

# REGENERATION, COMMUNITY AND CULTURE OVERVIEW AND SCRUTINY COMMITTEE

**4 OCTOBER 2012**

## WORK PROGRAMME

Report from: Neil Davies, Chief Executive

Author: Caroline Salisbury, Democratic Services Officer

### Summary

This item advises Members of the current work programme and allows them to adjust it in the light of latest priorities, issues and circumstances. It gives Members the opportunity to shape and direct the Committee's activities over the year.

#### **1. Budget and Policy Framework**

1.1 Under Chapter 4 – Rules, paragraph 22.1 (v) General terms of reference, each overview and scrutiny committee has the responsibility for setting its own work programme.

#### **2. Background**

2.1. Appendix 1 to this report sets out the existing work programme for the committee.

#### **3. Agenda planning meeting**

3.1 Overview and Scrutiny Committees hold agenda planning meetings on a regular basis. These give officers guidance on information Members wish them to provide when scrutinising an issue. An agenda planning meeting was held on 18 September 2012.

3.2 The Chairman was advised that there were a number of proposed changes to the work programme as follows:

- A report on the Housing and Tenancy Strategy would be deferred from 4 October until 13 December meeting
- An additional report on the Housing Allocations Policy would be added to the work programme for consideration on 31 January 2013
- A six month review of the Fair Access to Credit task group report would be scheduled for consideration on 11 April 2013.

#### **4. Future work programme**

4.1 The Cabinet's latest "Forward Plan of Key Decisions and Notice of Any Intention to Meet in Private" was published on 20 September 2012. The new items within the remit of this committee are:

- Growing Places Funding: Rochester Riverside – 2 October 2012

This report seeks approval of an addition to the capital programme, to deliver the next phase of essential infrastructure for the Rochester Riverside development, funded through an interest free loan, through the CLG's Growing Places Funding.

*(This will be considered by Cabinet prior to the committee meeting.)*

- Gateway 4 Contract Management Report: Tree Maintenance Contract – 30 October 2012

This report will set out a review of the current Tree Maintenance Contract.

*(This will be considered by Cabinet prior to the next committee meeting.)*

- Gateway 5 Contract Management Report: Highways Minor Works Contract – 27 November 2012

This report will set out a review of the Highways Minor Works Contract.

*(This will be considered by Cabinet prior to the next committee meeting.)*

All other items on the Forward Plan have either been reported to the committee for consideration as pre-decision scrutiny, or the committee has chosen not to consider the item prior to Cabinet's decision.

#### **5. Scrutiny Task Groups**

5.1 Supported accommodation task group

The task group is due to meet again on 1 October to plan evidence sessions and potential visits.

#### **6. Financial and legal implications**

6.1. There are no financial or legal implications arising from this report.

## **7. Recommendations**

7.1 The Committee is asked to:

- (a) note the current work programme, including the amendments and additions detailed in paragraph 3 of the report;
- (b) identify items for inclusion in the work programme.

### **Background papers**

None.

### **Lead officer contact**

Caroline Salisbury, Democratic Services Officer

Telephone: 01634 332013 Email: [caroline.salisbury@medway.gov.uk](mailto:caroline.salisbury@medway.gov.uk)



**Work Programme**  
**Regeneration, Community and Culture Overview and Scrutiny Committee**

**Policy framework documents: Community Safety Plan, Local Transport Plan and plans and other strategies which together comprise the Development Plan**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Developer Contributions Guide	Pre-decision scrutiny	Jill King, S106 Officer	This is an opportunity for the committee to consider and comment on the document prior to submission to Cabinet.	4 October 2012
Portfolio Holder for Strategic Development and Economic Growth	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out, in her portfolio in the remit of this committee, and answer any questions	4 October 2012
Road and pavement maintenance funding	Service information	Andy McGrath, Assistant Director, Front Line Services	A report was requested on 28 June for detailed information on road and pavement maintenance funding, to include details of the integrity of the utility companies re-instatement works	4 October 2012
Petition referral – installation of CCTV camera	Community issues	Andy McGrath, Assistant Director, Front Line Services	To consider a petition referral requesting the installation of a CCTV camera in the alleyway near Hartington Street, Chatham	4 October 2012
Update on the South Thames Gateway Building Control Partnership	Service information	Tony Van Vegel, Director of South Thames Gateway Building Control Partnership	This report will update the committee on the work of the Building Control Partnership	4 October 2012
Council Plan monitoring 2012/2013 – quarter 2	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the quarter two Council Plan monitoring report for 2012/2013	13 December 2012

