# Communities and Local Services Scrutiny Committee Agenda



10.00 am Thursday, 17 June 2021 Central Hall, Dolphin Centre, Darlington, DL1 5RP

# Members and Members of the Public are welcome to attend this Meeting.

- 1. Introductions/Attendance at Meeting
- 2. Appointment of Chair for the Municipal Year 2021/22
- 3. Appointment of Vice-Chair for the Municipal Year 2021/22
- 4. Declarations of Interest
- To consider the times of meetings of this Committee for the Municipal Year 2021/22 on the dates agreed in the Calendar of Meetings by Cabinet at Minute C97/Feb/21
- 6. To approve the Minutes of the meeting of this Scrutiny held on 22 April 2021 (Pages 3 6)
- 7. Work Programme (Pages 7 26)
- 8. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this Committee are of an urgent nature and can be discussed at the meeting.
- 9. Questions

The Jinha

Luke Swinhoe Assistant Director Law and Governance

Wednesday, 9 June 2021

Town Hall Darlington.

#### Membership

Councillors Allen, Bartch, Cossins, Mrs Culley, Donoghue, Haszeldine, B Jones, McCollom, Tait, Wallis and Willis

If you need this information in a different language or format or you have any other queries on this agenda please contact Hannah Fay, Democratic Officer, Resources Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays email: hannah.fay@darlington.gov.uk or telephone 01325 405801

# Agenda Item 6

#### COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE

Thursday, 22 April 2021

**PRESENT** – Councillors Renton (Chair), Mrs Culley, Bartch, Cossins, Donoghue, Durham, Haszeldine, McCollom, Tait and Wallis

**APOLOGIES** – Councillor Allen

#### ABSENT -

ALSO IN ATTENDANCE - Councillors Curry, Harker and Mrs D Jones

**OFFICERS IN ATTENDANCE** – Ian Thompson (Assistant Director Community Services), Brian Graham (Head of Environmental Services), Mark Ladyman (Assistant Director Economic Growth), Mike Crawshaw (Head of Leisure and Cultural Services), Heather Tarran-Jones (Programming and Performance Director), Suzy Hill (Library Manager) and Hannah Fay (Democratic Officer)

#### CLS37 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

# CLS38 TO APPROVE THE MINUTES OF THE MEETING OF THIS SCRUTINY HELD ON 25 FEBRUARY 2021

Submitted – The Minutes (previously circulated) of the meeting of this Scrutiny Committee held on 25 February 2021.

**RESOLVED** – That the Minutes of the meeting of this Scrutiny Committee held on 25 February 2021 be approved as a correct record.

#### CLS39 INDOOR AND OUTDOOR MARKETS

The Assistant Director Economic Growth and Managing Director of Market Asset Management gave a presentation, updating Members on the progress made to date on the redevelopment of Indoor Market and an update on plans for the Outdoor Market.

It was reported that the outdoor market had faced a number of challenges as a result of the COVID-19 pandemic; phase one of the redevelopment, which included six street food kiosks, a bar and stage, new entrance and toilets, commenced in January and was progressing well; asbestos had been identified which delayed vacant possession of the site; and that the pre-letting for the street food kiosks was going well. In addition, the roofing work had almost been completed and furniture had been ordered.

Details were provided on phase two of the development; this was due to commence in May; would include work to the remaining shop floor and new entrances; and as part of phase two traders would be assisted in applying for grants to refurbish their own stalls. MAM were awaiting planning permission to commence phase three, temperate gardens and the anticipated completion date for work was Christmas.

Members were advised that MAM were working closely with the Council in developing a programme of events and activity to relaunch the market, including the recommencement of the Pease pudding market next month; the night time economy would include family entertainment; and the markets would become a regional attraction.

Following a question by Members in relation to the support for outdoor market traders Members were advised that MAM were in the process of developing an outdoor market strategy detailing how stalls would be attracted to Darlington and this would be shared with Members; that there were a good number of stalls in the market square; and acknowledged that it had been a difficult year for markets due to the pandemic. It was agreed that Members be provided with occupancy levels to gauge the success or otherwise of both the indoor and outdoor market.

Following a question by Members in respect of the contract terms and conditions for potential street food traders, it was confirmed that the street food traders would not be charged flat rent or service charge and would instead be charged a variable turnover rent; and a mutual break clause would be included in the contract should a trader wish to leave.

