

## HIGH PEAK BOROUGH COUNCIL

Council

22 September 2020

<b>TITLE:</b>	<b>Select Committees' Annual Report 2019/20</b>
<b>REPORT BY:</b>	<b>Cllrs Ashton, Quinn and Siddall</b>
<b>CONTACT OFFICER:</b>	<b>Helen Gale, Member and Community Support Services Officer</b>

### Appendix – Sub-Committees

1. **Reason for the Report:** Article 7, Part 2 of the Council's Constitution requires Select Committees to report annually to full Council. Due to the Coronavirus and lockdown there is no Council meeting in May so the report is circulated to all Councillors for their information.
2. **Recommendation**
  - 2.1 That the report be noted.
3. **Executive Summary**
  - 3.1 In the past year Select Committees have continued to scrutinise performance, hold the Executive to account and contribute to policy development. The broad range of work and issues considered by Select Committees during 2019/20 are summarised and commented on by each of the Select Chairmen. The appendix outlines issues that have been given more detailed consideration by Sub-Committees.
4. **How this report links to Corporate Priorities**
  - 4.1 Corporate Select Committee:
    - A responsive, smart, financially resilient and forward thinking councilCommunity Select Committee
    - Supporting our communities to create a healthier, safer, cleaner High Peak
    - Protect and improve the environment including responding to the climate emergencyEconomy and Growth Select Committee
    - Protect and create jobs by supporting economic growth, development and regeneration

## 5. Implications

### 5.1 Community Safety - (Crime and Disorder Act 1998)

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.2 Workforce

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.3 Equality and Diversity/Equality Impact Assessment

This report has been prepared in accordance with the Council's Diversity and Equality Policies.

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.4 Financial Considerations

Any costs incurred at present are unlikely to be significant and will be funded from the scrutiny budget.

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.5 Legal

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.6 Sustainability

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.7 Internal and External Consultation

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.8 Risk Assessment

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

Mark Trillo  
**Executive Director (People) and Monitoring Officer**

<b>Web Links and Background Papers</b>	<b>Location</b>	<b>Contact details</b>
Agenda and reports for Committees and Sub-Committees	<a href="https://democracy.highpeak.gov.uk/mgListCommittees.aspx?CT=13107,13236">https://democracy.highpeak.gov.uk/mgListCommittees.aspx?CT=13107,13236</a>	Helen Gale Member and Community Support Services Officer 01298 28400 ext 2140 or 0345 129 7777 ext 2140

**6. Detail**

- 6.1 The Executive and Executive Councillors are responsible for making the day-to-day decisions concerning the running of the Council. Select Committees ensure that the Executive are publicly held to account for their actions, promoting open and transparent decision making and democratic accountability. They also have a role in researching, scrutinising other bodies, ensuring that the Council's policy and budget framework is respected and realising the key aims of the Council's Corporate Plan.
- 6.2 Select Committees may appoint Sub-Committees/Working Groups to examine any issue in more depth. Reports and recommendations from Sub-Committees have been based on cross party consensus.
- 6.3 Effective participation has taken place with the involvement of partners, outside organisations and individuals at Select Committees and Sub-Committees. Executive councillors attend Select Committee meetings and provide updates or answer questions. They have also attended and contributed to Sub-Committee and Working Group meetings.
- 6.4 The Corporate Select Committee acts as co-ordinator of the overall work programmes of the Select Committees. Each Select Committee is responsible for setting its own work. The work programme also links to and is informed by the Forward Plan, service area performance and the Council's Risk Management Strategy, with policy development items being considered by Select Committees prior to the Executive. The work programme for all Select Committees is circulated with papers for Corporate Select Committee and the relevant work programme to individual Select Committees. The Forward Plan is also available on the website. The Democratic and Community Services Team provides Committee support and an Executive Director is responsible for each Committee. There is also a significant contribution of time and resources from other service area officers.
- 6.5 **Corporate Select Committee – Councillor Tony Ashton**

