

Cockermouth Town Council



10 March 2021

Dear Councillor,

You are summoned to a meeting of Cockermouth Town Council to be held virtually using Microsoft teams on **Wednesday 17 March 2021 at 7.00 pm** for the purpose of the under-mentioned business.

Please let me know if you are unable to attend.

All welcome.

Yours sincerely

Sheila Brown

1. **Apologies for absence**
2. **To authorise the Mayor to sign as a correct record the minutes of the last meeting held on 18 February 2021 (pages 1- 3)**
3. **To authorise the Mayor to sign as a correct record the minutes of the last special planning meeting held on 4 March 2021 (pages 4-5)**
4. **To consider the recommendations made by the Climate Change Task Group held on 11 February 2021 (pages 6-9)**
5. **Declaration of Interest** – Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the code of conduct.
6. **Mayors Announcements** – The Mayor will announce the events she has attended since the last meeting.
7. **Public Participation**
 - a) To answer any questions from members of the public in accordance with the Summary of Public Rights
 - b) To receive a petition from a member of the public in accordance with the Summary of Public Rights
8. **Planning Matters**
 - a) To make recommendations upon various planning applications (**page 10**)
9. **Financial Matters**

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Joint Winners

Council of Europe Year 2000

Europe Prize

Previous Awards

Plaque of Honour, Flag of Honour

European Diploma

- a) To agree the attached schedule of payments (**page 11**)
- b) To discuss a request to tidy up 4 proposed defibrillator sites and identify volunteers to check them weekly (**page 12**)

10. Correspondence

- a) To note the contents of the CALC Newsletter for Feb/March 2021 (**pages 13-16**)
- b) To consider a request from the Civic Trust to install a information new panel on Kirkbank (**page 17**)
- c) To respond to a current consultation on proposals for locally-led re-organisation of local government in Cumbria (**pages 18-34**)

11. Clerks Report (pages 35-37)

12. West Cumbria Water Supplies Planting Fund – To note the offer of grant aid and to agree to the terms and conditions of funding (**pages 37a-39**)

13. Risk Assessment – To note the content of our 2021/22 risk assessment (**pages 40 - 57**)

Press and Public Welcome

Minutes of a Meeting of Cockermouth Town Council held virtually on Thursday 18 February 2021 at 7.00pm

Present: Councillor A Smith (Deputy Mayor)
Councillor S Barnes
Councillor I Burns
Councillor A Kennon
Councillor D Malloy
Councillor S Nicholson
Councillor A Semple
Councillor C Smith
Councillor A Tyson
Councillor R Watson

Apologies: Councillors J Laidlow & G Bennion

Also Present: Two members of the public

149 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last meeting held on 20 January 2021.

150 Minutes

Resolved – That the Mayor be authorised to sign as a correct record the minutes of the last special planning meeting held on 4 February 2021.

151 Declaration of Interest

None declared.

152 Mayor's Announcements

No announcements were made due to the Mayor's absence.

153 Public Participation

There was no public participation.

154 Planning Applications

The following planning applications were discussed at our meeting-

HOU/2021/0007

Demolition of existing outbuildings and construction of new extension to provide additional living space

8 Kirkfell Avenue

Recommended – Approval

ADV/2021/0001

One fascia sign and one projecting sign, both internally illuminated

23, Station Street

Recommended – Refusal internal illumination out of character in a conservation area. Not recommended in Cockermouth Shopfronts Design Guide.

155 Tree Works

Recommended – That the pollarding of a large mature oak, 24 Low Road Close be approved.

156 Tree Works

Recommended – That the pollarding of a lime tree, 14, Challoner Court be approved.

157 Schedule of Payments

Resolved – That the schedule of payments in the sum of £37,578.06 be formally approved for payment.

158 Grant Policy

Those present reviewed our current grant policy.

Resolved – That the following amendments be made to our grant policy:-

- a) That the annual sum in the first sentence of the Introduction be amended from £2,000 to £1,000.
- b) That 'Animal Welfare' be deleted from the list of applications we will not fund.
- c) That the 'Accounts' section be deleted in its entirety due to no longer relying on Section 137 to fund grants made.

159 Kirkgate Arts and Heritage

Those present considered a request for financial support from Kirkgate Arts and

Heritage for three projects:-

1. £500 for Arts out West for 21/22
2. £1,000 towards a new strategic 17month project 'Developing Community, Heritage and Creativity
3. £1,000 towards the 250th anniversary of the birth of Dorothy Wordsworth, the highlight of which will be a light sculpture commissioned by a leading artist

Resolved – a) That a commitment of £500 be made towards the light sculpture of Dorothy Wordsworth by a leading artist to celebrate her 250th anniversary.

b) That £500 be vired from EPSF budget 2021/22 to our grants to local organisations budget due to covid 19.

160 Community Heartbeat

Those present considered a request from Community Heartbeat to either replace the pads and batteries at a cost of £218 plus vat or support annually at a cost of £135 per annum.

Resolved – That the application be referred to the Metalcraft Community Fund.

161 Clerk's Report

Resolved – (a) That the content of the report be noted.

(b) That plot 6b, The Gote be not quartered as the plot would be too small to be viable.

The meeting ended at 7.36pm

Minutes of a special planning meeting of Cockermouth Town Council held virtually on Thursday 4 March 2021 at 7.00pm

Members

J Laidlow

S Barnes
A Kennon
S Nicholson
C Smith
A Tyson

I Burns
D Malloy
A Smith
A Semple
R Watson

An apology for absence was received from Councillor G Bennion.

Also present: M Jenkinson M.P. & H Dolan

162 Declaration of Interest

Councillors A Smith & A Tyson declared an interest due to being members of the Development Panel.

Councillor A Semple declared an interest due to being a substitute member of the Development Panel.

163 Public Participation

There was none.

164 Planning Applications

HOU/2021/0030

Demolition of existing utility/wc and proposed larger, single storey rear extension

Sunny Croft, Mayo Street

Recommended – Approval

HOU/2021/0034

To erect a 6 sided gazebo in the garden

11 Strawberry How Road

Recommended - Approval

FUL/2021/0043

Change of use from retail to health spa and massage (Thai, Swedish and other treatments including facials etc)

46a Main Street

Recommended – Approval

165 Planning Reform

Mark Jenkinson MP gave an overview regarding planning reform.

Members asked a number of questions regarding top down housing targets, the new fixed infrastructure levy, co-ordinating infrastructure with developments and Net Zero Homes which were suitably answered.

Resolved – That Mark Jenkinson MP be thanked for his presentation.

The meeting closed at 7.40 pm

**Minutes of a meeting of the CLIMATE CHANGE TASK GROUP held on Thursday
11 February 2021 at 1.00pm via Microsoft Teams**

Present: Councillor S Barnes, Councillor I Burns, Councillor A Smith & Councillor A Semple

Also Present: Councillors Tyson & Watson

143 Minutes

The minutes of the last meeting were agreed as a correct record.

144 Public Participation

There was none

145 Declaration of Interest

The Chairman declared a non-pecuniary interest due to his membership of various bee organisations.

146 Climate Change Emergency

Those present considered the replies received in respect of the actions completed at the last meeting.

Agreed – That progress be noted.

147 Kendal's Climate Change Citizen's Jury Recommendations

A diverse group of 20 Kendal residents who reflected their community in terms of age, disability, gender and attitude to climate change met over four months in the summer of 2020 and after listening to a wide range of outside experts worked together to come to a detailed set of recommendations in answer to the following questions 'What should Kendal do about the emergency of climate change?'

The recommendations were then ranked within the theme and allocated a number of points as well as given an overall ranking.

Agreed - That the Kendal Climate Change Citizen's Jury recommendations be noted.

148 Tackling Climate Change

The January 2020 Clerk Magazine contained a special feature: tackling climate change. The feature contained top tips for action now, FOE advice, discussed community energy, Government Policy and 12 case studies from parish councils large and small.

Those present considered the recommendations and discussed which could be taken forward by the Task Group.

Recommended – That the following actions be included in our list of possible actions and implemented as soon as practicable:-

Support the formation of an Allerdale Partnership Climate Change Group drawing on expertise from councillors, residents, young citizens, climate science and solutions experts, business and skills providers. The Group will consider actions and strategies being developed by Allerdale Borough Council and partnership organisations and develop a borough wide strategy.

Vocally support applications for new renewable energy in Cockermouth

Ensure we know the climate change or nature implications of our decisions before we make them.

Be aware of planning and climate change legislation

Strive to become an Earth Protector Town

Recognise, promote and partake in:

Earth Hour

Earth Day

World Environment Day

Clean Air Day

Cycle to Work Day

Zero Waste Week

Zero Emissions Day

World Car Free Day

International Walk to School month

National Clean up Day

National Bee Day

Write to all take-away outlets and businesses in Cockermouth to reduce their waste.

Encourage paperless meetings

Use water retaining planters

Encourage members/staff to carry refillable bottles and re-useable cups

Work with Allerdale and CCC to convert footway lighting to LED and/or trial solar lighting.