**RESOLVED** – That the presentation be noted.

### CLS40 DARLINGTON LIBRARIES

The Library Manager gave a presentation (previously circulated) on Darlington Libraries and in doing so advised Members that public libraries were governed by legislation ensuring that all members of society had free access to library materials and that it was the duty of every library authority to provide "a comprehensive and efficient library service for all persons desiring to make use thereof."

The presentation detailed the services provided by both Darlington and Cockerton Library; and the refurbishment of Darlington Library, including improvements to the Cockerton Library were outlined.

It was reported that the COVID-19 pandemic had accelerated the work on the digital offer available to residents; online membership was implemented at the beginning of the pandemic, with 870 new members signing up since March 2020. Members were advised that the digital offer was promoted and noted a large increase in digital borrowing, from 24,426 issues in 2019-2020 to 58,489 issues in 2020-2021; and that the Council had invested in a library app, allowing members to self-manage their accounts and to facilitate borrowing safely during the pandemic.

Members were informed of the library home delivery service which had been extended due to the pandemic to any resident 60 years of age or over living in Darlington; that this service delivers to 280 households every month with the help of Darlington Support; and reference was made to the online activities provided to families and resources provided to schools and nurseries.

The presentation outlined figures for borrowing, including a breakdown of adult and

junior lending; the recommended changes to the library service performance indicators; and details provided of a range of new initiatives to be provided by the library.

Discussion ensued on the library refurbishment which was due to commence in May; the use of Members to help raise awareness of services available; and Members gave their thanks to the library staff for their work during the pandemic.

Following a question in respect of the digital book offer Members were advised that digital books were a small proportion of the stock but acknowledged that book borrowing had changed and as such a new stock purchasing strategy was in development.

**RESOLVED** – That the thanks of this Scrutiny Committee be extended to the Library Manager for her informative and interesting presentation.

### CLS41 DARLINGTON HIPPODROME

The Head of Culture and Programming and Development Director gave a presentation (previously circulated) on the Darlington Hippodrome.

It was reported that the restoration process of the Civic Theatre, a Grade II listed landmark building built in 1907, began in 2010; that restoration and refurbishment was required to improve the theatre experience; and the key changes to the theatre were outlined.

Members were informed that the improvements to the Hippodrome, including the increased capacity, had attracted larger productions and a wider audience; increased the offer of function spaces, conference facilities and weddings; and it was reported that 2019/20 target of 13,000 for conference and hire had been exceeded at 21,000, highlighting a clear demand which would be developed further.

It was reported that there was now an increased level of creative learning and engagement, with education spaces and breakout rooms; a volunteering service had been developed; and Members were informed that all key performance indicators were met in 2019/20. Reference was also made to the Hullabaloo Theatre and its programme of events.

Details were provided of the impact of COVID-19 on the theatre. It was reported that donations were received from ticketholders; financial support provided from furlough scheme; and successful bids of £1M and £500k were made to the Art Council cultural recovery fund, which were being used to offset loss of ticket sale, sustain the theatre and retain jobs.

Reference was made to the online offer available to customers during the period of closure between March and September 2020; that going forward there would be a hybrid offer of online streamed events, live theatre, cinema offer and west end live encore screenings; and details provided of the measures in place to support the safe return of customers. In relation to ticket sales it was anticipated that sales would be at 75 per cent of normal ticket sales by March 2022.

Discussion ensued on the financial support during the pandemic; Members were advised that the furlough scheme was used initially for all Hippodrome staff; that the cultural recovery funds were time limited, with phase 1 funding spent between October and March 2021 and phase two to be spent between April and June 2021; and following a question on supplier contracts during the pandemic it was reported that whilst there had been some product wastage, many of the bigger suppliers had allowed contracts to be paused.

Following a question, Members were assured that any historical maintenance issues were addressed during the renovation and all site costs and income were reported; and in relation to the key performance indicators it was highlighted that digital engagement, education and outreach could be captured in the future.

**RESOLVED** – That the thanks of this Scrutiny Committee be extended to the Head of Culture and Programming and Development Director for their informative and interesting presentation.

## CLS42 WORK PROGRAMME

The Managing Director submitted a report (previously circulated) requesting that consideration be given to this Scrutiny Committee's work programme for the remainder of the Municipal Year 2020/21.

Members gave further consideration to the recommended performance indictors outlined in the Darlington Library presentation; requested an update report on the Northgate Initiative; and noted that the Work Programme would be reviewed at the next meeting of this Scrutiny Committee.

