

## Policy & Service Review Community Forum



Date	3 November 2005
Venue	Council Offices, Derby Road, Wesham
Committee members	Simon Renwick (Chairman) John Prestwich (Vice-Chairman)  Stephen Carpenter, Maxine Chew, Heather Speak, Fabain Wilson
Other Councillors	John Bennett, Barbara Pagett
Officers	Philip Woodward, Ian Curtis, David Jenkinson, Tracy Scholes, Paul Walker, Simon Kularatne, Christine Miller, Lyndsey Lacey, Oliver Shimell

### 1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

### 2. Confirmation of minutes

RESOLVED: To approve the minutes of the Policy & Service Review Community Forum meeting held on 6 October 2005 as a correct record for signature by the chairman.

### 3. Substitute members

The following substitutions were reported under council procedure rule 22.3:

Councillor Maxine Chew for Councillor Peter Hardy

Councillor Heather Speak for Councillor Peter Collins

Councillor Fabain Wilson for Councillor Ray Norsworthy

#### 4. Fylde CCTV Strategy

Christine Miller (Community Safety Officer) presented to the Forum the Fylde Community Safety Partnership CCTV Strategy 2005.

Mrs Miller outlined the current position and reminded members that the Fylde Community Safety Partnership had funded Fylde's CCTV system. The Forum was asked to consider the Strategy with a view to including the continuation of the current CCTV Managers post, which had a revenue implication of £15,000. The work undertaken by the CCTV Manager was detailed in the report.

Members enquired about the benefits of the system. Mrs Miller reported that feedback from the local community had been positive and reassuring. Generally, it had helped to promote a feeling of safety and security amongst the public. In addition, the system had acted as a deterrent for anti-social behaviour and criminal/drug related activities. The use of rapid deployment cameras in hot spot areas had also proved very successful. Mrs Miller indicated that it was proposed to increase the number of poles to allow the rapid deployment cameras to be used more widely across the borough.

The Forum was advised that following a rigorous review with GONW on the ability to deliver, Lancashire Constabulary had commended the system. The Council had been complimented on its flexibility and creative approach to CCTV.

Comments were made by some members about certain rural areas not benefiting from the service but expected to pay for it. Mrs Miller addressed this point by referring to the appendix to the report, which detailed CCTV provision within the borough and explained the situation to date. The arrangement for the roving cameras was also explained.

Members enquired about the feasibility for joint working with neighbouring authorities and the provision of one CCTV Manager covering the whole of the neighbouring areas. Mrs Miller addressed this point.

Following consideration of this matter the Forum RESOLVED:

1. To recommend approval of the Strategy to the Executive Committee.
2. To recommend consideration by the Executive Committee of revenue growth bid for the post of CCTV Manager during the next budget process.
3. To thank Mrs Miller and her team for their hard work and success over the years.

#### 5. Capital Strategy /Asset Management Plan

Paul Walker (Economic Wellbeing and Regeneration Business Manager) and Simon Kularatne (Corporate Property Officer) presented a joint report on the draft Capital Strategy/ Asset Management Plan.

Mr Walker explained that each year the Council was required to prepare and submit an Asset Management Plan and Capital Strategy to show how the Council was proposing to manage and look after its land and property assets. He explained that the Capital Strategy was a high level summary of the Council's approach to the delivery of the priorities and objectives set out in the Corporate Plan through capital investment. He further reported that the Asset Management Plan was a five-year plan showing how the Local Authority would use its property and other assets to their best advantage to deliver services it had agreed to provide.

Mr Kularatne suggested that information about the Council's assets should be included in each Business Unit's Service Plan. This would ensure that asset management is embedded in the delivery of services. He added that assets should be used to achieve the council's corporate priorities or else disposed of/sold. Members were advised that it was hoped to provide details of all the Council's assets on the Intranet.

A copy of the draft Capital Strategy and Asset Management Plan had previously been circulated to each member of the Council. An updated version of the performance data was circulated at the meeting.