Speak to the Chamber of Trade about the introduction of a Cockermouth Cup for use in cafes and restaurants. Customers pay £1 deposit for a Cockermouth Cup, enjoy their drink and return the cup to any participating café to get their £1 back. Cups are then washed ready to be used again.

Promote safe walking routes through TIC

Promote/help organise litter picking events

Residents to be encouraged to let their gardens become wildlife havens

Ask CCC to provide a selection of climate change books for our library

Organise speakers and children's activities relating to climate change in the library

Hold information events to inform residents

Consider how we can reduce food waste – find out what is being done locally

Ask local chefs to suggest seasonal meals

Lobby Government for the development of a country wide food and farming strategy

Work with CAfS to produce a training and accreditation scheme to enable local builders/trades persons to gain all the necessary skills for retrofitting homes

Work with CAfS to provide an ongoing awareness scheme to every home in Cockermouth informing owners of the steps they can take to retrofit homes, the help available and provide a list of accredited companies

Appoint a climate change lead councillor and officer

Encourage councillors and staff to take part in suitable climate change education programmes to ensure that they are better able to make the informed decisions required.

Include such trainings as part of their induction.

Encourage the Creation of a one stop shop/climate change hub/information centre in Allerdale.

Do an audit of what activities/groups are already taking action to address climate

Change

Include continue our subsidised bus routes into town centre

Liaise with ABC & CCC to Improve cycling provisions

Encourage car sharing

Establish a tree sponsorship scheme

Continue to budget yearly to help us fund our aspirations

The meeting closed at 1.40pm

FUL/2021/0042

Detached dwelling

Rubby Banks House

Recommended -

FUL/2021/0041

Proposed siting of a shepherd's hut (retrospective)

Greenbank Farm. Simonscales Lane

Recommended –

HOU/2021/0055

Two storey side extension including balcony area

13 Dale View

Recommended –

HOU/2021/0058

Proposed rear and side extension, shed placement and relocation of drive

65 Castlegate Drive

Recommended -

Cockermouth Town Council

Expenditure transactions - payments approval list Start of year 01/04/20

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
283	112670	£50.00	£0.00	£50.00	01/03/21	S Brown - Petty Cash	£50.00
284	112671	£480.00	£80.00	£400.00	01/03/21	JJ Group - Maintenance of alarms - Library	£480.00
285	112672	£369.36	£61.56	£307.80	01/03/21	The Reading Agency - Summer Challenge - Library	£369.36
286	112673	£141.97	£23.66	£118.31	01/03/21	Viking - stationary - library	£141.97
290	112675	£50.87	£8.48	£42.39	04/03/21	WF Cascade - cleaning products	£50.87
291	112676	£20.00	£0.00	£20.00	04/03/21	CALC - Training KG	£20.00
292	112677	£4.70	£0.78	£3.92	04/03/21	Lakes Electrical Supplies Ltd - bulb toilets	£4.70
293	112678	£57.00	£9.50	£47.50	04/03/21	Edge Designs Ltd - allotment email set up	£57.00
294	112679	£50.00	£0.00	£50.00	04/03/21	Derwent Anglers Association - Annual Subscription	£50.00
295	112674	£760.88	£103.87	£657.01	04/03/21	Npower Ltd - Electric Charges	£760.88
1		£553.06	£92.18	£460.88		TIC Library	
2		£86.31	£4.11	£82.20		TIC library	
3		£9.41	£0.45	£8.96		toile Harris Park	
4		£46.28	£3.10	£43.18		toile Bitterbeck toilets	
5		£56.89	£3.60	£53.29		toile Main Street	
6		£8.93	£0.43	£8.50		toile Wakefield road	
299	112680	£140.61	£23.43	£117.18	08/03/21	J A Lee Window & General Cleaning Contractors Ltd - Clean library windows x 3 invoices	£140.61
300	112681	£565.29	£0.00	£565.29	08/03/21	Eon Energy - Electric xmas lights	£565.29
Total		£2,690.68	£311.28	£2,379.40			

Signature

Signature

Date

Clerk - Cockermouth TC

From: Martin Fagan <secretary@communityheartbeat.org.uk>
Sent: 23 February 2021 11:34
To: Clerk - Cockermouth TC
Cc: CHT Office
Subject: Re: Fitz rd

Hello Shiela

It looks like we have secured funding for the other 4 kiosks in Cockermouth, inc the one below.

May I ask if the council would be willing to help by tidy these up prior to installation of the defibrillators? Clean, weedkill & demoss, etc? We will also need someone locally to check on the defibrillators weekly. Would the council have any volunteers willing help do this?

Many thanks

Martin

01900 822057

Available

Woodside Avenue, Cockermouth, Cumbria, CA13 9BB. United Kingdom

01900 822133

Available

Rose Cottage Guest House, Lorton Road, Cockermouth, Cumbria, CA13 9DX. United Kingdom

01900 822452

Available

Fitz Road, Cockermouth, Cumbria, CA13 0AN. United Kingdom

01900 827386

Live Site

St Helens Street, Pinfold Close, Cockermouth, Cumbria, CA13 9JW. United Kingdom

I have submitted the request for the grant for the other site at Windmill Lane.

Many thanks for your help.

Regards

Martin

From: Clerk - Cockermouth TC <clerk@cockermouth.org>
Date: Wednesday, 10 February 2021 at 13:20



February/March Newsletter 2021

Welcome the first CALC newsletter of 2021.

The big news of 2021 is the launch of Government's consultation on the proposals for reorganisation of local government in Cumbria. Please see more detail below including information on a CALC event to discuss the proposals.

CALC New Employee in South Lakeland and Barrow

We have the pleasure of welcoming Lesley Cooper who started her new role in January. Lesley is a Cilca qualified clerk who has already made contact with a lot of members in her districts. If you have any queries please direct them to Lesley in the first instance. Her email is: lesleycooper251@gmail.com

NALC Guidance on the Return to Face to Face Meetings

The National Association of Local Councils has issued guidance on a possible return to face to face meetings after May 6th 2021. Please follow the link below to see the information. Both the Local Government Association and the National Association of Local Councils continue to press government to extend the regulations to permit virtual meetings after 6th May.

<https://www.nalc.gov.uk/our-work/coronavirus-page#preparing-for-the-possible-return-of-face-to-face-meetings>

Local Government Reorganisation (LGR) in Cumbria – Update

Government has now opened a consultation on the four proposals submitted by the principal authorities in Cumbria. The four options are set out below:

1. Cumbria County Council is submitting their 'One Cumbria' proposal for one unitary authority covering the whole of Cumbria
2. Copeland Borough Council and Allerdale Borough Council are proposing two unitary authorities splitting into Cumbria East (Eden, South Lakes and Barrow) and Cumbria West (Copeland, Allerdale and Carlisle)
3. Eden District Council and Carlisle City Council are proposing two unitary authorities splitting into Cumbria North (Eden, Carlisle and Allerdale) and Cumbria South (South Lakes, Barrow and Copeland)
4. South Lakeland District Council and Barrow Borough Council are proposing two unitary authorities splitting into 'The Bay' (South Lakes, Barrow and Lancaster City Council) and also Cumbria North (Copeland, Allerdale, Carlisle and Eden).

CALC has invited representatives of each of the four proposals above to attend an on-line event on **Thursday 18th March from 7 – 9pm**. There will be 20 minutes for the presentation of each proposal. All parish and town councillors are invited to join the session and there will be time to ask questions at the end of the presentations.

Please put the date in your diary and we will send the link to your clerk next week.

Geological Disposal Facility Virtual Exhibition

An interactive virtual exhibition has been launched in Copeland - including videos, graphics and information - to show how a Geological Disposal Facility (GDF) works.

The virtual experience has been set up by the Copeland GDF Working Group which was established to help people get involved in local discussions about the potential for building a GDF somewhere in the area of Copeland for the UK's higher activity radioactive waste. Click [here](#) to take a look and let the Working Group know your feedback and questions.

Get Buzzing!

Cumbria Wildlife Trust has a new project, Get Cumbria Buzzing! It's a 3 year project aimed at improving habitat for pollinating insects which will then increase the number of pollinators in the area. They are looking to achieve this through improving 35 hectares of road verges along parts of the A595 and A66 (which has already been achieved) and through improving 70 hectares of land at community sites in the Allerdale and Copeland Borough Council areas and within the Carlisle City Council area.

Cumbria Wildlife Trust are keen to make contact with Parish and Town Councils within the project area to ask for their help in promoting the project locally. This information is linked to improving gardens and green spaces to benefit pollinating insects. Please visit the Cumbria Wildlife Trust web site at <https://www.cumbriawildlifetrust.org.uk/getcumbriabuzzing> to learn more about the project.

2021 Census in Cumbria <https://census.gov.uk/>

The Office for National Statistics (ONS) is conducting its census this year. The data collected via the census informs government and local authority planning, as well as funding decisions for health, policing, education, transport, social services and much more.

The ONS is hoping that the 2021 census will be conducted primarily online and census forms have been improved to enable completion on computers, tablet devices and smart phones. However, some people may be unable or unwilling to complete their forms in this way.