**RESOLVED** – (a) That the recommended performance indicators for the library service be agreed.

(b) That the current status of the Work Programme be noted.

# Agenda Item 7

#### COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE 17 JUNE 2021

#### WORK PROGRAMME

#### SUMMARY REPORT

#### Purpose of the Report

1. To consider the work programme items scheduled to be considered by this Scrutiny Committee during the 2021/22 Municipal Year and to consider any additional areas which Members would like to suggest should be included.

#### Summary

- Members are requested to consider the attached draft work programme (Appendix

   for the next Municipal Year which has been prepared based on Officers
   recommendations and recommendations previously agreed by this Scrutiny
   Committee in the last Municipal Year.
- 3. Once the work programme has been approved by this Scrutiny Committee, any additional areas of work which Members wish to add to the agreed work programme will require the completion of a quad of aims in accordance with the previously approved procedure (**Appendix 2**).

#### Recommendation

4. Members are requested to consider and approve the attached draft work programme as the agreed work programme for the Municipal year 2021/22 and consider any additional items which they might wish to include.

#### Elizabeth Davison Group Director of Operations

Background Papers

No background papers were used in the preparation of this report.

Author : Hannah Fay

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy in a number of ways through the involvement of Members in contributing to the delivery of the eight outcomes.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

#### **MAIN REPORT**

#### Information and Analysis

- 5. The format of the proposed work programme has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
- 6. Each topic has been reviewed to link it to the outcomes and the conditions in the Sustainable Community Strategy One Darlington Perfectly Placed:-

SCS Outcomes

**Three Conditions** 

**Build Strong Communities** 

- a) Children with the best start in life a)
- b) More businesses more jobs b) Grow the Economy
- c) A safe and caring community c) Spend every pound wisely
- d) More people caring for our environment
- e) More people active and involved
- f) More people healthy and independent
- g) A place designed to thrive

Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021.

7. In addition, each topic links to performance indicators from the Performance Management Framework (PMF) to provide robust and accurate data for Members to use when considering topics and the work they wish to undertake. There are some topics where appropriate PMF indicators have not yet been identified however; these can be added as the work programme for each topic is developed.

#### Forward Plan and Additional Items

- 8. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims.
- 9. A copy of the Forward Plan has been attached at **Appendix 3** for information.

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# COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE WORK PROGRAMME

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Tees Valley Combined Authority Transport Strategy (to include Bus Services in the Tees Valley)	To be agreed Postponed from 17 June 2021	Dave Winstanley/ Tom Bryant TVCA	A place designed to thrive	Grow the economy		To contribute to and influence the Strategy to ensure the best outcomes for residents.
Water Safety	To be agreed Postponed from 17 June 2021	Andrew Allison/Steve Owers, Teesdale and Weardale Search and Mountain Rescue	A safe and caring community	Build strong communities		To update Scrutiny Members and undertake any further work if necessary.
ССТV	19 August 2021	lan Thompson/ Graham Hall	A safe and caring community	Spend every pound wisely		To update Scrutiny Members and undertake any further work if necessary.

This document was classified as: OFFICIAL

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Performance Management and Regulation/ Management of Change			A safe and caring community More businesses, more jobs	Build strong communities. Spend every pound wisely	Full Performance Management Framework suite of indicators.	To receive quarterly monitoring reports and undertake any further detailed work into particular outcomes if necessary.
Regular Performance Reports to be Programmed	Year End/Quarter 4 – 19 August 2021 Q2 December 2021	Relevant AD	More people caring for our environment A place designed	Grow the economy		
End of Year Performance (including Compliments Comments and Complaints)		Relevant AD	to thrive			

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Northgate Initiative	19 August 2021 Last considered 10 December 2020	Seth Pearson	Children with the best start in life A safe and caring community More people caring for our environment More people active and involved More people healthy and independent A place designed to thrive	Build Strong Communities		To update Scrutiny Members and undertake any further work if necessary.
Community Safety	February 2022 Last considered 25 February 2021	Ian Thompson	A safe and caring community A place designed to thrive	Build strong communities		To update Scrutiny Members on Community Safety.

