



# MINUTES

## Operational Management Committee

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| <b>Date:</b>                      | Tuesday, 17 January 2023   |
| <b>Venue:</b>                     | Town Hall, St Annes.   |
| <b>Committee Members Present:</b> | Councillor Roger Small (Chairman)<br>Councillor John Kirkham (Vice-Chairman)<br><br>Councillors Karen Buckley, Alan Clayton, Chris Dixon, Paul Hodgson, Michelle Morris, Bobby Rigby, Stan Trudgill. |
| <b>Other Councillors Present:</b> | Councillor Mark Bamforth via remote access   |
| <b>Officers Present:</b>          | Allan Oldfield, Ian Williamson, Andrew Loynd, Sharon Wadsworth.  |

### Public Platform

There were no speakers on this occasion.

#### 1. Declarations of Interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

Councillor Stan Trudgill declared a personal interest in Item 7 – Professional Dog Walkers Code of Conduct insofar as a family member was a dog walker.

#### 2. Confirmation of Minutes

RESOLVED: To approve the minutes of the Operational Management Committee meeting held on 8 November 2022 as a correct record for signature by the Chairman.

#### 3. Substitute Members

The following substitutions were reported under Council procedure rule 23 (c):

Councillor Karen Buckley substituted for Councillor Viv Willder.

### Decision Items

#### 4. Budget Setting – Fees and Charges 2023/24

Councillor Small introduced the report. In doing so he advised that each year, as part of the budget-setting process, the schedule of fees and charges for the coming year (for each of the services that the Council provides) are reviewed by budget-holders prior to the schedule being considered by the Committee before being approved at the March Budget Council meeting.

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The proposed schedule of fees and charges, as detailed in the report, for those services within the remit of the Operational Management committee was considered by members.

Concerns were raised as to whether the cost of replacement wheeled bins would be sufficient to protect against the rising supply costs as noted at the September meeting. Assurance was provided that a supply price had been secured for twelve months and the anticipated increase in international market costs had not been as significant as expected.

A request was made for a business case into the MOT service provision to be undertaken to assess the impact of the service on the council's priority provision for fleet and benchmark the fee against the current market. Councillor Small, as Chairman, provided an undertaking to carry out the review with the feedback provided to the committee members once complete.

Ian Williamson, Head of Environment and Housing Services, provided assurance that there was a budget provision for the maintenance of headstones at the crematorium that are not the responsibility of relatives. The increase in charges proposed is in line with the market and reflects the increased cost of the service from energy, materials, and labour, as well as additional statutory responsibilities.

The Committee RESOLVED:

1. To recommend to Council the proposed schedule of fees and charges applicable for 2023/24, subject to the proviso that the MOT charges are reassessed; and
  2. To note that the final fees and charges for 2023/24 would be approved by the Budget Council in March 2023.
5. Budget Setting – Prioritisation of Capital Bids 2023/24

The Chairman presented a report regarding the capital bids to be considered and prioritised for inclusion in the Capital Programme for 2023/24. The capital bids under consideration all fell within the Terms of Reference of the Committee and related to the following areas: Kirkham Toilet Block Internal Refurbishment and the Cemetery Lodge Refurbishment.

Concerns were raised about the economic viability of the introduction of charging for the use of the toilets in Kirkham, once refurbished, and the possible reduction in footfall when the car park that they are situated next to is removed in the coming weeks. In response the Chairman highlighted that no other toilets are free to use in the borough that are maintained by the council.

Following consideration of this matter, it was unanimously RESOLVED to support the two capital bids relevant to the Committee's Terms of Reference for consideration by the Budget Working Group in the following order of priority:

- 1) Kirkham Toilet Block Internal Refurbishment
- 2) Cemetery Lodge Refurbishment.

## 6. Enforcement Team Review

The Chairman introduced the report that proposed the current enforcement team is renamed to reflect the role of the team within the council and to partner organisations and highlighted the priority roles that the team would undertake.

It was noted that as the work of the two dog wardens has been subsumed into the work of this team, a significant proportion of the work focused on dog control issues and responding to stray and dangerous dogs. It is the statutory function of the dog warden service that has always been resourced and which makes up the major contribution to the budget for the service. Additional resources available over the last two years has been funded with additional burdens grant related to the pandemic that is available until March 31<sup>st</sup>, 2023.

Members requested that the enforcement of littering is added to the list of priority duties for the team with a desire for this to be monitored proactively.

In response to the prevention of dog fouling, Ian Williamson confirmed that a visual presence was having a positive effect and work was being undertaken with the communications team to promote the educational message on fouling.

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It was RESOLVED that the Enforcement Team be re-branded as the Community Enforcement Officer Team with an agreed staffing core of two full time employees, supplemented by the employment of two temporary Community Officers each year from 1 April to 30th September.

7. Professional Dog Walkers Code of Conduct

Councillor Small indicated that he would be proposing that this item be deferred for further consideration and canvassed the opinions from members of the committee.

In general members welcomed the idea of a code of conduct but were not convinced that it would achieve any purpose in its current format. It was also noted that there were already accredited schemes available.

It was RESOLVED to defer the Professional Dog Walkers Code of Conduct for further consideration.

Information Items

The following information items were received and noted by the committee.

8. Stanner Bank Car Park Barrier Update

The committee was provided with an update on the operation and the number of out-of-hours calls received in relation to the Stanner Bank Car Park barrier system. Full year income and costs incurred for the barrier system would be available at the next meeting of the committee.

9. Mid-Year Performance 2022/23

The report provides details of the key performance outcomes for the first half of the financial year 2022/23. Performance is reported against the targets set for the year and commentary is provided by performance exception.

10. Capital Programme Monitoring Report 2022/23 – Position as at 30<sup>th</sup> November 2022

The committee received an update on the approved Capital Programme Monitoring Report 2022/23 - Position as at 30<sup>th</sup> November 2022 and specifically for those schemes under the remit of the committee. It was noted that the schemes at North Beach and Stanner Bank were nearing completion. A suggestion was made to consider using the digital signage for education messages on dog fouling.

11. General Fund Revenue Budget Monitoring Report 2022/23 - Position as at 30<sup>th</sup> November 2022

The committee received an update on the approved General Fund Revenue Budget Monitoring Report 2022/23 - Position as at 30<sup>th</sup> November 2022 and specifically for those schemes under the remit of the committee.

12. Budget Setting – Revenue Budget 2023/24 - First Draft

The information report provided an update on the first draft of the revenue budget for 2023/24 (made available via a link).

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