

COPELAND BOROUGH COUNCIL

STATEMENTS OF EXECUTIVE DECISIONS

MEETING HELD ON 26 JULY 2005

MEMBERS PRESENT: Councillors Miss E M Woodburn (Leader); Councillor M J Ashbrook (Deputy Leader); G Blackwell; G Clements; J Hewitson; A Holliday; N Williams; H Wormstrup

OFFICERS IN ATTENDANCE: Dr J Stanforth, Chief Executive; T Chilcott, Corporate Director Quality of Life; F McMorrow, Corporate Director (Economic Prosperity & Sustainability S Borwick, Head of Finance and Business Development; M Jepson, Head of Legal and Democratic Services; H Mitchell, Policy & Performance; D A James, Member Services Officer

C Lloyd, Agenda Items 13-16; P Sutton Agenda Items 1-12

DECISIONS TAKEN IN PRIVATE: The Executive resolved at EXE/05/0050 to take the following items in private due to exempt information in the following categories:

EXE/05/0051 paragraph 9

EXE/05/0052 paragraph 1

EXE/05/0053 paragraph 9

EXE/05/0054 paragraph 9

START TIME: 2.00PM CLOSE TIME: 3.35PM

CERTIFICATION: _____

Certified a true record of decisions taken at the meeting of the Executive of Copeland Borough Council dated 26 July 2005

Copeland Borough Council

Statement of Executive Decision

Agenda Item Number: 1	
Subject: Statements of Decisions made on 5 & 20 July 2005	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0040	Full Executive

Portfolio Holder: Councillor M Ashbrook

Context: Decisions made at the previous meetings requiring formal approval

Key Decision Status: No

Decision

That the Statements of decisions made at the meeting held on the 5 & 20 July 2005 be agreed as a correct record.

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: N/A	Publication Date: 29 July 2005	Recorded by: D James
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Call-in Period Expires on: N/A	Contact Officers: D James
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 5	
Subject: Forward Plan	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference EXE/05/0041	Full Executive

Portfolio Holder: Councillor M Ashbrook

Context:

To consider the forward plan of Key decisions July - November 2005

Key Decision Status: No

Decision

- a) That the Forward Plan of Key Decisions July - November 2005 be noted

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: N/A	Publication Date: 29 July 2005	Recorded by: D James
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Call-in Period Expires on: 5 August 2005	Contact Officers: T Capper
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 6	
Subject: CCTV	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0042	

Portfolio Holder: Councillor G Clements

Context:

Endorsement is being sought from the Executives of both Copeland and Allerdale Borough Councils to a joint approach to CCTV provision.

Key Decision Status: No

Decision

That a joint working group with Allerdale Borough Council be set up to explore areas of joint working of mutual benefit, leading possibly to the development of a joint CCTV strategy for West Cumbria.

Explanation

Over the last year concerns have been raised as to how the £62,000 earmarked, for CCTV, in this year's budget was to be spent, The, as then, Portfolio Holder and the Overview and Scrutiny Committee – Social Well Being have been actively interested in this and have established a joint working group

To date, the Scrutiny Committee has visited the monitoring set up at Allerdale, and the working group has individually met with both Whitehaven and Egremont police, and are shortly to meet with police in Millom, to get their early support.

The Open Spaces Manager and his counterpart at Allerdale held an initial exploratory meeting, together with the Crime and Reduction Partnership Co-ordinator, and more recently the equivalent Scrutiny sub group at Allerdale Borough Council invited the working group to a meeting, at which the recommendation of joint working emerged, this report progresses this idea further.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 August

Publication Date: 29 July 2005

Recorded by: D A James

Call-in Period Expires on: 5 August
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Contact Officers: T Magean

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 7	
Subject: Strategic Risk Register 2004/7	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0043	

Portfolio Holder: Councillor N Williams

Context:
This report seeks agreement of the Executive to a revision of the Council's Strategic Risk Register

Key Decision Status: No

Decision

That subject to the amendment made during the meeting the Strategic Register for 2004/07 be approved.