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Tree and Woodland Strategy 2021-2031	To be agreed Last considered 27 August 2020	Brian Graham	More people caring for our environment A place designed to thrive	Build strong communities		To give Scrutiny Members the opportunity to consider.
Bank Top Masterplan	To be agreed Last considered 22 October 2020	Dave Winstanley	A place designed to thrive	Spend every pound wisely Grow the economy		To influence the Bank Top Masterplan and ensure the best outcomes for Darlington's residents and its economy.
Rail Heritage – To include Head of Steam and 2025 Review group also established	To be agreed Last considered 22 October 2020	Ian Thompson	More people caring about our environment More people active and involved	Build strong communities. Grow the economy		To contribute to the development of 'Experience Darlington' Strategy.
Introduction to Environmental Health	Members briefing – 19 November 2020	Mark Ladyman	A place designed to thrive More people caring for our environment A safe and caring community	Build strong communities	ENV 002 ENV 006 ENV 009 ENV 021 ENV 022 ENV 023 REG 803	To gain an understanding of Environmental Health and current and future challenges.

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Back Lanes To include dog fouling and fly tipping	To be agreed Last considered 10 December 2020	Ian Thompson	A safe and caring community More people caring for our environment More people active and involved A place designed to thrive	Build Strong Communities		To update Scrutiny Members and undertake any further work if necessary
Local Transport Plan	To be agreed Last considered 25 February 2021	Sue Dobson	More businesses more jobs More people caring for our environment More people healthy and independent A place designed to thrive	Build Strong Communities Grow the Economy		To give Scrutiny Members the opportunity to consider prior to Cabinet.

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to Performance Management Framework (metrics)	Scrutiny's Role
Library Services To include digital offer	To be agreed Last considered 22 April 2021	Ian Thompson	More people active and involved A place designed to thrive	Spend every pound wisely	CUL 065 CUL 066 CUL 067	To scrutinise and undertake any further work if necessary.
Hippodrome	To be agreed Last considered 22 April 2021	Ian Thompson	More people active and involved A place designed to thrive	Spend every pound wisely		To scrutinise and undertake any further work if necessary.
Market	To be agreed Last considered 22 April 2021	MAM/Mark Ladyman	A safe and caring community More businesses, more jobs A place designed to thrive	Spend every pound wisely		To update Scrutiny on the development of the Indoor/Outdoor Market.

## **REVIEW GROUP**

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
School Streets Initiative	Group met on 16 December 2020 and 14 January 2021 Report to Scrutiny on 25 February 2021					To enable Scrutiny members to understand the work to date, input their experience and their perspectives to inform the work going forward.
Management of Grass Verges	Group met on 9 April 2021 Meeting scheduled for 18 June 2021					To assist development of a new operational policy in relation to the management of grass verges.

# JOINT COMMITTEE WORKING – HEALTH AND HOUSING SCRUTINY COMMITTEE

Торіс	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
Drug and Alcohol Service Contract	To be confirmed (Health and Housing	Ken Ross	A safe and caring community	Build Strong Communities Spend every		To update Scrutiny Members undertake any further work if necessary.
	Scrutiny Committee)		More people healthy and independent	pound wisely		

#### **Performance Indicators**

DBC Number:	Definition:
CUL 037	Number of shows held at the Hippodrome
CUL 038	Number of individual attendances at theatre shows
CUL 065	Number of physical visits to the Library
CUL 066	Number of book loans
CUL 067	Number of ICT sessions at the library
CUL 071	Number of visits to the Head of Steam
CUL 078	% of ticket sales for the Hippodrome
CUL 079	% of ticket sales for the Hullabaloo
ENV 002	Number of Street Champions who are actively involved in litter picking a minimum of once per month
ENV 006	Total number of fly-tips reported
ENV 009	% household waste that is collected that is either reused, recycled or composted
ENV 021	% of small fly tips removed within target time
ENV 022	% of large fly tips removed within target time
ENV 023	Number of prosecutions for fly-tipping
ENV 024	Land Audit Management System - Litter Score
REG 803	Trading Standards : Percentage of high risk inspections carried out
TCP 101	Bus punctuality - percentage of non-frequent bus services running on time
TCP 200	Percentage of principal roads where maintenance should be considered (A class)
TCP 202	Percentage of non principal roads where maintenance should be considered (B and C class)
TCP 203	Percentage of unclassified roads where maintenance should be considered
TCP 600	Number of people killed or seriously injured in road traffic accidents

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TCP 601	Number of people slightly injured in road traffic accidents
TCP 602	Number of children killed or seriously injured in road traffic accidents
TCP 603	Number of children slightly injured in road traffic accidents
TCP 900	Overall Public Satisfaction with Public Transport Theme (National Highways and Transport Survey)

### Appendix 2 PROCESS FOR ADDING AN ITEM TO SCRUTINY COMMITTEE'S PREVIOUSLY APPROVED WORK PROGRAMME



# PLEASE RETURN TO DEMOCRATIC SERVICES

# QUAD OF AIMS (MEMBERS' REQUEST FOR ITEM TO BE CONSIDERED BY SCRUTINY)

# **SECTION 1 TO BE COMPLETED BY MEMBERS**

**NOTE** – This document should only be completed if there is a clearly defined and significant outcome from any potential further work. This document should **not** be completed as a request for or understanding of information.