Item	Work type	Responsible officer	Objectives	Timescale
HRA Business Plan	Policy development	Marc Blowers, Head of Housing Management and Matt Gough, Housing Strategy Manager	Housing services have been transferred to the remit of this committee from 1 April 2012. This report is outstanding from the previous committee's work programme. To include review of Housing Asset Management Strategy.	13 December 2012
Housing Strategy	Policy development	Matt Gough, Housing Strategy Manager	To consider an update of this strategy document	13 December 2012
Housing Capital programme	Service information	Marc Blowers, Head of Housing Management and Nick Anthony, Head of Property Services	Housing services have been transferred to the remit of this committee from 01 April 2012. This report is outstanding from the previous committee's work programme as a request for the 'breakdown of planned maintenance programme for housing services'.	13 December 2012
Portfolio Holder for Housing and Community Services	Holding to account		To question the portfolio holder on performance against council targets in his portfolio as they relate to this Committee.	13 December 2012
Proposed revenue and capital budgets 2013/2014	Scrutiny of performance/budget	Mick Hayward, Chief Finance Officer	To consider and scrutinise the proposed revenue and capital budgets for 2013/2014	13 December 2012
Portfolio Holder for Community Safety and Customer Contact	Holding to account		To question the portfolio holder on performance against council targets in his portfolio as they relate to this Committee.	31 January 2013
Annual review of waste contracts: Year 2	Scrutiny of performance/budget	Sarah Dagwell, Head of Waste Services	To review the second year's performance for each of the waste contracts	31 January 2013

Item	Work type	Responsible officer	Objectives	Timescale
Cultural activities programme	Service information	Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy and Governance	To consider a report on the cultural programme, including the marketing and promotion of these events	31 January 2013
Housing Allocations Policy	Pre-decision scrutiny	Matt Gough, Housing Strategy Manager	To consider a report on the revised housing allocations policy prior to decision by the Cabinet in February 2013	31 January 2013
Council Plan monitoring 2012/2013 – quarter 3	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the quarter three Council Plan monitoring report for 2012/2013	11 April 2013
Annual review from the Housing Scrutiny Panel	Holding to account	Marc Blowers, Head of Housing Management	The Chairman of the panel is invited to attend to provide a review of the panel's work during the past year	11 April 2013
Cllr Rodney Chambers in attendance	Holding the executive to account		To question Councillor Rodney Chambers on performance against council targets in his portfolio as they relate to this Committee.	11 April 2013
Community Safety Plan 2013/2014	Policy development	Andy McGrath, Assistant Director, Front Line Services	To consider the annual refresh of the Community Safety Plan	11 April 2013
Six month review of Fair Access to Credit task group report	Policy development	Gavin Stedman, Commercial Services Manager	To consider a six month update of the recommendations from the task group review	11 April 2013

(Annual reports and reviews considered by this committee are the Community Safety Plan, Scrutiny of the Community Safety Partnership, Annual Review of the Waste Contracts and annual review of the Housing Scrutiny Panel. The annual South Thames Gateway Building Control Partnership Business Plan is circulated via a Briefing Note prior to consideration by the Cabinet).

#### Future meeting dates:

2012: 13 December

2013: 31 January and 11 April 2013

**Work completed in 2012/13:**

**28 June 2012**

- Annual scrutiny of the Community Safety Partnership
- DCLG weekly collection support fund
- Council Plan - end of year performance report 2011/2012
- Using the River Medway to its full potential
- Petitions

**16 August 2012**

- Council Plan monitoring 2012/2013 – quarter 1
- Member's Item: Chatham Alcohol Control Zone
- Portfolio Holder for Front Line Services
- Report from the in-depth task group on "fair access to credit"
- Water supply in Medway