

**COPELAND BOROUGH COUNCIL**

**STATEMENTS OF EXECUTIVE DECISIONS**

**MEETING HELD ON 23 MARCH 2010**

**MEMBERS PRESENT:** Councillors Ms E Woodburn, Chairman; G Blackwell J Bowman; H Branney; C Giel; A Holliday; N Williams

An apology for absence was received from Councillor G Clements

**OFFICERS IN ATTENDANCE:** F McMorrow, Corporate Director Economic Prosperity and Sustainability; K Parker, Acting Corporate Director Quality of Life; M Jepson, Head of Legal and Democratic Services; H Mitchell, Head of Policy and Performance; J Salt, Head of Customer Services; J Betteridge, Head of Development Strategy; P Graham, Head of Development Operations; A Clark, Accountancy Services Manager; C Lloyd, Contracts and Projects Manager; I Curwen, Senior Communications Officer; D James, Member Services Officer

**START TIME: 5.00 PM**

**CLOSE TIME: 6.15 PM**

**CERTIFICATION:** \_\_\_\_\_

**Certified a true record of decisions taken at the meeting of the Executive of Copeland Borough Council dated 23 March 2010 Copeland Borough Council**

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 1	
Subject: Statements of Executive Decisions Made on 9 March 2010	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0130	Full Executive

Portfolio Holder: N/A
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Context:

To consider the Statements of decisions made on the 9 March 2010.

Key Decision Status:

No

Decision

**That the statements of Executive decisions made on 9 March 2010 be signed by the Leader as a correct record.**

Explanation

N/A

Alternative Options Considered:

None

Interests Declared: None

Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
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Call-in Period Expires on: 6 April 2010	Contact Officers: M Jepson
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 3	
Subject: Declarations of Personal and Prejudicial Interests	
Date of Decision: 23 March 2010	Decision made by: Full Executive
Decision Reference: EXE/09/0131	

Portfolio Holder: N/A
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Context:
To declare any personal or prejudicial interests in items on the Agenda

Key Decision Status:
No

Decision
<b>That Councillor C Giel declared a personal and prejudicial interest in Agenda Item 13 – Resources for Nuclear Workstreams: West Cumbria MRWS Partnership and left the meeting during its consideration.</b>

Explanation
N/A

Alternative Options Considered:
None

Interests Declared: N/A
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Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
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Call-in Period Expires on: 6 April 2010	Contact Officers: M Jepson
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 4	
Subject: Arrangement of the Agenda	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0132	Full Executive

Portfolio Holder: N/A
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#### Context:

To consider the order in which the Agenda is considered and any additions or deletions.

#### Key Decision Status:

No

#### Decision

**That Agenda Item 15 – North Shore Cliff Slippage be withdrawn from the Agenda and considered at a Special Meeting of the Executive being held on the 29<sup>th</sup> March 2010.**

#### Explanation

N/A

#### Alternative Options Considered:

None

#### Interests Declared: None

Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
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Call-in Period Expires on: 6 April 2010	Contact Officers: N/A
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 6	
Subject: Forward Plan March - June	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0133	Full Executive

Portfolio Holder: N/A
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Context:
To consider the Forward Plan of Key decision March – June 2010

Key Decision Status:
No

Decision
<b>That subject to the lead member for Resources for Nuclear and Sustainability being amended to be both Councillor A Holliday and E Woodburn and the contact officer being F McMorrow the Forward Plan March – June 2010 be noted.</b>

Explanation
N/A

Alternative Options Considered:
None

Interests Declared: None
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Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
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Call-in Period Expires on: 6 April 2010	Contact Officers: M Jepson
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 7	
Subject: Recession Report	
Date of Decision: 23 March 2010	Decision made by: Full Executive
Decision Reference: EXE/09/0134	

Portfolio Holder: N/A

#### Context:

This report reviews the impact of the recession on Copeland as an area and the Council as an organisation.

During consideration of this item Members asked for a more detailed report on specific areas in Copeland as they felt that it would give a more realistic reflection on the effects of the recession throughout the Borough.

#### Key Decision Status:

No

#### Decision

**That a) the report be noted; and**

**b) a further report be submitted to the Executive focusing on more specific areas in Copeland.**

#### Explanation

This information keeps the Executive informed of trends in order to inform its decision making. It allows the Council to ensure that as far as possible its actions help to fight the impact of the recession locally to benefit the economic position of residents.