For these groups, and others, we have made arrangements to overcome potential barriers. These include:

- Provision of paper forms for those that request them
- Translated information to help those for whom English is not their first language.
- Telephone helplines and completion.
- 'Completion events' where people can attend in person and complete their form. (Covid restrictions notwithstanding)

The census officers have asked that parish councillors assist in encouraging as many as people as possible to respond to the census by helping to promote it within your area. This can be as simple as encouraging residents in your community, colleagues in the workplace and family and friends to complete the census.

If you can help by reaching some of the Key Priority Groups (KPG's) within Cumbria that would be very helpful. They are: the homeless, veterans, LGBTQ+, BAME, people on low incomes, 60+ Digitally excluded and people with learning/developmental/behavioural issues.

There are a range of materials in print and digital format available on the Government website which you can direct individuals/families to for more information and explanations about the census and also answer many of the questions that may arise. <https://census.gov.uk/>

The Right to Regenerate

The Ministry for Housing, Communities and Local Government (MHCLG) have announced the right to regenerate, saying:

"The 'Right to Regenerate' proposals would make it easier to challenge councils and other public organisations to release land for redevelopment – helping communities make better use of public land and give a new lease of life to unloved buildings."

More details are at

<https://www.gov.uk/government/news/right-to-regenerate-to-turn-derelict-buildings-into-homes-and-community-assets>

Historic Statues, Plaques, Memorials and Monuments

The Secretary of State at MHCLG has made a Written Statement in relation to the protection of historic statues, plaques, memorials and monuments in which he states

"I am today therefore setting out my intention to make the removal of any historic unlisted statue, plaque, memorial or monument subject to an explicit requirement to obtain planning permission. I also intend to require local planning authorities to adhere to similar notification requirements as for listed building consent applications involving listed statues, plaques, memorials and monuments. This will require Directions and changes to secondary legislation including the permitted development right for the demolition of buildings."

The full statement is at

<https://questions-statements.parliament.uk/written-statements/detail/2021-01-18/hcws713>

NHS and Frontline Workers Day 5 July 2021

Local Councils throughout the United Kingdom are being encouraged to play a leading role in NHS, Social Care & Frontline Workers Day on 5 July 2021, a unique day of celebration and commemoration of those who work twenty-four hours a day, seven days a week without any thought of their own safety.

They are asked to do this by agreeing to raise a unique flag at 10 am; lead the Two-Minute Silence at 11 am and the Nation's Toast at 1 pm from within their local communities, to the Heroes of the NHS, Social Care and those that work so tirelessly on the frontline.

This special day is also being used to raise valuable funds for NHS Charities Together, the official organisation set up to support over 230 hospitals and their charitable trusts

More details are at <https://www.nhsfrontlineday.org/>

Developing Your Skills –Spring 2021

Continuing Professional Development for Councillors and Clerks

We are pleased to offer a new schedule of courses for spring/summer 2021. Again, all sessions will be delivered over the internet. Please take the time to look at the website that has the full details for courses on offer. We are currently taking bookings and have been pleased that accessing training from home seems to be a popular option.

You can browse the courses on offer at:

<http://www.calc.org.uk/members/training/trainingbanner.asp>

ENDS

Clerk - Cockermouth TC

From: PHIL CAMPBELL <geranuk100@aol.com>
Sent: 25 February 2021 20:12
To: Joe Broomfield; Clerk - Cockermouth TC
Subject: Kirkbank Information Panel

To Sheila Brown, for Cockermouth Town Council
Joe Broomfield, for Allerdale Borough Council

Sheila, Joe,

In 2003, the Civic Trust, in conjunction with Allerdale BC and the Town Council, erected an information panel on the green at Kirkbank, as part of the Town Trail. This panel focused on the then view from Kirkbank over Cockermouth. Our recent inspection has revealed that both the panel itself and the supports are now in very poor condition and in danger of collapse, and we have concluded that it is beyond repair. Note that the text on the panel itself requests that condition issues are reported to the Town Council.

Joe - can Allerdale BC arrange for the early removal and disposal of the panel before it collapses completely?
Thanks.

At our committee meeting last night, we discussed the value of providing a new panel in replacement. We are very clear that the panel can no longer focus on the view as this has substantially disappeared over the last 20 years due to tree growth. The consensus was that any new panel should instead focus on the location as a historic bleaching and drying green and/or the wider Town Trail. We believe that this is the last remaining such green in Cockermouth and, as such, is well worthy of a reminder of how this aspect of life used to be in our town. A new panel would also enhance the experience of walking the town trail for locals and visitors alike. However, we also agreed that we do not have the resources and expertise to install a new panel unless this is done in partnership, ideally with the Town Council. One suggestion was that the Civic Trust could design and arrange for the manufacture of a new panel and then hand it to the Town Council to install it on a new support structure.

Sheila - could you please determine if the Town Council are interested in participating in such a scheme to install a new panel? Otherwise it is likely that there will no longer be an information panel here.

Best wishes,

Phil

Phil Campbell
Chairman Cockermouth Civic Trust
geranuk100@aol.com
01900 823485

Old panel has now
been removed.

1. Home (<https://www.gov.uk/>)
 2. Regional and local government (<https://www.gov.uk/regional-and-local-government>)
 3. Local councils and services (<https://www.gov.uk/regional-and-local-government/local-councils>)
 4. Proposals for locally-led reorganisation of local government in Cumbria, North Yorkshire and Somerset (<https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset>)
- Ministry of Housing, Communities & Local Government (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-and-local-government>)

Open consultation

Consultation on proposals for locally-led reorganisation of local government in Cumbria, North Yorkshire and Somerset

Published 22 February 2021

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This publication is available at <https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset/consultation-on-proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset>

Scope of the consultation

Topic of this consultation: This consultation seeks views on the locally-led proposals that the Secretary of State has received following his invitation to councils in Cumbria, North Yorkshire, and Somerset to submit proposals for local government reorganisation. The proposals in this consultation were submitted by:

Cumbria:

1. Allerdale Borough Council and Copeland Borough Council
2. Barrow Borough Council and South Lakeland District Council
3. Carlisle City Council and Eden District Council
4. Cumbria County Council

North Yorkshire:

5. Craven District Council, Harrogate Borough Council Richmondshire District Council, Ryedale District Council, Scarborough Borough Council and Selby District Council
6. North Yorkshire County Council

Somerset:

7. Mendip District Council, Sedgemoor District Council, Somerset West & Taunton Council and South Somerset District Council
8. Somerset County Council

It asks a number of questions about each proposal to help inform the Secretary of State's assessment of the proposal, including:

- whether each proposal will improve local government
- whether there is a good deal of local support in the round for the proposal
- do the proposed new council areas cover a credible geography

Scope of this consultation: This consultation relates to the structure of local government in Cumbria, North Yorkshire and Somerset

Geographical scope: These proposals relate to England only but may have implications for the areas and councils involved in the Borderlands Growth Deal^[footnote 1].

Impact assessment: An Impact Assessment has not been prepared for this consultation as it will only affect local government in Cumbria, North Yorkshire and Somerset and so there will be no direct regulatory, economic or social impacts.

Basic Information

To: We welcome the views of all those interested in these proposals, including local residents, town and parish councils, businesses and the voluntary sector.

Before implementing a proposal, the Secretary of State is required to consult any local authority that is affected by the proposal (but which has not submitted it), and any such other persons as he considers appropriate.

The Secretary of State is therefore consulting the councils which made the proposals, other councils affected by the proposals and the councils in neighbouring areas which may be affected by the proposals.

He also considers it appropriate to consult public service providers, including health providers and the police, Local Enterprise Partnerships, and certain other business, voluntary sector and educational bodies. A full list of named consultees is at Annex B.

The Secretary of State will carefully consider all views expressed, including from local residents, as well as from named consultees.

Body/bodies responsible for the consultation: This consultation is conducted by the Ministry of Housing, Communities and Local Government.

Duration: This consultation will last for eight weeks closing at 11.45pm on 19 April 2021.

Enquiries: For any enquiries about the consultation please email Governance Reform and Democracy Unit - unitaryconsultation@communities.gov.uk.

How to respond

Please go to the section 'Responding to this consultation' below, where you will find links to the consultation questionnaire for each proposal included in this consultation.

Alternatively, you can email your response to the questions in this consultation to unitaryconsultation@communities.gov.uk.

If you are responding in email or writing, please make it clear which area and questions you are responding to.