REASON FOR REQUEST?	RESOURCE (WHAT OFFICER SUPPORT WOULD YOU REQUIRE?)
PROCESS (HOW CAN SCRUTINY ACHIEVE THE ANTICIPATED OUTCOME?)	HOW WILL THE OUTCOME MAKE A DIFFERENCE?

Signed Councillor .....

Date .....

SECTION 2 TO BE COMPLETED BY DIRECTORS/ASSISTANT DIRECTORS

# (NOTE – There is an expectation that Officers will discuss the request with the Member)

1.	(a) Is the information available elsewhere? Yes No		Criteria
	If yes, please indicate where the information can be found (attach if possible and return with this document to Democratic Services)	1.	Information already provided/or will be provided to Member
	(b) Have you already provided the information to the Member or will you shortly be doing so?	2.	Extent of workload involved in meeting request
2.	If the request is included in the Scrutiny Committee work programme what are the likely workload implications for you/your staff?	3.	Request linked to an ongoing Scrutiny Committee item of work and can be picked up as part of that work
3.	Can the request be included in an ongoing Scrutiny Committee item of work and picked up as part of that?	4.	Council process for enquiry or examination (such as Planning
4.	Is there another Council process for enquiry or examination about the matter currently underway?	5.	<ul><li>Committee or Licensing Committee)</li><li>5. About an individual or entity that has a right of appeal</li></ul>
5.	Has the individual or entity some other right of appeal?	<ol> <li>Some other substantial reason</li> </ol>	
6.	Is there any substantial reason (other than the above) why you feel it should not be included on the work programme?		

PLEASE RETURN TO DEMOCRATIC SERVICES

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#### DARLINGTON BOROUGH COUNCIL FORWARD PLAN

# FOR THE PERIOD: 2 JUNE 2021 - 31 OCTOBER 2021

Title	Decision Maker and Date
Climate Change Cross Party Working Group	Cabinet 6 Jul 2021
Collection of Council Tax, Business Rates and Rent 2020-21	Cabinet 6 Jul 2021
Disabled Facilities Grant (DFG)	Cabinet 6 Jul 2021
Land at Faverdale East Business Park	Cabinet 6 Jul 2021
Playing Pitch and Facilities Strategy	Cabinet 6 Jul 2021
Project Position Statement and Capital Programme Monitoring Outturn 2020/21	Cabinet 6 Jul 2021
Project Position Statement and Capital Programme Monitoring - Quarter One	Cabinet 6 Jul 2021
Proposed Waiting Restrictions on Woodland Road, Outram Street and Duke Street	Cabinet 6 Jul 2021
Revenue Budget Outturn 2020/21	Cabinet 6 Jul 2021
Revenue Budget Monitoring - Quarter 1	Cabinet 6 Jul 2021
Schedule of Transactions Xentrall Shared Services Annual Report	Cabinet 6 Jul 2021
Annual Review of the Investment Fund	Cabinet 7 Sep 2021
Complaints Made to Local Government Ombudsman	Cabinet 7 Sep 2021
Complaints, Compliments and Comments Annual Reports 2019/20	Cabinet 7 Sep 2021
Rail Heritage Quarter Update	Cabinet 7 Sep 2021
Restoration of Locomotion No 1 Replica	Cabinet 7 Sep 2021
Regulatory Investigatory Powers Act (RIPA)	Cabinet 7 Sep 2021
School Term Dates 2022/23	Cabinet 7 Sep 2021

#### DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Tees Valley Energy Recovery Facility	Cabinet 7 Sep 2021
Council Fleet	Cabinet 7 Sep 2021
Annual Procurement Plan 2021/22 - Update	Cabinet 5 Oct 2021
Treasury Management Annual and Outturn Prudential Indicators 2020/2021	Council 25 Nov 2021 Cabinet 5 Oct 2021