- 6.5.1 Corporate Select has acted as the main scrutiny and policy development committee, taking an overview of the other two Select Committees and their work programmes.
- 6.5.2 The Committee considered the Council's new Corporate Plan for the period 2019 to 2023. The plan sets out the Council's vision, aims and objectives and provides clear direction for the delivery of services and the achievement of positive outcomes for residents. The Council approved the Council's vision, aims, objectives, influencing objectives and priorities.
- 6.5.3 The Council's Financial and Performance arrangements were monitored, through the scrutiny of quarterly reports, together with the Annual Report 2018/19, proposed budget for 2020/21, updated Medium Term Financial Plan 2020/21 – 2023/24. Capital Strategy 2020/21, proposed Fees and Charges for 2020/21 and Procurement Forward Plan 2020/21. The proposed write off of irrecoverable debts was also noted.
- 6.5.4 Developing a new performance framework for 2019 – 2023 was considered, together with plans for communicating and engaging with stakeholders on the Council's corporate plan priorities. The Committee also scrutinised the draft Performance Framework and associated targets for 2020/21 and the findings of online consultation, which had sought feedback from a range of stakeholders on the Council's new corporate plan priorities for 2019 – 2023. All members were invited to a Performance Framework workshop on 3 February. The Performance Framework was scrutinised in depth and recommendations incorporated into the report. The Executive were recommended and approved the Performance Framework 2020/2021 and the Corporate Plan priorities 2019 – 2023.
- 6.5.5 The Committee considered the updated Business Rates Relief Policy and the Council Tax Reductions and Levies Policy. Reliefs no longer relevant had been removed and changes made to reflect those implemented since 1 April 2020. It was proposed to increase the empty property levy chargeable on empty property. The updated Business Rates Relief Policy and the Council Tax Reductions and Levies Policy were recommended to the Executive and approved.
- 6.5.6 The Committee considered the options around replacing and upgrading the pay and display machines across the Council's income producing car parks. The recommendations made were approved by the Executive.
- 6.5.7 Proposals for revised staffing structures for Planning and Regeneration were considered and went on to be approved by the Executive. Service delivery options for the Council's Housing Repairs Service were considered and recommendations to the

Executive approved. The Alliance Environmental Services (AES) – Phase 3 – Transfer of Services – Financial Arrangements and proposed Client Commissioning Team Structure were recommended and approved by the Executive.

6.5.8 There was an update on the scheme to renovate the Glossop Town Hall Roof and the results of further survey work on the condition of the Market Hall and Municipal Buildings and the required works to resolve the issues identified. Recommendations to the Executive were approved.

6.5.9 The Committee considered proposed alterations to the lease and support for the Buxton Crescent Heritage Trust. A lease and agreement for the land and buildings at Serpentine Depot to Serpentine Community Farm were discussed. An agreement between High Peak Borough Council and Buxton Golf Club to surrender the existing golf club lease and a simultaneous re-grant of a revised area with amended terms were also considered. The disposal of land at Granby Road was also discussed. All the recommendations to the Executive were supported.

6.5.10 The outcome of procurement exercises were considered. These included Queens Court roofing requirements, the supply and installation of windows, doors, glazing and kitchens to HRA properties. Report recommendations were subsequently approved by the Executive.

6.5.11 The Council's Data Protection Policy had been updated in light of recent legislative changes and was recommended and approved by the Executive.

## **6.6 Community Select Committee – Councillor Rachael Quinn**

6.6.1 The Committee received an update following the first year of the Homelessness Reduction Act 2017, with information relating to implementation and homelessness applications made during 2018/19. Discussion took place on mitigating the impact of Universal Credit, intervention, local connections. Regular updates are planned for future meetings.

6.6.2 A recycling centre tour of the UPM facility in Shotton took place in October. The tour was open to High Peak and Staffordshire Moorlands District Councillors.

6.6.3 The Council's approach to meeting its duties under the Environmental Permitting Regulations 2010 were considered, together with a proposed change to the staffing complement within the Environmental Health team. The Executive went on to note the approach taken by the Council in meeting its duties

under the Environmental Permitting Regulations 2010 and supported the proposed change to the staffing complement.

- 6.6.4 The Committee received and noted a presentation from representatives of Alliance Environmental Services around the AES Performance for 2018/19. Consideration was given to the introduction of new systems to support service delivery, transformation of the service, achieving savings, increases in recycling rates, reductions in the numbers of missed bins, annual complaints and the need for greater education around recycling and waste.
- 6.6.5 The Head of Operations made a presentation to the Committee to outline the duties of the Council in relation to street cleansing. Community litter picks and staffing levels were also outlined.
- 6.6.6 Sandra Jowett informed the committee about the aims of the Accessible Buxton project, which aims to improve accessibility and inclusion across Buxton. Members were very supportive of the project, and commented that although this project was aimed at Buxton, similar initiatives needed to take place across the whole of the High Peak and wider Peak District.
- 6.6.7 Representatives of Parkwood and Lex Leisure presented members with the Annual Leisure Centre Service Report since the start of the contract in 1 April 2019. New initiatives, sharing good practice, attendance figures, cost of memberships and review of concessionary pricing were considered. Progress at the Pavilion Gardens since the concession started in February 2019 was outlined. Investment, developments, planned works, customer satisfaction levels and usage were outlined.
- 6.6.8 There was a report on the work required to establish clear plans for future investment and management options for the Council's leisure centres in line with the Physical Activity and Sport Strategy. The longer term future management options for the leisure centres would be assessed in further detail. The recommendation to the Executive on plans to retain external consultancy support, in order to assist the Council in progressing plans for future investment and management options for the Council's leisure centres was supported.
- 6.6.9 There was an overview of the enforcement of legislation in connection with Houses in Multiple Occupation (HMO) and a further update report, particularly around the problematic properties was requested.
- 6.6.10 The Committee were presented with the Action Plan for the Air Quality Management Area on part of the Woodhead Road (A628), Tintwistle. The Executive were advised of concerns regarding the use of the road by HGVs, with the view expressed