Written responses should be sent to:

Governance Reform and Democracy
Ministry of Housing, Communities and Local Government
2 Marsham Street
London
SW1P 4DF

When you reply it would be very useful if you confirm whether you are replying as an individual or submitting an official response on behalf of an organisation and include:

- your name
- are you responding as a resident or on behalf of an organisation? Please indicate as below:
 - resident living in area affected
 - resident not living in area affected
 - business organisation
 - education organisation
 - local government organisation - principal council
 - local government organisation - parish/town council
 - local government organisation - other
 - police organisation
 - fire organisation
 - health organisation

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- other
- your position in the organisation and the organisation's name (if applicable)
- an email address

Introduction

1. Residents and businesses in Cumbria, North Yorkshire and Somerset are currently served by a two-tier system of local government. County Councils are responsible for services such as adults' and children's social care, maintaining roads, libraries and waste disposal, and the District and Borough Councils are responsible for service such as rubbish collection, housing and planning and environmental health. The City of York Council is a unitary local authority which is responsible for all local government services in its area.
2. Councils in these three areas have been developing ideas about restructuring local government for some time and in each area, some or all of the councils have requested an invitation from the Secretary of State to submit proposals for unitary local government – a single tier of local government delivering all of the local government services for the area.
3. The government's approach to local government reorganisations is locally-led, on the basis that those in a local area are best placed to know what is best for the area. This broader policy position was reaffirmed by the Secretary of State in a written ministerial statement (<https://questions-statements.parliament.uk/written-statements/detail/2020-10-12/hcws502>) published on 12 October 2020.
4. On 9 October 2020, in response to these requests, the Secretary of State invited the councils in all three areas, including associated existing unitary councils, to submit locally led proposals for unitary local government. The invitations invited proposals for a single tier of local government permissible under the primary legislation, explained that proposals could be submitted by a council individually or jointly with other councils receiving the invitation and included guidance on what the proposals should seek to achieve, to which the councils were required to have regard. These invitations started the legislative process for restructuring local government in the three areas, which is set out in the Local Government and Public Involvement in Health Act 2007 (the 2007 Act).
5. The Secretary of State received 8 proposals by the specified deadline of 9 December 2020, 4 from councils in Cumbria, 2 from councils in North Yorkshire and 2 from councils in Somerset.
6. The 2007 Act requires that, before a proposal for local government reorganisation can be implemented, the Secretary of State must first consult any local authority that is affected by a proposal (but which has not submitted it), and any such other persons as he considers appropriate.
7. In deciding which proposal, if any, to implement in an area, subject to Parliamentary approval, the Secretary of State will make a balanced judgement assessing the proposals against the three criteria set out in the statutory guidance accompanying the invitation, and having regard to all representations received, including responses to this consultation, and to all other relevant information available to him. These criteria, which reflect longstanding criteria for assessing unitary proposals, are that - a proposal should seek to achieve for the area concerned the establishment of a single tier of local government, that is the establishment of one or more unitary authorities:
 - a. which are likely to improve local government and service delivery across the area of the proposal, giving greater value for money, generating savings, providing stronger strategic and local leadership, and which are more sustainable structures;
 - b. which command a good deal of local support as assessed in the round overall across the whole area of the proposal; and

c. where the area of each unitary authority is a credible geography consisting of one or more existing local government areas with an aggregate population which is either within the range 300,000 to 600,000, or such other figure that, having regard to the circumstances of the authority, including local identity and geography, could be considered substantial.

8. Respondents, including local residents, are able to respond in relation to one or more of the proposals included in the consultation, although we expect respondents to comment only on the proposals affecting their area; the responses will help to inform the Secretary of State's careful consideration of the proposals.

The government's invitation to the councils

9. On 9 October 2020, an invitation to develop proposals for the creation of new single-tier (unitary) authorities was issued to the following councils.

Cumbria

- Allerdale Borough Council
- Barrow Borough Council
- Carlisle City Council
- Copeland Borough Council
- Cumbria County Council
- Eden District Council
- South Lakeland District Council

North Yorkshire and York

- City of York Unitary Council
- Craven District Council
- Hambleton District Council
- Harrogate Borough Council
- North Yorkshire County Council
- Richmondshire District Council
- Ryedale District Council
- Scarborough Borough Council
- Selby County Council

Somerset

- Bath and North East Somerset Council
- Mendip District Council
- North Somerset Council
- Sedgemoor District Council
- Somerset County Council
- Somerset West & Taunton Council
- South Somerset District Council

10. The invitation issued by the Secretary of State on 9 October 2020 was issued under Part 1 of the 2007 Act. It invited the councils to make proposals for the restructuring of local government, which could take the form of any of the types of proposal permissible under the 2007 Act:

Type A: a single tier of local authority covering the whole of the county concerned.

Type B: a single tier of local authority covering an area that is currently a district, or two or more districts in the county concerned.

Type C: a single tier of local authority covering the whole of the county concerned, or one or more districts in the county; and one or more relevant adjoining areas.

Combined proposal: a proposal that consists of two or more Type B proposals, two or more Type C proposals, or one or more Type B proposals and one or more Type C proposals.

11. The invitation specified that any councils responding to the proposal must have regard to the Secretary of State's guidance appended to the invitation. This guidance is as follows:

Guidance from the Secretary of State for councils submitting proposals:

1. A proposal should seek to achieve for the area concerned the establishment of a single tier of local government, that is the establishment of one or more unitary authorities:

a. which are likely to improve local government and service delivery across the area of the proposal, giving greater value for money, generating savings, providing stronger strategic and local leadership, and which are more sustainable structures;

b. which command a good deal of local support as assessed in the round overall across the whole area of the proposal; and

c. where the area of each unitary authority is a credible geography consisting of one or more existing local government areas with an aggregate population which is either within the range 300,000 to 600,000, or such other figure that, having regard to the circumstances of the authority, including local identity and geography, could be considered substantial.

2. The following matters should be taken into account in formulating a proposal:

a. A proposal should describe clearly the single tier local government structures it is putting forward, and explain how, if implemented, these are expected to achieve the outcomes described in paragraph 1 above.

b. The need for evidence and analysis to support a proposal and any explanation of the outcomes it is expected to achieve, including evidence of a good deal of local support.

c. The impact of any proposed unitary authorities on other local boundaries and geographies. If the area of any proposed unitary authority crosses existing police force and fire and rescue authority boundaries, the proposal should include an assessment of what the impact would be on the police forces and/or fire and rescue authorities and include the views of the relevant Police and Crime Commissioners and Fire and Rescue Authorities

d. Any wider context for any proposed unitary authorities around promoting economic recovery and growth, including possible future devolution deals and Mayoral Combined Authorities.

e. If the proposal submitted by 9 November 2020 is an outline proposal it should indicate what further material is expected to be provided and when this would be submitted which should be no later than 9 December 2020

12. Paragraph 1 of the guidance sets out the criteria to be used by the Government when considering and assessing proposals for unitary local government.

Paragraph 2c required any proposals proposing a unitary authority which crosses existing police force and fire and rescue authority boundaries, to include an assessment of what the impact would be on the police forces and/or fire and rescue authorities and include the views of the relevant Police and Crime Commissioners and Fire and Rescue Authorities. This reflects that the invitation permits proposals that include one or more districts from outside county boundaries to be included which may have implications for the police and fire and rescue services.

The councils' proposals

13. Proposals for locally-led reorganisation of local government were received from the following councils by 9 December 2020.

Cumbria

- **Allerdale Borough Council and Copeland Borough Council** submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of Cumbria: one unitary council in the West comprising the current districts of Allerdale, Carlisle and Copeland; and one in the East comprising the current districts of Barrow, Eden and South Lakeland.
- **Barrow Borough Council and South Lakeland District Council** submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of Cumbria and the administrative district area of Lancaster City within Lancashire County: one unitary council ("The Bay") comprising the current districts of Barrow, Lancaster City (in Lancashire) and South Lakeland; and one comprising the current districts of Allerdale, Carlisle, Copeland and Eden districts in "North Cumbria".
- **Carlisle City Council and Eden District Council** submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of Cumbria: one unitary council in the north comprising the current districts of Allerdale, Carlisle and Eden; and one in the south comprising the current districts of Barrow, Copeland and South Lakeland in the south.
- **Cumbria County Council** submitted proposal for a single unitary council for the whole of the area of the administrative county of Cumbria County.

North Yorkshire

- **Craven District Council, Harrogate Borough Council, Richmondshire District Council, Ryedale District Council, Scarborough Borough Council and Selby District Council** submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of North Yorkshire and whole of the area of the administrative area of the City of York; one unitary in the east comprising the current districts of Ryedale, Scarborough, Selby and the current unitary of York; and one in the west comprising the current districts of Craven, Hambleton, Harrogate and Richmondshire.
- **North Yorkshire County Council** submitted a proposal for a single unitary council for the whole of the area of the administrative county of North Yorkshire with no changes to the existing City of York unitary.

Somerset

- **Mendip District Council, Sedgemoor District Council, Somerset West & Taunton Council and South Somerset District Council** submitted a joint proposal for two unitary councils covering the whole of the area of the administrative county of Somerset County; one unitary council in the west comprising the current districts of Sedgemoor and Somerset West & Taunton and the other in the east comprising the current districts of Mendip and South Somerset in the east.
- **Somerset County Council** submitted a proposal for a single unitary council for the whole of the area of the administrative county of Somerset.

This consultation

14. All 8 of the proposals submitted are for a type of proposal which is permissible under the 2007 Act. The Secretary of State is consulting on these proposals and welcoming views from any interested persons, including residents, before he makes any assessment of the merits of the proposals or considers them against the criteria.

15. The 2007 Act requires that before a proposal for local government reorganisation can be implemented, the Secretary of State must first consult any council affected that has not submitted the proposal, as well as any other persons that he considers appropriate. We welcome views from any interested persons, including residents, and a full list of named bodies being consulted on each proposal are at Annex B.

