting Ltd
Your Blackpool – Design and Print	Cambridge Newspapers
Your Blackpool – Delivery	National Leaflet Company
Provision of Groceries	Trevor's Warehouse (local)
Fire Alarms and Emergency Lighting	Automatic Alarms
Provision of Bedding Plants	Crosby's Nurseries



Service	Supplier
Social Action Project with Children's Universities	Julie Whalley
Winter Gardens Car Park Demolition	J P Tidsdale Demolition
Leaving Care	123 Supported Accommodation (local) Care & Community (local) Moving Up Care (local) Cherish UK Ltd (local) Next Step Care Management Fusion Care Ltd The Stepping Stone Project
Public Health Counselling Services	Fylde Coast YMCA (local)
Business Travel and Accommodation bookings	Click Travel
Tenancy Sustainment Service	Calico

## Health and Wellbeing Board

### Better Care Fund (BCF)

Following the submission of plans in April, key changes have been made to the policy framework underpinning the BCF. Whilst it has been recognised that most plans reflect the key ambition of the BCF, certain 'aspects' require further development:

1. More evidence of financial risk and performance metrics;
2. Sufficient provider engagement and agreement on the impact of plans;
3. Greater clarity around the alignment of the BCF plan to wider plans and policies, such as how BCF schemes will align with and work alongside primary care; and
4. More evidence of robust finance and analytical modelling underpinning plans.

### National changes:

To ensure the 'aspects' outlined above are comprehensively addressed, NHS England has published new guidance and revised plan templates, which local areas will need to use to redraft their original plans. A new submission timetable is also in place which is underpinned by three 'progress' checkpoints (temperature checks) of 7 August, 28 August and 11 September. These checkpoints will allow NHS England's Central team to identify which local areas need support and crucially what they need support with, as well as providing a national picture of readiness for BCF. Additionally, the £1bn allocated to the Pay for Performance Framework (P4P) has been revised so that a reduction in non-elective admissions is now the sole indicator underpinning this element of the BCF, this is linked to a (nationally set) reduction of 3.5%. Local areas will need to demonstrate clearly how they will deliver the new metric in their redrafted plans. The national deadline for resubmission of BCF plans has been extended to 19 September. Ministerial sign off is expected in early October following an intensive two week review and assurance process commissioned by the national BCF Programme Team.

### Local progress:

At the end of the July, members of the Health and Wellbeing Board and BCF Programme Board met with representatives from NHS England Area Team to discuss the new requirements in relation to Blackpool's original plan. Whilst the core vision and ambitions remain the same, a BCF Task and Finish group has been set up to redraft the plan. Activity is also underway to develop an understanding of the implications of delivering a 3.5% reduction in emergency admissions in 2015/ 2016. Furthermore, the results of Blackpool's progress checks to date, indicates that there is sufficient confidence centrally, that our plan we will meet the national conditions of BCF, but would benefit from further structural support to embed joint working principles and the governance arrangements which underpin them and further technical assistance around evidence based assessments, benefits

mapping and financial planning. The additional support required has now been arranged. An overview of changes to BCF policy and progress in revising the plan was presented to the Board in early September 2014.

Items also considered this quarter:

The Board approved an improvement plan, which will support the transition from the current Joint Health and Wellbeing Strategy to a refreshed version, to be developed in late spring 2015. As part of the plan, the Board has identified and agreed a reduced set of priorities to focus on in the longer term.

A thematic debate on social isolation and loneliness was held in June 2014. Given the nature and complexity of the issues, the Board has established a task and finish group to explore this in more detail, the findings will be received by the Board's subgroup, the Strategic Commissioning Group in September 2014.

The Board endorsed the Clinical Commissioning Group (CCG) Strategic Plan 2014- 2019, which sets out the structure and delivery of healthcare in Blackpool over the next five years.

The Board reviewed the new legislation set out in the Care Act and Children and Families Act and considered the implications of the new requirements and how this will be implemented locally.

The Board received the outcome of Learning Disability Health Assessment and will receive a further update on areas requiring improvement in December 2014.

The Board received the draft Pharmaceutical Needs Assessment (PNA) for Blackpool and will oversee formal consultation, which will run from October - December 2014. The PNA is a statutory requirement for all Health and Wellbeing Boards, who must ensure the documents are produced and published by April 2015.

The Board finalised and approved the Annual Report 2013- 2014, which will be published in early September 2014.

Forthcoming agenda items include the new Tobacco Control Strategy, Housing Strategy, Blackpool CCG's New Models of Care and the Looked after Children Action Plan.

### **Staff and Public Communications**

The latest issue of 'Your Blackpool' was published in September with a double feature on water management, neighbourhood news and key announcements such as the better start funding and Blackpool's Back tourism campaign. The next issue will be distributed mid-October.

Over summer months, Blackpool has been the focus of a number national tourism stories, which has generated positive publicity for the town. Interviews have been carried out with national and regional BBC radio stations as well and national newspapers and regional TV news programmes. The completion of Talbot Gateway Phase One has also featured in a number of trade publications.

The focus of public health marketing will be the annual Stoptober campaign aimed and helping people to quit smoking. This begins in late September and will be backed up by national advertising. There will also be a local road show event and dedicated website to encourage local people to stop smoking.

In October, a communications campaign will begin to inform residents, businesses and visitors of the diversion routes, which will be in place when Yeadon Way closes in November.

Communication of the Council Plan is continuing to be rolled out this month with the focus being on illuminations under the council priority of economic prosperity.

### **Customer First**

Customer First now cover the reception at Number One, Bickerstaffe Square. The reception facility is provided Monday to Friday 9.00am to 5.00pm and Progress House reception will be closed from 16 September 2014.

The new Corporate Meeting Room booking system is now being used. The new system enables users to view availability of the rooms, the facilities in each room and they can then send a booking request through the system.

The Corporate Post Team based at Municipal Buildings also operate from Bickerstaffe House at various times throughout the day to ensure internal and external post is processed as quickly as possible.

Channel shift to online services is being encouraged at every opportunity in order to reduce customer contact.

### **Council Efficiency Programme**

The Budget for 2014/ 2015 required total savings to be found of £15.8 million. As at 30th June 2014 (month 3) 64% of the 2014/ 2015 savings target had already been delivered. The current full-year forecast predicts that 62% will be achieved by the year-end, which takes into account new in-year pressures and savings and work is underway to close this gap further with alternative savings plans.

The full-year effect of the 2014/ 2015 savings in 2015/2016 amounts to 92% of the £15.8 million target. This is a very encouraging position after only three months.

### **Fairness Commission**

The Fairness Commission structure is currently under review, to ensure it continues to be as effective as possible. Public consultation meetings have already taken place and the Steering Group will meet in mid-September guided by colleagues from Edge Hill University who have recently completed a national review of Fairness Commissions.

The Fairness Commission will host the first Loneliness day of action on Grange Park on 18 September, facilitated by the Joseph Rowntree Foundation. The work aims to tackle issues of social isolation and loneliness on the estate. Following the successful evaluation of the pilot on Grange Park, the work can be delivered in other areas.

The Community Engagement Team is facilitating the Council Couch, which goes on tour for seven weeks from 10 September to communities all over Blackpool. Senior Council Officers will be available on the Couch to talk to members of the public about their views and aspirations for Blackpool and their communities.

Fairtrade fortnight has taken place, over 3500 people were given Fairtrade messages and Bruce Crowther from the International Fairtrade Centre at Garstang gave a compelling presentation on the benefits to individuals, communities and business of Fairtrade. Blackpool will continue on its journey towards Fairtrade Town status.

We continue to work towards creating a Dementia Friendly Blackpool and a day of action is scheduled for 30 September when members of the Public, Private, Voluntary, Community and Faith Sector will come together to form a Dementia Alliance for Blackpool.

### **Blackpool Museum Project**

Work is now progressing on the Blackpool Museum project, following the Heritage Lottery Fund (HLF) grant award of £1.24m earlier this year. The grant has enabled the team to begin a development phase, which will lead to a full-scale application for £20m of funding being submitted towards the end

of 2015. The HLF has assigned to the project a monitor who has substantial experience in developing heritage-related capital projects. There are three major contracts to award during the development phase project management, architect design team and interpretative design team. The Council's Procurement Team is supporting this process and it is anticipated these contracts will be awarded by the end of the year.

Nine new posts in relation to the project have been advertised. Interviews are taking place during September with a view to the team being in place late autumn. The Blackpool Museum, planned for the Winter Gardens building, will tell the extraordinary story of the world's first working-class seaside resort, celebrating its contribution to British and Western popular culture. As well as displaying the council's own nationally-significant collections in an imaginative, immersive way, there will be quality space for temporary exhibitions, co-created with communities, the V and A and others.

## DEPUTY LEADER AND CABINET MEMBER FOR URBAN REGENERATION – COUNCILLOR JACKSON

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### Sea Water Quality

Work is continuing within the Fylde Peninsula Water management Partnership and Turning Tides to improve bathing water standards.

United Utilities has now switched on the Preston tunnel and because of the expected reduction in United Utility Spills, Department for Environment, Food and Rural Affairs (Defra) has agreed to implement a Step Change at the Blackpool South bathing Water. This means that time for aggregating the results and consequential decision around the quality and signage on that bathing water will not be made until 2017.

Defra had asked Local Authorities to trial electronic signage, this signage has now been manufactured and has recently been dispatched. Blackpool will host three signs at Bispham, Blackpool North and Blackpool South. The signs have been provided free of charge from Defra.

United Utilities have started their site inspections works off shore in respect of their proposed investment in bathing waters at Anchorsholme and South Shore. Work is expected to start at Anchorsholme in January 2015.

### Flood and Water Management Statutory Services

Following publication of the joint Flood Risk Management Strategy Blackpool Council and Lancashire County Council are working together through the Lancashire strategic partnership to deliver a plan in respect of the actions outline in the strategy.

The Lancashire Strategic Partnership is also working collectively to prepare and deliver reports to the Regional Flood and Coast Committee on its performance in delivering the statutory duties under the Flood and Water Management Act 2010.

### Flood Risk Management Scrutiny

Following the recommendations in the report of the Flood Risk Management Scrutiny, the following actions have been taken:

Recommendation 1 – an annual report will be submitted to Flood Risk management Scrutiny board in October 2014.

Recommendation 2 - Members will recall that the strategy was out for consultation and the strategy has been approved by the Executive.

Recommendation 3 - procedure to determine local discretion on investigations, it was noted that whilst a date for completion had been April 2014, Scrutiny Committee had been advised via the Final report that this time scale may need to be extended and therefore this procedure will now be completed by the end of Dec 2014.

Recommendation 4 - establishment of a working group to ensure mapping is kept up to date. A Corporate Water Management Group has been established to ensure that all aspects of the Flood and water management act are delivered and in particular, that all assets are recorded on the Councils' mapping system. In addition, officers have engaged with the environment Agency and United Utilities

to ensure any information in relations to assets is transferred onto the council's system.

Recommendation 5 - establishment of risk and costs of maintaining sustainable drainage systems – the final report to Scrutiny recognised that the timescale for this work was tight and given the decision of Central Government not to implement this part of the Flood and Water Management Act 2010 to date it expected that a full report in respect of this recommendation will be prepared by December 2014.

### **Coastal Defence Schemes**

Progress continues with the coast defence works at Anchorsholme and negotiations with Untied Utilities are continuing to co-ordinate the works with United Utilities investment in bathing waters and in respect of the reinstatement to Anchorsholme Park.

The traffic management has been working very well in the vicinity of the works and residents have access to staff via the visitor centre should they have any cause for concern or for information.

The Minister Esther McVey, who is a Special Flood Envoy, recently visited the scheme and presented me with the prestigious national award from the Environment Agency; 'National Project Excellence Award 2014'.

### **Fylde Peninsula Water Management Partnership**

Funding has been granted from the Environment Agency for the replacement of pumps at the Marton Mere pumping stations and for the renewal of the spillway. Site investigations are currently being undertaken and is expected that the works will be under taken in house by Community and Environmental Services.

### **Getting People into Work**

Blackpool has been invited to pilot a new programme of integrated support for up to 1,000 unemployed residents with low to moderate mental health conditions. Blackpool has been chosen as one of four areas in the country along with Manchester, Newcastle and West London as part of the local Growth Deal. The Government recognises that certain benefit groups (such as Employment Support Allowance) perform poorly in terms of accessing the labour market. Employment programmes are not always designed to deal with mental health conditions. Blackpool Council is working closely with the Cabinet Office, Lancashire County Council, Jobcentre Plus and other third sector partners to design an appropriate two-year pilot worth up to £1.5m with delivery commencing from April 2015.

### **Economic Development**

The Council has worked closely with Tangerine Confectionery since its announcement that its Clifton Road plant is earmarked for closure in 2015. Through the Blackpool Investment Fund, the Council has been able to award a £125,000 grant to help relocate 35 jobs associated with a confectionery production line. The capital grant will contribute to some £375,000 total investment in the Vicarage Lane plant necessary to accommodate the move. The company will continue to explore other employment opportunities in the interim and collaborate with the Council and other local partners to offer a full package of advice and support to workers facing redundancy.

The Get Started service continues to provide effective support to Blackpool residents wishing to start a business. In the period from January to August 268 people have attended the initial 'Road to Enterprise' workshop and since April 39 have gone on to start a business. The team is on target to assist 90 businesses to start in 2014/ 2015. The Get Started team has been especially effective in helping start-ups take advantage of the various Government Start Up loan schemes with 91 clients assisted to obtain over £575,000 of unsecured loans since 2012. European funding from Start Up Lancashire has allowed the recruitment of a second Small Business Advisor and a greater focus on 'post-start' support to help improve the survival rate of young businesses in Blackpool. The

expectation is that some 50 new businesses will receive additional specialist support in 2014/ 2015 to help them survive and thrive.

### **Youth Employment**

At the end of June 2014, 7.5% of 16-18 year olds were not in education, employment or training (NEET) compared with 9.6% the previous year. This is still higher than the regional average of 5.8%, although the gap is being closed (regional reduction – 12%). Blackpool's performance is in line with our statistical neighbour where the average NEET rate was 7.6%.

Action is being taken and includes summer ventures courses for unemployed school leavers, an apprenticeship event held, which advertised 195 vacancies and developing a procurement framework within the Council where the added social value includes the recruitment of apprentices.

### **Phones and IT**

#### Windows 7 Upgrades and device Deployment

The IT Service is continuing with the refresh of Windows software and hardware devices. This is necessary due the withdrawal of Windows XP and the age of many hardware devices significantly exceeding their serviceable lifespan.

The following services will receive new devices between August and October:

- 203 devices rolled out in August to Children Services, Adult Services, Credit Union and BCH
- 57 devices scheduled for rollout in September to Public Protection
- 94 devices to the Community and Environmental Services Directorate

By the end of September, the total number of devices upgraded to Windows7 as part of this programme will be 1413. The new devices will enable faster access times, improved productivity and flexible working.

#### Information Sharing with Health

Both Social Care colleagues and Public Health colleagues now have direct access to the NHS spine network (N3). In order to access this secure network a number of security and compliance requirements have been met by passing the NHS compliance framework Information Governance toolkit.

Access to the NHS secure network is a key enabler for the Better Care programme, which will enable Social Care and NHS colleagues to more easily share data and work jointly to support vulnerable members of the community.

The IT Service is also working closely with NHS colleagues supporting the submission of Better Care Fund bid to ensure robust plans are in place to develop and enable the secure sharing of data via IT systems to frontline workers in both organisations.

### **Schools ICT**

The ICT Service has been supporting schools with e-safety developments, looking at whole school e-safety development and also policy support and development. More of this work is expected in the next few terms.

Over the summer break, a significant amount of development has taken place with a number of schools who have been upgrading their IT infrastructure, hardware and software estates.

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## CABINET MEMBER FOR HOUSING, PUBLIC SAFETY AND ENFORCEMENT – COUNCILLOR CAMPBELL

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### **Private Sector Housing/ Licensing**

Good progress is being made on the both the western and eastern parts of the Rigby Road housing development site. Hollinwood Homes will be handing over the first tranche of the 70 homes for Great Places before Christmas. An additional 56 homes for private sale are being constructed concurrently and 20 of these have already been reserved off-plan.

Work has commenced on reducing the height of the Seaside Way wall and replacing it with a fence and the tenders are out for visual improvements to the Princess Street bridge.

Only a small number of objections have been received to the Tyldesley Road/ Rigby Road Compulsory Purchase Order, but a decision on how to deal with them is still awaited from The Department for Communities and Local Government. Meanwhile, negotiations to acquire the remaining property in the Tyldesley Road/ Blundell Street block continue at a steady pace. Some relocations, of for example Blackpool Build Up, are being pursued to ensure business continuity.

Hollinwood are also preparing public realm proposals for the surrounding area to ensure that the development has the best setting possible and to help spread the full benefits of the development are trickled out to the surrounding neighbourhood.

### **Building Homes**

Construction activity is well underway at Queens Park with 70 of the 92 units at varying stages of construction from foundations through to kitchen and heating system installation. Infrastructure construction is also advanced with deep sewer connections and highway construction underway. The programme is currently showing a six-week delay (down from eight weeks) due to over-running demolition operations. A recovery programme is in place with expectation that homes in the phase will be completed by 31 March 2015. Planned activity in the coming weeks includes progression of all units currently under construction, commencement of a further eight units and completion of the drainage infrastructure. First handovers remain on track for 31 October and continue at regular intervals thereafter up until the phase completion on 31 March 2015. At the end of July, there were eight apprentices on site, including bricklayers, joiners, plasterers and ground worker apprentices.

The Phase 2 Compulsory Purchase Order was made on 2 May and submitted to the Secretary of State on 13 May. Negotiations with leaseholders and other commercial interests continue with acquisition of a number of properties at various stages of completion, including recently completed properties. Occupation of properties on the remaining parts of the estate has stabilised with those residents wishing to remain in new properties following development having been offered properties. A tenants' choice process has also been completed.

### **Trading Standards, Food Hygiene and all Enforcement activities**

#### Sunbed Operations

Officers of the Public Protection Division have visited every premises in the town to deal with issues around safety and allowing underage use of their premises. Even after being initially advised, 60% of premises failed underage test purchasing exercises and 70% were using bulbs, which exceeded recommended safety, levels re UV light. The first two prosecutions have been completed, with guilty verdicts and five further prosecutions are listed for trial at Blackpool Magistrates Court.

### Problematic Beggars

An ongoing joint operation with the Police is underway to tackle repeat offenders who will not engage with offers of help and assistance. In the last two months, four problematic beggars have been reported for prosecution for a total of 49 separate offences. These are already listed for trial at Court and all four face CRASBO applications to ban them from begging anywhere in the town.

### On street Car Sales

Following a dramatic increase in complaints from residents, a proactive ultra robust targeting of this issue has been undertaken by officers. Initially vehicles have a Warning Notice attached to instruct the owners to remove them and this is confirmed when officers contact them. If not complied with this is followed up by the issuing of Fixed Penalty Notices (FPN). In the last two months, 141 Warning Notices have been issued, with 18 having to be followed up by FPN's. All of the 141 vehicles have subsequently been removed. During these operations, a "disguised" car trader has been uncovered trying to restrict consumers rights and he has been reported for prosecution.

### Tattooists Code of Practice

Officers of the Public Protection Division are working with colleagues in Public Health and representatives of the tattooing industry to improve standards and protect health and safety. This will include the production of a Voluntary Code of Conduct and the publishing of a Council approved list of traders (to mirror the Safe and Secure directory). Breaches of the Code will be published and such operators will be struck off the list.