Clarification was sought on various data provided. Mr Walker and Mr Kularatne addressed these points.

Mr Walker asked members to refer to the list of questions detailed on the agenda, which sought information on where good progress had been made in both areas and suggestions for improvement. A number of suggestions were made, these included a list of assets being made available both on the Intranet and generally, information being more user friendly and in plain English together with looking at making the best use of unoccupied buildings. Members noted the maintenance backlog and hoped to see this reduced in due course. Members also asked that the Asset Management Group as part of its ongoing reviews look at Ground Rents.

Mr Walker indicated that he would informally consult with GONW on the contents of the documents in an attempt to ascertain whether we have met the requirements before taking the plan to the Executive Committee.

The Forum RESOLVED:

1. To recommend the Capital Strategy/Asset management Plan for approval by the Executive Committee.
2. To thank Mr Walker and Mr Kularatne for producing the document

## 6. Vehicle Policy Report

David Jenkinson (Street Scene Business Unit Manager) presented to the Forum the Vehicle Policy Statement, which described how the Council intended to manage its vehicle fleet and associated activities.

Members were advised that this statement had been produced to conform with the terms of its vehicle operations licence and the Health and Safety at Work Act. He added that the Vehicle Policy had been through a rigorous process and would replace exiting documents.

A copy of the document had previously been circulated to each member of the Council.

Following a full discussion it was RESOLVED:

- 1.To note and the report
- 2.To thank Mr Jenkinson for the comprehensive report and attendance.

### 7. Leader and Cabinet Decision making model

Tracy Scholes (Overview and Scrutiny Business Manager) and Ian Curtis (Legal and Democratic Services Business Manager) presented a joint report on proposals to move from the current Executive Committee and Community Forum structure to a Cabinet and Overview and Scrutiny committee structure.

In brief, the report made reference to the decision of Council at its meeting on 26 September, in so far as a consultation exercise on the proposed move to Leader and Cabinet should begin at the earliest opportunity and the consequent need to amend the constitution.

Mrs Scholes explained that to meet the requirements of the Local Government Act 2000, a formal consultation would be required with residents and stakeholders explaining what governance options the council had at its disposal and seeking their views.

Mrs Scholes made reference to the proposed Focus Group and indicated that there would now be two focus groups as opposed to the one indicated within the Communication and Consultation Action Plan, which had been circulated with the agenda papers.

Clarification was sought on the method of consultation with residents. Mrs Scholes explained that it was the intention to communicate with residents through a number of means including the two Focus Groups, via Fylde in Focus and through information contained on the Internet. Residents would be able to provide feedback via the Intranet or through registering their views over the telephone through the Fylde Direct service.

Members enquired about previous methods of consultation and asked if it was comparable. Mrs. Scholes, who had been involved in the previous consultation around the move from the traditional committee system, confirmed the consultation proposals were broadly comparable with the previous consultation. Other options for consultation were considered during the meeting.

Mrs Scholes reminded the Forum of the time scale that the Council expected her to work to and gave her opinion on the suitability of various suggestions put forward. Members felt there should also be opportunity for residents to write in to express their opinions. Mrs Scholes undertook to amend the Fylde in Focus article to include this if space and time constraints allowed. This would also be provided as an option via the Internet.

Members also enquired about the prematurity of amending the constitution at this stage. Mr Curtis suitably responded.

Following discussion the Forum RESOLVED:

1. The Terms of Reference for work to be undertaken on the Constitution was agreed as being 'To consider the draft constitution and provide guidance on the underpinning principles of the constitution and detailed input on specific points as required and make recommendations for presentation to the Council at its special meeting scheduled for 19<sup>th</sup> December, together with an interim report on progress to the next meeting of the Forum'.
2. To provide every member with a copy of the draft constitution in due course.
3. To ask Mrs Scholes to endeavour to make modification to the Fylde in Focus article to include an option for residents to write in and express a view together with the existing telephone and Internet response options.

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