

## REGENERATION, COMMUNITY AND CULTURE OVERVIEW AND SCRUTINY COMMITTEE

21 DECEMBER 2010

### WORK PROGRAMME

Report from: Neil Davies, Chief Executive

Author: Caroline Salisbury, Overview and Scrutiny Co-ordinator

#### Summary

The item advises the Committee of the current work programme and enables adjustments to be made in 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 Members will be aware that 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 took place on Tuesday, 7 December 2010.
- 3.2 At the meeting the Chairman asked whether there was sufficient time to hold another task group review before the end of the municipal year and was advised that there were two Overview and Scrutiny (O&S) meetings remaining after this meeting. The option of a themed meeting focussing in-depth on a particular issue to which external witnesses and interested parties could be included was discussed.
- 3.3 The Chairman preferred this idea and thought that this may be suitable for the meeting on 31 March 2010. He suggested an in-depth discussion on NI 152 (working age people on out of work benefit) which remains on a red

level indicator (detailed in the Second quarter Council Plan monitoring report earlier in this agenda), despite recent improvements in performance.

- 3.4 The committee is advised that if it decides to hold a themed meeting in March 2011, the other items already agreed for that date would need to be re-scheduled. These are currently:

10 February 2011

- Local Transport Plan 3
- Medway Housing design Standards
- Attendance of the Portfolio Holder for Strategic Development and Economic Growth

31 March 2011

- Attendance of the Leader for matters on Regeneration
- Attendance of the Portfolio Holder for Community Safety & Enforcement
- Council Plan monitoring – third quarter

- 3.4 It is possible to bring the attendance of the Portfolio Holders forward to 10 February 2011 meeting and hold the March meeting in two parts, with the Quarter 3 Council Plan Monitoring report scheduled for discussion at 6.00pm and the themed meeting beginning at 6.30pm.

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

##### **4.1 Cabinet's Forward Plan**

The next version of the Forward Plan is due to be published on 16 December 2010, so Members will be informed verbally of any new items that have been added within the remit of this committee.

#### **5. Legal and financial implications**

- 5.1 There are no financial or legal implications arising directly from this report.

#### **6. Recommendations**

- 6.1 Members are requested to consider:

- (a) the Committee's current workload and identify items for inclusion in the work programme set out at appendix A;
- (b) whether to hold a themed meeting on 31 March 2011 and which topic is to be discussed and bring forward other items on the work programme for 31 March 2011 to the 10 February 2011 meeting.

#### **Background papers**

None.

#### **Lead officer contact**

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**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>
Attendance of the Portfolio Holder for Housing and Community Services to be held to account	Executive accountability	Richard Hicks, Assistant Director Customer First, Leisure, Culture, Democracy and Governance	To hold the Portfolio Holder to account for executive decision-making for: <ul style="list-style-type: none"> <li>• castles and events</li> <li>• greenspaces</li> <li>• leisure services</li> <li>• sport</li> <li>• theatre and arts</li> <li>• community centres.</li> </ul>	21 December 2010
Council Plan monitoring – second quarter Including in-depth report on NI152	Performance monitoring	Abi Cooper, Research and Review Manager	To scrutinise performance against targets in the Council Plan.	21 December 2010
Draft capital and revenue budgets 2011/2012	Budget scrutiny	Mick Hayward, Chief Finance Officer	To scrutinise the Cabinet's draft budget proposals for 2011/2012	21 December 2010
Attendance of the Portfolio Holder for Strategic Development & Economic Growth to be held to account	Executive accountability	Stephen Gaimster, Assistant Director Development, Economy and Transport	To hold the Portfolio Holder to account for executive decision-making.	10 February 2011
Local Transport Plan 3	Policy development	Steve Hewlett, Integrated Transport Manager	To scrutinise the consultation responses and send comments and/or recommendations to Cabinet.	10 February 2011
Medway Housing Design Standards	Policy development	Frances Madders, Senior Urban Design Officer	To consider the guide produced to advise on the main principles, minimum layout and space standards that will be expected in the design of new housing, prior to decision by Cabinet.	10 February 2011

Item	Work type	Responsible officer	Objectives	Timescale
Attendance of the Leader of the Council to be held to account – regeneration	Executive accountability	Robin Cooper, Director of Regeneration, Community & Culture	To hold the Leader to account for executive decision-making with regard to regeneration.	31 March 2011
Attendance of the Portfolio Holder for Community Safety and Enforcement to be held to account	Executive accountability	Andy McGrath, Assistant Director Front Line Services	To hold the Portfolio Holder to account for executive decision-making.	31 March 2011
Council Plan monitoring – third quarter	Performance monitoring	Abi Cooper, Research and Review Manager	To scrutinise performance against targets in the Council Plan.	31 March 2011
End of year performance report 2010/2011	Performance monitoring	Abi Cooper, Research and Review Manager	To scrutinise performance against targets in the Council Plan.	To be confirmed

#### **Future meeting dates:**

2010: 21 December (budget).

2011: 10 February and 31 March.

#### **Work completed in 2010/2011:**

##### **16 November 2010**

- Attendance of the Portfolio Holder for Front Line Services to be held to account
- Report from task group on the effectiveness and future of PACTs
- Report from Winter Services Task Group

##### **29 September 2010**

- Amherst Hill design brief
- Building for Life
- Quarter 1 Council Plan monitoring
- Interface Lands supplementary planning document

##### **18 August 2010**

- Best Street/High Street Masterplan
- Gun Wharf Masterplan
- Rochester Conservation Area Appraisal

**6 July 2010**

- Community Safety Partnership Plan review 2009-2012
- Gateway 3 Contract Award: Household Waste Recycling Centres
- The future of the Strood Environmental Enhancement Scheme

**1 June 2010**

- Petition referral – request for direct bus service from St Mary's Island to Chatham and Rochester secondary schools
- Scrutiny of the Community Safety Partnership
- Local Air Quality Management
- End of year performance report 2009/2010