### Operation Wellbeing

This is a joint operation that occurs seven days a week and pairs up officers from the Police with those in the Public Protection Division with the aim of clearly demonstrating that the agencies have control of streets in the town centre and Promenade. All issues are being tackled robustly, head on, from begging (as mentioned above) to illegal street trading, charity collectors, heather sellers, drunkenness, lewd behaviour, commercial waste etc. This has led to the highest ever number of matters being detected and handled, as appropriate. Amongst the issues already tackled are a Licence Review of the Underbar leading to restricted opening hours, bogus charity collectors being reported for prosecution, multiagency operations in the early hours of weekend mornings tackling takeaways over ASB, Notices being issued over commercial food waste and street traders being reported for prosecution regarding sales of fake vodka and whisky relating to major public health concerns.

### **"BSafe" – Blackpool Community Safety Partnership**

#### Crime and Anti-Social Behaviour Performance

All crime in Blackpool showed a 4% decrease in April to June 2014 when compared to the same period the previous year. This equates to 177 fewer crimes.

Individual breakdown of other crime categories include:

- Anti-social behaviour has remained at the same level
- Vehicle crime has decreased by 17% (equivalent to 46 fewer crimes)
- Domestic burglary has increased by 7% (12 additional crimes)
- Domestic abuse has decreased by 2% (eight fewer)
- Assaults have increased by 4% (34 additional)
- Sexual Offences (not including rape) have decreased by 16% (eight fewer)

#### **Anti-Social Behaviour Risk Assessment Conference (ASBRAC)**

Between June 2010 and June 2014 a total of 51 Anti-Social Behaviour Risk Assessment Conferences (ASBRAC) have been held.

A total of 309 high risk cases to date have been referred to ASBRAC since June 2010 and have had comprehensive action plans put in place to address the risk caused to victims by anti-social behaviour.

A total of 284 high-risk cases (92%) have been either completely resolved or resolved to such a level where there is no longer risk of harm to the victim.

### **Crime reduction and substance misuse initiatives**

#### Modern Slavery Campaign Launch

On 31 July 2014, the Home Office launched a campaign to raise awareness of modern slavery. The campaign features a television advert, which depicts various exploitative circumstances in order to highlight the existence of modern slavery in Britain.

The aim of the campaign is to educate members of the public about different types of slavery and how to spot key signs that a person is being exploited. The Home Office has also set up a new website and a helpline dedicated to modern slavery, which will provide information and allow referrals and reporting.

#### Assessment of Police Performance

The HM Inspectorate of Constabulary (HMIC) has launched a public consultation on its new approach to assessing police performance. A specific set of criteria will be utilised in the proposed assessment method and each force will be assessed on:

- How well the force provides value for money (efficiency)
- How well the force cuts crime (effectiveness)
- How well the force provides a service that is fair and treats people properly (legitimacy)

These criteria will then be rated, allowing a user-friendly way for the public to ascertain how well their local police force is performing. This will also give police forces a chance to make changes and any improvements will be demonstrated through the rating system for the public to see.

#### Serious Crime Bill

On 5 June 2014, the Serious Crime Bill was introduced into the House of Lords. The bill proposes powers that can be used by law enforcement agencies to pursue, disrupt and bring to justice those who are engaged in serious and organised crime. The Bill also includes measures to protect vulnerable women and children and to guard against the threat of terrorism.

#### Domestic Burglary Initiative

Lancashire Constabulary has recently started a new approach to directly targeting domestic burglary. The product, called Optimal Forager, stems from research carried out by the Jill Dando Institute. One of the predominant features of this research is the theory that a burgled premise is at a heightened risk of being burgled again following the initial offence. Moreover, properties in the immediate vicinity of a burgled property are also at a heightened risk of being targeted following the initial offence. The parameters set for these criteria specified properties within a 400-metre range, within two weeks.

The Lancashire Community Safety Partnership (CSP) Analyst Team ran a testing process on six months of domestic burglary data, and determined that Blackpool was the key risk area for 'near repeat' offending (47.1% of burglaries were identified as near repeats during that period).

### **Domestic abuse**

#### Interpersonal Violence and Abuse Update

Blackpool continues to have the highest number of high risk victims per 10,000 female population in the North West, currently 105 (this is an increase since December 2012 when the rate was 96.4 per

10,000), the national average is 27.4 per 10,000. The figure is provided by Coordinated Action Against Domestic Abuse (CAADA) each quarter and is derived by analysing the prevalence of high risk victims including those who report, and those that do not report, to the police and by taking into account local factors such as population density, deprivation and the range of referral agencies available.

#### Multi Agency Risk Assessment Conference (MARAC)

During 2013/ 2014, there were 655 referrals to MARAC, an increase of 10% on the previous year with an average of 27 referrals per MARAC. During the first quarter of 2014/ 2015 there have been 153 referrals into MARAC, this represents a reduction in high risk domestic abuse referrals to MARAC, but remains an area which requires monitoring.

#### DV Disclosure scheme

Clare's Law came into force on 8 March 2014 enables:

- Right to Ask requests are triggered when a member of the public contacts the police directly to request a disclosure. This can be the individual who is in a relationship with a potentially violent partner, or a third party who has concerns.
- Right to Know requests are triggered by the police where they receive indirect information or intelligence (from police or partner agencies) that indicates an individual is at a risk of harm from their partner.

Work is continuing to raise awareness across communities in relation to 'Clare's Law' and it is envisaged that there will be an increase in uptake of 'right to ask' requests as awareness is raised further.

#### DV Protection Notices / Orders

These are now in place and offer the Police (and agencies working in partnership) the opportunity to use additional powers to protect vulnerable victims in the immediate hours after an incident has occurred. The police will issue the notices where they have reasonable grounds to believe a victim is at risk of future violent behaviour but where other sanctions cannot be put in place. The case for the protection order must be heard in a magistrates' court within 48 hours. The notice or order will state that the named perpetrator must not return to the home for a period of time. This is to give the victim the breathing space to decide if they want to remain in the relationship or if they want to use the time to make necessary arrangements to separate, intense support will be made available during this period in order to encourage the victim to engage with services.

#### Early Intervention Foundation Demonstration Project-

Early Help services in Blackpool were recently successful in gaining funding from the European Social Research Council to commission a comprehensive evaluation of a new Domestic Abuse Project due to begin in Autumn 2014. The project aims to support those families who experience lower risk domestic abuse and to stop this escalating to higher risk and dangerous levels. The work will help to develop resilience in families and develop tools and services to support this work. Research evaluation will be undertaken by the University of Central Lancashire over four years to build and evaluate an evidence based early identification assessment and response pathway for Children in Blackpool living with domestic abuse.

## CABINET MEMBER FOR CHILDREN'S SERVICES – COUNCILLOR TAYLOR

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### **Children's Centres**

Blackpool's Children's Centres entered a new phase of their review on the 1 September 2014 and have received a new contract. This contract will run until the 31 August 2015 and is intended to support Children's Centres over a transition year to move towards involvement in Better Start and an outcome focused approach. Children's Centres will be integral to the delivery of the Better Start Programmes.

### **Better Start**

The Better Start Bid, which was submitted to the Big Lottery in February 2014, was successful and Blackpool has been awarded £45 million for work with children and families from their conception to the age of 3 years. The work will take place across the town but funding is to concentrate upon seven wards Claremont, Bloomfield, Brunswick, Victoria, Park, Clifton and Talbot.

### **Ofsted Inspection – Services for Children**

From 2 to 23 July 2014, Ofsted undertook a review of Inspection of Services for Children in Need of Help and Protection, Children Looked After and Care Leavers. The Inspection Report was published on 8 September 2014. We are pleased to advise inspectors recognised the improvements made since the last Inspection in June 2012. The Inspection team reported that it found no widespread or systematic failings in Blackpool, most importantly no child was found to be unsafe. It is vital that we continue to embed the positive changes that we have made and that we sustain the pace of improvement.

### **Safeguarding (Local Safeguarding Children's Board)**

From the 2 July to 23 July 2014, Ofsted undertook a review of the effectiveness of the Local Safeguarding Children's Board as part of the inspection of service for children in need of help and protection, children looked after and care leavers. The report that was published on the 8 September 2014 recognises that Blackpool Safeguarding Children's Board (BSCB) has made progress in reviewing, revising and developing performance and effectiveness, whilst acknowledging areas of Board business that require further development. We are currently in the process of recruiting an Independent Safeguarding Board Chairman, as the existing Chairman is stepping down from this position from the end of September 2014. The new Chairman will have an important role to play in driving forward future developments and improvements and ensuing safeguarding arrangements are robust across the partnership.

### **Adult, Community and Family Learning**

A consultation was held with 193 vulnerable adults on adult learning. A total of 51% were aware of courses provided by Adult Learning with 45% hearing of courses through word of mouth. Valuable information was provided to improve awareness and engagement, including leaflet drops, better use of social media and increasing the number of courses in basic ICT and arts and crafts.

Through this consultation and work with stakeholders, key priorities have emerged for the new academic year, starting in September including basic skills (Maths, English and ICT), advocacy and friendship courses for individuals with learning disabilities, courses to assist with strategies for low end mental health issues and longer courses for unemployed adults to work on their skill development.

### **14-19 Strategy**

At the end of July 2014, 75.8% of 16 to 18 year old young people were in learning compared with 73.6% in July 2013. Summer Ventures was launched by Connexions in June a Transitional Support Programme for vulnerable school leavers. Innovative learning was provided two days a week during

July and August to help with their transition into Post 16 learning. Over 100 young people have taken part with retention being extremely high. The full outcomes will be known in September. All young people leaving Educational Diversity were also provided with additional individual mentoring.

## **Early Years.**

### Early Years Foundation Stage Profile

Provisional data suggests a 2% rise in the percentage of children achieving a good level of development. There have been increases in the number of children attaining at least the expected level in all of the Specific Early Learning Goals (Literacy, Mathematics, Understanding the World and Expressive Art and Design) (ELG) and an increase in the number of children who achieved at least the expected level in all of the 17 Leg's. National statistical first release is usually towards the end of October.

### Ofsted inspections

- Early years settings – four group childcare and 11 childminder inspection reports have been published since my last report. One Early Years setting received a judgement of Outstanding, whilst the other two, which are registered under the same provider and inspected simultaneously, received a judgement of Requires Improvement
- One “out of school” club was judged to be good, which was an improvement on their previous grade.
- Of the 11 childminder reports published, eight received a judgement of Good. One childminder was judged to Require Improvement, one was judged to be meeting requirements of the Early Years register, and one was meeting the requirements of the Childcare Register. Based on published reports, the overall percentage of settings and childminders with Ofsted gradings of good or outstanding is 81.4%, with 84% of childminders and 76.5% of group childcare settings. This compares to national figures as at 31st March 2014 (which is the most recent data available) of 78% overall, 76% of childminders, and 82% of group settings.

### Support for Speech, Language and Communication Development

Six Early Years Settings have now received I CAN Early Years Accreditation for the support they provide for children's speech, language and communication development. Accreditation recognises good practice in promoting speech, language and communication development in children who are developing skills in line with expectations for their age. Accredited settings and services also show good practice in identification and referral of children with speech, language and communication needs (SLCN).

### Free entitlement funding for two year olds:

Funding for early education places for disadvantaged two year olds covers 15 hours per week for 38 weeks (or equivalent) at an OFSTED registered nursery or childminder, for all two year olds who meet the benefits criteria for Free School meals or are a Looked After child. Under these criteria, which have been in force since September 2013, uptake of funded early education places for two year olds in Blackpool has risen from around 200 in spring 2013 to 483 children in summer 2014. The Department for Education (DfE) had estimated that 491 children could be eligible. From September 2014, additional criteria come in to force, which means that more children will be eligible for a funded place with the DfE having estimated that 1090 Blackpool children could be eligible.

## School Support and Advice.

Provisional (unpublished) KS1 results show slight improvements at L2+ in each of reading, writing and maths, with LA figures moving closer to national in all three areas.

First published KS2 figures show Blackpool maintaining standards broadly in line with national averages, with an improvement in the percentage of pupils making expected progress in writing.

	% attaining L4+ in reading, writing and maths		% making expected progress in reading		% making expected progress in writing		% making expected progress in maths	
	National	Blackpool	National	Blackpool	National	Blackpool	National	Blackpool
2012	75	74	90	88	90	91	87	85
2013	76	76	88	91	92	93	88	91
2014	78	76	91	91	93	95	89	91

Key Stage 4 overall (unpublished) aggregated figures show the Blackpool score has fallen slightly, for five A\* to C grades including English and Maths. Better grades in English have been seen, following an emphasis on the subject in all Blackpool secondary schools. Before publication of final results, schools will submit appeals as appropriate. Official figures are released in January.

An additional Primary School Improvement Partner took up post in July, to manage the Early Years team. Education London (who led the highly successful London Challenge) continue to work with the secondary schools, expanding their range of support from English to SEN and whole school action planning.

## Services around Schools.

### Governor Services

The service continues to support maintained schools with reconstitution. The majority of academy schools and multi academy trusts have asked for the provision of a clerking service and training. The service continues to forge strong links with academies in Lancashire and Blackburn with Darwen through training or clerking support.

### **Admissions:**

- School place offers have now been made for the September 2014 intake (Reception and Year 7).
- The annual 'Guide for Parents Brochures' will be issued in September to coincide with the live running of the on-line application facility. Numbers of on-line applications continue to rise.
- A new school transfer process is being piloted from September 2014. This is intended to reduce mobility between schools and to facilitate fixed points of entry at all secondary schools.

### Pupil Welfare and Attendance

The Pupil Welfare Service has recruited three new Pupil Welfare Officers in the summer in order that the Core Offer to schools, the service to maintained schools and the buy-back contract with academies can be met.

Latest published attendance figures relate to the autumn term of 2014 and are shown below.

Significant reductions in absence rates were seen in both primary and secondary, when compared with the same period last year, however, rates have also reduced nationally. The gap has widened in primary schools but narrowed at secondary level.

	Primary overall absence		Secondary overall absence	
	2013	2014	2013	2014
Blackpool	4.6%	4.2%	7.4%	6.2%
National	4.7%	3.9%	5.7%	4.9%
Gap	0.1%	-0.3%	-1.7%	-1.3%

Improvements in attendance can, in part, be attributed to schools' increased use of the legal powers available. In the academic year 2013/ 2014, 162 summonses were issued for failure to ensure a child's regular attendance at school, compared with 110 in the previous year. Schools are also able to use Penalty Notice Warnings. Where a child has a history of unauthorised absence, a warning can be given, whereby the child must have no unauthorised absence during a given 15-day period, or a fine will be levied. 235 Penalty Notice Warning letters were issued in 2013/ 2014. This compares with 137 Penalty Notice Warning letters issued in 2012/ 2013.

Schools have in place a number of rewards for good and improved attendance and the rewards programmes are supported by the Pupil Welfare Service. A total of 1197 Primary aged pupils attended 100% attendance parties at Blackpool Football Club.

#### Inspection and Intervention of Schools

During the 2014 calendar year, the following schools have been inspected:

<b>School</b>	<b>Current Judgement</b>	<b>Previous Judgement</b>
Bispham Endowed Primary School	Requires Improvement	Good
Marton Primary School	Good	Inadequate
Stanley Primary School	Good	Good
St. John Vianney RC Primary	Good	Requires Improvement
Waterloo Primary Academy	Good	Good
Montgomery Academy	Inadequate	Good
Highfurlong School	Outstanding	Outstanding

#### **School Organisation and Buildings**

St Bernadette's building work was completed over the summer, providing more space and greater opportunities for the children. The final phase of the building on the St Mary's campus was also completed during the holiday, with Christ the King RC Primary pupils able to start the new school year in their new surroundings. Building works have commenced on the Highfurlong site, for the new special school and Aspire Academy. This is due to open in September 2015.



Following consultation, all Blackpool special schools have been designated for pupils aged 2-19, in line with the demographics of our special school population.

In August, the Authority took possession of Christ the King Primary School following completion of building works. The scheme completes the £23million redevelopment of the St Mary's site, the final phase seeing the addition of Christ the King Primary School and Christ the King Worship Centre. This project is part of the Building Schools for the Future programme.

Academy conversions due to take place on 1 September:

- Blessed Edward Bamber Catholic Multi Academy Trust comprising of St Mary's, Christ the King and St Cuthbert's schools.
- The merging of Collegiate and Bispham High Schools will create Aspire Academy sponsored by the Fylde Coast Academy Trust (FCAT)

Work at Collegiate as part of the Priority Schools Building Programme (PSBP) has started in earnest. Building works are due to be completed in August 2015, with external works due to be completed by January 2016.

### **Continuing Professional Development, School Workforce and the City Learning Centre**

Continuing Professional Development brokerage continues to develop partnerships with Fylde Coast Teaching School Alliance, Liverpool LA, Lancashire LA, Edge Hill University, Teaching Leaders, London Challenge and National Maths partnership. The Blackpool Schools Partnership has now received its public limited company status and has plans generated from the Heads and Deputies conferences to add further capacity to school improvement professional development. A directory of preferred training providers has been provided for the school improvement web site supported by quality assurance protocols.

The ICT curriculum in schools has developed further with a joint schools group now posting primary curriculum support material and programmes of study. The new Blackpool Schools Partnership web site will host all curriculum support resources.

### **Special Educational Needs, Assessment and Support and Psychological**

After considerable work, the Children and Families Act work is ready to be implemented in Blackpool, from September 2014. This should see services for 0-25 year olds with SEN and/ or disability and their families being further developed in the town over the next few years. The work has involved close working relationships with parents and young people. The Local Offer site is located on the Family Information Services website.

### **Outdoor Learning**

Participation rates in the Duke of Edinburgh's Award continue to increase and have been marked in the Open Award Group, which provides access for many underprivileged young people.

The Outdoor Education Department has continued to work closely with the committee overseeing the Snogs Heights facility in the Lake District and young people from Blackpool available to use the facility for camping. Work is ongoing to develop new accommodation and education blocks.

### **Youth Offending Team**

The Youth Offending Team's Summer Programme Celebration Event was held on the 28 August 2014. After a celebratory go-karting session in recognition of their good behaviour and achievements, young people were presented with certificates and vouchers donated by The Sandcastle.

Young people took part in a range of activities that included art, music, life skills, horse riding, fishing and sport. Each young person has worked towards an ASDAN (Award Scheme Development

Accreditation Network) Award, qualifications that explicitly grow skills for learning, skills for employment and skills for life, with the aim of keeping them engaged and motivated in education and training over the summer break. ASDAN provides “opportunities for all learning to develop their personal and social attributes and levels of achievement and the relief of poverty, where poverty inhibits such opportunities for learners”.

### **Blackpool Music Service (BMS) and Blackpool Music Education Hub**

The Schools Music Education Plan has been accepted. Schools are now being encouraged to write their own school based plans as requested by Ofsted. Training has been offered to all schools.