16. The detailed information and supporting analysis within each councils' proposal are not summarised in this document as the detailed proposals are accessible on the councils' websites through the hyperlinks in this document. You can choose which proposals to review further and which to comment on through this consultation through clicking on the links below.

Responding to the consultation

17. Do you wish to review and comment on:

- Cumbria proposals (<https://consult.communities.gov.uk/governance-reform-and-democracy/cumbria>)
- North Yorkshire proposals (<https://consult.communities.gov.uk/governance-reform-and-democracy/northyorkshire>)
- Somerset proposals (<https://consult.communities.gov.uk/governance-reform-and-democracy/somerset>)

18. The above links will take you to the proposals via the Department's online consultation platform which you can use to respond. The links below will take you directly to the proposals.

Cumbria

- Allerdale proposal (<https://www.allerdale.gov.uk/en/council-and-democracy/local-government-reorganisation/>) for two unitary councils from Allerdale and Copeland Borough Councils
- Copeland proposal (<https://www.copeland.gov.uk/local-government-reorganisation-information>) for two unitary councils from Allerdale and Copeland Borough Councils
- Barrow proposal (<https://www.barrowbc.gov.uk/thebay/>) for two unitary councils from Barrow Borough and South Lakeland District Councils

- South Lakeland proposal (<https://www.southlakeland.gov.uk/your-council/council-business/the-bay-unitary-proposal/>) for two unitary councils from Barrow Borough and South Lakeland District Councils
- Carlisle proposal (<https://www.carlisle.gov.uk/Council/Council-and-Democracy/unitarybid>) for two unitary councils from Carlisle City and Eden District Councils
- Eden proposal (<https://www.eden.gov.uk/your-council/about-the-council/proposals-for-creating-unitary-authorities/>) for two unitary councils from Carlisle City and Eden District Councils
- Cumbria County Council proposal (<https://onecumbria.org/>) for one unitary council

North Yorkshire

- North Yorkshire County Council (<https://www.northyorks.gov.uk/stronger-together>) proposal for one unitary council
- Craven, Harrogate, Richmondshire, Ryedale, Scarborough and Selby District Councils proposal (<https://www.get-change-right.com/>) for two unitary councils

Somerset

- Somerset County Council proposal (<https://onesomerset.org.uk/proposals/>) for one unitary council
- Mendip District Council, Sedgemoor District Council, Somerset West & Taunton Council and South Somerset District Council proposal (<https://www.strongersomerset.co.uk/>) for two unitary councils

19. Alternatively, you can email your response to the questions in this consultation to unitaryconsultation@communities.gov.uk.

20. If you are responding in email or writing, please make it clear which area and questions you are responding to.

Written responses should be sent to:

Governance Reform and Democracy
Ministry of Housing, Communities and Local Government
2 Marsham Street
London
SW1P 4DF

When you reply please confirm whether you are replying as an individual or submitting an official response on behalf of an organisation and include:

- your name
- are you responding as a resident or on behalf of an organisation? Please indicate as below:
 - resident living in area affected
 - resident not living in area affected
 - business organisation
 - education organisation
 - local government organisation - principal council
 - local government organisation - parish/town council
 - local government organisation - other

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- police organisation
- fire organisation
- health organisation
- other organisation
- your position in the organisation and the organisation's name (if applicable)
- an email address

21. This headline information about respondents – whether you are responding on behalf of an organisation or an individual and some other background information – will be used to help us understand the responses.

What happens next?

22. The consultation will close at 11.45pm on 19 April 2021.

23. The Secretary of State is consulting on these proposals before he has made any assessment of the merits of the proposals. He will consider all of these proposals carefully, the responses he receives to this consultation, all representations he receives and all other relevant information, assessing the proposals against the criteria below before reaching a balanced judgement on which proposals, if any, to implement.

a. Is it likely to improve local government and service delivery across the area of the proposal, giving greater value for money, generating savings, providing stronger strategic and local leadership, and more sustainable structures;

b. Does it command a good deal of local support as assessed in the round overall across the whole area of the proposal; and

c. is it a credible geography consisting of one or more existing local government areas with an aggregate population which is either within the range 300,000 to 600,000, or such other figure that, having regard to the circumstances of the authority, including local identity and geography, could be considered substantial.

24. The Secretary of State may decide, subject to Parliamentary approval, to implement a proposal with or without modification, or to not implement any proposal for an area. He may also seek advice from the Local Government Boundary Commission for England. If any proposals are to be implemented, we would expect new unitary councils to take on full council role from April 2023, with the transitional arrangements in 2022-23 to support a smooth implementation.

25. The Secretary of State's decisions will be communicated to the councils as soon as practicable.

Consultation questions

This consultation seeks views on the Cumbria, North Yorkshire and Somerset councils' proposal and in particular on the following questions in relation to each proposal:

Q1. Is the councils' proposal likely to improve local government and service delivery across each area? Specifically, is it likely to improve council services, give greater value for money, generate savings, provide stronger strategic and local leadership, and create more sustainable structures?

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Q2. Where it is proposed that services will be delivered on a different geographic footprint to

currently, or through some form of joint arrangements is this likely to improve those services? Such services may for example be children's services, waste collection and disposal, adult health and social care, planning, and transport.

Q3. Is the councils' proposal also likely to impact local public services delivered by others, such as police, fire and rescue, and health services?

Q4. Do you support the proposal from the councils?

Q5. Do the unitary councils proposed by the councils represent a credible geography?

Q6. Do you have any other comments with regards to the proposed reorganisation of local government in each area?

Please indicate reasons for your answers.

About this consultation

This consultation has been designed in line with the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal data, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), the General Data Protection Regulation, and the Environmental Information Regulations 2004.

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the Department is bound by the Freedom of Information Act and may therefore be obliged to disclose all or some of the information you provide. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Ministry of Housing, Communities and Local Government will process your personal data in accordance with the law and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included at Annex A.

Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the complaints procedure (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-and-local-government/about/complaints-procedure>).

Annex A: Personal data

The following is to explain your rights and give you the information you are be entitled to under the Data Protection Act 2018.

Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, MHCLG may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation.

3. With whom we will be sharing your personal data

Once data has been analysed and consultation is concluded, it will then be stored within Parliament Libraries with redacted information. Therefore no personal data will be shared post consultation.

4. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for two years from the closure of the consultation

5. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a. to see what data we have about you
- b. to ask us to stop using your data, but keep it on record
- c. to ask to have all or some of your data deleted or corrected
- d. to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

6. Your personal data will not be sent overseas

7. Your personal data will not be used for any automated decision making

8. Your personal data will be stored in a secure government IT system

Annex B: Named consultees

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We welcome the views of all those interested in the proposals, including local residents, town and parish councils, businesses, and the voluntary sector. In this annex we list for information those who are specifically named consultees.

The 2007 Act requires that before a proposal for local government reorganisation can be implemented, the Secretary of State must first consult every authority affected by the proposal (except the authority or authorities which made it); and any such other persons as he considers appropriate. This consultation is specifically inviting comments from the following councils and other named bodies:

Cumbria consultees

Principal councils in the area

- Allerdale Borough Council
- Barrow Borough Council
- Copeland Borough Council
- Cumbria County Council
- Carlisle City Council
- Eden District Council
- Lancashire County Council
- Lancaster City Council
- The district councils within Lancashire County
- South Lakeland District Council

Neighbouring principal councils

- Blackburn with Darwen Borough Council
- Blackpool Council
- Durham County Council
- North Yorkshire County Council
- The district councils within North Yorkshire County
- The district councils within Lancashire County
- Northumberland County Council
- North of Tyne Combined Authority
- North East Combined Authority

Other named consultees

Public Service Bodies

Health Bodies: NHS Morecambe Bay CCG, NHS North Cumbria CCG, Calderdale & Huddersfield NHS Foundation Trust, North Cumbria Integrated Care Foundation Trust, South West Yorkshire Partnership NHS Foundation Trust, University Hospitals of Morecambe Bay NHS Foundation Trust, Lancashire and South Cumbria Integrated Care System, North East and North Cumbria Integrated Care System, North West Ambulance Service NHS Trust.

Policing, Fire and Rescue Bodies: Chief Constable of Cumbria Constabulary, Chief Constable of Lancashire Constabulary, Chief Fire Officer of Cumbria Fire and Rescue Service, Chief Fire Officer of Lancashire Fire and Rescue, Cumbria Police and Crime Commissioner (Peter McCall), Lancashire Police and Crime Commissioner (Clive Grunshaw).

Other Public Sector Bodies: Arnsdale and Silverdale Area of Outstanding Natural Beauty, Lake District National Park Authority, North Pennines Area of Outstanding Natural Beauty, Solway Coast Area of Outstanding Natural Beauty, Yorkshire Dales National Park Authority, Nuclear Decommissioning Authority, Independent Chair of the Cumbria Children's Safeguarding Partnership, Independent Chair of the Safeguarding Adults' Board, Dumfries & Galloway Council, Scottish Borders Council, Transport for the North.