#### Alternative Options Considered:

None

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Interests Declared: None
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Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
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Call-in Period Expires on: 6 April 2010	Contact Officers: F McMorrow
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## **Copeland Borough Council**

### **Statement of Executive Decision**

Agenda Item: 8	
Subject: RBS Shared Service	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0135	Full Executive

Portfolio Holder: N/A
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**Context:**

To consider a report on proposed governance arrangements to the RBS Shared Services.

During consideration of this item Members asked for confirmation that Copeland Staff who would be working for Carlisle City Council would still be able to apply for vacancies within Copeland and it was agreed that this would be the case and Members asked for this to be formalised and a local agreement be set up to incorporate any future shared service which may arise.

**Key Decision Status:**

Yes

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## Decision

That

1. the draft service plan be noted, with the final document resubmitted to the Executive for approval;
2. the monitoring of the plan be delegated to the Head of Customer Services in consultation with the Portfolio Holder, with quarterly reports to Executive; and
3. subject to a delay of two weeks to allow the Portfolio Holder to read the documents the agreement of the terms of the legal agreement on behalf of Copeland Borough Council be delegated to the Head of Legal and Democratic Services in consultation with the Portfolio Holder;
4. a local agreement be developed to ensure that Copeland Staff transferred out of the authority as part of this and any future shared service agreements be allowed to continue to apply for any internal vacancy at Copeland with may arise.

## Explanation

The delivery of the shared service will improve the Revenues and Benefits service to the customers of Copeland Borough Council as outlined in the Service Plan

## Alternative Options Considered:

None

## Interests Declared:

Implementation Date: 6 April 2010	Publication Date: 26 March 2010	Recorded by: D James
Call-in Period Expires on: 6 April 2010	Contact Officers: J Salt	

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 9	
Subject: Review of Service Level Agreement – Cumbria Law Centre and Copeland Citizens Advice Bureau	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0136	Full Executive

Portfolio Holder: N/A

#### Context:

This report asks the Executive to decide if it wishes to continue with the current Service Level Agreements with the two organisations for the year 2010/11 and explores other ideas which may be of benefit to the two organisations.

#### Key Decision Status:

No

#### Decision

That

- 1. the Service Level Agreements with the Cumbria Law Centre and Copeland Citizens Advice Bureau be extended to run for the year 2010/11;**
- 2. the Executive notes the other ideas referred to in the report and these be subject of further reports appropriate; and**
- 3. an update report be submitted in six months.**

#### Explanation

In accordance with Councils reporting procedures.

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Alternative Options Considered:

None

Interests Declared:

Implementation Date:

6 April 2010

Publication Date:

26 March 2010

Recorded by:

D James

Call-in Period Expires on:

6 April 2010

Contact Officers:

M Jepson

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 10	
Subject: Strategic Asset Management Plan 2010 - 2015	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0137	Full Executive

Portfolio Holder: N/A
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Context:
To consider a draft Strategic Asset Management Plan 2010-15.

Key Decision Status:
No

<b>Decision</b>
<b>That the framework for the Strategic Asset Management Plan 2010-15 and the programme of activities as detailed in the report be agreed.</b>

Explanation
The delivery of the Strategic Asset Management Plan (SAMP) will ensure that the Council actively manages its assets for the benefit of the organisation and the wider community. This framework establishes what the SAMP will need to address.

Alternative Options Considered:
None

Interests Declared: None
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Implementation Date:	Publication Date:	Recorded by:
6 April 2010	26 March 2010	D James

Call-in Period Expires on:	Contact Officers:
6 April 2010	P Graham

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 11	
Subject: Copeland Community Fund – Community Enterprise Team	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0138	Full Executive

Portfolio Holder: N/A
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#### Context:

To consider a request from the Copeland Community Fund that Copeland Borough Council deliver the operational support to the Community Enterprise Team by acting as employer, accountable body and line manager.

#### Key Decision Status:

No

#### Decision

##### Executive are requested to:

- a) **note the scope and composition of the team be noted;**
- b) **the spend profile of the team in line with the Copeland Community Fund grant be approved; and**
- c) **the operational functions being provided in kind to the project; employer role, financial and operational management arrangements and office space be approved.**

#### Explanation

This team will offer a package of capacity building support to communities specifically community, voluntary and third sector groups on behalf of the Copeland Community Fund. Alongside working with groups to assist with fundraising to a range of external funding sources, the team will act as the first point of contact for groups wishing to apply to the Copeland Community Fund.

Alternative Options Considered:

None

Interests Declared:

Implementation Date:

6 April 2010

Publication Date:

26 March 2010

Recorded by:

D James

Call-in Period Expires on:

6 April 2010

Contact Officers:

J Betteridge

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 12	
Subject: Workforce Strategy 2010	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0139	Full Executive

Portfolio Holder: N/A
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Context:

To consider the Draft Workforce Strategy.