The BBC Philharmonic Orchestra, (who are partners of ours), provided 200 free tickets to their Bridgewater Hall concert and two new programmes have been written to support some of our most talented musicians via various jazz techniques. Several of our bands and choirs successfully participated in Armed Forces Week. The most celebrated was that of the Youth Concert Band and the Ministry of Defence’s Kings Division Band in the Winter Gardens. Capacity audiences over two days at the Grand Theatre saw 19 of our schools and more than 1000 pupils in Au Revoir. The end of term concert celebrated the significant contributions made by those leaving to study music at university and Kneller Hall. The brass instrumentalists can now audition for a new North West Brass Band supported by The Leyland Band, Yamaha and, The National Association of brass Band Conductors. The Aztec Theatre Company is supporting our thousands of young thespians. Audition techniques have also successfully supported auditions with The BBC’s The Voice (Series 4). New Partners Hard Rock Studios are now running three year accredited courses for pop musicians and sound engineers.

### **Youth Service**

The Youth Service has just completed its Summer Programme with four themed weeks, confidence and self-esteem, emotional health and well-being, equality, diversity and identity and communication and social skills. Activities included; bike rides, climbing, horse care and riding, wake boarding, visits to the mosque and Buddhist centre, wheelchair basketball, building and racing go-karts and much more. Over 50 targeted young people who are identified as vulnerable took part.

The Youth Service has completed its first quarter as a commissioned service and is well on track to meet the target Key Performance Indicators (KPI’s) set.

In July, Blackpool was successful in securing £500,000 as part of stage two of the Big Lottery’s HeadStart programme. This will fund an initial project at pilot schools throughout the town aiming to build the resilience of 10-14 year olds to stop them developing mental health problems as they get older. Work will be undertaken with young people, their families, school staff and other professionals to make sure that children are being supported at home, at school and in their leisure time.

The funding will enable transition sessions for young people moving to high school and specialist support and staff training over an 18-month period. We will continue to work with a number of partners including the NHS, MIND, UR Potential and the NSPCC to deliver activities and collectively bid for £10million at stage three, which would see the project expanded to all schools in Blackpool.

## CABINET MEMBER FOR TOURISM AND LEISURE – COUNCILLOR CAIN

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### **Illuminations**

Initial reaction to the 2014 display has been extremely positive with the new features including the Alice's Garden tableau (sponsored by the Hounds Hill Shopping Centre) and Dr Who Island (on Gynn Roundabout) attracting significant attention.

Although it is early days, the Promenade collection is already ahead of 2013 at the same point and it is hoped that this momentum will be helped by a new map and guide, containing £25 of discount vouchers for attractions and parking, which is being distributed at the arrival points.

The business collection has also started well and stood at 10% of last year's total before the Illuminations were switched on. It is becoming evident that the work being undertaken with the private sector-led Friends Of The Illuminations is yielding an increased understanding of why local businesses should support the show and, in turn, an understanding of how easy it is for businesses to contribute at different price levels.

The Blackpool Illuminations division has successfully tendered to provide the full design and equipment list for Sunderland's 2014 illuminations show. The team has been working with Sunderland for two years, but this year's enhanced project includes the lighting up of the whole of Sunderland's promenade with a mixture of new and traditional designs, largely based on an Alice in Wonderland theme. Income from the project will be used to support Blackpool's own Illuminations budget.

### **Leisure Management**

#### Cardiac Rehabilitation

Thanks to a continued partnership between Active Blackpool and the NHS Cardiac Rehabilitation team, a number of new sessions have been established to support the progression of cardiac patients following a cardiac event. Patients that have attended Cardiac Rehabilitation phase three at Moor Park Health and Leisure Centre with the NHS now have the opportunity to continue to exercise at the leisure centre by progressing onto a specific class with the Active Blackpool team.

The classes take place on a Wednesday and Fridays at Moor Park Health and Leisure Centre under the supervision of the Active Blackpool Cardiac instructors.

Furthermore, following increased demand, the Active Blackpool team have set up some new specialist classes for chronic heart failure patients to attend at both Blackpool Sport Centre and Moor Park Health and Leisure Centre. These new classes are a fantastic addition to the existing heart failure programme, which the NHS rehabilitation team believe will provide a real opportunity for patients to continue to exercise in a community setting.

#### Swimtag at Palatine Leisure Centre

The Swimtag technology that was installed at Palatine Leisure Centre in January 2014 in partnership with the ASA has proven to be very successful with 460 swimmers currently registered as Swimtag swimmers. The technology is installed in 75 centres across Europe and Sport Blackpool is one of the top three sites for swimtag usage, thanks to our members making the most of this amazing technology.

Centre members are currently taking part in a three-month centre based challenge to swim individually the distance from Blackpool Tower headland to Douglas, Isle of Man (IOM) a total distance of 103km.

As of day 19, Mark Beardmore was well ahead of the swimming pack with a massive 80 km swum in just 19 days. Mark has quite a story to tell. By his admission, Mark does not consider himself a technically proficient swimmer, but he started swimming regularly at Palatine Leisure Centre in April as a way of getting fit. Mark now swims regularly and since starting the IOM challenge Mark has been further incentivised to increase his swimming time and distance and is currently swimming up to 5km daily. To date Mark has lost over four stone in weight and become fitter as a direct result of taking up swimming.

#### Jane Whittle official duties at the Commonwealth Games and European swimming Championships

One of our Sport Blackpool and Blackpool Aquatics swimming coaches, Jane Whittle, was recently selected for official poolside duties at the Commonwealth Games in Glasgow, playing a key role in officiating some of the major races throughout the games. Jane is currently on official duties at the European Championships in Berlin and looks forward to sharing her inspirational stories with the children and young people she teaches to swim on her return in September.

#### Change4life family fun days

Sport Blackpool recently held a Change4life family fun day at Blackpool Sports Centre on Sunday 3 August, which was a great success. A range of free taster sessions including badminton, short tennis, gymnastics, climbing were on offer throughout the day with local sports clubs showcasing what they have to offer Blackpool families. Throughout the day, customers took part in gym challenges, health checks and a 'Sport Bingo' challenge with a chance to win some great prizes, including a year's free family membership by taking part in six of the activities throughout the day.

Two further Change4life free family fun days at Palatine Leisure Centre took place on Saturday 23 August and at Moor Park Health and Leisure Centre on Sunday 7 September, which hosted similar activities along with the pools being full of aqua taster classes, fun sessions and get safe for summer sessions.

#### Free Swimming - summer holidays

Sport Blackpool continued to offer free swimming during the school holidays to children and young people aged sixteen years and under at Palatine Leisure Centre and Moor Park Health and Leisure Centre. From family fun sessions through to large inflatable sessions at Palatine Leisure Centre, there was something for everyone and continued to be hugely successful in providing a great activity for children and young people throughout the school holidays.

The summer holidays has seen an increase in free swimming participation across both sites, with 5005 children swimming for free at Palatine Leisure Centre, an increase of 14% compared to 2013 and 4521 free swims at Moor Park Health and Leisure Centre, an increase of over 50% compared to the previous year.

#### New Sport Blackpool Website

Sport Blackpool has recently gone live with an exciting new look website. The website, which retains the same address [www.sportblackpool.co.uk](http://www.sportblackpool.co.uk) is now part of the Blackpool Council website and is up to date with mobile and tablet functionality. The site is more streamlined making the user experience easier and more user friendly. Bookings for classes and court/ pitch hire can still be made through the new website linking in with our on line booking facility. Live class and pool timetables are available on the website giving up to the minute availability for customers.

### **Stanley Park and Showground**

Stanley Park has received its sixth consecutive national Green Flag Award for 2014 for upholding high standards in horticultural and conservation management, community involvement, service provision and quality of facilities. The award follows the recently received Certificate of Excellence from review website Trip Advisor. The certificate has been awarded based on the quality of customer reviews the park has earned on the website over the past 12 months. Stanley Park is ranked 11 out of 60 listed attractions in Blackpool. It is also ranked at 22 out of 232 listed attractions within all of Lancashire.

Stanley Park's new playground for young children and toddlers is now complete and open to the public. The facility, combined with the adjacent adventure playground for older children, is now the largest council managed play site in the North West. It was created using funding from SITA's Enhancing Communities Fund and the improvements are in line with Stanley Parks five year Strategic Management Plan, boosting the parks National Green Flag Award status. The Parks Service and the Friends of Stanley Park have recently secured a further £5,000 for more playground features and improvements including the installation of a toddler teacup roundabout as well as four new play panels, which will encourage mental stimulation and make play more accessible to children with special development needs.

### **Marton Mere Nature Reserve and Ecological Areas**

The Marton Mere Heritage Lottery Project has now started and will be delivered directly by Blackpool Council's newly formed Park Service following the withdrawal of national charity The British Trust for Conservation Volunteers as project lead, due to unexpected large-scale national redundancies within the organisation. Funding providers the Heritage Lottery Fund and Veolia Environmental Trust have formally allocated the project delivery and associated £376,800 to the Council and works will occur on the ground from October 2014.

The Parks Development Manager will oversee the staff, managerial and strategic management/ monitoring of the lottery project, reporting to the Heritage Lottery Board/ Veolia Environmental Trust regarding ongoing progress, financial management and compliance with grant terms and conditions. The development manager will also manage the fixed term contract project staff.

A Project Officer will be appointed to oversee the day-to-day management of the project including delivery of capital works, conservation management and community engagement programmes. They will be expected to develop and build effective relationships with key partners, community organisations and local people as well as design and deliver programmes of community events, activities and volunteer projects. An Environmental Volunteer Coordinator will be appointed to assist with a three-year programme of volunteer and community involvement projects, coordinating volunteers in practical conservation and estate management projects in line with the project timetable.

### **Registrars and Coroner's support**

A new initiative was launched in August, aimed at recruiting volunteers to assist bereaved relatives through the process of an inquest. A charity called the 'Coroners Courts Support Service' is assisting the coroner in seeking these volunteers and the response so far has been excellent.

### **Tourism and Marketing Services – VisitBlackpool**

The decision to revert back to a free Friday night Illuminations switch on event appears to have been fully justified with 77,000 applications for free wristbands received for the event and over 18,000 people attending on the night. For the first time, the switch on celebrations were extended to three nights with ticketed concerts being held on Tower Festival Headlands on the Saturday and Sunday, and a new food festival being staged between the switch on arena and Central Pier. Around 3,500 tickets were sold for each of the ticketed concerts. Response to the new-look festival has been extremely positive, with a number of hotels reporting maximum occupancy over the weekend. An audit of media activity over the weekend revealed that the resort received in excess of £750,000 of PR coverage in

newspapers, magazines, TV, radio and online. A decision will be made over the next few weeks as to whether to repeat the same formula next year.

The Blackpool's Back marketing campaign, underpinned by the first destination-based TV ad for Blackpool in many years, appears to have been extremely successful, both in terms of increasing the numbers of people visiting the resort and in changing media perceptions of Blackpool. The campaign is due to continue until the end of September when a full review of activity will be undertaken by Blackpool Council and Merlin Entertainments, who jointly funded the marketing activity.

### **Sport, Physical Activity and Play.**

#### PE and School Sport

The summer term was full of sporting highlights and achievements, which saw children from Blackpool taking part in Blackpool Youth Games and Lancashire School Games. Once again, Blackpool Youth Games coincided with National School Sport Week to offer a weeklong festival of sport made up of 28 competitions with almost 3000 young participants involved. The five-day festival of sport offers both traditional events such as football, cricket and hockey as well as alternative sports including cheerleading, dodge ball and ultimate Frisbee.

The Lancashire School Games Level Three Games took place in Blackpool on 1 July and saw children and young people representing their school at the County Level Event. Each of the schools taking part had already won the School Games Level Two Blackpool Competition and now it was their chance to put their skills to the test against other schools from across Lancashire. The day itself was a great success and ended in terrific fashion with St Teresa's and Park School being crowned Lancashire Champions for Gymnastics and Tee-Ball respectively.

Sport for young people has not stopped for the school summer holidays and has continued with both the Leisure Centre Sports Camps and the Community Sports Outreach Programme. A total of 19 venues across Blackpool were identified for the Community Sports Programme and have benefitted from multi-sports sessions delivered each week by qualified sports coaches. The sessions have seen children aged 5 – 16 engage in sporting activities who may ordinarily not have the opportunity to do so and ensure that the high quality sports provision for young people on Blackpool reaches as many children as possible.

#### **Relationships with the Winter Gardens Company**

The summer-long run of the international touring production of Mamma Mia! ends on 18 September and at the time of my report being produced ticket sales are valued at over £3.23m equating to over 100,000 people, making it the most successful summer season show in the Opera House's history. Negotiations are continuing over the programming of shows for 2015 and beyond.

## CABINET MEMBER FOR ADULT SOCIAL CARE – COUNCILLOR ROWSON

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### Adult Social Care

The focus of Adult Social Care over the summer has been on ensuring that the large-scale office moves and new ways of working ran smoothly and become embedded in service delivery. This gives staff the best facilities and arrangements from, which to deliver a good service.

The volume of work created by changes in case law and the promise of radical change under the Care Act continue to be a challenge for all services. Focus on prioritising work and understanding and resolving problems is supporting the service to meet its requirements in a safe and timely manner.

### Care and Support Services

Inspection under revised arrangements by Care Quality Commission (CQC) is now underway with the Phoenix Service and the Community Services (Supported Living, Extra Support, Care at Home and Gloucester Intensive Rehabilitation Service) all receiving that call for pre-inspection evidence. Preparations as part of the Management Development Programme are well underway

### Blackpool Centre for Independent Living (BCIL) 259 Whitegate Drive

Having brought together a range of services and facilities for disabled people under one roof, BCIL now has available meeting space for rent during the day or evenings for use by organisations or groups directly related to support for disabled people in Blackpool. The modest charge for this service helps us cover our security and running costs and means the building is available for wider community use for the benefit of disabled people. A number of the office spaces have been rented out, but there remains a small, but prominent shop-front space available to rent by organisations for the provision of services directly relevant to disabled adults.

The Centre also has a café open to the public, set in beautiful and relaxing surroundings indoors and out, with a public internet café alongside.

### The Phoenix Centre

Following a period of review and redesign, the Phoenix Centre has seen a number of changes in the last six months.

The Phoenix Service itself is now bedding in its new model of crisis support and prevention of crisis services, with up to six beds in a modern and fresh environment for the benefit of people known to Mental Health services who need a safe place to be away from their home, with care and support on hand.

One wing of the remainder of the building is occupied by the Single Point of Access mental health service, run by the NHS.

Over the summer, another wing was occupied by Care and Support services back-room team of managers and team leaders who between them work seven days a week between 7am and 10pm making sure that our services are safe and effective.

Early discussions are underway to utilise the remaining space with organisations delivering similar or analogous services. This will help contribute to the overall running costs of the building.

### **Adult Safeguarding**

In April 2014, amendments were made to the safeguarding elements of the Council's case management Framework's electronic recording system. Recent data audits show that these changes are beginning to demonstrate that the staff members who operate the system are finding the system less complicated and easier to navigate.

These changes to the recording system, together with the recent commitment by the Service to the ADASS programme "Making Safeguarding Personal", should produce a better experience for individuals and carers. In addition, the Safeguarding Adults team has recently worked with commissioners to recruit an advocacy agency to carry out a 12 month programme of "Listening Reviews" with those who have experienced the safeguarding process. This will identify examples of good practice and lessons to be learned where the experience for any individual might have been improved and outcomes will be shared at a future date.

### **Health and Care Professions Council (HCPC)**

On 1 September 2014, the HCPC launched its re-registration process for all Social Workers. The re-registration process must be completed by the end of the November 2014. Social Workers who fail to re-register by the due date will be unable to practice as a social worker from the 1st December 2014. The Professional Leads team has been supporting all Social Workers in the Adult Service in preparation of the process.

### **Adult Services Staff Conference**

The Care Act 2014 was given Royal Assent in May and will be enacted from April 2015 onwards. The Act places greater emphasis on a personalised approach to the planning and delivery of health and social care services. With this in mind, two dates for an Adult Services Staff Conference have been identified, 1 October and 13 November 2014.

### **Generic Care at Home Providers – Carer of the Year Awards**

It was reported in June that the nine providers of domiciliary care on the Blackpool Council framework all attend a Provider Forum on a quarterly basis had decided to hold an awards ceremony with service users across Blackpool being asked to nominate the Carer of the Year.

The awards were launched on 1 August and at the closing date on 1 September 215 nominations had been received from service users across Blackpool, with 109 carers being nominated. Nominations have also been received from the providers for the other categories and the winners will be announced at the ceremony on Thursday 16 October 2014 at Blackpool Football Club.

### **Systems Resilience Plan**

To ensure the Health and Social Care systems are resilient year round regardless of seasonality, a new plan has been devised with Health colleagues to enhance and expand both Health and Social Care services. Adult Social care has received funding as part of the initiative and will be putting additional services in place to help prevent hospital admissions and speed up hospital discharges.

### **Commissioning Strategy 2015 – 2020**

The Commissioning team is preparing a new Commissioning strategy for Adults and Children's services. The new five-year strategy will be published by the end of the year.

To help form the strategy consultations are taking place with service users, service providers, carers and the voluntary and community sector. Over 100 people have so far attended consultation events, which have considered what is good about what happens in Blackpool, and people have been asked to consider what should continue, what should stop and what could be started.

Anyone can give their view by completing a feedback form on the [blackpool4me.com](http://blackpool4me.com) website.

Further updates will be issued in due course.



### **Business Support and Resources**

A new system for processing payments to residential and nursing care providers has recently been implemented using the Adult Social Care Case Management System, Frameworki. Every four weeks, the Council makes payments of approximately £1 million for this type of care.

As a result of the change, details about residential packages of care, payments to providers and client contributions are now held in a single integrated system. This means that updates to payment amounts can be processed more quickly and efficiently, since the information only needs to be entered and authorised in one system (rather than two) before a payment is made. Additionally, the schedules, which confirm details of the payment due to each provider are being distributed by email rather than by post, generating further savings. Risk has been reduced by moving to a payment system that can be more easily adapted to meet new business requirements (such as changes arising from the Care Act) and information is more easily accessible to Adult Social Care staff when they are working with individuals, their families and providers.

### **Housing Options Service**

The restructure within Housing Options, incorporating new ways of working, is now embedded and the team is working well.

Work is progressing on the Homelessness Prevention Strategy with an audit being conducted of other frontline agencies' and departments' awareness and expectations of Housing Options, to be followed by the provision of basic homelessness prevention awareness training to services that require it. Housing Options has successfully implemented the roll out of a new generic tenancy sustainment service, which means that all referrals for tenancy sustainment in the town go to one provider via a referral from Housing Options, and this has already reduced waiting lists for support. It further improves the offer to customers from Housing Options in that customers are able to access one place for social housing, supported housing, emergency accommodation, early intervention and homelessness prevention, private rented accommodation and now tenancy support.

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## CABINET MEMBER FOR HIGHWAYS, TRANSPORT AND EQUALITY AND DIVERSITY – COUNCILLOR JONES

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### Highways Maintenance – potholes, carriageway and footway repairs.

#### Highway Consultative Forum

A new Highway's Consultative Forum has been established within the town, with the key aim of ensuring that local people have a greater involvement and say in the development and usage of highways within the town.

The group involves a wide range of stakeholders including Disability Groups, Blackpool Business Leadership Group, Blackpool Transport, Federation of Small Businesses, Taxi Operators Association, Police, Stay Blackpool etc.

The group has identified a programme of reviews and initiatives in relation to highways, with the focus being to include local residents and groups in each project.

A number of the group are represented on the newly formed Yeadon Way Project Board, with a resident and businesses Project Communications Plan agreed.