Business Bodies: Cumbria Chamber of Commerce, Cumbria Local Enterprise Partnership, Federation of Small Businesses (Lancashire & Cumbria), Lancashire Local Enterprise Partnership, Lancashire Chamber of Commerce, Sellafield Ltd.

Voluntary Sector Bodies: Cumbria Community Foundation, Cumbria Council for Voluntary Services, Cumbria Third Sector Network, Lancaster Council for Voluntary Services.

Education Bodies: Lancaster University, University of Central Lancashire, University of Cumbria.

Other Bodies: Cumbria Tourism, Lord-Lieutenant for Cumbria, Lord-Lieutenant for Lancashire.

National Bodies: Environment Agency, Highways England, Local Government Association, National Housing Federation, National Association of Local Councils, Public Health England.

North Yorkshire consultees

Principal councils in the area

- City of York Unitary Council
- Craven District Council
- Hambleton District Council
- Harrogate Borough Council
- North Yorkshire County Council
- Richmondshire District Council
- Ryedale District Council
- Scarborough Borough Council
- Selby District Council

Neighbouring principal councils

- Bradford Metropolitan District Council
- Cumbria County Council and the district councils within Cumbria County
- Darlington Borough Council
- Doncaster Metropolitan Borough Council
- Durham County Council
- East Riding of Yorkshire Council
- Lancashire County Council, the district councils within Lancashire County
- Leeds City Council

- Middlesbrough Council
- Redcar and Cleveland Borough Council
- Stockton on Tees Borough Council
- Wakefield Metropolitan District Council
- Sheffield City Region Combined Authority
- Tees Valley Combined Authority
- West Yorkshire Combined Authority

Other named consultees

Public Service Bodies

Health Bodies: Bradford and Craven CCG, Morecambe Bay CCG, North Yorkshire CCG, Vale of York CCG, Airedale NHS Trust Hospital, Bradford District Care Trust, Harrogate and District NHS Foundation Trust, Humber Coast and Vale ICS, Humber Teaching Foundation Trust, South Tees Foundation Trust, Tees, Esk and Wear Valleys NHS Foundation Trust, York Teaching Hospitals NHS Foundation Trust, Yorkshire Ambulance Service NHS Trust.

Policing, Fire and Rescue Bodies: North Yorkshire Police, Fire and Crime Commissioner (Julia Mulligan), Chief Constable of North Yorkshire Police, Chief Fire Officer of North Yorkshire Fire and Rescue Service.

Other Public Sector Bodies: Howardian Hills Area of Outstanding Natural Beauty, Forest of Bowland Area of Outstanding Natural Beauty, Nidderdale Area of Outstanding Natural Beauty, North Yorkshire Moors National Park Authority, Yorkshire Dales National Park Authority, Independent Chair of the North Yorkshire Safeguarding Adults Board, Independent Chair and Scrutineer of the North Yorkshire Safeguarding Children's Board, Transport for the North.

Business Bodies: Federation of Small Business (Yorkshire, Humber and the North East), West and North Yorkshire Chambers of Commerce, York and North Yorkshire Local Enterprise Partnership, Yorkshire & Humber CBI.

Voluntary Sector Bodies: Community First Yorkshire, York CVS.

Education Bodies: University of York, York St John's University.

Other Bodies: Lord-Lieutenant for North Yorkshire, Welcome to Yorkshire.

National Bodies: Environment Agency, Highways England, Local Government Association, National Housing Federation, National Association of Local Councils, Public Health England.

Somerset consultees

Principal councils in the area

- Mendip District Council
- Sedgemoor District Council
- Somerset County Council
- Somerset West & Taunton Council
- South Somerset District Council

Neighbouring principal councils

- Bath & North East Somerset Council
- Bristol City Council
- Devon County Council and the district councils within Devon County
- Dorset Unitary Council
- North Somerset Council
- Wiltshire Council
- West of England Combined Authority

Other named consultees

Public Service Bodies

Health Bodies: NHS Somerset CCG, Somerset NHS Foundation Trust, Royal United Hospitals Bath NHS Foundation Trust, South Western Ambulance Service NHS Foundation Trust, University Hospitals Bristol and Weston NHS Foundation Trust (UHBW), Yeovil District Hospital NHS Foundation Trust, The Somerset Sustainability and Transformation Partnership (ICS).

Policing, Fire and Rescue Bodies: Avon and Somerset Police and Crime Commissioner (Sue Mountstevens), Chief Constable of Avon and Somerset Police, Chief Fire Officer of Devon and Somerset Fire and Rescue Service.

Other Public Service Bodies: Somerset Rivers Authority, Blackdown Hills Area of Outstanding Natural Beauty, Cranbourne Chase Area of Outstanding Natural Beauty, Mendip Hills Area of Outstanding Natural Beauty, Quantock Area of Outstanding Natural Beauty, Independent Chair Somerset Safeguarding Adults Board, Somerset Safeguarding Children Partnership, Independent Chair of the Somerset Corporate Parenting Board, Western Gateway, Peninsula Transport.

Business Bodies: Heart of the South West Local Enterprise Partnership, Somerset Chambers of Commerce, Institute of Directors (South West), Federation of Small Businesses (South West), CBI (South West)

Voluntary Sector Bodies: Spark Somerset.

Other Bodies: Lord-Lieutenant for Somerset, Visit Somerset (Somerset Tourism Association).

National Bodies: Environment Agency, Highways England, Local Government Association, National Housing Federation, National Association of Local Councils, Public Health England.

-
1. The Borderlands Partnership brings together the five cross-border local authorities of Carlisle City Council, Cumbria County Council, Dumfries and Galloway Council, Northumberland Council and Scottish Borders Council to promote the economic growth of the area that straddles the Scotland-England border.

[Print this page](#)

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CLERK'S REPORT

Tourism and Publicity/Library

Four tiles have slipped on the roof.

Staff will decorate the windows with daffodils to participate in The host of golden Daffodil event organised by the Rotary end March/beg April.

CCC have ordered a selection of climate change/green reading material for all ages for our library.

Further clarity is being sought as to the services/activities that will be allowed in our library from 12/4/21.

Memorial Gardens

Play areas remain open in lockdown.

Weddings

From 8 March 2021 weddings of up to 6 persons allowed (exceptional circumstances only)

From 12 April 2021 weddings of up to 15 persons allowed.

From 21 June 2021 there will be no legal limit on attendees.

Public Toilets

They re-opened on 29 June 2020.

They remain open during lockdown.

I will arrange for Harris Park toilets to be open between 2/4 – 18/4.

Play Areas

These re-opened 4 July 2020.

They remain open during lockdown.

Allotments

All the data has been inputted into our new allotments software.

Kirstie and Amy have been trained how to use the new software.

We will produce our new annual bills from the software at the end of March 2021.

CCTV

This was finally installed on 25 February 2021.

Climate Change Task Group

Councillor A Smith has resigned from the Task Group due to work commitments. Please can another member or members be appointed.

One of the recommendations from the minutes of the last meeting is that a climate change lead councillors and climate change lead officer be appointed. Can I have nominations please.

Clerk - Cockermouth TC

From: Tourist Info - Cockermouth TC
Sent: 02 March 2021 10:26
To: Clerk - Cockermouth TC
Subject: RE: Library stats

There you go Sheila

Pamela

Date	Day	On Duty	TIC Visitors	Library Visitors	S & C, Booking	S & C, Collection	Allerdale Visitors	PC Users	Telephone	Post	Email	Fax
1	Mon	Pamela	0	8	3	3	0	0	2	0	0	0
2	Tue	Pamela	0	7	3	3	0	0	1	0	0	0
3	Wed	Samuel	0	0	1	0	0	0	1	0	0	0
4	Thu	Samuel	0	4	3	2	0	0	4	0	0	0
5	Fri	Samuel	0	4	1	2	0	0	3	0	0	0
6	Sat	Samuel	0	4	2	1	0	0	2	0	0	0
7	Sun	closed										
8	Mon	Pamela	0	4	1	1	0	0	1	0	1	0
9	Tue	Pamela	0	5	1	1	0	0	1	0	0	0
10	Wed	Samuel	0	3	0	1	0	0	0	0	0	0
11	Thu	Samuel	0	4	4	2	0	0	3	0	0	0
12	Fri	Samuel	0	4	0	0	0	0	0	0	0	0
13	Sat	Samuel	1	10	0	1	0	0	0	0	0	0
14	Sun	closed										
15	Mon	Pamela	0	11	0	0	1	1	4	0	0	0
16	Tues	Pamela	0	8	4	1	0	1	1	0	3	0
17	Wed	Samuel	0	9	1	4	0	0	0	0	0	0
18	Thu	Samuel	0	11	1	3	0	0	2	0	0	0
19	Fri	Samuel	0	5	3	0	0	0	3	0	0	0
20	Sat	Samuel	0	3	0	0	0	0	0	0	0	0
21	Sun	closed										
22	Mon	Pamela	0	12	3	3	0	1	1	0	0	0
23	Tue	Pamela	0	5	1	1	0	0	0	0	0	0
24	Wed	Samuel	0	3	2	1	0	0	1	0	0	0
25	Thu	Samuel	0	7	1	1	0	1	0	0	0	0
26	Fri	Samuel	0	7	3	2	0	1	1	0	0	0
27	Sat	Samuel	0	6	0	2	0	1	0	0	0	0
28	Sun	closed										
Monthly Totals			1	144		35	1	6	31	0	4	0

SEND PREVIOUS WEEK

Highlight



West Cumbria Water Supplies Planting Fund

Applicant: Cockermouth Town Council

Site: Harris Park

Project Overview: Native woodland planting

Cockermouth Town Council

Tree planting at Harris Park, Cockermouth.

