

PRESENTATIONS BY COPELAND CAB AND COMMUNITY LAW CENTRE

EXECUTIVE MEMBER: Cllr A Holliday
LEAD OFFICER: M.Jepson
REPORT AUTHOR: M.Jepson

Summary and Recommendation:

Representatives of Copeland CAB and the Community Law Centre will be giving a presentation on their activities in the past year.

Recommendation: that the presentations of Copeland CAB and the Community Law Centre be received.

1. INTRODUCTION

1.1 Copeland CAB and the Community Law Centre both receive Grants from the Council to assist them in their work. In consideration of those Grants they undertake to carry out agreed levels of activities and to report on their work to the Council. Part of the reporting mechanism is a requirement for them to make a presentation to the Council once per year.

1.2 Last year, since they were charged with making a recommendation on the appropriate level of continuing Grant to the organisations from 2008/9 onwards, a presentation was made to the OSC Performance and Resources. However, since it is the Executive which makes the final recommendation to Council in respect of Grant allocation in the Budget and which sets the terms of the SLAs it was thought appropriate this year for the presentations to be made to the Executive itself.

2. COPELAND CAB

2.1 Copeland CAB has offices in Tangier Street Whitehaven and St George's Road Millom, although they have plans to move into other premises in Millom. It also carries out outreach work in other parts of the Borough. Its manager Mrs Carole Graham will make the presentation on behalf of the CAB.

3. COMMUNITY LAW CENTRE

3.1 The Community Law Centre's main offices are in Carlisle. It currently uses the CAB's premises in Tangier Street, Whitehaven for face to face interviews together with premises in Millom and Cleator Moor. Its manager Mr Paul Im Thurn will make the presentation on behalf of the Community Law Centre.

4. FINANCIAL AND HUMAN RESOURCES IMPLICATIONS (INCLUDING SOURCES OF FINANCE)

4.1 In 2007/8 this Council has made Grants of £32,000 to Copeland CAB and £15,000 to the Community Law Centre. The Resources Working Group has recommended a similar level of Grant for the coming year. Some officer liaison work is needed with the organisations through the year and this is usually carried out by Martin Jepson.

5. IMPACT ON CORPORATE PLAN

5.1 There are no specific aims in the Corporate Plan to assist the organisations. However a number of social and community aspirations will be assisted by the work of the organisations.

List of Appendices - None

List of Background Documents: SLAs with both organisations

List of Consultees: Corporate Team

CHECKLIST FOR DEALING WITH KEY ISSUES

Please confirm against the issue if the key issues below have been addressed. This can be by either a short narrative or quoting the paragraph number in the report in which it has been covered.

Impact on Crime and Disorder	Can assist
Impact on Sustainability	Grants from public bodies are vital to the continuing existence of the organisations
Impact on Rural Proofing	Outreach work can assist
Health and Safety Implications	Can champion Health and Safety laws
Impact on Equality and Diversity Issues	Positive
Children and Young Persons Implications	Can assist
Human Rights Act Implications	Can defend Human Rights
Monitoring Officer comments	Is report author
S. 151 Officer comments	

Is this a Key Decision? No

Exec 120208
Item 6

Forward Plan
Copeland Borough Council
February – May 2008

Decisions to be made by the Executive/Council

What issues are we discussing and
what decisions are needed

<p>✕ Revenue & Capital Monitoring – Qu3 2007/08</p> <p>To report on the financial position against budget (April – December) 07.</p>	Exec February	Leader E Woodburn	<p><u>Lead Officer:</u> Georgina Ayling Acting Head of Finance and Business Dev Tel: 01946 598452 <u>Portfolio Holder:</u> Cllr Elaine Woodburn / Cllr Allan Holliday Tel: 01946 598524</p>	OSC Management
	Exec February	Portfolio Holder C Giel	Hilary Mitchell Head of Policy and Performance	OSC Management
	Exec March	Portfolio Holder A Holliday	Hilary Mitchell Head of Policy and Performance	OSC Management

Forward Plan
Copeland Borough Council
February – May 2008

✱	Review of WCSP Partnership Arrangements	Exec February	Portfolio Holder A Holliday	Martin Jepson Head of Legal and Democratic Services	OSC Management

Training and Self Evaluation

LEAD MEMBER: Cllr P Connolly, Chair Overview and Scrutiny
Management Committee
REPORT AUTHOR: Neil White

Recommendation: that the Executive consider the changes recommended for the Council's Overview and Scrutiny Committees detailed in the Action Plan and confirm which actions should be pursued.

1. Background

The Executive will recall that it had joint training with the Overview and Scrutiny Management Committee on 1 November 2007. The Overview and Scrutiny Management Committee also had training with Corporate Team on that date and there was also a special meeting of all four Overview and Scrutiny Committees to consider the Scrutiny Self Evaluation Framework.

Some of the key points from this training are highlighted below. From these points a number of ideas for improving the process were made and an action plan has been developed on how we could develop Overview and Scrutiny at Copeland.

The Overview and Scrutiny Management Committee considered this report at its meeting on 18 January 2008 and agreed the proposed action plan.