#### Project 30

The Project 30 Scheme was completed in mid-August 2014, delivered on time and within budget. The objective of the scheme to provide major improvement to the condition of the town's roads has been achieved and the results are evident to all who travel through the town. The Council is already seeing the signs of a reduction in third party tripping claims and are continuing to work hard to tackle the source of these and drive them down further. Over 91km of footway and 78km of carriageway has been treated through the project.

#### Highways Asset Management Plan

Due to Project 30, approximately 20% of Blackpool's highways are more resilient to damage from wear and tear, ageing, increasing traffic and severe weather. However, this does mean that if our highways are going to continue to provide the service for which they were built, there must be a sustainable approach to highway maintenance to make the best possible use of available funding available. If not then the highways condition will decline, with a return to defects like potholes and increased liability due to tripping claims.

The current tough economic climate poses big challenges to Blackpool Council to make the best use of limited resources in providing an acceptable highway service to the public, yet critically to maintain the integrity of our highways for future generations. A recent national public opinion survey reported that Blackpool was the only local authority with increased public satisfaction in road condition in the UK.

However, there are some decisions to be made on the levels of funding required to sustain the good work of Project 30. To assist the Members with these choices, the Highways Asset Management Plan is currently being reviewed and will be released later this year.

Project 30 has allowed the Council to understand the current state of its entire carriageway and footways and the rate of deterioration and the best treatment options that can be planned at the right time to have the most beneficial effect with regard to prolonging life at a point when the

treatment is most cost effective (i.e. maximum value for money).

Highway Asset Management will assist the Council in prolonging the positive effect of Project 30 and maximise future highway maintenance investment. Strong leadership and commitment from elected members and chief officers is vital in maintaining this approach, therefore the various stakeholders (including risk management, finance, communications, legal and highways projects) of the Project 30 board will now transform into a Highways Asset Management Board.

#### Yeadon Way Refurbishment Scheme 2014

The works to repair Yeadon Way have been programmed to avoid the illuminations period and are planned to commence in mid-November 2014. Work has already taken place to improve watercourses and drainage around the road, which is having a positive effect on land drainage in the area. The scheme will be completed by 31<sup>st</sup> March 2015.

#### Growth Deal Announcement

The Lancashire Growth Deal announced in early July 2014 confirmed funding for 2015/ 2016, but did not set formal spend profiles for the financial years beyond 2015/ 2016. The transport schemes in Blackpool included were:

- Integrated Traffic Management, providing an intelligent transport system to better manage traffic and parking in the town (starting 2015/ 2016)
- Maintenance of bridges, to repair a number of defective structures on key corridors (starting 2015/ 2016)
- Green Corridors, improving gateway and arrival points to the town centre (starting 2016/ 2017)
- Blackpool-Fleetwood Tramway Extension, to North Station (Business Case being developed by 2015/ 2016 and statutory powers sought by 2016/ 2017)

Business cases need to be developed and approved by the Lancashire Enterprise Partnership to secure the funding.

#### **Street Lighting PFI**

December 2014 will see the completion of the five-year core investment period with over 16,000 new lighting columns and associated apparatus installed in the town and 90 signal junctions. In response to residents requests, a number of adjustments have been made to provide additional lighting in areas previously unlit.

In addition and in response to residents enquiries a number of the traffic signal junctions are being reviewed these include Plymouth road Roundabout, Vicarage Lane and Watson Road, the results and any changes will be presented to the Highway Consultative Forum meeting.

In January 2015, the street lighting and traffic signal PFI will focus on maintaining the assets and on the Annual Investment programme to replace the columns and assets that were deemed to comply at the commencement of this contract.

#### **Parking Services**

Bank Street car park, which is close to the new Talbot Gateway development, has reopened after extensive improvement works. The car park has been completely resurfaced and new lighting has been installed throughout. The entrance has also been resurfaced and work is ongoing at present to improve the signage to the car park. There are two cash Pay and Display machines in the car park, but these will be soon updated to take debit and credit card payments. It has 230 car bays, 16 disabled bays and nine coach bays.

### **Highways and Transportation Management – including roads, cycling and pedestrians.**

Wild Lane in Fylde Borough (Lancashire County Council being the Highway Authority) collapsed some months ago and traffic from Cypress Point, which travelled north/ south (between Cypress Point and the M55) on North Houses and Wild Lane then transferred to Division/ Midgeland and School Roads. This has transformed the quiet backwater of Division and Midgeland Roads into 'busy' commuter routes and off peak rat runs, often with vehicles travelling faster than is appropriate for conditions.

Many complaints have been received and there have been some minor accidents. The Police in conjunction with the Council have done what they can to monitor and control the issue, yet the problems persist.

Division Lane between North Houses and Midgeland has deteriorated due to increased use and Lancashire County Council need to repair it. To do so they need to close Division Lane, this of course is beneficial to Blackpool. There will be no access, apart from pedestrians, cyclists and horses, from School Road/ Midgeland Road to Division Lane. All access to Division Lane will be from Queensway. Blackpool Council has been asked to carry out the Traffic Management requirements.

The temporary closure is for 18 months and at this stage, it is unclear as to how long the work will take. Blackpool Council will consider their position once this detail is known. The diversion is via Heyhouses, Queensway, Common Edge, Progress, Squires Gate link Road and Lytham St Annes Way.

Other considerations during the closure period are Common Edge Road and School Road. The signal timings at this junction are to be altered to favour Common Edge Road and give reduced green time to School Road to discourage traffic from using this as an alternative route.

The closure was effective from Monday 18 August 2014.

### **Road Safety – including working with schools.**

July saw the Road Safety team carry-out Year Six Transition event for Year Six pupils. The event challenges our young people to travel safely and responsibly when they are not in the company of an adult. This is one of our major target groups for casualty reduction.

This year we engaged with almost 1,000 children from 21 primary schools and although the event was oversubscribed and some schools missed out, we are arranging a bigger event for 2015.

There are four 30 minute sessions in the event, which include how to travel safely and responsibly on public transport, a session about making sure they are safe around a HGV, how to plan their journey, from making the right choice of transport to school or another event and a 30 minute road safety play performed by drama course students from Blackpool Sixth Form college.

### Test Drive

The Road Safety team has just carried out summer "Test Drive" sessions which was delivered to 27 sixteen years old who are preparing to learn to drive. This is a full day course comprising of a morning classroom session followed by an afternoon spent in a driving school car on a college car park and proves to be very popular.

### Promenade Bus Shelter Renewal

A programme of work has begun to renew a number of promenade bus shelters, which should be completed by the end of September.

On a sad note, one of our retired School Crossing Patrols (SCP) has recently died after a long battle against cancer. Bridie Mately was a SCP for over 32 years at Our Lady of Assumption on Common Edge Road. Bridie was awarded the MBE for her services as a SCP.

## **Equality and Diversity**

### Faith Engagement

A major new study from the Church Urban fund entitled “Good Neighbours” has been published. The report explores what churches do in partnership with public authorities in areas of high deprivation, documenting the extent of their distinctly “relational” community involvement 12 case studies are featured , one of which focuses on St Thomas’s C of E Blackpool .

The report, together with the progress of local initiatives such as the Blackpool Food partnership will be discussed at a meeting of the Council Leader, together with the Bishop of Lancaster next month aimed at building a long term strategic engagement between the Council, and churches and other faith groups active in Blackpool’s social agenda.

### The Accessible Britain Challenge campaign

We are delighted that Blackpool’s Safe journey card initiative has been highlighted in a Ministerial letter launched this important national initiative. This local partnership project was one of only two specifically signposted in correspondence to all Local authority chief executives.

The campaign will be launched by Rt Hon Mike Penning and Brandon Lewis, Ministers of State for Disabled People and Communities and includes a resources pack of good practice encouraging all local authorities to step up their work here.

### Homophobic bullying

National Research by Stonewall has revealed a disturbing picture of the extent of this across the country. The survey showed 86% of secondary school teachers say homophobic bullying happens in their school. Blackpool Council has done a number of local anti-bullying initiatives in partnership with our schools and relevant Officers and Cabinet Members are now exploring what more can be done on this within our school communities.

## CABINET MEMBER FOR PUBLIC HEALTH – COUNCILLOR COLLETT

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### **Drug and Alcohol Treatment**

The Key focus for Drug and Alcohol treatment services is recovery. Recovery is very individual, but from a Public Health perspective it is about clients leaving the specialist treatment service and being able to have a healthy sustainable life within the community in which they live. From a drug perspective, it is about individuals achieving abstinence and from an alcohol perspective, it is leaving the service alcohol free or being a controlled drinker. It is also about the individual having the confidence to access training, education and employment in order to rebuild their lives and become an active member of the community. Services are now focused on considering the impact on the family, and ensuring the family are supported as well as the person receiving treatment for addiction. As we move forward services will be providing support around the wider health issues of the individual and not just deal with their addiction.

Public Health has now tendered the Drug and Alcohol treatments services for adults aged 18 plus and contracts have been awarded to Addiction Solutions (ADS), Delphi Medical and Renaissance Drugline Lancashire. These services will work as a Partnership known as Horizon to deliver the recovery focused treatment service for Blackpool residence. The new service delivery commenced on the 1 September 2014.

The Hub and the WISH continue to deliver the provision for Young People's and Young Adults Harm reduction service for Risk Taking Behaviour, which includes Specialist Substance Misuse Treatment Interventions for Young People and Young Adults within Horizon, together with Sexual Health Harm Reduction Interventions.

Complex Needs Fulfilling Lives Project that is being led by Addaction will work in partnership across Blackpool to support some of the most vulnerable individuals with complex needs of substance misuse, mental health, homelessness and criminal justice. The project will case manage these individuals to ensure that they are accessing existing services to support their needs. The funding for the project has been issued by Big Lottery for the next seven years.

Public health are working closely with the Clinical Commissioning Group to look at how to develop services to support individuals with an addiction to over the counter medications and prescribed medications, as this is an emerging issue.

### **Public Health Annual Report 2013**

The Public Health Annual Report 2013 was published in July. This is the sixth annual report for Blackpool to be written by Dr Arif Rajpura, Director of Public Health and the first report to be published following the transfer of Public Health to the local authority. The preparation of an annual report on the health of the local population is a statutory duty for the Director of Public Health. The local authority has a duty to publish the annual report of the Director of Public Health (section 73B(5) & (6) of the 2006 NHS Act, inserted by section 31 of the 2012 Health and Social Care Act). The purpose of the Public Health Annual Report is to present the Director of Public Health's independent assessment of local health needs, determinants and concerns. This year the report focuses on lifestyles and considers the role of smoking, drinking alcohol, lack of exercise and unhealthy diets on the health and looks at what can be done to promote and enable people in the town to make healthier lifestyle choices.

Although written for a wide audience, it is hoped that this year's report will particularly be of interest to officer colleagues and elected members across the council in understanding the local health patterns and recognising the important roles we all have in helping to make healthier choices easier for our communities and ourselves.

The report can be read on Blackpool Joint Strategic Needs Assessment (JSNA) website at <http://blackpooljsna.org.uk/public-health-annual-reports/>. We are keen to receive feedback on the report, so if you have any comments please forward to [lynn.donkin@blackpool.gov.uk](mailto:lynn.donkin@blackpool.gov.uk).

### **Transition of 0-5 children's public health commissioning responsibilities to local authorities**

Nationally, it has been agreed that the commissioning responsibilities for 0-5 Healthy Child Programme (HCP) will transfer to local authorities on 1 October 2015. Funding will sit within the overall 'ring-fenced' public health budget.

The HCP is the national public health programme, based on best knowledge and evidence to achieve good outcomes for all children. The HCP for 0-5 year olds in Blackpool is a universal programme, currently commissioned by NHS England Lancashire Area Team and delivered by Blackpool Teaching Hospitals NHS Trust (BTHFT) through the health visiting service (Universal/Universal Plus) and Family Nurse Partnership (FNP), a targeted service for teenage mothers.

The transfer of 0-5 commissioning will join up with commissioning of HCP for 5-19 year olds, which is already done by the local authority. The commissioning of HCP for 5-19 year olds transferred from the Primary Care Trust with Public Health.

The Government has indicated its intention to mandate services within the HCP in order to ensure universal coverage in a national standard format. A range of public health services are already mandated, for example on national children measurement (the National Child Measurement Programme NCMP).

It is the responsibility for commissioning, not service provision, which will transfer and therefore this is not a transfer of the health visiting or family nurse workforce. This workforce will continue to sit in the provider organisation.

NHS England Lancashire Area Team has been meeting with public health representatives from the three upper tier local authorities in Lancashire to develop plans for a smooth transition of these responsibilities. Within Blackpool, a Transition Leadership group chaired by Lynn Donkin, Public Health Specialist has been set up to oversee the transition locally.

### **Child Poverty**

Following the successful bid for £45m of Big Lottery Funding for the Better Start programme being led by the NSPCC, work has started on planning for the project to start in March 2015. This includes:

- Recruiting new nurses for the Family Nurse Partnership so it can cover all parents under 20 in Blackpool
- The commissioning of Groundwork to work with communities around the development of green spaces, in collaboration with the Council's Parks, Sports and Leisure teams
- Recruitment to posts in the Centre for Early Childhood Development, which will research and share best practice on child development across the world
- Work on the legal agreement, ICT, commissioning arrangements and workforce development required by the project

As one of only five projects to be funded across the country, Better Start represents a great opportunity for us to address some of the fundamental issues, which affect children's life chances. It



will ensure we take a long-lasting approach to addressing the fundamental causes of low aspirations in our poorest communities, and help to protect against the effects that some children can experience when growing up in a household experiencing poverty.

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## CABINET MEMBER FOR STREET SCENE AND THE ENVIRONMENT – COUNCILLOR CROSS

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### **Cleansing, Bins and Litter Management**

Mid July saw an initiative by the Local Environmental Action Force (LEAF) and Grounds Maintenance Services to carry out a joint quality street scene maintenance intervention to the perimeter arterial routes around Stanley Park. The area was chosen, as it was an alternative location to the town centre and promenade and would benefit both tourists and Blackpool residents. Highway grass verges were cut and edged, shrubbed areas pruned and litter picked and carriageways deep cleaned. The project re-established the importance of the Stanley Park area to residents, visitors and the 1000's of commuters who pass through.

In addition, routine cleaning to the streets surrounding the park were part of the week's project and the Blackpool Council trailer was located daily to allow the public to have their say on our services. The project was well received by local residents who spoke to the operatives on site and those that visited the information trailer.

Blackpool Council continues to support 'Love my Beach' campaign in partnership with Keep Britain Tidy by inviting staff to attend beach litter picking days once a month. The last event was Friday the 22 August with further dates to be announced on the Council Hub. The autumn season will see the end of daily beach cleaning operations following the illumination and firework events although the pressure washing of the steps to prevent algae growth and general street cleansing will continue under normal operational activities.

### **Domestic Waste (including refuse collection and recycling)**

In the first three months of this year, 14,000 tonnes of domestic waste was collected at the kerbside, with 40% being recyclables and the 60% non-recycled waste going for disposal at the waste PFI facility at Thornton.

Data shows that the green and blue bin materials are increasing, with the tonnage of paper and card collected remaining static, when comparing the same period in 2013 and a reduction in the amount of general waste collected.

The ROVER service continues to exceed all expectations in the number of residents using the service and in the tonnage of material collected. Since the service started in October 2013, 90 tonnes of material has been collected comprising of 29,130 individual items of which 4,550 have been discarded electrical items from fridges and ovens down to hairdryers and toasters. All the intact electrical items are safety tested and those that pass are sold in the HWRC Reuse Shop "Second Time Around".

Blackpool Council's work in the waste sector has been recognised in the recent National Recycling Awards held in July. The Council's partnership working with local Third Sector organisations in the collection of paper and cardboard, Rover and the RENEW Warehouse received highly commended status one of only five organisations entered for the awards to receive the accolade.

### **Commercial Waste Services**

The Commercial Waste Service, in conjunction with Facilities Management, over the past three months has begun the process of internalising the Council's confidential waste contract, representing a significant saving to the Council's previous arrangements. With Bickerstaffe House already being

serviced, the remaining main sites will be rolled-in by the end of the year. The service has worked closely with the Council's Information Governance Officer to ensure compliance with the Information Commissioners Office and will be seeking British Standard Institute compliance going forward. Once bedded in, the confidential waste service will be offered to schools and local businesses too.

In terms of core trade waste operations, the service continues to perform to the highest level, firmly establishing itself in the market, providing comprehensive waste management solutions to local businesses in Blackpool and Wyre. This summer has also seen intensive commercial waste enforcement being undertaken by the service to ensure that seasonal businesses operating in the town are managing their waste responsibly.

### **Skip Waste Initiative**

The use of skips as part of improved street cleansing operations was introduced in August as part of a concerted effort to reduce the amounts of waste dumped in our streets, particularly fly-tipping in back alley ways. For a trial period of nine months, the 50 skips purchased will be used in a range of initiatives across the town that will seek to reduce the waste dumped. The initiative will afford many of our residents without access to a motor vehicle, so unable to transport their waste to the tip at Bristol Avenue, an opportunity to dispose of waste that is not collected by the regular domestic waste collection service.

The new skip service allows an opportunity to provide a low cost skip hire opportunity for Blackpool residents, with the derived income offsetting the capital costs of start-up and other expenditure. All waste collected will utilise the Council's existing waste disposal arrangements.

The first waste amnesty occurred on 27 August in the Central Drive area, with four skips deployed strategically around the area. All skips were monitored by officers from waste, street cleansing and community liaison officers engaged with the local residents and volunteers. Over ten tonnes of waste was collected on the day and the area will be monitored for impact and to determine timescales for repeat events. Other areas of town will also be having similar waste amnesty events prior to the review of the new skip service next year.

### **Household Waste Recycling Centre**

Waste brought into the Household Waste Recycling Centre (HWRC) has seen an increase in the first three months of this year compared with the same period last year. The recycling rate for the site remains at a constant 70%.

Items brought into the HWRC that can be reused are being sold in the Reuse Shop. This prevents items being needlessly thrown away, Reduce, Reuse, Recycle, Recover, Dispose. Items collected by Rover and refurbished electrical goods from the Renew Workshops are also sold.

### **Bulky Matters Furniture Service**

	<b>2013 April - June</b>	<b>2014 April - June</b>
<b>Number of Jobs</b>	597	747
<b>Collected Items</b>	1746	2281
<b>Overall weight (tonnes)</b>	54.18	71.17
<b>Weight to landfill (tonnes)</b>	24.69	28.17
<b>Weight recycled/reused (tonnes)</b>	29.49	43

Bulky Matters continues to recycle or reuse 60% of the waste collected. In recent months, the service has increased the number of collections by over 15% through increased door-to-door advertising and through the Council website. Many of the household items that are not recycled or reused are because of them being left outside exposed to bad weather. The waste service continues to

encourage collections from inside the property and the benefits this material is having in providing large household items to residents through the Council's Social Fund.

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## CABINET MEMBER FOR CULTURE AND HERITAGE – COUNCILLOR WRIGHT

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### Arts

The Arts Service has been successful in securing a grant of £36,560 from the Arts Lottery to continue the development of the successful Fylde Coast Youth Dance Company.

In July, the company had the wonderful experience of taking part in the first ever Commonwealth Youth Dance Festival in Glasgow. This brought together 36 selected groups from across the Commonwealth in three days of workshops and performances. The company worked alongside dancers from India, Namibia, Canada and Australia. The young people also took part in the Big Commonwealth Dance, which took place simultaneously in Glasgow, London and Sydney.