The Panel considered your application for grant aid at their meeting in we are pleased to inform you that you have been successful in securing funding for the project submitted.

You will be paid a grant from the United Utilities Planting Fund of £6,647.90 for project described in your application. Eighty percent of this grant will be paid following successful completion of your project and an inspection by Cumbria Woodlands, the remaining twenty percent will be paid on the anniversary of your original claim after a follow up visit to ensure successful establishment and maintenance. The initial grant must be claimed by the end of March 2022.

Cumbria Woodlands and United Utilities West Cumbria Water Supplies Tree Planting Fund should be mentioned in any publicity about the project for which you have received funding.

If you have any queries, please contact Neville Elstone at neville@cumbriawoodlands.co.uk

Please sign and complete the attached Terms and Conditions, then return it to Cumbria Woodlands at your earliest convenience.

We wish you every success with your project.

Kind regards,

Neville Elstone



TERMS AND CONDITIONS

If offered grant aid you must agree to the following **Terms and Conditions**:

- You must claim the grant by the end of March 2022. Any Unclaimed grant will then be withdrawn, unless other arrangements have been and agreed in writing with your grants officer
- The grant will be used for the purpose for which it was approved.
- As part of the fund, where possible, trees must be from seed that is UK sourced and UK grown.
- Any proposed material change to the project will be notified to us.
- The grant is a donation and we are not liable for the consequences of its use.
- The project complies with all relevant legislation and adopts good practice in ensuring that child protection and safety measures and insurance suitable for the project are in place.
- Cumbria Woodlands reserves the right to reclaim any money which has been paid as the result of fraudulent or misleading claims.
- Cumbria Woodlands may request evidence to confirm information given on this form.
- If applicable, you will provide copies of relevant photos and press publicity which we may use.
- By submitting your application, you agreed to allow Cumbria Woodlands to retain your personal data on its database. We will use this information to help us assess your application and administer any grant we award.
- The grant must be repaid if the planted project is deemed unsuccessful or for any reason no longer exists after 5 years from initial payment.
- Any other conditions set by the Grants Committee have been met.

☐ **Please tick this box to confirm that the information provided is true and accurate and that you accept the conditions detailed above, and sign below, or type in your name and date if emailing this application.**

Applicant's signature			
Applicant's name		Date	

Please sign and return this offer and conditions letter and return to Cumbria Woodlands, either at the following email address neville@cumbriawoodlands.co.uk

Data protection: Cumbria Woodlands will process information on this form. We will hold the information on computer. We may provide copies of the details to partner organisations including government bodies (e.g. Forestry Commission).

QUOTATION



Quotation Number:	19
Date:	15/1/21

FAO:	Sheila Brown	Delivered To:	
Company Name:	Cockermouth Town Council	Company Name:	
Address Line 1:	The Town Hall	Address Line 1:	
Address Line 2:	Market Street	Address Line 2:	
City:	Cockermouth	City:	
Post Code:	Cumbria	Post Code:	
	CA13 9NP		

Cockermouth Town Council – Tree Planting Project, Harris Park Extension

Item No	Description of Works	Quantity	Unit Price	Amount
1.	Manual Screefing excavator	8	£40.00	£320.00
2.	Herbicide Application	1212.00	£0.12	£145.44
3.	Trees (see attached document showing individual pricing)	1212		£1,622.92
4.	Planting of trees	1212.00	£0.60	£727.20
5.	Stock Proof Fencing	100	£7.50	£750.00
6	Spiral & Cane	600	£0.45	£270.00
7	1.2m tube & stake	612	£1.78	£1,089.36
8	Tree Cage	4	£60.00	£240.00
9	Year 1 Beat up	180	£1.25	£225.00
10	Year 2 Beat up	120	£1.25	£150.00
Additional Information:			Sub Total:	£5,539.92
			VAT:	£1,107.98
			Total Amount:	£6,647.90

COCKERMOUTH TOWN COUNCIL
ANNUAL RISK MANAGEMENT ASSESSMENT – YEAR 2020/21

Key Decision Area – ALLOTMENTS –

	<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u>		
				<u>Red</u>	<u>Amber</u>	<u>Green</u>
a)	<u>Insurable Risks</u> Buildings on Site	(i) No Council owned on site (ii) Sheds belonging to tenants	No further action Insurance is own responsibility			*
	Accident on Site– Allotment Holder	Public Liability Insurance Cover £15 M via Zurich	No further Action			*
	Accident – Other 3 rd Party e.g. Trespassing	Public Liability Insurance Cover £15 M via Zurich	No further action			*
b)	<u>Third Party Arrangements</u> Boundary fences to be kept in good	Council responsibility	Hedges cut annually Repairs carried out as necessary			*

Key Decision Area – ALLOTMENTS - (CONTINUED)

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u>	<u>Green</u>
c) <u>Self-Governance Financial Records</u>	Allotment Register kept	Annual scale of fees fixed & reminder for outstanding accounts sent monthly			*
Private Property on Allotments	New Tenancy agreement completed 2002/03 notifying existing tenants there is to be no Council liability accepted for tenants possessions left on site and storage on site of hazardous substances e.g. pesticides & all such substances to be kept under lock & key. Clause also includes condition that safe storage of implements is tenants liability if kept on site and all such implements must be locked safely away..	No further action recommended			*
Security of Site	Signs erected – Allotment Holders Only	No further action recommended			*
Burst Water Pipes	Repaired as necessary Water knocked off Winter	No further action recommended			*
Damaged Boundary Fences/Walls	Repaired as necessary	No further action recommended			*
Trees	Monitor, undertake works as necessary	No further action recommended			*

Key Decision Area – ESTABLISHMENT/LIBRARY/TOURIST INFORMATION CENTRE/TOWN HALL

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u> Contents including fixtures, fittings & tenants improvements, other contents & consumable stock	Organised direct by Town Council with Zurich	Policy amounts are revised periodically. Present cover & computer equipment	*
Accident – Member of the Public whilst on site (Public Liability)	Public Liability Insurance cover £15 M	No further action	*
<u>Civic Regalia</u> Town Mayor's Chain Mayoress's Chain Deputy Chain	Insurance via Zurich	Yearly review of value	*
b) <u>Third Party Arrangements</u> Internal Auditor (Mrs J. Airey) appointed by Council under new Audit regulations following introduction of 'Lighter Touch Audit'	Regular internal audit work carried out to establish 'proportionate affordable & sustainable' process to strengthen Council's own governance & to 'provide proper accountability for public money' and to enable the Council to 'properly address its risk and their management, the principals of good internal controls and the roles of internal & external auditors'. Yearly review from 2009.	No change	*
c) <u>Protection of Financial Assets</u> Investments	Reviewed by Town Council in February 2009	Investments split and spread to reduce risk	*

Key Decision Area – ESTABLISHMENT/TOURIST INFORMATION CENTRE/TOWN HALL/ (CONTINUED)

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
d) <u>Self Governance</u> Back Up of Computer Information	The cover under business interruption policy includes reconstruction of computer records	No further action			*
	Regular back ups carried out. Cloud used to store documents	No further action			*
Standing Orders & Financial Regulations	Revised Standing Orders & Financial Regulations regularly Reviewed.	No further action			*
Annual Budget including regular budget reporting	Quarterly monitoring in place	No further action			*
Asset Insurance/Valuation	Professional valuation of assets carried out in 2003 & inflation increases applied since then. Town Hall re-evaluated 2009.	No further action			*

Key Decision Area – FISHING RIGHTS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Person falling in river from river bank or otherwise whilst fishing or other accident	Public Liability Cover £15 M	No further action			*
b) <u>Third Party Arrangements</u> NIL					
c) <u>Self-Governance</u> NIL					

Key Decision Area – WAR MEMORIAL/MONUMENTS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Material Damage – (i) Mayo (ii) Cenotaph (iii) Wordsworth Bust (iv) Dorothy Wordsworth Statue	Zurich policy	Valuation carried out in 2003 & annual inflation increases applied			*
Public Liability e.g. if Monument collapses on someone	Covered by Zurich policy £15 M	No further action			*
b) <u>Third Party Arrangements</u> NIL					
c) <u>Self-Governance</u> NIL					