that this type of vehicle should be restricted to the major motorway network to enable any improvements around air quality to be made. Consideration was also given to the outcome of the assessment of the air quality along part of the A57 in Dinting Vale. The Executive were recommended and made an Order under Section 83 of the Environment Act 1995 declaring an Air Quality Management area in the form detailed in the report.

- 6.6.11 The Food Safety Service Plan for 2019/2020 was reviewed, recommended to the Executive and approved.
- 6.6.12 Inspector David Parker, Sergeant Anna Woodhouse (Glossop Safer Neighbourhoods Team - Glossop, New Mills, Hayfield, Charlesworth and Chisworth) and Sergeant Adam Harrison (Buxton Safer Neighbourhoods Team - Buxton, Chinley, Chapel-en-le-Frith and Whaley Bridge) provided an update on policing staffing changes, area priorities and Safer Neighbourhood activities. Details of Safer Neighbourhood Team contacts and email addresses were circulated.
- 6.6.13 Consideration was given to the guidance and legislation associated with the use of inflatables along with potential risk of their use. It was recommended to the Executive and approved that the use of inflatables be banned from use on council land, when provided at events run by third parties. Parish Councils were advised about the change in policy.
- 6.6.14 It was reported that High Peak was currently covered by two Dog Control Orders that would cease to have effect on 20<sup>th</sup> October 2020. Consideration was given to the replacement Order required to enable the Council to take action in respect of dog fouling and nuisance behaviour. The Executive were recommended and agreed to carry out public consultation on the draft Order. The draft Order would be agreed by Individual Executive Decision unless the responses from the consultation necessitated material changes. If approved prior to 20<sup>th</sup> October 2020, formal notice of discharge of the existing Orders would be published simultaneously with the introduction of the replacement Order.
- 6.6.15 It was reported that an Arts Forum was being arranged, inviting all relevant groups. A smaller, functional working group representing the whole Borough would then be established to draft a Cultural Heritage and Arts Strategy. All members had been emailed with a list of relevant groups and asked to provide details of any other High Peak groups. The Arts Strategy would be considered at a future meeting.

6.6.16 There was considerable commitment and contribution during the year from members of the Committee, as well as attendance by many representatives from outside agencies and officers.

## **6.7 Economy and Growth Select Committee – Councillor Edward Siddall**

6.7.1 The Committee received a presentation on High Peak Growth Strategies and Delivery including key regeneration priorities, growing enterprise culture, enhancing visitor experience, reinforcing identity, transport links and delivery.

6.7.2 There was an update and presentation on the Homes England (HE) funding award and the terms of the Grant Funding Agreement (GFA) were considered. The Executive subsequently approved the recommendations. Consideration was later given to the 'Pre-Draw Down Grant Conditions' attached to the £2m grant award, under the Housing Infrastructure Fund (HIF) and the risk attached to each condition and the overall project. The conditions recommended to the Executive were approved and, if there was no agreement by 30 June 2020, a further Committee report was requested.

6.7.3 The Committee received a presentation with regards to the business recovery response to the Toddbrook Reservoir incident. This included the creation of an action plan and timeline for the operation and recovery phases. Members discussed the support from businesses outside of the locality and the quality of transport information available during the incident. A lessons learnt session and government inquiry into the incident was planned.

6.7.4 Members received an update on the Fairfield Road project. This included improvement grants that had been issued, cleaning sessions arranged by Buxton Town Team and improvements to bus signs and bus shelters.

6.7.5 There was a presentation from Stephen Chaytow and John Harpur, Directors of Manchester and East Midlands Rail Action Partnership, on the Peaks and Dales Rail Link Project. Raising awareness, reasons for reinstating the rail link, Network Rail, passenger demand, access to benefits, changing fortunes, MEMRAP's Emissions Study, quarry freight, climate change and next steps were outlined. An update was welcomed when further plans were available.

6.7.6 There was a report on the proposal to prepare the Derbyshire Strategic Planning Framework and to identify possible implications for the Borough Council. The proposals were noted and details of the Derbyshire Strategic Planning Framework would be scrutinised as they emerged.