Explanation

The Council has identified and monitored a Strategic Risk Register since 2003. The register contains a brief description of the most significant risks that could happen in worst-case scenarios, and the means to control and limit their impact. Creating this sort of document is regarded as good practice by organisations in both public and private sectors, and is one of the internal controls that the External Auditor would expect to see in place in a well-run authority.

The Council's Statement of Internal Control included the requirement to create a risk register and monitor it quarterly.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: H Mitchell
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 8	
Subject: New Initiatives Budget	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0044	

Portfolio Holder: Councillor Miss E Woodburn

Context:

To notify Members of the New Initiatives Budget for 2005/06 and the earmarked reserve available and to recommend the process for approval for 2005/06

Key Decision Status: No

Decision

That the apportionment of the revised total budget as shown in paragraph 3 be approved.

Explanation

In 2005/06 a budget was approved of £34,100 to cover expenditure incurred on New Initiatives. This consists of £25,100 in the base budget, for HAZ, Crime and Disorder, New Initiatives and Contribution to WCP Annual Forum, and a successful budget bid totalling £9,000 for expenditure on West Cumbria Partnership.

The under spend of £6,923 from 2003/04 was approved to be carried forward to 2004/05 by Executive 29/06/04 and was later apportioned to be utilised for the West Cumbria Partnership. This, together with the base budget (£34,100) brings the total budget to £41,023.

Earlier years under spends amount to £23,543, and are earmarked in reserves. It is recommended that this reserve be retained for a number of reasons. Firstly, the West Cumbria Partnership is requesting further commitments from the Council, and there are other initiatives that the money can be allocated to, for eg, Licensing and the transformation of the Council.

Alternative Options Considered:

Interests Declared: None

Implementation Date: 5 August

Publication Date: 29 July 2005

Recorded by: D A James

Call-in Period Expires on: 5 August
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Contact Officers: S Borwick

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 9	
Subject: North West Coalfield Programme	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0045	Full Executive

Portfolio Holder: Councillor H Wormstrup

Context: To inform Members of the progress of the NW Coalfield Programme for 2004/05 and 2005/06 and to present monitoring reports on activity and spend

Key Decision Status: No

Decision

That

- 1. the agreed programme for 2005/06 be noted;**
- 2. monitoring reports on approved projects up to June 2005 be noted;**
- 3. progress on the Copeland Stadium Application be noted; and**
- 4. proposals for the unallocated funding from North West Coalfields Programme including allocation of £50,000 from the Major Projects Fund be agreed.**

Explanation

The projects identified for 2005/06 are substantially a role over the project identified in the Executive Report dated 17 January 2005. This report is an updating/monitoring report.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: M Tichford
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 10	
Subject: The Community Response Fund	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0046	Full Executive

Portfolio Holder:

Context: The Community Response Fund is a scheme to support people made redundant back into employment through training that is not funded through any other avenue. The scheme is funded by West Lakes Renaissance (WLR) but requires a 'float' to make it practicable to operate.

It was noted that a similar request had been made to Allerdale Borough Council.

Key Decision Status: No

Decision

That a) subject to Allerdale Borough Council's funding being approved £5,000 be made available from contingencies to WLR to provide working funds for the Community Response Fund, to be repaid to the Council at the end of the scheme; or

b) should Allerdale's funding be not approved then a further report be submitted back to the Executive.

Explanation

The Community Response Fund was established in 2005 in reaction to several recent large-scale redundancy announcements. The Fund provides financial support for retraining in instances where either no other support is available or only a part of the cost can be met. The WLR Board has authorised a £50,000 fund in the first instance and it is anticipated that this will need to be extended.

The Employment Support Project (ESP) in Whitehaven provides most of the administration arrangements on behalf of WLR i.e. supporting applicants in completing forms, servicing the Fund Panel, issuing payments and keeping monitoring information etc. Once approved the ESP issues payments, in all but exceptional circumstances, to training and equipment suppliers rather than applicants and then invoices WLR accordingly. WLR makes monthly claims to the North West Development Agency.

