

REGENERATION, COMMUNITY AND CULTURE OVERVIEW AND SCRUTINY COMMITTEE

10 FEBRUARY 2011

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, 25 January 2011.
- 3.2 At the meeting the Chairman was informed that the Flood and Water Management Act 2010 needed to be reported to Members to outline the future new powers available to the committee to scrutinise flood risk assessments together with other new duties the council will have to take on by 2015 and he agreed to add it to the agenda for this meeting.
- 3.3 Officers also advised of the reporting timetable for the annual refresh of the Community Safety Partnership Plan which is a policy framework document. It was explained that policy framework documents follow a detailed

reporting route, as set out in the Council's Constitution and that this might require the next meeting of this committee to be re-arranged to be held earlier in March 2011. The committee will be updated verbally at the meeting when the timescales have been finalised.

- 3.4 The Chairman also discussed the work of the committee throughout the past year and agreed that a six-month review of the PACT review is held at the first meeting after the local elections. He also requested that the committee in July/August 2011 considers an update report of the Winter Service Policy and Winter Service Plan following the Task Group report in November 2010.

4. Future work programme

4.1 Cabinet's Forward Plan

The latest version of the Forward Plan was published on 17 January 2011, and there were no new items 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:

- (a) consider the Committee's current workload and identify items for inclusion in the work programme set out at appendix A;
- (b) note that the meeting scheduled for 31 March 2011 may have to be re-arranged for earlier in the month;
- (c) note the inclusion of a six month update report in June 2011 on the progress made from recommendations of the PACT review;
- (d) note that in July/August 2011 the committee will consider an update report of the Winter Service Policy and Winter Service Plan following the Task Group report in November 2010.

Background papers

None.

Lead officer contact

Caroline Salisbury, Overview and Scrutiny Co-ordinator

Telephone: 01634 332013 Email: caroline.salisbury@medway.gov

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

Item	Work type	Responsible officer	Objectives	Timescale
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 for: <ul style="list-style-type: none"> • building control • economic development • europe • Local Development Framework • planning • rural strategy • social regeneration • tourism. 	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
Flood and Water Management 2010 and Flood Risk Assessment 2009	Policy development	Ian Wilson, Capital Projects, Road Safety and Networks Manager	To inform Members about new responsibilities that are placed on the Council by the flood and Water Management Act and the Flood Risk Regulations.	10 February 2011
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.	17 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 for: <ul style="list-style-type: none"> • CCTV • community safety • drugs • enforcement (executive functions only) • environmental health • trading standards • travellers • wardens. 	17 March 2011

Item	Work type	Responsible officer	Objectives	Timescale
Community Safety Partnership Plan	Policy Development	Andy McGrath, Assistant Director Front Line Services	Annual refresh of plan	17 March 2011
Council Plan monitoring – third quarter	Performance monitoring	Abi Cooper, Research and Review Manager	To scrutinise performance against targets in the Council Plan.	17 March 2011
Six month update on progress of the recommendations of the PACT review	Scrutiny review	Andy McGrath, Assistant Director, Front Line Services Neil Howlett, CSP Manager	To consider the progress made with regard to the recommendations set out in the review published in November 2010	June 2011
Review of the Winter Services Task Group report	Scrutiny review	Phil Moore, Head of Highways and Parking Services	To review the Winter Service Policy and Winter Service Plan arrangements following the task group report in November 2010.	July/August 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
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.	To be confirmed

Future meeting dates: 10 February 2011 and 17 March 2011.

Work completed in 2010/2011:

21 December 2010

- Attendance of the Portfolio Holder for Housing and Community Services
- Council Plan monitoring – second quarter, including in-depth information on NI152
- Draft capital and revenue budgets 2011/2012

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