2. Areas that we do well

- Scrutiny can challenge and has called in Executive decisions where needed.
- The Task and Finish Groups are working well and add value and challenge through their evidence based nature. It allows for issues to be looked at in more detail than the Executive can allow.
- Overview and Scrutiny is seen as being non political and takes a constructive approach.
- Overview and Scrutiny Chairs presenting reports to Executive allows for a chance for the reasons for the recommendations to be put across.
- The Overview and Scrutiny report to Council provides useful information on the work of the committees.
- Overview and Scrutiny Committees are open to the public to attend.
- Some challenge is provided to external partners particularly through joint scrutiny.

3. Areas that could be improved

- Communication – there was a feeling in all the sessions that whilst there was some communication it needed to be improved between Overview and Scrutiny, The Executive and Corporate Team. Overview and Scrutiny was there to provide a constructive dialogue.
- Being joined up – there is a need to more clearly establishing priorities and objectives.
- There was also a need to better understand the roles of Overview and Scrutiny and the Executive.
- Greater commitment of senior officers to the Overview and Scrutiny process was needed.
- There was a need for better time management with meetings.
- More Overview work needs to be done as well as scrutiny.
- More members need to be engaged in the process.
- More work on financial issues.
- Need to more clearly reflect the voice and concerns of the public and its communities.
- Wish to question external partners and organisations more often.

4. CORPORATE PLAN

Action	Outcomes (measurable)	Target date
Ensure that the way the Council manages its Scrutiny function is at least equal to the national standard developed by the Centre for Public Scrutiny by completing the Centre's self evaluation framework and developing an action plan arising from the self evaluation.	Self evaluation framework completed and an action plan implemented. Measurable proof that the Council's Scrutiny function meets the national standard.	2008 with annual review

5. CONCLUSION

The Committee is invited to consider the action plan detailed in Appendix "A" which sets out some proposed changes to Overview and Scrutiny to address some of the concerns raised through the three training sessions.

List of Appendices

Appendix "A" – Overview and Scrutiny Action Plan.

List of Background Documents: None

Overview and Scrutiny Action Plan

Exe 120208
Item Appendix A

Issue	Suggested Improvement	How
COMMUNICATION	Quarterly meeting between Executive and Scrutiny	Formal meetings between Management Committee and the Executive to be added into Council diary from April 2008
	Portfolio Holder and Chair and Vice Chair of relevant Scrutiny Committee to hold regular meetings	Informal meeting to be arranged for February 2008 To be arranged as needed but at least for each Overview and Scrutiny Committee meeting
	Regular meetings between Corporate Team and the Management Committee	Arrange quarterly meetings between Management Committee and Corporate Team
BEING JOINED UP	Have shared set of common objectives between Executive and Scrutiny	Establish protocol between Executive and Scrutiny
	Involve G3 more	Arrange informal meetings between Chair and Vice Chair of Management Committee and G3
	Have more joint training and development on overview and scrutiny	Arrange specific training in 2008
BETTER UNDERSTANDING OF THE ROLES OF OVERVIEW AND SCRUTINY AND THE EXECUTIVE	Work towards having a better understanding of the roles of Overview and Scrutiny and The Executive	Establish protocol between Executive and Scrutiny
	Find out the reasons why when the Executive do not agree or implement the findings from Overview and Scrutiny	Institute a reporting back mechanism from the Executive
	Gain a better understanding of the evidence based nature of Overview and Scrutiny	Invite Portfolio Holders to sit in on Task and Finish Groups

Overview and Scrutiny Action Plan

Exe 120208

Item Appendix A

COMMITMENT OF OFFICERS	Regular meetings between Corporate Team and the Management Committee	Arrange quarterly meetings between Management Committee and Corporate Team
	Head of Department or Corporate Team member to be part of the meeting between the Portfolio Holder and Chair and Vice Chair of relevant Scrutiny Committee referred to under Communication	As under Communication
TIME MANAGEMENT	Look to have more meetings back to back	Member Services to consider when arranging meetings
	Reduce number of information reports at Committee	Chief Executive will be looking at this in 2008
OVERVIEW AS WELL AS SCRUTINY	Look to continue and expand the work of the Task and Finish Groups	Continue to set up Task and Finish Groups as appropriate
	Look to consider more long term planning work	More reports to committee on national and regional issues
		Management Committee to do more work on the council objectives and strategic aims
ENGAGE ALL MEMBERS	Chairs and Vice Chairs to persuade members to go along and more flexible forms of training	Ask Political groups to implement
	Look to use all members on task and finish groups	Develop register of members expertise
	Develop training on Overview and Scrutiny	Arrange training on Overview and Scrutiny
MORE WORK ON FINANCE	Improve training for members on finance	Arrange training of financial issues
	Need to link activity to spend/finances	Provide more and frequent budgetary information to Management Committee
	Ensure more financial information is available to Overview and Scrutiny Committees	Monthly High level budget and risk monitoring reports be reported to the Overview and Scrutiny Management

Overview and Scrutiny Action Plan

Exe 120208
Item Appendix A

		Committee
REFLECT THE VOICE AND CONCERNS OF THE PUBLIC AND ITS COMMUNITIES	Have a more community based work plan	Invite the public and community groups to input issues into the work plans
	Involve the public more in meetings	Have more flexible times and venues for meetings
		Have community issues dealt with by task and finish groups
WISH TO QUESTION EXTERNAL PARTNERS AND ORGANISATIONS MORE OFTEN	Undertake more scrutiny work on external partners	Continue to Call in organizations as appropriate Take a more proactive stance on those organisations delivering economic development objectives