The Arts Service will provide a two-year programme of high-quality opportunities for children and young people across the Fylde Coast to experience all aspects of contemporary dance with the new funding.

### Heritage

This year's Fylde Coast Heritage Open Days programme was launched in August alongside a new exhibition at the Stanley Park Visitor Centre. This was a new way of promoting the open days for this year. The programme is coordinated as part of the Blackpool's Community Heritage activities. The programme now includes 54 different events and venues and is one of the biggest in the country. Feedback gathered at previous events shows there is great interest locally with many Blackpool residents taking the opportunity to learn more about their local heritage. It is also popular with visitors, some of whom make a weekend break specifically to visit heritage venues.

The Blackpool Treasure Trove is a Heritage Lottery-funded 'pop-up museum' project. It is part of Blackpool's Community Heritage Programme, which is run in partnership with the Volunteer Centre and Blackpool Civic Trust. The project is about groups of local people working together with the Heritage Service to learn more about Blackpool's fantastic history, get 'hands-on' with the historic collections and find out more about how museums work by visiting other places. The groups then work with artists to research and then design their own 'pop-up museums'. The first part of the project has concentrated on young people. The groups include Blackpool Sixth Form, young carers and our Arts Award students. The focus is now moving towards engaging older people. The 'pop-up museums' will be appearing in unexpected places over the next year. These appearances will be an opportunity for people to find out more about Blackpool's heritage and give officers a chance to talk to residents and visitors about the new heritage museum project.

### Grundy Art Gallery

The Grundy has been successful with its application to the Arts Council of England to continue to be a National Portfolio Organisation (NPO) for a further three years from April 2015 to March 2018. The Grundy will receive a total grant of £129,366 over the three years towards the presentation of a high-quality contemporary art exhibition programme and associated engagement programme with the community and young people.

### Grand Theatre

The Grand Theatre has also been successful in its application to the Arts Council to continue to be a National Portfolio Organisation (NPO) from April 2015 to March 2018. The Grand will receive a total grant of £479,976 over the three years for the presentation of a high-quality contemporary dance

programme. The Grand was one of a small number of organisations across the country to receive an increase in NPO funding. For the Grand this equates to a 36.2% increase on the NPO funding received during the period 2012 to 2015.



## **COUNCIL APPOINTED COMBINED FIRE AUTHORITY REPRESENTATIVE - REPORT TO THE COUNCIL – COUNCILLORS JACKSON, MRS TAYLOR AND MRS DELVES**

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This report updates the Council on the work of the Combined Fire Authority. The Fire Authority is made up of 25 Councillors (19 representatives from Lancashire County Council three from Blackburn and Darwen Council and three from Blackpool Council).

Since the last report to Council, the Combined Fire Authority has met on two occasions, 28 April and 23 June 2014. The Combined Fire Authority has produced a summary of those meetings and the appointed representatives will update the Council on any issues.

### **REPORT OF THE LANCASHIRE COMBINED FIRE AUTHORITY 28TH APRIL 2014**

#### **1. FORMAL OPENING OF CHORLEY COMMUNITY FIRE STATION**

The Chairman advised that the official opening of Chorley Community Fire Station by Councillor John Walker, Mayor of Chorley Council and Mayoress Mrs Marie Walker would be taking place on Thursday 1 May 2014. Authority Members were invited to attend the event which would commence at 1100 hours.

#### **2. PRINCE'S TRUST CELEBRATE SUCCESS AWARDS – NATIONAL BREAKTHROUGH AWARD, DANIELLE FISHER**

Danielle Fisher was in attendance at the meeting. Lancashire Fire and Rescue Service (LFRS) has been involved with the Prince's Trust programme for over 20 years and it has been the Delivery Partner Manager for the Prince's Trust Team Programme for 13 years; after taking overall responsibility for the management and delivery of the programme in April 2001. Since 2001 LFRS has supported over 3,500 young people through, nearing 300 Team Programmes. The programme aims to engage with young people aged 16-25 and to facilitate their personal development and teamwork skills. A key outcome of the programme is to re-engage what are often disenfranchised young people and help them to develop their skills, confidence and motivation to increase their employability and also to get their lives working again.

The Celebrate Success Awards recognises the achievements of exceptional young people in education, skills and development, employment, enterprise and in the community. The North West Celebrate Success Awards were held on 6 November 2013. Of the 21 nominees, five were from LFRS Prince's Trust Team programmes; with three of these ultimately being successful.

Danielle won the Breakthrough Award which recognises the progress of young people who have developed new skills to enable them to make positive steps in facing their challenges and stabilising their lives. As a result, Danielle went through to the Celebrate Success UK final held on 12 March 2014 where she beat off some strong competition to win the "National Breakthrough Award" which was presented by HRH Prince Charles. The Chairman, Chief Fire Officer and all Authority Members paid tribute to Danielle and her achievements and their congratulations have been placed on record.

Members of the Prince's Trust Preston Team 55 had been invited to attend the meeting by the Chairman. Members of the Preston Team, Aiden Cowell and Edward Bromilow were in attendance at the meeting together with Shaun Walton, Service Delivery Manager and Helen Stanley, Prince's Trust

Team Leader. The 12-week Prince's Trust programme includes undertaking a project based in the local community and for this element of their course Preston Team 55 decided to create a short educational film that concentrated on the consequences of making a malicious call. The Team provided funding for the film from bag packing at a local supermarket, they then produced, directed and starred in a really good piece of work that had received 1,300 views from across the UK. Feedback has been received from other Fire and Rescue Services and Partner Agencies who want to use it as part of their own educational programmes. The film entitled 'Four Years' was shown to Authority Members who placed on record their congratulations to the Preston Team 55 for its production. The film can be viewed by following the link: <http://vimeo.com/87932372>.

### **3. OPERATIONAL ASSESSMENT AND FIRE PEER CHALLENGE 2014**

The Fire and Rescue Service (FRS) has a long standing commitment to sector-led improvement, self-awareness and independent review. The Operational Assessment (OpA) process began in 2009 and was developed by the Chief Fire Officers Association (CFOA), in partnership with the Local Government Association (LGA) and the Chief Fire and Rescue Advisor (CFRA). The overall process has a strong operational focus and comprises of a self-assessment and external peer challenge and is designed to allow a whole system look at how a Fire Authority leads, prioritises and delivers the interrelated functions of prevention, protection and response. The process is designed to form a structured and consistent basis to drive continuous improvement within FRS and to provide Elected Members and Chief Fire Officers with information that allows them to challenge their operational service delivery to ensure it is efficient, effective and robust. Lancashire FRS last undertook an OpA and Fire Peer Challenge in 2010.

The Authority was updated on the 2014 process which took place on the 1 – 4 April 2014 led by Chief Fire Officer, Ian Cartwright (Cumbria FRS). On the final day, the Peer Review Team presented their initial findings to the Authority Chairman, Vice-Chairman and Members of the Executive Board. In summary:

- The Peer Review Team found 'nothing of significance' that would cause problems, nor any issues 'with self-awareness';
- They highlighted that there was a good correlation between their findings when compared to the Service's own self-assessment and resulting OpA Improvement Action Plan which the Service had prepared prior to the process. Confidence could be drawn from this as it meant that the Service had good levels of self-awareness and that the direction of travel and the improvement actions which the Service had set largely mirrored those found by an 'independent' Peer Review Team;
- The Peer Review Team consistently reported how engaging and professional staff were throughout the week, whether that was in the form of: a one to one interview, focus group or a visit to any of the six fire stations they attended;
- The Peer Review Team identified that there was a clear vision in 'Making Lancashire Safer', together with effective outcome-based performance and robust emergency response arrangements;
- They highlighted as strengths the pace and focus of leadership; that staff were empowered and confident to take decisions alongside good internal working relationships; and
- The Peer Review Team highlighted a number of 'areas to explore' notably:
  - Operational Risk Information;
  - Corporate Planning (strategic co-ordination of change);

- Corporate Risk Management;
- Workforce Planning;
- Management / use of information.

Pending receipt of the final report, work had already begun to cross check the findings of the Peer Review Team against the Service's OpA Improvement Plan, produced prior to the review. All the main areas highlighted above were already components of the existing improvement plan. Once received a formal report would be brought to the Authority, which contained more detail, however, it was clear the Service was moving in the right direction and performing strongly.

#### **4. EXERCISE MALLARD**

As part of the Community Safety Reports item, the Authority received a video and presentation by Ben Norman, Community Protection Manager for the Eastern area regarding Exercise Mallard. The exercise was a live-play, operationally focussed exercise which took place over Saturday 1 and Sunday 2 March 2014. The exercise was designed to test a multi-agency response to a major rail incident and was located upon the West Coast Railways main base at Carnforth, Lancashire.

The Authority was reassured that such major, complex, multi-agency training exercises were undertaken to test resilience and response arrangements and to identify areas for improvement; acknowledging the important role that partners played. A copy of the video can be seen by following the link: ([http://www.youtube.com/watch?v=rGrntt-wkco&feature=share&list=UUDqXUU\\_0Mo6rHbUH0ygn05g&index=3](http://www.youtube.com/watch?v=rGrntt-wkco&feature=share&list=UUDqXUU_0Mo6rHbUH0ygn05g&index=3)).

## **REPORT OF THE LANCASHIRE COMBINED FIRE AUTHORITY 23 JUNE 2014**

### **1. COMBINED FIRE AUTHORITY ANNUAL GENERAL MEETING (AGM)**

The meeting held 23 June was the Authority's AGM and Members appointed County Councillors F De Molfetta and M Parkinson as Chairman and Vice-Chairman of the Authority respectively for 2014/ 2015.

### **2. WELCOME TO NEW MEMBERS**

The Chairman thanked past and continuing Members for their help during the past year and for their considerable contributions to the work of the Authority. He welcomed County Councillors Michael Green and Richard Newman-Thompson and Councillor Zamir Khan to the Authority and looked forward to another excellent year of Members working together for the safety and wellbeing of the people of Lancashire.

### **3. NORTH WEST FIRE CONTROL UPDATE**

The Chief Fire Officer advised that the move of call handling from the existing Control Room at Service Headquarters to a joint Fire Control at Warrington took place at the end of May 2014. The North West Fire Control Centre incorporated not just Lancashire but also Cumbria, Cheshire and Manchester Fire and Rescue Services. The arrangements used the most up-to-date technology that had the ability to identify and despatch the nearest appliance for all critical fires. It also had enhanced features such as identifying the location when mobile phones are used and the new arrangements would provide a saving to Lancashire of £800,000. As with any project of this scale and magnitude there were always teething problems which had now been largely overcome. Over the course of the next six months the systems would be reviewed and any refinements made as necessary. The next Strategy Day would present an opportunity for Members to tour the North West Fire Control and view the Control Room

in operation.

#### **4. SAFETY, HEALTH AND ENVIRONMENT ANNUAL REVIEW**

The Authority considered the Safety, Health and Environment Annual Review Report for Lancashire Fire and Rescue Service covering the period 1 April 2013 to 31 March 2014. As the body with ultimate responsibility for staff health, safety and environmental compliance it was important that all CFA Members were aware of performance in this respect. The report therefore provided a summary of key actions, overall progress and outturn performance in respect of accidents and near misses and carbon emissions, together with a look forward.

The report summarised the arrangements in place to deliver the Service's Health and Safety Policy and provided a summary of health, safety and environment performance data. It included the reporting on occupational safety, health and environmental issues that had arisen during the period 1 April 2013 to 31 March 2014.

The Director of People and Development was pleased to report that 2013/ 2014 had seen a very positive year in terms of overall safety, health and environment performance. The number of accidents where injuries were sustained by LFRS employees was the lowest recorded. LFRS continued to deliver projects to reduce its carbon emissions. The health and safety and environment management systems would continue to be developed and this was supported by external reviews that advocated robust policies, systems and a positive culture were in place within the Service.

#### **5. FIRE RELATED PROSECUTIONS**

A report detailing prosecutions in respect of fire safety management failures and arson related incidents within the period 1 April 2014 to 31 March 2014 was endorsed by Members. There had been two fire safety convictions with a potential five cases pending. Detailed information was also supplied in relation to three Arson Convictions and four other convictions during the period.

Members noted that in the case of Lancashire Fire and Rescue Service V Peter Metcalf, Mr Metcalf was sentenced to 18 months imprisonment. This was the most severe sentence imposed nationally by a court since this offence was introduced under the Regulatory Reform (Fire Safety) Order 2005.

<b>Report to:</b>	<b>COUNCIL</b>
<b>Relevant Officer:</b>	Neil Jack, Chief Executive
<b>Relevant Cabinet Member:</b>	Councillor Blackburn, Leader of the Council
<b>Date of Meeting:</b>	17 <sup>th</sup> September 2014

## REVENUE BUDGET 2014/ 2015

### 1.0 Purpose of the report:

- 1.1 To consider the recommendations of the Executive from its meeting on the 8<sup>th</sup> September 2014, relating to amendments to the Revenue Budget for 2014/ 2015

### 2.0 Recommendation(s):

- 2.1 To agree that the in-year budget gap identified in paragraph 5.1 of this report, be met by transferring £852,000 from the Earmarked Reserve for Potential Pay Liabilities and the balance of £164,000 from Contingencies.
- 2.2 To agree the budget commitments regarding the Better Start fund, as set out in the Executive decision notice at Appendix 7(b) and amend the Council's Revenue budget to include these sums.

### 3.0 Reasons for recommendation(s):

- 3.1 The Council is required to approve a balanced budget and the first recommendation is put forward for this reason. The second recommendation is in response to Cabinet Member decision (PH25) taken in February this year.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? No - this report (with the recommendations from the Executive) offers an alternative to the previously approved budget).

3.3 Other alternative options to be considered:

To retain the original budget proposal. However, this is not recommended due to the reasons set out in the report.

With regard to Better Start, the Council has an obligation to identify where its contributions will come from.

**4.0 Council Priority:**

4.1 The relevant Council Priority is “Deliver quality services through a professional, well-rewarded and motivated workforce”.

**5.0 Background Information**

5.1 The Executive at its meeting on 8<sup>th</sup> September 2014 considered a report on the Financial Monitoring as at Month 3. The Executive was informed that extensive consultation had been undertaken on the proposal for a pay freeze and following representations made by staff and unions, it had been agreed to consider alternative ways of funding the pay award in 2014/2015. As at the date of the Executive no formal agreement to a national pay offer to local government employees had been made, but assuming that this will eventually materialise and at the expected 1.0% then the current year’s Revenue Budget would have an imbalance of £1,016,000.

The report proposed to address this by transferring £852,000 from the Earmarked Reserve for Potential Pay Liabilities and the balance of £164,000 from Contingencies.

The Executive also considered at the same meeting a report regarding Better Start and the ongoing funding implications of that programme. This related to details of the level of match funding that was expected from Blackpool partners over the life of the project and how the Council’s commitment would be met from its budget.

The decision notices from the Executive meeting are attached at Appendix 7(a) and Appendix 7(b).

Does the information submitted include any exempt information? No

**List of Appendices:**

Appendix 7(a) Executive Decision regarding Financial Monitoring as at Month 3.

Appendix 7(b) Executive Decision regarding Better Start.

**6.0 Legal considerations:**

6.1 As outlined in the relevant Executive Decision Notices.

**7.0 Human Resources considerations:**

7.1 As outlined in the relevant Executive Decision Notices.

**8.0 Equalities considerations:**

8.1 As outlined in the relevant Executive Decision Notices.

**9.0 Financial considerations:**

9.1 These proposals are an important part of the delivery of the budget for 2014/2015 and 2015/2016.

**10.0 Risk management considerations:**

10.1 As outlined in the relevant Executive Decision Notices.

**11.0 Internal/ External Consultation undertaken:**

11.1 As outlined in the relevant Executive Decision Notices.

**12.0 Background papers:**

12.1 There are no additional background papers to this report.

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<b>Notice of:</b>	<b>EXECUTIVE</b>
<b>Decision Number:</b>	EX48/2014
<b>Relevant Officer:</b>	Steve Thompson, Director of Resources
<b>Relevant Cabinet Member</b>	Councillor Simon Blackburn, Leader of the Council
<b>Date of Meeting</b>	8 <sup>th</sup> September 2014

## FINANCIAL MONITORING AS AT MONTH 3 2014/2015

### 1.0 Purpose of the report:

- 1.1 The level of spending against the Council's Revenue and Capital budgets for the first 3 months to June 2014.

### 2.0 Recommendation(s):

- 2.1 To note the report and require the respective Directors and Director of Resources to continue to closely monitor and manage financial and operational performances, particularly in Children's Services, Adult Services, Parking Services and Community and Environmental Services.
- 2.2 To recommend to Council that that the in-year budget gap explained at paragraph 4.2 be met by transferring £852,000 from the Earmarked Reserve for Potential Pay Liabilities and the balance of £164,000 from Contingencies.
- 2.3 To reconsider the previous Executive decision of 16<sup>th</sup> June 2014 that underspending services in 2013/2014 could carry forward their budget surpluses into 2014/2015 and accept the Director of Resources' recommendation that these underspends (with the exception of Area Forum and Ward Budgets) totalling £462,000 be redirected to bolster working balances.

### 3.0 Reasons for recommendation(s):

- 3.1 Members' information and comment.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No
- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

None

**4.0 Council Priority:**

4.1 The relevant Council Priority is

“Deliver quality services through a professional, well-rewarded and motivated workforce”

**5.0 Background Information**

5.1 See reports and appendices circulated to members under separate cover.

5.2 Does the information submitted include any exempt information?

No

**5.3 List of Appendices:**

None

**6.0 Legal considerations:**

6.1 None

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 An Equalities Impact Assessment was produced as a part of the budget setting process and remains relevant.

**9.0 Financial considerations:**

9.1 See reports and appendices circulated to members under separate cover.

**10.0 Risk management considerations:**

10.1 Impact of financial performance on Council balances.

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1 None

**ONLY APPLICABLE FOR REPORTS WHICH WILL EVENTUALLY BE CONSIDERED BY THE EXECUTIVE/ CABINET MEMBER**

**14.0 Key decision information:**

14.1 Is this a key decision? No

14.2 If so, Forward Plan reference number:

14.3 If a key decision, is the decision required in less than five days? No

14.4 If **yes**, please describe the reason for urgency:

**15.0 Call-in information:**

15.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

15.2 If **yes**, please give reason:

**TO BE COMPLETED BY THE HEAD OF DEMOCRATIC GOVERNANCE**

**16.0 Scrutiny Committee Chairman (where appropriate):**

Date informed: N/A Date approved: N/A

**17.0 Declarations of interest (if applicable):**

17.1 None

**18.0 Executive decision:**

18.1 The Executive resolved as follows:

1. To note the report and require the respective Directors and Director of Resources to continue to closely monitor and manage financial and operational performances, particularly in Children's Services, Adult Services, Parking Services and Community and Environmental Services.

2. To recommend to Council that that the in-year budget gap explained at paragraph 4.2 be met by transferring £852,000 from the Earmarked Reserve for Potential Pay Liabilities and the balance of £164,000 from Contingencies.

3. To rescind the previous Executive decision of 16<sup>th</sup> June 2014 that underspending services in 2013/2014 could carry forward their budget surpluses into 2014/2015 and hereby agree that these underspends (with the exception of Area Forum and Ward Budgets) totalling £462,000 be redirected to bolster working balances.

**18.2 Date of Decision:**

8<sup>th</sup> September 2014

**19.0 Reason(s) for decision:**

Members' information and comment.

