



DRAFT Minutes

of the Meeting of the

Community and Corporate Organisation Policy & Scrutiny Panel

Tuesday, 29th January 2019

held at the Town Hall, Weston-super-Mare, Somerset.

Meeting Commenced: 2.30 pm Meeting Concluded: 4.30pm

Councillors:

P Terry Porter (Chairman)

A Sarah Codling (Vice-Chairman)

P Peter Burden

- James Clayton

P Bob Garner

P John Ley-Morgan

A Jerry O'Brien

P Mark Canniford

P Peter Crew

- Colin Hall

A Richard Nightingale

- David Oyns

P: Present

A: Apologies for absence submitted

Other Councillors in attendance: Peter Bryant

Officers in attendance: Nicholas Brain, Andy Brisley, Simone Davey, Jenie Eastman, Jo Mercer, Harry Mills, Philippa Penney, Howard Potheary (Corporate Services) Colin Russell (Development and Environment)

Also in attendance: Julian Appleby, Biffa Business Manager

CCO Declarations of Disclosable Pecuniary Interest (Agenda item 3)

17

None

CCO Minutes of the Meeting held on 9th October 2018 (Agenda item 4)

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Resolved: that the minutes of the meeting be approved as a correct record.

CCO Recycling and Waste Services Contract (Agenda item 6)

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The Recycling and Waste Service Manager presented the report providing an overview of the recycling and waste contract since the last Policy and Scrutiny Panel meeting in October 2018. The report provided details of the high-level performance of the contract, and Members were reassured to note the improving recycling rate and the reduction in waste sent to landfill or other treatment.

Members discussed the additional workload created by the peak of additional household waste during the festive period, and were pleased to note the contingency arrangements that had been put in place to address this.

The Panel were also informed of the arrangements for member engagement with the development of the new Parks and Street Scene contract.

Concluded: that the Panel received the contents of the report providing an update on the recycling and waste contract, detailing the overall performance of the contract to date, including the recent Christmas catch-up and a summary of the West of England joint procurement for a non-landfill residual waste contract post 1 April 2020.

CCO 20 Digital update and user testing (Agenda item 7)

The Customer & Digital Services Manager gave a presentation providing an update on Digital developments at the request of the Panel, in light of recent changes and progress. A copy of the presentation is filed on the minute book. Previously, the team was 'virtual' in that the staff were directed from teams to work on digital projects for a percentage of their time. The management of the Digital team had changed from June 2018 and was now structured differently under the management of the Customer & Digital Services Manager.

Members received more detailed information on the user testing work that had been undertaken, and were updated as to the installed software which allowed the team to view how customers interacted with the website thus providing real data regarding customer experience.

The improvement work remained ongoing, to include delivery of accessibility changes by September 2020.

Concluded: that the Panel considered and reviewed the information offered regarding the new virtual digital team.

CCO 21 Libraries and Children's Centre update: Community Access Review (Agenda item 8)

The Libraries & Information Manager and the Early Years and Children's Centres Service Lead presented the report providing a further update on activities to deliver the agreed outcomes of the Community Access Review (CAR) since the previous report of 13 March 2018.

With regards to libraries, Members were given detail of the current position regarding building closures and relocation arrangements to achieve identified budget reduction savings. Use of the Extended Access system which allowed registered service users to enter the library during unstaffed hours had continue to grow in popularity.

Children's services continued to maintain a network of 13 children's centres across North Somerset, some of which were now integrated community sites with libraries. The two outstanding CAR developments at Long Ashton and Banwell, Winscombe & Sandford were still progressing.

Concluded: that the Panel received and commented on the progress being made regarding the delivery of the agreed outcomes of the Community Access Review (CAR) since the previous report of 13 March 2018.

CCO 22 Community Safety Scrutiny Steering Group (Agenda item 9)

The Service Manager: Safer and Stronger Communities presented the report and outlined the work that had been undertaken by the Community Safety Scrutiny Steering Group in reviewing and influencing the development of a range of community safety work areas including the use of anti-social behaviour tools and powers, CCTV, Community Response and communications.

Members were particularly concerned about an apparent increase in the level of dog-fouling, and agreed that this should be the focus of the first 'day of action' scheduled for March 2019.

Panel Members indicated their wish to be engaged with the review and upgrade of the CCTV system in view of their active engagement with the previous review a few years ago.

Concluded: that the Panel

1. Noted the development of the community safety initiatives which the Community Safety Scrutiny Steering Group had kept under review;
2. Supported the continued focus on addressing anti-social behaviour in North Somerset by the Community Response team and a range of colleagues and partner organisations;
3. Supported the continued development of the 'One Council' approach with all officer teams in the field being encouraged to proactively take opportunities to address and enforce anti-social behaviour activity across the district;
4. Supported the use of focused monthly 'days of action' to target key issues, with agreement that the first priority to be addressed through 'days of action' in March 2019 should be dog fouling;
5. Endorsed the use of clear and effective communication to enforce the positive messages resulting from the community safety initiatives being implemented, with further consideration of the various ways in which this could be developed;

6. Supported the review and upgrade of the CCTV system and the negotiation of a joint approach with the four Town Councils in North Somerset.

**CCO 23 Review of arrangements for appointments on Outside Bodies
(Agenda item 10)**

The Chairman of the Panel presented the report and outlined the findings of the review of current arrangements for the appointments to bodies to which the Council was required to appoint members, bodies where it was desirable for a member to be appointed, and those where the Council has a power of appointment but does not need to be a member.

Members considered the schedules of appointments and the information provided in the recommendations, based on the responses provided by those councillors currently holding the relevant appointment position.

Members discussed 1) the value of delaying making these appointments by Council and Executive for one cycle to allow Scrutiny Panels to gauge any relevant interest and expertise held by Councillors, and 2) the benefits of the appointment of deputies for a number of these appointments, such as the Local Access Forum, and agreed that both these points should be added to the recommendations.

Concluded: that the Panel:

1. received and considered the findings of the review of appointment arrangements to North Somerset Council Outside Bodies;
2. considered the recommendations to the Executive Member portfolio holder as listed in Appendix 1 and 2;
3. recommended that the making of appointments to outside bodies should be delayed by one cycle to allow Scrutiny Panels to gauge any relevant interest and expertise held by Councillors; and
4. recommended that deputies should be identified for a number of these appointments, where beneficial.

**CCO 24 North Somerset District and Parish Elections 2nd May 2019
(Agenda item 11)**

The Head of Legal and Democratic Services and the Electoral Services and Scrutiny Manager presented the report summarising the planning and actions undertaken to ensure the effective and efficient delivery of the forthcoming North Somerset District and Parish elections.

Further detail was given regarding the scale of the operation and referred to statistics from the previous set of local elections in 2015.

Members reviewed the draft timetable which showed the key dates that any potential candidates along with prospective agents would wish to be aware of.

Concluded: that the Panel noted the arrangements for the forthcoming North Somerset District and Parish elections scheduled to take place on Thursday 2nd May 2019.

CCO 25 The Panel's Work Plan (Agenda item 12)

The Electoral Services and Scrutiny Manager presented the work plan for discussion.

Members discussed finance and asset monitoring and requested that the panel have an overall view of financial management and monitoring. This would include property and business purchases, and it was agreed to add longer term asset management on a commercial basis to the work plan.

Concluded: that the Panel's work plan be agreed and updated accordingly.

Chairman