- 6.7.7 A progress report and presentation on One Public Estate and other grant aided initiatives in Glossopdale took place. Successful bids, partners, key assets, next steps, local impact reports, the Business Rates Retention Scheme and masterplan were outlined. Discussions with neighbouring authorities and services, linked schemes, feasibility studies, reasonable timescales, air quality, Glossop Town Hall, nature of buildings and contract management were considered. Progress on the initiatives were noted and further reports would be considered when results of the studies were available.
- 6.7.8 The Borough Council's procurement and legal processes were followed to appoint consultants to deliver a masterplan and business case, in line with the successful Future High Street Fund application. A special meeting was requested by Councillors Ashton, Grooby, Kemp, Lawson and Roberts for a full background briefing and proposals/timetable for future action on the details of the Council's bid, including the implementation of the Heritage Action Zone element of funding already agreed. The proposals needed to be considered and potentially amended before the Council's bid had to be made by the end of April. The report and contents were noted and, within constraints, it was requested that a meeting be arranged with Buxton Civic Association, Vision Buxton, Buxton Town Team and Buxton Councillors to address concerns and deliver the scheme as part of the bigger vision.
- 6.7.9 Members also attended a tour of key regeneration sites in the Borough. This was open to all members and was particularly useful for those recently appointed to familiarise themselves with issues outside of their wards.
- 6.8 Select Committees have the right to call-in decisions taken by the Executive or individual Executive councillors before they are implemented. The decision is then not implemented until the relevant Committee or Corporate Select Committee has considered the matter and/or dismissed it, referred it back to the Executive for re-consideration (or referred it to the full Council), and the matter has been considered. One report was called in and the decision was not implemented (Foodbank Update).
- 6.9 Although there was a need to cancel the last cycle of Select Committee meetings due to the Coronavirus outbreak procedures have been reviewed to ensure that an additional amount of consultation time is offered to all councillors before urgent decisions are made by way of Individual Executive Decisions. Following release of new regulations plans are being made to introduce virtual meetings for future committees.
- 6.10 The Alliance Management Team have been directly involved with Select Committees, with the Executive Directors working closely with

the Committee Chairmen to plan agendas, provide briefings and ensure the Committees meet their objectives.

- 6.11 The effectiveness of local authority overview and scrutiny was the subject of a Ministry of Housing, Communities and Local Government Select Committee inquiry. Statutory scrutiny guidance was subsequently issued in June 2019. In addition the Centre for Public Scrutiny carried out its first comprehensive annual survey of overview and scrutiny in local government for several years. The results of the survey, together with the Statutory Guidance will be considered as part of the Council's review of its Overview and Scrutiny function performed by the current select committees.

## SUB-COMMITTEES / WORKING GROUPS

**Council Tax Recovery Working Group** (Councillors Grooby, Oakley, Lomax, Siddall and Stone)

Established to consider the current recovery procedure, the Citizens Advice Council Tax Protocol, a policy concerning the use of bailiffs/collection agents and residents in vulnerable circumstances. The Working Group recommended that the Citizens Advice Council Tax Protocol be adopted and that a number of actions be undertaken.

**Single Use Plastics Working Group** (Councillors Collins, Haken, Kelly, Kerr, Stone and Young)

Established by the Community Select Committee to identify an effective, achievable, timed and costed plan of action by the Council in regards to single use plastics for consideration as part of the new Corporate Plan agreed for implementation during the four years after the May elections 2019.

The Working Group's recommendations were considered by the Community Select Committee and the following went on to be approved by the Executive:

- The adoption of the Single Use Plastics Policy for HPBC thus demonstrating our commitment to this important matter,
- Support the development of awareness campaigns with partners to encourage employees, residents, schools and businesses to reduce their reliance on single use plastics and to continue to support national campaigns such as Spring Clean events which encourage increased involvement in community litter picks.
- Determine the feasibility of developing a certification for local businesses who swap packaging and reduce their reliance on single use plastics. The group suggested that it be explored to determine whether the certification could be undertaken via our existing licensing systems or food safety inspections, or be monitored and awarded by local community groups.

**Public Transport Task and Finish Group** (Councillors Huddleston, Lomax, Quinn, Siddall, G Wharmby and J Wharmby)

The Economy and Growth Select Committee appointed a Public Transport Task and Finish Group, with the following terms of reference:

- To examine the level of provision of bus and rail transport in the High Peak (including ticketing options and the withdrawal of the b\_line discount travel card).
- To scrutinise the plans for investing in bus and rail transport in the High Peak.
- To scrutinise the effectiveness of public transport for travel-to-work and travel-to-learn for High Peak residents.
- To scrutinise the effectiveness of public transport in supporting the visitor economy.
- To make recommendations to improve the effectiveness of public transport in the area.

Following consideration by members a response to the consultation on proposals for bus franchising in Greater Manchester was submitted by the Council. In terms of future work Members also agreed to test the ease of access to accurate public transport information. Mapping information available would be considered at the next meeting and representatives of Derbyshire County Council, Transport for Greater Manchester and the Peak Park would be invited to future meetings.