**19.1 Date Decision published:**

9<sup>th</sup> September 2014

**20.0 Executive Members in attendance:**

20.1 Councillors Blackburn (Chairman), Cain, Campbell, Collett, Cross, Jackson, Jones, Rowson and Wright

**21.0 Call-in:**

21.1

**22.0 Notes:**

22.1

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<b>Decision of:</b>	<b>EXECUTIVE</b>
<b>Decision Number:</b>	EX46/2014
<b>Relevant Officer:</b>	Sue Harrison, Director of Children’s Services
<b>Relevant Cabinet Member</b>	Councillor Ivan Taylor, Cabinet Member for Children’s Services
<b>Date of Meeting:</b>	8 <sup>th</sup> September 2014

## BETTER START FUND

### 1.0 Purpose of the report:

1.1 The budget implications for the Council concerning BetterStart.

### 2.0 Recommendation(s):

2.1 To agree the budget commitments and recommend Council to include these commitments when approving or reviewing the budget.

### 3.0 Reasons for recommendation(s):

3.1 To consider the implications for the authority of the successful bid and funding envelope.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council’s approved budget? Yes

3.3 Other alternative options to be considered:

None

### 4.0 Council Priority:

4.1 The relevant Council Priority is

“Tackle child poverty, raise aspirations and improve educational achievement “

**5.0 Background Information**

5.1 Better Start Blackpool

Our pledge..

*..is to make a generational shift, ensuring today's babies enjoy the early care and nurture they need for healthy development and to be ready for school. And that in turn, as they grow up and become parents themselves, they will pass on the Better Start legacy to the next generation"*

5.2 In January 2013 the Big Lottery Fund (BLF) asked all Local Authorities to submit an expression of interest for a £165 million bid to redesign early support services in their area. Through a process, three – five Local authorities were chosen to receive between £30 to £50 Million each, to be invested over the next 10 years to help improve services for babies, young children and families. The Councils had to identify a Lead partner from the voluntary and community sector. Blackpool identified the NSPCC as their preferred partner. A total of 80 Councils submitted an expression of interest and from these, 39 Councils were chosen to go through to the next stage. Blackpool was successful and submitted a Stage One Bid and was again successful as one of only 15 Councils to go through to the Stage 2 process with a bid that was submitted in February 2014. Stage 2 had access to £400,000 to develop the bid and the partnership.

5.3 In February 2014, the Cabinet Member for Children's Services considered a report regarding the submission of the bid for the Better Start Fund and resolved (decision PH25 refers) :

"To delegate to the Assistant Chief Executive, Children's Services after consultation with the Assistant Chief Executive, Treasurer Services and the Cabinet Member for Children's Services:

(a) the authority to confirm that the Council will be part of the Blackpool bid to the Big Lottery Fund, led by the NSPCC, along with partner organisations for the Better Start Fund; and

(b) that if the bid is successful, authority to enter into an agreement on behalf of the Council with partner organisations for the Better Start project, subject to a further detailed report being submitted to the Executive regarding appropriate budget approvals being identified and secured for the Council's contributions. "

5.4 That decision forms the basis of this report, in particular in relation to budget commitments



## Appendix 7(b)

- 5.5 In June 2014, Blackpool and the NSPCC were informed they were one of five bids that had been chosen to receive the funding from the Big Lottery and were awarded £45 million. The bid will focus on the conception to three age group and a population of between 40 and 50 thousand. There are seven wards in Blackpool with this population which are the Better Start wards – Brunswick, Park, Claremont, Victoria, Clifton, Talbot, Bloomfield. However, although the funding from the Big Lottery can only be used on these wards it is intended to roll out the learning and programmes across Blackpool.
- 5.6 The Lottery dictated that three major strands form the core of the work and services undertaken - language and communication, diet and nutrition and personal and emotional well-being.
- 5.7 The project will create a whole system change by developing a stronger partnership working that delivers collaborative services organised around the needs of Blackpool children aged pre-birth to three. The services will secure strong social, emotional and physical health foundations for children, leading to better educational and economic achievement, which is sustained over time.
- 5.8 The Partnership is made up of VCS services, the Local Authority and Health, delivering a variety of important and vital services for families in co-production. Collaborative systems will be put in place for true integrated working, informed by user consultation, using Children’s Centres as a main delivery venue.
- 5.9 Those at risk will be identified by developing a shared approach to assessment that is streamlined, promotes engagement, avoids duplication, and reduces the burden for families and partners. Robust early measures will help identify those families with multiple risk factors from the outset. Learning and evaluation will be key. The project will draw upon significant collective experience to achieve a fully holistic integrated service model approach that is preventative and proactive rather than reactive.
- 5.10 The project will tackle those critical pressures, barriers and risks for families e.g. domestic abuse, drugs and alcohol, mental ill health and isolation by offering support, services and empowering parents and communities to build their capabilities.
- 5.11 Families will be instrumental in the project development, community based engagement and accountability will increase service quality and commitment among voluntary and statutory agencies for identifying, assessing and supporting children and families in need and understanding the impact creating a better future for all children.
- 5.12 There will be four main areas of approach:
- a public health approach – producing universal campaigns e.g.

breastfeeding, drinking in pregnancy etc.

- evidence based intervention – making a changing for those with additional and complex needs
- Reframing and System Transformation - Building a shared understanding and shared action
- Centre for Early Child Development - Building and sharing learning about the projects delivered

5.13 The evidence based interventions – which will be delivered:

5.14 Intervention at Universal Partnership Plus level

- Family Nurse Partnership
- Parents Under Pressure
- Parent-Infant Psychotherapy
- Safecare
- Survivor Mums
- Domestic Abuse
- Pre-birth risk assessment
- Alcohol in pregnancy

5.15 Intervention at Universal Plus level

- Baby Steps
- Video Interaction Guidance
- Hanen and REAL
- Triple P for toddlers
- Early Learning with Families

5.16 Intervention at Universal level

- Health Promotion resources and 4 new public health campaigns
- Maternity and Community Health
- Children’s Centres

5.17 Community programmes

- Beach School
- Food Dudes
- FNP graduate mentors
- Safe space and play fund

5.18 All projects will be commissioned from either the Local Authority, Health, NSPCC, third/private sector.

5.19 Blackpool Better Start Outcomes at the end of the project

- All babies in Blackpool are born healthy
- Blackpool's children are ready for school
- Families in Blackpool feel more included in their community

5.20 Does the information submitted include any exempt information? No

5.21 **List of Appendices:**

None

**6.0 Legal considerations:**

6.1 As part of the bid submission, the parties agreed a draft Partnership Agreement to be presented by the NSPCC as part of the bid application. The Council is advising on the final Partnership Agreement.

**7.0 Human Resources considerations:**

7.1 As part of the bid a full resource plan was put together. This plan included the secondment of a Senior Manager from Children's Services to lead the Better Start programme. Any other appointments within Better Start will be subject to normal open recruitment processes.

**8.0 Equalities considerations:**

8.1 As part of the bid a full equalities analysis was compiled.

**9.0 Financial considerations:**

9.1 The Better Start bid provides Big Lottery Grant funding to partners of £45m over the next ten years. However, partners are also expected to invest matched-funding and Blackpool partners are proposing to contribute a further £30 million over the life of the project, bringing the total investment to £75m. The expected breakdown by partner and financial year is shown in the table below:

## Appendix 7(b)

Partner	Contribution (£000s)										
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Childrens Services	136	525	2,672	2,738	2,529	2,579	2,639	2,699	2,658	2,718	21,892
Public Health	-	-	233	239	246	251	257	263	259	264	2,012
Health	595	262	252	250	250	384	365	348	320	306	3,332
NSPCC	40	42	42	43	44	45	46	47	46	47	440
TBC*	-	-	-	-	-	-	-	-	1,150	1,175	2,325
	<b>771</b>	<b>829</b>	<b>3,199</b>	<b>3,269</b>	<b>3,069</b>	<b>3,258</b>	<b>3,306</b>	<b>3,356</b>	<b>4,432</b>	<b>4,511</b>	<b>30,000</b>

\* To be reviewed following successful pilots

9.2 Given ever reducing budgets, the only possible way the Council's share of this amount of funding can be found would be from re-investing the savings expected from the Better Start funded projects. These interventions, if successful, would reduce spend in several Council-funded areas.

9.3 From a Council perspective this commitment to re-investing savings would obviously mean that these savings would not be able to contribute to any future Council funding gap. The matched funding contributions would be contractual and written into the partnership agreement. The Delivery Partners are also to seek legal advice during the first 12 months as to whether these monies should be held in a joint trust account or remain ring-fenced in each Delivery Partner's bank account.

### 10.0 Risk management considerations:

10.1 The project will require a local performance reporting arrangements and there is a full plan for monitoring and learning.

10.2 An Executive Board is due to be established, chaired by the Chief Executive Officer of NSPCC. This Board will be responsible for monitoring the bid finances and delivery programme.

10.3 Blackpool Children's Trust will play a key monitoring role on behalf of the Health and Wellbeing Board and the Council.

### 11.0 Ethical considerations:

11.1 The decision helps to deliver the Council's vision namely "We will build a Blackpool where aspiration and ambition are encouraged and supported. We will seek to narrow the gap between the richest members of our society and the poorest and deliver a sustainable and fairer community, of which our communities will be proud."

**12.0 Internal/ External Consultation undertaken:**

12.1 The parents and community have been an integral part of the bid winning process and they have formed their own Better Start Partnership Group. They have been fully consulted on the bid and a number of parents and community organisations along with public sector strategy leaders spent two whole days in January planning the bid priorities, outcomes and projects. The community and parents have continued to be a part of the Better Start process.

**13.0 Background papers:**

13.1 Equalities Analysis

**ONLY APPLICABLE FOR REPORTS WHICH WILL EVENTUALLY BE CONSIDERED BY THE EXECUTIVE/ CABINET MEMBER**

**14.0 Key decision information:**

14.1 Is this a key decision? Yes

14.2 If so, Forward Plan reference number: 2/2014

14.3 If a key decision, is the decision required in less than five days? No

14.4 If **yes**, please describe the reason for urgency:

**15.0 Call-in information:**

15.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

15.2 If **yes**, please give reason:

**TO BE COMPLETED BY THE HEAD OF DEMOCRATIC GOVERNANCE**

**16.0 Scrutiny Committee Chairman (where appropriate):**

Date informed: 29<sup>th</sup> August 2014 Date approved: N/A

**17.0 Declarations of interest (if applicable):**

17.1 None

**18.0 Executive decision:**

18.1 The Executive agreed the recommendation as outlined above namely:

To agree the budget commitments and recommend Council to include these commitments when approving or reviewing the budget.

18.2 **Date of Decision:** 8<sup>th</sup> September 2014

**19.0 Reason(s) for decision:**

To consider the implications for the authority of the successful bid and funding envelope.

**19.1 Date Decision published:**

9<sup>th</sup> September 2014

**20.0 Executive Members in attendance:**

20.1 Councillors Blackburn (Chairman), Cain, Campbell, Collett, Cross, Jackson, Jones, Rowson and Wright

**21.0 Call-in:**

21.1

**22.0 Notes:**

22.1

<b>Report to:</b>	<b>COUNCIL</b>
<b>Relevant Officer:</b>	Carmel McKeogh, Deputy Chief Executive Mark Towers, Director of Governance and Regulatory Services
<b>Relevant Cabinet Member:</b>	Councillor Blackburn, Leader of the Council
<b>Date of Meeting:</b>	17 <sup>th</sup> September 2014

## OFFICER CODE OF CONDUCT

### 1.0 Purpose of the report:

1.1 To consider the recommendation from the Executive regarding a proposed Officer Code of Conduct

### 2.0 Recommendation(s):

2.1 To approve the Officer Code of conduct as submitted and agree that it be added to the Council's Constitution.

### 3.0 Reasons for recommendation(s):

3.1 So that there is an updated, code of conduct for officers as part of the Council's constitution.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

Not to agree an officer code of conduct and retain the current 'Employee code of conduct'. This is not recommended as the current code is almost wholly about contractual obligations and disclosures and does not include sufficient sections relating to standards of behaviours or disclosure of information and safeguarding issues.

To have a different code of conduct. A variation on the proposed code would be possible but this draft has been through consultation with the union representatives and various officer groups and is also of a similar format now to that published by other Councils and the Code of Conduct for Members.

#### **4.0 Council Priority:**

4.1 The relevant Council Priority is “Deliver quality services through a professional, well-rewarded and motivated workforce.”

#### **5.0 Background Information**

5.1 The Executive at its meeting on 8<sup>th</sup> September considered a proposed officer code of conduct following consultation with recognised trade unions and key Council services. The report considered by the Executive set out the history of a national model officer code of conduct and explained why this had never been enacted. It was reported that schedule 4 of the Localism Act 2011 which amended Section 82 of the Local Government Act 2000, in effect deleted power for the Secretary of State to issue a code in England. This was in line with the localism approach where it was down to individual local authorities to adopt their own code.

5.2 The Executive was reminded that all Councils, including Blackpool did have an officer code of conduct (many now in their constitutions) but as part of their management policies and procedures. Blackpool’s Officer Code of Conduct has been updated over the course of the last 12 months to include particular issues such as working with children and vulnerable adults, updates to equality and diversity laws, references to contract procedure rules, data protection and Freedom of Information Issues. This has also allowed it to be presented in a way to be of a similar format to the Code of Conduct for members and for it also to be included it in the Council’s Constitution to provide transparency to the public in relation to the standards expected of officers

5.3 Does the information submitted include any exempt information? No

#### **5.4 List of Appendices:**

Appendix 8(a) Executive Decision Notice

Appendix 8(b) - Officer Code of Conduct

#### **6.0 Legal considerations:**

6.1 The proposed Officer Code of Conduct will form part of the Council’s Constitution and will be an important part of an employee’s contract.

#### **7.0 Human Resources considerations:**

7.1 The Code applies to all employees of Blackpool Council and will be incorporated into and form part of the contractual relationship between the Council and its employees. As such, it may be used in any proceedings under the Council’s disciplinary and



grievance procedures.

**8.0 Equalities considerations:**

8.1 Equality issues of this policy have been explored along side the code of conduct and an Equality Analysis has been completed accordingly.

**9.0 Financial considerations:**

9.1 There are no financial considerations with this revised code of conduct.

**10.0 Risk management considerations:**

10.1 A clear revised officer code of conduct will reduce or eliminate the risk of inconsistent employee practices and procedures and ensure compliance with behaviours and legal requirements.

**11.0 Ethical considerations:**

11.1 The proposed Code of Code of Conduct will be integral to the ethos of the Council's Core value:

*'We act with integrity and we are trustworthy in all our dealings with people and we are open about the decisions we make and the services we offer'.*

It is, therefore, important for the Council to provide guidance on standards of conduct which is available to and understood by staff at all levels.

**12.0 Internal/ External Consultation undertaken:**

12.1 Consultation has taken place with:

- Senior Leadership Team – in the form of a specific workshop
- Recognised Trade Unions
- HR colleagues
- Internal Audit
- Procurement Team
- Officers involved in safeguarding issues

**13.0 Background papers:**

13.1 An Equalities Analysis, which has been completed in relation to the revised code.

**14.0 Key decision information:**

14.1 Is this a key decision? No

14.2 If so, Forward Plan reference number:

14.3 If a key decision, is the decision required in less than five days? No

14.4 If **yes**, please describe the reason for urgency:

**15.0 Call-in information:**

15.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

15.2 If **yes**, please give reason:

<b>Report to:</b>	<b>EXECUTIVE</b>
<b>Decision Number:</b>	EX45/2014
<b>Relevant Officer:</b>	Carmel McKeogh, Deputy Chief Executive Mark Towers, Director of Governance and Regulatory Services
<b>Relevant Cabinet Member:</b>	Councillor Blackburn, Leader of the Council
<b>Date of Meeting:</b>	8 <sup>th</sup> September 2014

## OFFICER CODE OF CONDUCT

### 1.0 Purpose of the report:

1.1 The purpose of this report is to consider a proposed draft officer code of conduct which is fit for purpose and can be considered for recommendation to the Council, as part of the Council's Constitution.

### 2.0 Recommendation(s):

2.1 The Executive is asked to recommend this draft Officer Code to the full Council, as part of the Council's Constitution.

### 3.0 Reasons for recommendation(s):

3.1 To recommend an officer code of conduct to Council for approval to be part of the Council's Constitution.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

Not to agree an officer code of conduct and retain the current 'Employee code of conduct'. This is not recommended as the current code is almost wholly about contractual obligations and disclosures and does not include sufficient sections relating to standards of behaviours or disclosure of information and safeguarding issues.

To have a different code of conduct. A variation on the proposed code would be possible but this draft has been through consultation with the union representatives and various

officer groups and is also of a similar format now to that published by other Councils and the Elected Members Code of Conduct.

**4.0 Council Priority:**

4.1 The relevant Council Priority is:

“Deliver quality services through a professional, well-rewarded and motivated workforce.”

**5.0 Background Information**

5.1 The Council’s Constitution has a section in it for an Officer Code of Conduct which dates back to the Local Government Act 2000, when it was stated that Government would issue a model officer code of conduct in the same way they did at that stage for elected members. The Act gave the Secretary of State the power to issue a statutory code of conduct for employees in England.

5.2 A consultation paper was produced by the Office of the Deputy Prime Minister in 2004. The intention was that the statutory code would be a brief statement of core values and obligations. This would underpin local codes of conduct, which would remain of great importance in communicating appropriate standards and procedures. The proposed statutory code was to be part of employees' contracts of employment and any breaches of the code would be dealt with under an authority's local disciplinary procedures. There would be no other investigation or enforcement mechanism such as applies in cases of misconduct by elected members. There were further consultation papers in December 2005 ('Standards of conduct in English local government – the future') and in 2008 (Communities in control: Real people, real power - Codes of conduct for local authority members and employees).

5.3 These consultation papers still proposed a statutory officer code, but no gave no indication of when. They included lessons learned from the review of the elected members’ code of conduct which had taken place at that time. The Local Government Association was of the view that a statutory code was not necessary, as Councils had clearly defined codes emanating from draft produced in 1994 by the Local Government Management Board and the Local Government Associations.

5.4 Finally schedule 4 of the Localism Act 2011 amended Section 82 of the Local Government Act 2000. In effect it deleted power for the Secretary of State to issue a code in England. This was done it is understood seemingly in line with localism approach where it was down to individual local authorities to adopt their own code.

5.5 All Councils, including Blackpool do have an officer code of conduct, (many now in their constitutions) but all as part of their management policies and procedures. This last 12 months has seen a review of Blackpool’s officer code of conduct to bring it up

to date, in particular issues such as working with children and vulnerable adults, updates to equality and diversity laws, references to contract procedure rules, data protection and Freedom of Information Issues.

5.6 It is also considered opportune to present the code in a way to be of a similar format to the elected members' code of conduct and also include it in the Council's constitution to provide transparency to the public in relation to the standards expected of officers. The draft code attached is in essence an 'overview' code underpinned by more detailed terms and conditions in personnel codes/ contracts of employment etc, already in existence. It is also supplemented by the Employment Procedure Rules for Chief Officers, already part of the constitution regarding employment, dismissal and disciplinary action.

5.7 Officers may also be expected to follow service related codes of conduct such as, General Teaching Council, Solicitors, Royal Town Planning Institute, Personnel and Development, Trading Standards and Social Workers. Professional codes though are about the profession not the relationship with the employer and are therefore not referenced in the attached draft code.