Key Decision Status:

No

#### Decision

**It is recommended that :**

- 1) the draft workforce strategy as the Council's statement of current position on planning its workforce needs to deliver its objectives be agreed; and**
- 2) delegate authority be given to the Head of Policy and Performance in consultation with the Portfolio holder for responsibility for completing this draft workforce strategy including consulting with appropriate stakeholders.**

#### Explanation

A workforce strategy sets out how the organisation is going to attract, develop, retain and motivate the right people with the right skills at the right time. Copeland Borough Council is working towards a full workforce strategy to be developed during 2010/11 and has produced the attached draft as a first step

Alternative Options Considered:

None

Interests Declared: None

Implementation Date:

6 April 2010

Publication Date:

26 March 2010

Recorded by:

D James

Call-in Period Expires on:

6 April 2010

Contact Officers:

H Mitchell

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 13	
Subject: Resources for Nuclear Workstreams: West Cumbria Managing Radioactive Waste Safely (MRWS)	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0140	Full Executive

Portfolio Holder: N/A

#### Context:

To consider the acceptance of continued funding from the Department of Energy and Climate Change to carry out the West Cumbria MRWS partnerships work.

#### Key Decision Status:

No

#### Decision

##### That

- 1. the acceptance of the funding package offered by DECC, subject to confirmation of the terms and conditions of the grant offer be agreed in principle;**
- 2. subject to confirmation of the terms and conditions of the grant offer to acting as accountable body in respect of the funding packages from DECC be agreed;**
- 3. the developing budget proposals for the next financial year which will be the subject of a future report be noted.**

#### Explanation

The funding will allow the partnership to fully investigate the issues so that the local community will benefit from a well informed recommendation. This will help to ensure the right decision is made on this very important long term issue

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Alternative Options Considered:

None

Interests Declared: Councillor C Giel declare a person and prejudicial interest in this item and left the meeting during its consideration.

Implementation Date:  
6 April 2010

Publication Date:  
26 March 2010

Recorded by:  
D James

Call-in Period Expires on:  
6 April 2010

Contact Officers:  
F McMorrow

### **Copeland Borough Council**

#### **Statement of Executive Decision**

Agenda Item:

Subject: Exclusion of Press and Public

Date of Decision: 18 January 2010

Decision made by:

Decision Reference: EXE/09/0141

Full Executive

Portfolio Holder: N/A

Context:

Excludes Press and Public from Meetings for Agenda Item 14

Key Decision Status:

No

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 paragraphs 3 of Schedule 12A of the Local Government Act 1972 as amended.**

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Explanation
N/A

Alternative Options Considered:
None

Interests Declared: None
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Implementation Date:	Publication Date:	Recorded by:
6 April 2010	26 March 2010	D James

Call-in Period Expires on:	Contact Officers:
6 April 2010	M Jepson

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 14	
Subject: Internal Audit	
Date of Decision: 23 March 2010	Decision made by:
Decision Reference: EXE/09/0142	Full Executive

Portfolio Holder: N/A
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Context:
To consider a report on the Internal Audit Shared Service Business Case

Key Decision Status:
No

**Decision****For Executive**

1. the draft timetable for the implementation of a shared service for internal audit be noted.
2. the development of the TUPE and SLA arrangements to enable the transfer of staff to take place be agreed.
3. the drafting of legal and governance arrangements with the target deadline date of 1<sup>st</sup> June 2010 be delegated to the Head of Legal and democratic Services in consultation with the Portfolio Holder

Alternative Options Considered:

None

Interests Declared:

Implementation Date:  
6 April 2010

Publication Date:  
26 March 2010

Recorded by:  
D James

Call-in Period Expires on:  
6 April 2010

Contact Officers:  
J Crellin

**Copeland Borough Council****Statement of Executive Decision**

Agenda Item: 15

Subject: North Shore Cliff Slippage

Date of Decision: 23 March 2010

Decision made by:

Decision Reference: EXE/09/0143

Full Executive

Portfolio Holder: N/A

Context:

N/A

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Key Decision Status:

No

Decision

**Note this item was withdrawn from the Agenda**

Explanation

N/A

Alternative Options Considered:

None

Interests Declared:

Implementation Date:  
6 April 2010

Publication Date:  
26 March 2010

Recorded by:  
D James

Call-in Period Expires on:  
6 April 2010

Contact Officers:  
N/A