

Overview and Scrutiny Committee



Forest Heath
District Council

Title of Report:	Annual Presentation by the Cabinet Member for Operations	
Report No:	OAS/FH/17/025	
Report to and date:	Overview and Scrutiny Committee	9 November 2017
Portfolio Holder:	David Bowman Cabinet Member for Operations Tel: 07711 593737 Email: david.bowman@forest-heath.gov.uk	
Lead officers:	Mark Walsh Assistant Director (Operations) Tel: 01284 757300 Email: mark.walsh@westsuffolk.gov.uk Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	
Purpose of report:	As part of the "Challenge" role, Overview and Scrutiny are asked to consider the roles and responsibilities of Cabinet Members. It is part of the Scrutiny role to "challenge" in the form of questions. Therefore, to carry out this constitutional requirement, at every ordinary Overview and Scrutiny meeting at least one Cabinet Member shall attend to give an account of his or her portfolio and answer questions from the Committee.	

Recommendation:	<p>Members of the Committee are asked to question the Cabinet Member for Operations on his portfolio responsibilities, and having considered the information, the Committee may wish to:</p> <p>1) Make recommendations to the Cabinet Member for Operations for his consideration;</p> <p>2) Request further information and / or receive a future update.</p> <p>3) Take any other appropriate action as necessary.</p>		
<p>Key Decision:</p> <p><i>(Check the appropriate box and delete all those that do not apply.)</i></p>	<p><i>Is this a Key Decision and, if so, under which definition?</i></p> <p>Yes, it is a Key Decision - <input type="checkbox"/></p> <p>No, it is not a Key Decision - <input checked="" type="checkbox"/></p>		
Consultation:	<ul style="list-style-type: none"> N/A 		
Alternative option(s):	<ul style="list-style-type: none"> N/A 		
Implications:			
<i>Are there any financial implications? If yes, please give details</i>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Are there any staffing implications? If yes, please give details</i>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Are there any ICT implications? If yes, please give details</i>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Are there any legal and/or policy implications? If yes, please give details</i>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Are there any equality implications? If yes, please give details</i>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
	Low/Medium/ High*		Low/Medium/ High*
None			
Wards affected:		All	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		None	
Documents attached:		None	

1. Key issues and reasons for recommendation

1.1 Background

- 1.1.1 As part of its "Challenge" role, the Overview and Scrutiny Committee is asked to consider the roles and responsibilities of Cabinet Members. To carry out this constitutional requirement, at every ordinary Overview and Scrutiny meeting at least one Cabinet Member shall be invited to give an account of his or her portfolio and to answer questions from the Committee.
- 1.1.2 On 10 November 2016, the Committee received a presentation from the Cabinet Member for Operations, Councillor David Bowman, summarising the areas of responsibilities covered under his portfolio.

1.2 Scrutiny Focus

- 1.2.1 The scope of this report has been developed to provide the Committee with information on the following key questions identified relating to the operations portfolio:
- a. Newmarket Market: Update on the re-development of the market.
 - b. Civil Parking Enforcement: Progress update.
 - c. West Suffolk Operational Hub: What have the implications been in the projects delay, and what are the high risk areas?

1.3 Response to Key Questions Set out in the Scrutiny Focus

1.3.1 Newmarket Market

Newmarket Market has been struggling for a number of years with a decline in the number of stalls (currently approximately 7 on a Tuesday and 10 on Saturdays). During the last three years an extensive events and marketing programme has been implemented which has included craft markets, children's activities, music and incentives for both traders and customers. Although these have increased footfall they haven't increased sales for the stallholders or led to any new stallholders committing to the market regularly.

The current location is not easily accessible and there is a limited retail offer surrounding it. Work was undertaken in 2015 to look at relocating the Market on to an area outside the main entry of the Guineas shopping centre. However, this did not prove to be viable for a number of reasons including public safety and the need for significant infrastructure changes.

We are members of the National Association of British Market Authorities (NABMA) and following a visit to Newmarket they suggested that we consider moving the market to the High Street as this has worked well elsewhere in the country. There appears to be some support from the Guineas Centre Management, retailers and

stallholders for such a move. As well as freeing up 43 car parking spaces, relocation could also provide an opportunity to improve the offer and quality of the stalls.