5.8 **Summary of proposed Changes**

5.9 Proposed changes to the code will, if agreed, bring the document in line with current Council policies and best practice that have been introduced within the Council i.e.:

- Council's customer care standards - makes reference to the key aspect of customer standards which states that employees should provide the highest possible standard of service and which makes a general reference to standards of dress which is expected in specific roles.
- Safeguarding requirements - by making reference to the government guidance document about safer working practice for Adults who work with Children and Young People Government Safeguarding and the specific Council code for employees working with vulnerable Adults.
- Information Governance Policies which were introduced as a result of a data governance audit and the extended statutory data governance requirements which the code now includes a specific section about the requirements of the data protection action, Information management and intellectual property and retaining information upon termination of employment.
- Equality Framework which was amended in accordance with the Equality Act 2010.
- Whistleblowing Policy which was amended in accordance with the Bribery Act 2010.

5.10 **Embedding the code of conduct**

As the Code of Conduct is an important part of an employee's contract, all officers regardless of level need to be made aware of its content. It is therefore intended (when approved) to communicate the launch of the approved document by the following means:

- Induction
- IPool
- IPA process
- Leaflets
- Hub News items
- Newsletters

5.11 Does the information submitted include any exempt information? No

5.12 **List of Appendices:**

Appendix 2a draft Officer Code of Conduct

**6.0 Legal considerations:**

6.1 The proposed officer code of conduct will form part of the Council's Constitution, when final approval is given by Council and will be an important part of an employee's contract.

**7.0 Human Resources considerations:**

7.1 The Code applies to all employees of Blackpool Council and will be incorporated into and form part of the contractual relationship between the Council and its employees. As such, it may be used in any proceedings under the Council's disciplinary and grievance procedures.

**8.0 Equalities considerations:**

8.1 Equality issues of this policy have been explored along side the code of conduct, and an Equality Analysis has been completed accordingly.

**9.0 Financial considerations:**

9.1 There are no financial considerations with this proposed revised code of conduct.

**10.0 Risk management considerations:**

10.1 A clear revised officer code of conduct will reduce or eliminate the risk of inconsistent employee practices and procedures and ensure compliance with behaviours and legal requirements.

**11.0 Ethical considerations:**

11.1 The proposed Code of Code of Conduct will be integral to the ethos of the Council's Core value:

*'We act with integrity and we are trustworthy in all our dealings with people and we are open about the decisions we make and the services we offer'.*

It is, therefore, important for the Council to provide guidance on standards of conduct which is available to and understood by staff at all levels.

**12.0 Internal/ External Consultation undertaken:**

12.1 Consultation has taken place with:

- Senior Leadership Team – in the form of a specific workshop
- Recognised Trade Unions ,
- HR colleagues
- Internal Audit
- Procurement Team
- Officers involved in safeguarding issues

**13.0 Background papers:**

13.1 An Equalities Analysis which has been completed in relation to the draft code.

**14.0 Key decision information:**

14.1 Is this a key decision? No

14.2 If so, Forward Plan reference number:

14.3 If a key decision, is the decision required in less than five days? No

14.4 If **yes**, please describe the reason for urgency:

**15.0 Call-in information:**

15.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process?

No

15.2 If **yes**, please give reason:

**TO BE COMPLETED BY THE HEAD OF DEMOCRATIC GOVERNANCE**

**16.0 Scrutiny Committee Chairman (where appropriate):**

Date informed:

N/A

Date approved:

N/A

**17.0 Declarations of interest (if applicable):**

17.1 None

**18.0 Executive decision:**

18.1 The Executive resolved as follows:

To recommend this draft Officer Code to the full Council, as part of the Council's Constitution.

**18.2 Date of Decision:**

8<sup>th</sup> September 2014

**19.0 Reason(s) for decision:**

To recommend an officer code of conduct to Council for approval to be part of the Council's Constitution.

**19.1 Date Decision published:**

9<sup>th</sup> September 2014



**20.0 Executive Members in attendance:**

20.1 Councillors Blackburn (Chairman), Cain, Campbell, Collett, Cross, Jackson, Jones, Rowson and Wright

**21.0 Call-in:**

21.1

**22.0 Notes:**

22.1

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<b>Officers' Code of Conduct</b>	
<b>Effective from XXXXXX</b>	<b>Approved by Council on XXXXXX</b>

**1. INTRODUCTION**

1.1 The Council believes that its activities demand the highest standards of confidence from the public and that this confidence will derive from the way in which the Council and its employees conduct themselves in undertaking its business.

1.2 This Code is integral to the ethos of all the Council's core values in particular:

***'We act with integrity and we are trustworthy in all our dealings with people and we are open about the decisions we make and the services we offer'.***

1.3 It is, therefore, important for the Council to provide guidance on standards of conduct which is available to, and understood by staff at all levels. Where examples are listed in the Code as guidance they are not intended to be exhaustive.

1.4 The Code is additional to appropriate statutes, sections of the National Scheme of Conditions of Service, the Financial Regulations and the Council's Constitution, in particular the Protocols on Member /Officer Relations.

1.5 The Code applies to all employees of Blackpool Council and is incorporated into and forms part of the contractual relationship between the Council and its employees. As such, it may be used in any proceedings under the Council's disciplinary and grievance procedures.

1.6 The Code of Conduct cannot cover all areas that are likely to arise in practice, but the principles of the Code will apply in order to ensure the integrity of the Council is maintained at all times.

**2. STANDARDS**

2.1 Employees are expected to give the highest possible standard of service to the public, communities, councillors and fellow employees in a courteous, efficient, and impartial manner. All employees are expected to treat others with respect at all times and adhere to the Council's Customer Care Standards.

2.2 The Council is committed to the prevention of fraud and corruption. Employees must ensure that they use public funds entrusted to them in a responsible and lawful manner in accordance with the Bribery Act 2010. All employees should act honestly and with integrity and to safeguard the public resources for which they are responsible. Where appropriate they will also be bound by the Council's Anti-Fraud and Corruption Strategy.

2.3 Employees should deal with all matters with a level of competence appropriate to the role and in line with any professional codes of conduct which apply to them.

2.4 Employees should raise any serious and genuine concerns about any wrong-doing in the Council's work or decisions by using the Council's Whistleblowing Policy. They can do this without fear of harassment or victimisation.

2.5 Council policies relating to equality issues in employment and service delivery must be complied with, in addition to the requirements of the law. All members of the local community, customers and other

employees have a right to be treated with fairness and equity in accordance with the Council's Equality Policy and the Equality Act 2010.

- 2.6 Standards of dress, personal appearance and hygiene, as well as those required in the interests of health and safety, can be matters affecting public confidence and employees should therefore make themselves aware of and comply with the expected standards for their role.
- 2.7 In the interests of the public and colleagues, employees must adhere to the Council's Health and Safety Arrangements. Employees must not act either wilfully or unintentionally in a manner liable to place the public, their colleagues, or themselves at risk, and must adhere to the duty of care prescribed in the Council's Health and Safety arrangements. This is particularly the case where an employee has direct responsibility for the welfare of service users.
- 2.8 It is important that all employees working with children, young people and vulnerable adults understand that the nature of their work places them in a position of trust. Such employees should be familiar with government guidance, local procedures and protocols for safeguarding the welfare of children young people and vulnerable adults have a duty to report any child protection or welfare concerns to a designated member of staff in their organisation.

### 3. DISCLOSURE OF INFORMATION

- 3.1 Employees must respect the confidentiality of any information they are given. Managers and supervisors should make themselves and their staff aware, where information they come into contact with in the course of their employment is confidential. Employees should not prevent another person from gaining access to information to which that person is entitled by law.
- 3.2 All information contained in personal data relating to members of the public and employees must be obtained, held and processed fairly and lawfully in accordance with the Data Protection Act 1998 and must not be used or disclosed in any manner incompatible with that Act. In addition employees in the course of their employment with the Council will have access to and be entrusted with information about the business of the Council and/ or its customers and clients which is confidential or commercially sensitive and must abide by any restrictions set down.
- 3.3 To protect the confidentiality of this information and without prejudice to other obligations an employee may have in handling information, employees must:
- ◆ Not to disclose to any person or make use of any such confidential information unless authorised to do so;
  - ◆ Not make any copies, abstracts or summaries of the whole or part of any document, computer record or other records belonging to the Council, except when required to do so in the course of their employment.
- 3.4 Employees must not use any information obtained in the course of their employment for personal gain or benefit, nor should they pass it on to others who might use it in such a way. This does not apply to staff benefits schemes.
- 3.5 **Intellectual property** is a generic term that includes inventions, creative writings and drawings. If any of these are created by employees in the course of their employment with the Council then as a general rule they exclusively belong to the Council and cannot be sold or lent to any other person or organisation without prior written permission of the relevant Chief Officer.

- 3.6 Upon the termination of their employment with the Council for whatever reason or otherwise at the Council's request, an employee must immediately return all property belonging to the Council or third party held in connection with their employment which may be in their possession or control.
- 3.7 Employees must not contact the media or disclose information relating to the work of the Council to the media, other than as an official spokesperson of the Council and in accordance with the Member/ Officer Protocol. This includes employees having due regard to the Council's policy on social media.
- 3.8 Employees are required to accept, in full, the rules contained in the relevant Information Governance Policies. Any breach of these policies will be considered a serious breach of the employee's contract terms of employment and the Council may instigate disciplinary proceedings held by the Council.

#### 4. POLITICAL NEUTRALITY

- 4.1 Employees holding politically restricted posts are disqualified, under the Local Government and Housing Act 1989, from membership of any local authority, other than a parish or community council, from being an MP or MEP and are subject to prescribed restrictions on their political activity. All employees holding a politically restricted post will have been notified, in writing.
- 4.2 Political restricted posts fall into two broad categories: specified posts and sensitive posts. Postholders in specified posts are politically restricted without the right of appeal.

##### (a) Specified Posts

- Head of the Council's Paid Service (s4 Local Government and Housing Act)
- Statutory and Non Statutory Chief Officers
- Deputy Chief Officers reporting to a Chief Officer
- The Monitoring Officer (s5 Local Government and Housing Act)
- Officers exercising delegated powers ie: employees whose posts are for the time being specified by the Authority in a list maintained in accordance with s100G(2) of the Local Government Act 1972
- Assistants to political groups.

##### (b) Sensitive Posts

These are posts where the primary role is to give advice on a regular basis to:

- the Authority itself
- any committee or sub-committee of the Authority
- any joint committee on which the Authority is represented
- the Executive of the Authority or any committee of the Executive
- any member of that Executive.

Sensitive posts also include those where the postholder would be expected to speak on behalf of the Council on a regular basis to journalists or broadcasters.

**Note:** Teachers and head teachers are all exempt from political restrictions.

- 4.3 Employees, whether or not in a politically restricted post, must not allow their own personal or political opinions to interfere with their work. This shall not prevent employees expressing a professional view in accordance with their duties.

- 4.4 Employees may be required to advise political groups. They must do so in ways which do not compromise their political neutrality and in line with the Protocol on Member/Officer Relations.
- 4.5 Mutual respect between employees and councillors is essential to good working relationships. Close personal familiarity between employees and individual councillors can damage the relationship and prove embarrassing to other employees and councillors and should therefore be avoided when dealing with Council business.

## 5. APPOINTMENT AND OTHER EMPLOYMENT MATTERS

- 5.1 Employees involved in appointment and promotions should ensure that any decisions are made in accordance with the Council's Equal Opportunities Policy and Procedures on the basis of merit.
- 5.2 In order to avoid any possible accusation of bias, employees should not be involved in an appointment where they are related to an applicant, or have a close personal relationship outside work with them, or seek to influence an appointment or promotion for any purpose.
- 5.3 Similarly, employees should not be involved in decisions relating to discipline, promotion or pay for an employee who is a relative, partner or close friend.
- 5.4 Employees must not approach elected members on matters relating to reorganisations, terms and conditions of employment or other employment matters that affect them individually except through procedures laid down in Human Resources Policies and Procedures or agreed by the Head of Paid Service.

## 6. OUTSIDE COMMITMENTS

- 6.1 All employees should not engage in any other business or take outside employment which conflicts with the Council's interests, for example, working with or for someone who does business or seeks to do business with the Council or obtain grants, consents or permits from the Council.
- 6.2 Officers on administrative, professional or technical grades above NJC SCP 29 must not engage in any other business, such as any paid or unpaid employment or running a business, or take up any other additional appointment, without first receiving the express consent in writing from their relevant Chief Officer. The Deputy Chief Executive (responsible for HR) should be notified of any approvals granted.

Consent is **not**, however, required for:

- a) work in connection with religious bodies
  - b) work in connection with the social and charitable life of the Town
  - c) work in connection with Friendly Societies, trade unions, staff organizations etc
  - d) contributions to professional and trade periodicals or societies and other literary and recreational and artistic pursuits
  - e) part-time teaching in technical colleges, evening schools, and tutorial work outside normal working hours.
- 6.3. Employees may not undertake outside work for payment by a member of the public on any matter connected with their official duties.
  - 6.4 Employees may accept appointments as Presiding Officers / Poll Clerks at Elections or as Census Enumerators, with the necessary days of absence to count against their leave entitlement.
  - 6.5 The Council will not attempt to preclude any of its employees from engaging in any other businesses or from undertaking additional employment but any such employment must not, conflict with or be

detrimental to the Authority's interests, or in any way weaken public confidence in the conduct of the Authority's business.

- 6.6 Employees should not use the Council's premises, facilities and other resources in connection with their outside commitments.

## **7. PERSONAL INTERESTS**

- 7.1 Employees must declare in writing via the appropriate form to their relevant Chief Officer, if they have any personal interests or involvement which might conflict with their employment or with the interests of the Council.

For example:

- membership of another local authority with which the Council deals regularly
- membership of any voluntary organisation, club or society that regularly seeks assistance from the council or to which the Council appoints representatives
- membership of any organisation (other than a political party or a trade union) which seeks to influence the Council's policies and decisions.
- any land in which they have an interest which is to be, or likely to be, the subject of a Council decision.

## **8. INVOLVEMENT IN CONTRACTS**

- 8.1 Orders and contracts must be awarded on merit by fair competition against other tenders, in accordance with the Council's Financial Regulations and Contracts Procedure Rules. No special favour should be shown to businesses run, for example, by friends, partners or relatives in the tendering process and the process should fully comply with the Council's Equality framework
- 8.2 Employees who have access to confidential information on tenders or costs for contractors must not disclose that information to any unauthorised party or organisation.
- 8.3 Employees who engage or supervise contractors, or have any other official relationships with contractors and have previously had or currently have a relationship in a business or personal capacity with contractors or potential contractors, must declare that relationship in writing via the register of interest form to their relevant Chief Officer.
- 8.4 Employees in their official relationships with contractors and potential contractors must not conduct themselves in such a manner so as to imply that they are in a position of giving special favour. Nor shall they canvass directly or indirectly or infer that they seek a gift, loan, fee, reward or advantage, or any offer of such.

## **9. GIFTS AND HOSPITALITY**

- 9.1 Employees need to be aware that it is a serious criminal offence for them to receive or give any gift, loan, fee, reward or advantage for doing or not doing anything or showing favour or disfavour to any person in their official capacity. Employees should advise their Chief Officer at the earliest opportunity of any such approach which is made to them. Any allegation of wrongdoing will be investigated under the Authority's Disciplinary Procedure.
- 9.2 Employees should only accept offers of hospitality if there is a genuine need to represent the Council. Offers to attend purely social or sporting functions must not be accepted unless there is a reasonable expectation for the Council to be represented. The acceptance of hospitality should be properly

authorised in advance, formally accepted and registered, by informing the employee's Chief Officer. Hospitality should be registered within 28 days of its acceptance.

- 9.3 When receiving authorised hospitality employees should be particularly sensitive as to its timing in relation to decisions which the Authority may be taking affecting those providing the hospitality. Employees should not accept hospitality, entertainment or working lunches from contractors and outside suppliers or people or organisations subject to decisions by the Council, such as environmental health, licensing and development control. Where visits to suppliers are required, employees should ensure that the Council meets the employees' costs of such visits rather than accept hospitality from suppliers.
- 9.4 Acceptance by employees of hospitality through attendance at relevant conferences and courses is acceptable where it is clear the hospitality is corporate rather than personal and where the Authority is satisfied that any purchasing decision is not compromised. In those circumstances, employees are not required to register the hospitality.
- 9.5 Employees should not accept personal gifts from contractors and outside suppliers, people or organisations subject to decisions by the Council, with the exception of items of token value such as pens, and diaries.
- 9.6 Each employee is personally responsible for decisions regarding the acceptance of hospitality or gift items. If there is any doubt such items should be refused and employees should seek advice from a more senior member of management or the Chief Officer.
- 9.7 Employees must register any gift other than of token value, which cannot be politely refused, by completing the appropriate form and submitting this to their relevant Chief Officer within 28 days of receipt. Guidance written on this subject matter is intended so that employees can make their own decisions about what should be declared. However, as a general rule any gift that has an estimated value of over £25 must be declared.
- 9.8 Where an outside organisation wishes to sponsor or is seeking to sponsor a Council activity, whether by invitation, tender, negotiation or voluntarily, the requirements of this Code concerning the acceptance of gifts or hospitality apply. Particular care must be taken when contractors or potential contractors are potential sponsors to avoid the appearance that providing sponsorship is linked to the awarding of any contract.

## **10. COMPLIANCE WITH THE CODE**

- 10.1 The Code of Conduct is part of every employee's contract. Failure to comply with the Code of Conduct for Employees may result in disciplinary action being taken under the Disciplinary Policy and Procedure. The Council reserves the right to take legal action against employees where breaches of the Code warrant such action.
- 10.2 The Deputy Chief Executive (responsible for HR) and the Monitoring Officer and are jointly responsible for the implementation of the Employee Code of Conduct and for ensuring it is regularly reviewed.



<b>Report to:</b>	<b>COUNCIL</b>
<b>Relevant Officer:</b>	Mark Towers, Head of Democratic Services
<b>Relevant Cabinet Member:</b>	Councillor Blackburn, Leader of the Council
<b>Date of Meeting:</b>	17 <sup>th</sup> September 2014

## APPOINTMENT OF COMMITTEES

### 1.0 Purpose of the report:

- 1.1 To consider a review of the political balance calculations following the election of Councillor Luke Taylor at the recent by election for Clifton ward and also following the sad death of Councillor Tony Lee.

### 2.0 Recommendation(s):

- 2.1 To re-appoint the following Committees, in line with the political balance calculations and adjustments at Appendix 9(a). These are:
- Scrutiny Committee (membership of fourteen and with a composition of ten Labour and four Conservative)
  - Health Scrutiny Committee (membership of nine and with a composition of six Labour and three Conservative)
  - Planning Committee (membership of ten and with a composition of seven Labour and three Conservative)
  - Appeals Committee (membership of six and with a composition of four Labour and two Conservative)
  - Finance and Audit Committee (membership of seven and with a composition of five Labour and two Conservative).
  - Standards Committee (membership of six and with a composition of four Labour and two Conservative).
  - Chief Officers Employment Committee (membership of five and with a composition of four Labour and one Conservative).
- 2.2 Subject to the appointment of the Committees as set out in 2.1 above, to agree that the powers and duties of those Committees remain as set out in the Constitution.
- 2.3 Subject to (2.1) above, that the Scrutiny Committee be requested to appoint a 'Call In' Sub Committee, (membership of nine and with a composition of six Labour and three Conservative), to meet as and when required, with the powers and duties, as

set out in the Constitution.