Key Decision Area – MEMORIAL GARDENS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Material damage to footpaths by being washed out	Not now covered Paths reviewed periodically and remedial action taken.	Allianz/Zurich refuse to cover following flooding in January'05 which completely washed out footpaths			*
Building on Site – middle section	Covered under Zurich policy	We own building			*
Accident on site to members of the public	Covered by Public Liability £15 M	No further action			*
b) <u>Third Party Arrangements</u> Accident to workmen whilst carrying out contract works on site	Via Council Contractors insurance	Annual check of contractors policy details			*
c) <u>Self-Governance</u> Play Area	Annual risk assessment carried out	Take action as recommended agreement by Council)			*
	Daily inspection of play area by Council's Contractor	Take action as recommended following notification			*
Tree Management for possible problems (falling branches etc)	Trees reviewed in Oct 08 by tree specialist. 54 trees removed Oct 09. Further survey undertaken by EA in 2012, more trees removed prior to bund being installed. Restoration work in 2016 resulted in trees removed from rivers edge as part of flood prevention works. Appointed Andy Nichol	Monitoring ongoing			*

April 19 survey undertaken

Key Decision Area – SPECIAL TOURIST PROMOTIONS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u>			
(i) <u>Firework Display</u> Injury to person from firework or accident on site	Public Liability insurance £15 M Risk assessment carried out.	No further action required	*
(ii) Use of field by Carnival Cttee after parade	Public Liability insurance £15 M	No further action required	*
b) <u>Third Party Arrangements</u>			
(i) <u>Firework Display</u> Damage to buildings, vehicles etc from firework or injury to individual vis firework	'Firers' of display for Council (Pyro 2000) arrange insurance for event	No further action (counter claim would be made by Council if Council sued for any accident) – check policy by PYRO on event basis for amount included	*
(ii) <u>Carnival</u> Re activities on Memorial Gardens after parade	Carnival Committee arrange liability insurance	No further action (counter claim would be made by Council if Council sued for any accident – check policy by Carnival on event basis	*
c) <u>Self-Governance</u>			
(i) <u>Firework Display</u> Keeping members of the public away from fireworks	Barriers erected at a safe distance as agreed by display 'firers'. Stewards appointed, Police notified & help requested re possible crowd disturbances. Notices posted re route	No further action required	*

to site. Adverts in local press re recommended parking arrangements for display. First aid on site. Harris Bridge Closed

Key Decision Area – VICTORIA HALL

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Any claim by individual for accident (fall/trip etc)	Public Liability insurance £15 M provided by tenant	No further action			*
Accident to employee, member or volunteer whilst on site at official Victoria Hall	Personal accident cover provided by tenant	No further action			*
Contents – Victoria Hall	Building insured via Zurich	No further action			*
	Covered by tenant	No further action			*
b) <u>Self-Governance</u> <u>Fire Risks</u>	Fire Risk Assessment done in 2010. Fire Alarm fitted. Fire equipment upgraded.	No further action			*
Public Entertainment	Not currently licenced	No further action			*
Flood Risk	£5k of flood prevention Works carried out 2017	Monitor			*

Key Decision Area – PUBLIC CLOCK (GIBBONS)

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> (i) <u>Gibbons Clock Tower</u> Claim by member of the public for falling masonry etc.	Public Liability insurance £15 M	No further action			*
b) <u>Third Party Arrangements</u> NIL					
c) <u>Self Governance</u> <u>Clock Building</u> Damage reported by third party	Immediate repair put in hand	No further action			*

Key Decision Area – OPEN SPACES

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u> Claim by member of public e.g. re collapsed seat, torn clothing, hanging basket falling on someone	Public Liability via Zurich £15 M	No further action	*
Impact damage to street furniture	Not covered under policy - Council stand loss re vandalism but counter claim if possible	No further action	*
b) <u>Third Party Arrangements</u> Hanging of baskets etc via Council Contractor	Council contractor has own Public Liability insurance	Check annually public liability insurance cover in place for possible counter claims if Council sued	*
c) <u>Self-Governance</u> Inspection of seats & other Council owned property	Periodic inspections by Clerk Majority of Council owned seats. Memorial Gardens seats were all replaced in 2012 due to flood damage	Annual seat/property inspection recommended	*

Key Decision Area – CHRISTMAS ILLUMINATIONS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u>		
			<u>Red</u>	<u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Damage to property/persons by falling festoon cable etc	Public Liability Insurance £15 M	No further action			*
Electrocution by tampering or otherwise	Public Liability Insurance £15 M	No further action			*
Accident when helping with arrangements – members, employees, volunteers	Personal accident capital sum insured £50,000 - Weekly £100 (includes assault)	No further action			*
Member of public hurt on Switch On Gala Day	Public Liability Insurance £15 M First Responders on site	No further action			*
b) <u>Third Party Arrangements</u> Negligence by Council's Contractor (presently E Nicholson)	Copies of Contractors Public Liability & Employers Liability Insurance requested annually before works start for any possible counter claim by Council. General responsibility for safe installation rests with contractor. Contractor requested to supply copies of Risk Assessments	No further action			*
c) <u>Self-Governance</u> Accidental electrocution by member of the public	Major re-vamp of connection boxes in 2010. Now using 1w led bulbs.	No further action			*
Main festoon cable toppling down	Catenery rope used to support festoon	No further action			*

Key Decision Area – TARN CLOSE SPORTS GROUND

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u> Accident on site by member of the public (spectators)	Cockermouth Junior Football lease the site, they have their own public liability insurance	No further action	*
Injury to sportsmen	Liability left to Cockermouth Junior Football Club	No further action	*
b) <u>Third Party Arrangements</u> Accident to authorised workman	Cockermouth Junior Football Club to ensure all workmen have appropriate insurance	No further action	*

Key Decision Area – TARN CLOSE DEPOT

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Building on site	Leased by Town Council from Eric William Nicholson - Lease dated 26/3/07 on an annual basis	Building insurance via Eric William Nicholson No further action necessary			*
Accident – Members of the public whilst on site.	Covered by Public Liability Insurance £15 M	No further action			*
Contents	(i) Mainly Christmas lights stock (lamps, illuminated figures, festoon cable etc) (ii) Storage of misc. equipment by others	Insured via Zurich Tested annually No liability accepted by Council			*
<u>Third Party Arrangements</u> Building on site	Building insurance organised by E W Nicholson	No further action			*
c) <u>Self-Governance</u> Break Ins etc.	Police would be made aware of problems as they occur	No further action			*

Key Decision Area – TWINNING

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Red</u>	<u>Action</u> <u>Amber</u>	<u>Green</u>
a) <u>Insurable Risks</u> Normal 'holiday' type cover for persons participating in twinning	(i) Members of the public organise their own insurance whilst on twinning visits	No further action			*
	(ii) Councillors/staff re above on <u>official</u> civic visits approved by Council. Arrangements as above.	No further action			*
	(iii) Individuals making own way arrange own insurance	No further action			*
b) <u>Incoming Visits</u> Accident to member of the public whilst participating in a visit	(i) Covered by Public Liability Ins with Zurich - £15m	No further action			*
c) <u>Third Party Arrangements</u> School Visits	No visits currently	<u>Red</u> <u>Amber</u> <u>Green</u> All risk assessments carried out by school independent of Council			*
d) <u>Volunteers</u>	Task and Finish groups set up Volunteers are covered by our Public liability insurance	No further action			*

Key Decision Area – PLAY AREAS ON TOWERS LANE, GREYRIGG AVENUE, ISEL ROAD & HARRIS PARK EXTENSION

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u>			
Accident on site to members of the public	Covered by Public Liability £15 M	No further action	*
b) <u>Third Party Arrangements</u>			
Accident to workmen whilst carrying out contract works on site	Via Council Contractors insurance	Annual check of contractors policy details	*
c) <u>Self-Governance</u>			
<u>Play Areas</u>			
	Annual risk assessment carried out	Take action as recommended agreement by Council)	*
	Quarterly inspection of play area by Council's Contractor	Take action as recommended following notification	*

Key Decision Area – TOILETS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u>			
Accident on site to members of the public	Covered by Public Liability £15 M	No further action	*
b) <u>Third Party Arrangements</u>			
Accident to workmen whilst carrying out contract works on site	Via Council Contractors insurance	Annual check of contractors policy details	*

c) Self-Governance
Toilets

Cleaned & inspected six days per week
Cleaner reports any defects

*

Key Decision Area – BUS SHELTERS

Identified Risk

a) Insurable Risks

Accident on site to members of
the public

Covered by Public Liability £10 M

No further action

*

b) Third Party Arrangements
Accident to workmen whilst
carrying out contract works on site

Contractor has own public liability
Insurance
Contractor carries out own risk
Assessments

Annual check of contractors
policy details

*

c) Self-Governance
Bus Shelters

Clerk obtains copy of public
Liability insurance & risk
Assessments annually

No further action

*

Current Arrangements

Comments

Action
Red Amber Green

Key Decision Area – WEDDINGS

<u>Identified Risk</u>	<u>Current Arrangements</u>	<u>Comments</u>	<u>Action</u> <u>Red</u> <u>Amber</u> <u>Green</u>
a) <u>Insurable Risks</u>			
Accident on site to members of the public	Covered by Public Liability £15 M	No further action	*
b) <u>Third Party Arrangements</u>			
Hirers	All hirers sign legally binding Terms and Conditions of hire	No further action	*
c) <u>Self-Governance</u> <u>Weddings</u>	CTC personnel present at all times	No further action	*

Please note that the Town Council has produced separate risk assessments regarding covid-19.