Some work has been carried out to look at potentially utilising the area of pavement to the south side of the High Street between the Clock tower and the Bill Tutte Memorial. However, following consultation with the trustees of the memorial and the market traders, this option has not been pursued further.

A number of the market traders favour relocating to an area further down the High street between the Post Office and numbers 43/47. The market was formerly located in this area many years ago.

Initial discussions with the Town Council (TC), Business Improvement District (BID), the Highways Authority and the Jockey Club indicate a willingness to work with the proposal and develop plans further. The next level of detail will now be developed in consultation with these groups, Newmarket Vision, the market traders, local retailers and others.

Moving the market to the High Street would create some operational challenges which will need to be worked through. These include a controlled and safe set-up / pack down, vehicle marshalling and waste collection (particularly on busy race days).

Part of the proposals is that we provide gazebos for the permanent traders to improve the visual appearance of the market in this prominent location. The gazebos would be branded and their design such to fit in with the overall feel of the High Street. The proposal would be for the market traders to be given the responsibility for erecting, dismantling, storing and cleaning the gazebos. The cost of the gazebos could be shared in return for some discrete branding and the TC, BID and Jockey Club have indicated a willingness to potentially contribute.

Subject to this work progressing satisfactorily, we are aiming to relocate the market around April 2018 (to be confirmed).

1.3.2 Civil Parking Enforcement

The transfer of Civil Parking Enforcement (CPE) powers from the Police Authority to Forest Heath District Council (FHDC) is scheduled for the 1 April 2019. A formal application to apply for these powers is currently being drafted and will be submitted to the Department of Transport in November. Currently the Government department is not committing to a timescale for processing the application given the resources needed to enable Brexit but we and Suffolk politicians are lobbying the Secretary of State to ensure the necessary legislative procedures are prioritised to meet the 1 April 2019 implementation.

Suffolk County Council has commenced the review of all on-street Traffic Regulation Orders and associated double yellow line marking,

parking and loading bays and signage, with a view to getting them all to an enforceable standard. FHDC will shortly be commencing the development of area parking plans – for Newmarket and the other towns. A requirement of the CPE application process, these plans will consider any additional requirements for on and off street parking, and will be considered by Cabinet in March next year.

1.3.3 **West Suffolk Operational Hub**

There are a number of implications concerning the delay of the West Suffolk Operational Hub project, including:-

- a. The longer that the project is delayed, the longer higher costs of service delivery are endured. For example, Suffolk County Council currently spends £1.57 million per year on third party waste transfer station provision and haulage from the West Suffolk area. Once the West Suffolk Operational Hub is developed it is anticipated that costs will be reduced. Actual savings will depend upon the final construction costs, operator costs and haulage costs, none of which have been fixed/procured at present;
- b. A large team of technical consultants has been assembled to deliver the project. Delay has resulted in additional cost to retain this capacity and support iterations of developing scheme design;
- c. Depending on the levels of construction inflation, delay to a project can also result in increased building costs; and
- d. Delay to the project postpones the relocation of FHDC and SEBC staff from their current depot facilities and impacts the planning for this work. Delay to the relocation of the Bury St Edmunds depot in Olding Road impacts upon the project to develop the wider Western Way site.

The high risk areas to the project (at time of writing) include:-

- a. Planning - Failure to secure a planning consent, Secretary of State call-in or successful challenge to the planning process through a judicial Review;
- b. Additional archaeology finds resulting in delay and additional cost;
- c. Unexpected ground conditions resulting in delay and additional cost;
- d. Issues relating to securing appropriate utilities for the development (power, water and drainage) resulting in additional cost;
- e. Design development exceeds the amount allowed for in the project's contingency budget;
- f. General programme delays; and
- g. Significant offsite improvement works.

1.4 **Presentation - (15 Minutes)**

1.4.1 The Cabinet Member at the meeting has also been asked to provide some examples during his 15 minute presentation on the following by:

- Outlining the main challenges which were faced during the last year within the Portfolio:
- Outlining some key successes and any failures during the last year and any lessons learned?
- Setting out the vision of the Portfolio through to 2019 and whether on target to meet that vision?

1.5 **Proposals**

1.5.1 That the Overview and Scrutiny Committee ask questions of the Cabinet Member following his update.