- 2.4 To note that the Licensing Committee and the Public Protection Sub Committee do not need to be re-appointed as the political balance calculations do not change.
- 2.5 Subject to the approval of the above recommendations, to note the appointment of members to Committees as set out in Appendix 9(b).
- 2.6 Subject to the approval of the above recommendations, to confirm the re-appointment of the Chairmen and Vice Chairmen for those Committees and the six Scrutiny Lead Members identified at Appendix 9(b) based on the above recommendations.
- 2.7 Subject to the approval of the above recommendations, to agree that the Director of Governance and Regulatory Services be authorised to amend the Constitution accordingly and report back to Council on revised political balance calculations at the November meeting following the Waterloo By Election.

**3.0 Reasons for recommendation(s):**

- 3.1 To reflect the current political balance of the political groups on the Council. This will also meet statutory requirements.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

There are no other options as the Council has to abide by the political balance calculations unless it comes to a decision to applying different calculations, however in this instance then no member must vote against it.

**4.0 Council Priority:**

- 4.1 The appointment of Council Committees will help the Council deliver all its priorities.

**5.0 Background Information**

- 5.1 At the Annual Meeting on 12<sup>th</sup> May 2014, it was agreed that a further report be submitted to the June Council meeting to review the political balance calculations and their effect on Committees following the election of three councillors at the by elections on 22<sup>nd</sup> May 2014. At the June Council meeting it was also agreed to review

the political balance calculations following the Clifton by election.

- 5.2 The Clifton by election was held on 24 July and Councillor Luke Taylor (Labour) was elected. However, sadly on 20 July Councillor Tony Lee passed away creating a vacancy on the Council, which also has an effect on the political balance calculations. The calculations are set out at Appendix 9(a) to reflect these two changes. Council has the option to request a further review at the November meeting following the Waterloo ward by election which has just been called.
- 5.3 The Licensing Committee is not subject to political balance rules, but the Council has sought to apply proportionality, with the addition of the Liberal Democrat member. This calculation has been done and no changes are required so Council does not need to re-appoint it, nor re-appoint the Public Protection Sub Committee.
- 5.4 With regards to the scrutiny process, then at the Annual Council meeting the Council agreed to the appointment of six 'lead' members on a political balance basis (reversed) to four Conservative and two Labour. The revised calculations would not change these appointments.
- 5.5 The Scrutiny Committee will continue with a membership of 14, however, this is made up of 10 Labour and four Conservative members. This in effect reduces the Conservative membership on here by one, due to the vacancy on the Council. Accordingly, this committee will need to re-appoint a Sub Committee to deal with the 'call in' of Executive decisions function. This is also subject to the political balance rules and therefore has to be included in the aggregated proportionality calculations.
- 5.6 In order to achieve true political balance, following consultation with the Group Leaders the Labour Group will continue to forgo a member on the Chief Officers Employment Committee and the Conservative Group will now also forgo a member on that same Committee.
- 5.7 **Appointment of Chairmen** - with changes to the sizes and composition of committees, the appointment of chairmen and vice chairmen also needs to be reconfirmed. Appendix 9(b) lists the notified names of committee members and proposed Chairmanship and Vice Chairmanship positions. (The appointment of the Chairmen and Vice Chairmen for the Call In Sub-Committee is a matter for its Parent Committee to deal with).

Does the information submitted include any exempt information?

No

**List of Appendices:**

Appendix 9(a) sets out the political balance calculations

Appendix 9(b) sets out the proposed members to be appointed to

Committees.

**6.0 Legal considerations:**

6.1 The Local Government and Housing Act 1989 require the Council to review periodically the political composition of the Authority, and how this is applied to appointments to Council bodies. The rules for securing political balance on Committees and Sub-Committees appointed by local authorities are contained in sections 15 and 16 of the Act and the Local Government (Committees and Political Groups) Regulations, 1990. See <http://www.legislation.gov.uk/ukxi/1990/1553/regulation/17/made>

**7.0 Human Resources considerations:**

7.1 There are no Human Resources considerations.

**8.0 Equalities considerations:**

8.1 There are no equalities considerations.

**9.0 Financial considerations:**

9.1 There are no additional financial considerations.

**10.0 Risk management considerations:**

10.1 Failure to take account of the political balance changes will mean that the Council is not following the Local Government (Committees and Political Groups) Regulations, 1990.

**11.0 Ethical considerations:**

11.1 There are no ethical considerations.

**12.0 Internal/ External Consultation undertaken:**

12.1 Consultation has previously been undertaken with the Leader of the Council and the Leader of the Conservative Group regarding their representatives to serve on the recommended Committees.

**13.0 Background papers:**

13.1 There are no additional background papers to this report.

## Provisional Political Balance Allocations 2014/ 2015

**STAGE 1 - Percentage representation on the Council:**

Party	Membership	Percentage %
Labour	28	66.67
Conservative	12	28.57
Liberal Democrat	1	2.38
	<u>41</u>	<u>98</u>

(1 current vacancy on the Council)

**STAGE 2 - Total number of seats on committees to be allocated:**

Committee Name	Membership
Scrutiny Committee	15
Call In Sub-Committee	9
Health Scrutiny Committee	9
Finance and Audit Committee	7
Planning Committee	10
Appeals Committee	6
Public Protection Sub-Committee	7
Chief Officers Employment Committee	7
Standards Committee	6
<b>Total</b>	<u><b>76</b></u>

**STAGE 3 - Total allocation of seats to each party:**

(This stage is to ensure as far as possible that the number of seats allocated to a group in total, is in the same proportion as the number of members of the group on the Council as a whole)

Party	Number of seats	Seats (rounded up)
Labour	50.67	51
Conservative	21.71	<u>22</u>
		<u>73</u>

**NOTE:** There are 3 less seats than Stage 2, as the Liberal Democrat Group representation does not constitute a Group and there is a vacancy on the Council.

**STAGE 4 - Working calculations for individual committees**

(This stage is to ensure that as far as possible, the number of seats allocated to a group on each committee, is in the same proportion as the number of members of the group on the Council as a whole)

See next page

## Provisional Political Balance Allocations 2014/ 2015 (cont.)

### STAGE 4 (cont.) - Working calculations for individual committees

**Note 1:** Stage 3 (previous page) overrides Stage 4

**Note 2:** The majority political group must have the majority of seats on every committee

Committee	Party	Seats on each committee	Seat entitlement	Total for each committee	
Scrutiny	Labour	15	10.00	10	(1 seat remains unallocated) (see Note 3a)
	Conservative		4.29	4	
Call In Sub-Committee	Labour	9	6.00	6	
	Conservative		2.57	3	
Health Scrutiny	Labour	9	6.00	6	
	Conservative		2.57	3	
Finance and Audit	Labour	7	4.67	5	
	Conservative		2.00	2	
Planning	Labour	10	6.67	7	
	Conservative		2.86	3	
Appeals	Labour	6	4.00	4	
	Conservative		1.71	2	
Public Protection Sub-Committee	Labour	7	4.67	5	
	Conservative		2.00	2	
Chief Officers Employment	Labour	7	4.67	5	(see Note 3b)
	Conservative		2.00	2	
Standards	Labour	6	4.00	4	
	Conservative		1.71	2	
<b>Total Seats</b>				<b>75</b>	

	Stage 4	Stage 3	
Labour	52	51	Labour to forgoe 1 seat from a Cttee above to balance
Conservative	23	22	Conservatives to forgoe 1 seats from a Cttee above to balance
	<u>75</u>	<u>73</u>	

**Reminder:** Stage 3 calculations (Council based representation) override Stage 4 calculations (Committee based calculations)

#### Note 3a

Due to the current vacancy on the Council, the Scrutiny Committee will need to reduce in size by one member, until that vacancy is filled.

#### Note 3b

For stages 3 and 4 to balance, Labour would need to forgoe 1 seat. The Labour Group Leader has indicated that the Group will as in 2012 and 2013, continue to forgoe its seat on the Chief Officers Employment Committee, thereby reducing its membership on that Committee to 4. The Conservative Group Leader has indicated that the Group will forgoe its seat also on the Chief Officers Employment Committee. If the Council wishes to allocate seats other than described above, this would require a resolution of Council, which no member votes against.

#### Note 4

The Licensing Committee does not fall under these statutory rules and has therefore not been included in the political balance calculations. It is recommended that the composition of the Committee be 10 Labour, 4 Conservative and 1 Liberal Democrat.

#### Note 5

The Public Protection Sub-Committee does not derive its responsibility from the Licensing Act 2003 and is therefore part of the aggregate political balance calculations.

## MEMBERSHIP OF THE COUNCIL COMMITTEES – 2014/ 2015

CHIEF OFFICERS EMPLOYMENT	PLANNING	APPEALS	LICENSING	PUBLIC PROTECTION SUB	FINANCE AND AUDIT	STANDARDS
<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillors:</b>	<b>Councillors:</b>
<b>Blackburn, Simon (LAB) Chairman</b>	Coleman, Ian (LAB)	<b>Coleman, Gary (LAB) Chairman</b>	Coleman, Gary (LAB)	Doherty, Brian (LAB)	Coleman, Ian (LAB)	<b>Cain, Graham (LAB) Vice Chairman</b>
Cain, Graham (LAB)	Elmes, Jim (LAB)	<b>Elmes, Jim (LAB) Vice Chairman</b>	Doherty, Brian (LAB)	<b>Hutton, Adrian (LAB) Chairman</b>	Hunter, Peter (LAB)	Coleman, Ian (LAB)
Campbell, Gillian (LAB)	Hutton, Adrian (LAB)	Matthews, Allan (LAB)	Hunter, Peter (LAB)	Jackson, Pam (LAB)	O'Hara, David (LAB)	Hunter, Peter (LAB)
<b>Jackson, Fred (LAB) Vice Chairman</b>	Matthews, Allan (LAB)	Ryan, Chris (LAB)	<b>Hutton, Adrian (LAB) Chairman</b>	<b>O'Hara, David (LAB) Vice Chairman</b>	<b>Smith, Mark (LAB) Vice Chairman</b>	<b>Jackson, Fred (LAB) Chairman</b>
Williams, Tony (CON)	<b>Owen, David (LAB) Chairman</b>	Callow, Maxine (CON)	Jackson, Pam (LAB)	Taylor, Sylvia (LAB)	Taylor, Luke (LAB)	Clapham, Don (CON)
	Smith, Mark (LAB)	Galley, Paul (CON)	Mitchell, Martin (LAB)	Delves, Joyce (CON)	<b>Callow, Peter (CON) Chairman</b>	Delves, Joyce (CON)
	<b>Jackson, Pam (LAB) Vice Chairman</b>		<b>O'Hara, David (LAB) Vice Chairman</b>	Cox, Christian (CON)	Galley, Paul (CON)	
	Brown, Tony (CON)		Ryan, Chris (LAB)			
	Williams, Tony (CON)		Smith, Mark (LAB)			
	Stansfield, Andrew (CON)		Taylor, Sylvia (LAB)			
			Brown, Tony (CON)			
			Evans, Peter (CON)			
			Delves, Joyce (CON)			
			Cox, Christian (CON)			
			Green, Doug (LD)			
Membership: 5	Membership: 10	Membership: 6	Membership: 15	Membership: 7	Membership: 7	Membership: 6
Labour 4	Labour 7	Labour 4	Labour 10	Labour 5	Labour 5	Labour 4
Conservative 1	Conservative 3	Conservative 2	Conservative 4	Conservative 2	Conservative 2	Conservative 2
			Liberal Democrat 1			

The Call In Sub Committee and its Chairman and Vice Chairman will be appointed at the first meeting of the Scrutiny Committee.

## MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEES – 2014/2015

SCRUTINY	HEALTH SCRUTINY	CALL IN SUB	HEALTH AND WELLBEING BOARD
Councillors:	Councillors:	Councillors:	<b>Cllr Blackburn, Simon Chairman</b>
Benson, Kath (LAB) (Lead)	Benson, Kath (LAB)	Benson, Kath (LAB)	Cllr Taylor, Ivan
<b>Coleman, Debbie (LAB) Vice Chairman</b>	Coleman, Debbie (LAB)	Coleman, Debbie (LAB)	Cllr Collett, Eddie
Coleman, Ian (LAB)	Elmes, Jim (LAB)	Elmes, Jim (LAB)	Cllr Clapham, Don
Doherty, Brian (LAB) (Lead)	<b>Hunter, Peter (LAB) Vice Chairman</b>	Jackson, Pam (LAB)	Dr Rajpura, Arif
Elmes, Jim (LAB)	<b>Mitchell, Martin (LAB) Chairman</b>	Mitchell, Martin (LAB)	Curtis, Delyth
Jackson, Pam (LAB)	Owen, David (LAB)	Taylor, Sylvia (LAB)	Smith, Karen
Mitchell, Martin (LAB)	Henderson MBE, Lily (CON)	Callow, Maxine (CON)	Fisher, Roy
Smith, Mark (LAB)	Mitchell, Henry (CON)	Clapham, Don (CON)	Dr Rudnick, Leanne
Taylor, Luke (LAB)	Stansfield, Andrew (CON)	Williams, Tony (CON)	<b>Doyle, Amanda Vice-Chairman</b>
<b>Taylor, Sylvia (LAB) Chairman</b>			Bonson, David
Callow, Maxine (CON) (Lead)			Doherty, Gary
Stansfield, Andrew, (CON) (Lead)			Johnson, Ian
Henderson MBE, Lily (CON) (Lead)			Tierney-Moore, Heather
Galley, Paul (CON) (Lead)			Higgs, Jane
Kershaw, Fred (Church Representative)			Vacancy
Vacancy (Church Representative)			Rose, Joan
			Noble, Stuart
			Bone, Simon
			Emmess, Richard
Membership: 14 #	Membership: 9	Membership: 9	Membership: 20
Labour 10	Labour 6	Labour 6	
Conservative 4	Conservative 3	Conservative 3	

# = Four co-opted members comprising two Parent Governors and two Church Representatives, Mr Kershaw, one vacancy and two Parent Governor vacancies

and Adult Social Care - **Councillor Mrs Henderson MBE**

Scrutiny Lead/ Shadow Cabinet Member for Tourism and Leisure and Highways, Transport and Equality and Diversity - **Councillor Mrs Callow**

Scrutiny Lead/ Shadow Cabinet Member for Housing, Public Safety and Enforcement and Street Scene and the Environment - **Councillor Galley**

Scrutiny Lead/ Shadow Cabinet Member for Children's Services and Culture and Heritage - **Councillor Stansfield**

Scrutiny Lead member for Corporate Management and Resources (i.e. Leader of the Council's area) - Labour Scrutiny member - Councillor Benson

Scrutiny Lead member for Urban Regeneration (i.e. Deputy Leader of the Council's area) - **Councillor Doherty**



<b>Report to:</b>	<b>COUNCIL</b>
<b>Relevant Officer:</b>	<b>Neil Jack</b>
<b>Relevant Cabinet Member</b>	<b>Councillor Simon Blackburn</b>
<b>Date of Meeting:</b>	17 <sup>TH</sup> September 2014

## STATUTORY POSITIONS

### 1.0 Purpose of the report:

- 1.1 To confirm the interim arrangements that have been put in place for the statutory positions of Director of Children's Services and Director of Adult Services.
- 1.2 The report will also seek to allocate to another position the designations in the constitution currently assigned to the Head of Legal Services who is also due to leave the Council.

### 2.0 Recommendation(s):

- 2.1 To confirm that on an interim basis for a period up to 30<sup>th</sup> September 2015, Delyth Curtis be designated as the statutory Director of Children's Services.
- 2.2 To confirm that on an interim basis for a period up to 30<sup>th</sup> September 2015, Karen Smith be designated as the statutory Director of Adult Services.
- 2.3 To confirm that the current duties in the Constitution designated to the Head of Legal Services be assigned to Carmel White, the Chief Corporate Solicitor and that the deputy role be assigned to Gemma Duxbury, the Senior Solicitor (Corporate).
- 2.4 To agree that the Director of Governance and Regulatory Services be authorised to update the Constitution accordingly.

### 3.0 Reasons for recommendation(s):

- 3.1 At the Chief Officers Employment Committee on 4<sup>th</sup> July 2014, the Committee agreed that the Chief Executive be authorised to make interim designations to the positions of statutory Director of Children's Services and statutory Director of Adult Services. However, these were subject to confirmation at this Council meeting and this report seeks to do that.

3.2 The designations of the statutory roles of Director of Children's Services and Director of Adult Services both require Council approval. However, the national guidance for the two roles allows interim designations to be made. The Chief Officers Employment Committee at its meeting on 4<sup>th</sup> July agreed that in view of the next Council meeting being in September, there could be a need for the Chief Executive to make interim designations before that meeting which would be put forward for confirmation by Council.

3.3 The Chief Executive consequently agreed, to allow for a handover period, that from 1<sup>st</sup> August 2014, Karen Smith be designated Statutory Director of Adult Services and from 1<sup>st</sup> September 2014, Delyth Curtis be designated Statutory Director of Children's Services, both designations to be interim positions until 30<sup>th</sup> September 2015.

3.4a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? **No**

3.4b Is the recommendation in accordance with the Council's approved budget? **Yes**

#### **4.0 Council Priority:**

4.1 The relevant Council Priority is "Deliver quality services through a professional, well-rewarded and motivated workforce".

#### **5.0 Background Information**

5.1 The Chief Officers Employment Committee met on 4<sup>th</sup> July and that Committee was informed that the current Director of Children's Services, Sue Harrison had gained a position in another Local Authority. It was also reported that the Chief Executive had agreed that Delyth Curtis who is currently the Council's Director of Adult Services would take on the Children's Services directorate responsibilities and recommended that she was appointed to the statutory role on an interim basis.

5.2 Karen Smith who was the Deputy Director of Adult Services was also recommended by the Chief Executive to take on the statutory role of Director of Adult Services, on an interim basis.

5.3 The Chief Officers Employment Committee was informed of the suitability of both individuals to the recommended roles and agreed to recommend Council that they be appointed to these statutory positions.

5.3 Christine Baines the current Head of Legal Services is due to leave the Council from 18<sup>th</sup> September 2014 and it is recommended that all the duties listed in the

Constitution relating to the Head of Legal Services be allocated to the new Chief Corporate Solicitor, Carmel White. In turn, it is recommended that the deputy Proper Officer to this position be Gemma Duxbury the Senior Solicitor (Corporate).

Does the information submitted include any exempt information?

**No**

**List of Appendices:**

None

**6.0 Legal considerations:**

6.1 Both statutory roles require Council approval and the position of Head of Legal Services no longer exists.

**7.0 Human Resources considerations:**

7.1 None. This report is just seeking confirmation of statutory roles and duties in the constitution.

**8.0 Equalities considerations:**

8.1 None. This report is just seeking confirmation of statutory roles and duties in the constitution.

**9.0 Financial considerations:**

9.1 None.

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 Consultation on the revised structure following the departure of Sue Harrison had already been undertaken and the Chief Officers Employment Committee supports the recommendations put forward. A restructure of the Legal services division has also taken place in recent months and the Chief Corporate Solicitor is the most appropriate position to take on the duties previously assigned to the Head of Legal services.

**13.0 Background papers:**

13.1 None