Alternative Options Considered:

Interests Declared: None

Implementation Date: 5 August

Publication Date: 29 July 2005

Recorded by: D A James

Call-in Period Expires on: 5 August
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Contact Officers: M Tichford

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 11	
Subject: Equality And Diversity	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0047	Full Executive

Portfolio Holder: Councillor G Blackwell

Context: Requests approval for the acquisition of Equality and Diversity training for staff and Members.

Key Decision Status: No

Decision

That

- 1. the training packages as described in the report be approved;**

and

- 2. £10,000 be used from contingencies to help fund the training packages.**

Explanation

Best Value Performance Indicator 2(A) asks Councils to rate themselves on the level they are at in relation to the Equality Standard in Local Government. There are five progressively higher levels, the lowest being level 1 and the highest being level 5.

This Council is committed to obtaining level1 by March 2006.Many Councils have not yet reached level 1. The majority of Councils who have obtained a level are at level 1. We believe that only one Council in the country has reached level 5.

Although this Council has always taken Equality and Diversity issues seriously, it has previously taken the view that other priorities should take precedence. However, in the light of the last CPA report, of subsequent comments by the Audit Commission and of the publication of the terms of reference for the next round of CPA, which will place Equality and Diversity as one of three main cross-cutting themes, it will no longer be possible to give it a low priority in the future.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: M Jepson
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 12	
Subject: Urgent Actions	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0048	

Portfolio Holder: Councillors G Clements; Miss E Woodburn & N Williams

Context: To note actions taken on grounds of urgency under Executive Procedure Rules.

Key Decision Status: No

Decision

That a) action taken by the Corporate Director (Economic Prosperity & Sustainability) in consultation with the Portfolio Holder – Housing & Community Safety in appointing interim management support to reduce urgent workload in housing pending the recruitment of the full team identified in the Council’s restructure;

b) action taken by the Head of Legal and Democratic Services in consultation with the Leader of the Council in authorising the Head of Business and Finance to attend and taken such action necessary on behalf of the Council at a meeting of the West Cumbria Groundwork Trust pursuant to section 98 of the insolvency Act;

b) action taken by the Head of Legal and Democratic Services in consultation with the Portfolio Holder – Housing & Community Safety in approving £650 from contingencies to fund external solicitors to deal with any anti-social behaviour orders (ASBOS) on behalf of the Council; and

c) action taken by the Head of Customer Services in consultation with the Portfolio Holder – Resources and Local Democracy in regarding the post of Revenues and benefits Services Manager due to a lack of applicants to the recent advertisement.

Explanation

In accordance with the Councils reporting procedures.

Alternative Options Considered: N/A

Interests Declared: None

Implementation Date: N/A

Publication Date: 29 July 2005

Recorded by: D A James

Call-in Period Expires on: N/A

Contact Officers: F McMorrow; M Jepson; J Salt

Copeland Borough Council

Statement of Executive Decision

Agenda Item: Item Taken on Grounds Urgency	
Subject: Hensingham Conservation Volunteers	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0049	

Portfolio Holder: Councillor Allan Holliday

Context: This report is seeking executive approval, for the council to act as the accountable body for Hensingham Conservation Volunteers in respect of a £25k one-off grant from Living Spaces.

During consideration of this item members asked how many instances were there where the Council was the accountably body both for funding and staffing issues and asked for a report to be submitted to a future meeting of the Executive.

Key Decision Status:

Decision

That a) the Executive agrees to the council acting as the accountable body for Hensingham Conservation Volunteers in respect of a £25K one-off grant they have been offered in principle by Living Spaces;

b) a report be submitted to a future meeting of the Executive on where the Council are deemed accountable.

Explanation

This approval is sought due to the collapse of Groundwork Trust West Cumbria who previously acted as the accountable body for HCV.

Approval will allow Hensingham Conservations Volunteers to undertake further enhancements to the Council owned Hensingham Open Space in accordance with the landscape plans as agreed by the council.

Alternative Options Considered: None

Interests Declared: Councillor N Williams declared a personal interest in this item due to being a Member of the group

Implementation Date: 5 August 2005	Publication Date: 29 July 2005	Recorded by: D James
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Call-in Period Expires on: 5 August 2005	Contact Officers: D A James
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Copeland Borough Council

Statement of Executive Decision

Subject: Exclusion of Press and Public	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0050	

Portfolio Holder: N/A

Context: Excludes Press and Public from Meetings for Exempt Item 4

Key Decision Status: N/A

Decision

That the Press and Public be excluded from the meeting for the remaining items of business on the grounds of exempt information as identified in paragraph 1 & 9 of Schedule 12A of the Local Government Act 1972 as amended.

Explanation

N/A

Alternative Options Considered: N/A

Interests Declared: None

Implementation Date: N/A	Publication Date: 29 July 2005	Recorded by: Denise James
Call-in Period Expires on: N/A	Contact Officer: D James	

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 13	
Subject: Addendum – Equality & Diversity	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0051	Full Executive

Portfolio Holder: Councillor G Blackwell

Context: To give Members additional information relating to Agenda Item 11 – Equality and Diversity.

Key Decision Status: No

Decision

That the additional information be noted.

Explanation

N/A

Alternative Options Considered:

Interests Declared: None

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: M Jepson
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 14	
Subject: Whitehaven Civic Hall – Audit Report	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0052	Full Executive

Portfolio Holder: Councillor Miss E Woodburn

Context: This report informs members of the key findings of an audit report into the cash and banking procedures at the Whitehaven Civic Hall and submits a proposed action plan for approval.

Key Decision Status: No

Decision

That a) the report and action plan be noted; and

b) the action plan be monitored in three months.

Explanation

Following the auditing of cash and banking procedures at the Whitehaven Civic Hall it was noted that there had been a breach of financial regulations and in accordance with regulation A5 this report is submitted to the Executive.

Alternative Options Considered:

Interests Declared: None

Implementation Date: 5 August 2005	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August 2005	Contact Officers: S Borwick
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 15	
Subject: Mirehouse Service Station, Meadow Road, Mirheouse, Whitehaven – Disposal of Freehold Interest	
Date of Decision: 26 July 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0053	

Portfolio Holder: Councillor N Williams

Context:

The tenant of the Mirehouse Service Station has requested that he be allowed to purchase freehold of the property he currently occupies under lease from the Council.

Key Decision Status: No

Decision

That Executive approve the disposal of the freehold interest of the Mirehouse Service Station property to the current Tenant.

Explanation

The Tenant has asked that consideration be given to the disposal of the freehold interest of the property to him, and in accordance with Councils policy this is to be considered by the Executive.

Alternative Options Considered:

Interests Declared:

Councillors G Blackwell; G Clements and A Holliday declared prejudicial interests in this item due to knowing the applicant.

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: C Lloyd
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 16	
Subject: Public Buildings Maintenance Contract Tenders	
Date of Decision: 26 July 2005	Decision made by:
Decision Reference: EXE/05/0054	Full Executive

Portfolio Holder: Councillor N Williams

Context: This report advises Executive of tender action taken with recommendation to accept a tender for the measured term building contract for Public Buildings

Key Decision Status: No

Decision

That the most economically advantageous tender submitted by Mayson Brothers be accepted.

Explanation

Public Building maintenance is undertaken through three measured term Contracts, one for building maintenance, one for electrical service installation maintenance and one for plumbing and mechanical engineering service maintenance. The latter two are already in place. This report considers the tenders received for the building maintenance contract.

Alternative Options Considered:

Interests Declared: None

Implementation Date: 5 August	Publication Date: 29 July 2005	Recorded by: D A James
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Call-in Period Expires on: 5 August	Contact Officers: C Lloyd
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