

## **REGENERATION, CULTURE AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE**

**17 AUGUST 2023**

### **WORK PROGRAMME**

Report from/author: Nicola Couchman, 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. Recommendations

- 1.1 The Regeneration, Culture and Environment Overview and Scrutiny Committee is asked to note the report and agree the work programme as set out at Appendix A to the report, subject to accepting the proposed changes, outlined in italic text on Appendix A.
- 1.2 The Committee is asked to identify up to two potential Task Group topics for consideration at a meeting of Overview and Scrutiny Committee Chairpersons, Vice Chairpersons and Opposition Spokespersons.

#### 2. Budget and policy framework

- 2.1 Under Chapter 4, Part 5 of the Constitution – Overview and Scrutiny Rules, paragraph 21.1 (xv) General terms of reference, each overview and scrutiny committee has the responsibility for setting its own work programme.

#### 3. Background

- 3.1 Appendix A to this report sets out the proposed work programme for this Committee.

#### 4. Agenda Planning Meeting

- 4.1 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 13 July 2023.

- 4.2 At the agenda planning meeting it was agreed that it would be timely to update the Committee on the Housing Infrastructure Fund and this item was added to the Work Programme for 17 August 2023.
- 4.3 When considering the Forward Plan items relevant to the Committee it was requested that the Committee be updated on Safer Healthier Streets – Proposed 11 School Streets before the project is rolled out on a wider basis. Following consultation with officers it was decided to add Safer, Healthier Streets Update Report to the Work Programme in January 2024 to ensure that there will be tangible information to feed back to the Committee.
- 4.4 Following the agenda planning meeting a request was received from officers to remove the Medway Norse Operational Update from the work programme for 17 August 2023 and list as ‘Date to be determined’ pending a review of the governance arrangements.
- 4.5 A report on Building Conditions Surveys had been due to be considered by the Committee at this meeting. As the final survey results are not yet available, it is requested that this report is presented to a future meeting of the Committee.
- 4.6 As agreed previously by this Committee, a list of briefing notes relevant to the work of this Committee which have been circulated in 2021, 2022 and to date in 2023 are attached as Appendices B to D.

## 5. Cabinet Forward Plan

- 5.1 The latest Forward Plan of forthcoming Cabinet decisions was published on 7 August 2023. Set out below is a list of items featuring on the Forward Plan that fall within the terms of reference of the Regeneration, Culture and Environment Overview and Scrutiny Committee. The Committee is asked to identify any items it wishes to consider before the Cabinet decision is taken (where dates permit), other than those already programmed in Appendix A.

<b><u>Title of Decision:</u></b>	<b><u>Anticipated Decision Date:</u></b>
High Street Heritage Action Zone Development Framework - Request to go to Public Consultation	5 September 2023
Medway Local Plan - Regulation 18 Consultation	5 September 2023
Safer, Healthier Streets - Red Routes and Moving Traffic Enforcement	5 September 2023
Star Hill and Sun Pier Conservation Area Appraisal and Management Plan - Request to go to Public Consultation	5 September 2023
Flood Risk Strategy	26 September 2023

Public Space Protection Order - Nuisance Motor Vehicles	26 September 2023
Temple Marsh Open Space	26 September 2023
Chatham Design Code	24 October 2023
Capital Budget Monitoring 2023/2024 Round 2	21 November 2023
Revenue Budget Monitoring 2023/2024 Round 2	21 November 2023
Council Plan Performance Monitoring and Risk Register Review Quarter 2 2023/24	21 November 2023
Authority Monitoring Report and Infrastructure Funding Statement	19 December 2023

## 6. Scrutiny Task Groups

6.1 The Council has agreed that up to three in-depth scrutiny Task Groups or themed Overview and Scrutiny Committee meetings can be supported in total across all four of the Council's Overview and Scrutiny Committees every year, with each review running successively. The length of a review would be dependent on the pace the Task Group wished to take. A process for determining the programme of Task Group themes and activity has been agreed, with the Business Support Overview and Scrutiny Committee having a co-ordinating role. Topics are prioritised on a criteria selection basis reflecting best practice.

6.2 The Business Support Overview and Scrutiny Committee considered an update on Task Groups on 13 July 2023. The Committee was advised that the last Task Group (GP Access) had been considered and agreed by the Cabinet in June 2023. This meant that the next scheduled Task Group topics were:

6.2.1 Physical activity;

6.2.2 Town centres; and

6.2.3 Support for carers (as a themed meeting).

6.3 The Committee was advised that these Task Group topics were agreed during the previous electoral term (2019-2023), and that the criteria based assessments had been considered and agreed by the Committee in July 2019.

6.4 In light of the passage of time since these topics were selected and assessments were completed, the Committee was asked whether it wished for scrutiny Members to identify new Task Group topics. The Committee agreed that each Overview and Scrutiny Committee recommends no more than two topics for future task groups, to be considered at a meeting of Overview and Scrutiny Committee Chairpersons, Vice chairpersons and opposition spokespersons where a shortlist of four topics and their priority

order will be recommended to the Business Support Overview and Scrutiny Committee for a final decision.

- 6.5 Therefore, this Committee is asked to identify no more than two potential Task Group topics. To assist, senior officers from the Directorate suggest that the following areas be considered as possible topics:

- 6.5.1 Homelessness Support
- 6.5.2 High Streets
- 6.5.3 Public Transport/Active Travel
- 6.5.4 The new Social Housing Regime
- 6.5.5 Exempt Accommodation

- 6.6 The Business Support O&S Committee will make a final decision based on the outcome of criteria based assessments which will take the following into account:

- 6.6.1 What is the suggested topic?
- 6.6.2 What is the reason for the review?
- 6.6.3 Is there a potential for the review to impact one or more sections of the population?
- 6.6.4 Is this an issue of corporate concern and/or an issue for partners?
- 6.6.5 Will it add value/lead to effective outcomes?
- 6.6.6 Will the review duplicate other work?
- 6.6.7 Is it timely / do we have the resources?
- 6.6.8 Will the review provide scope for service improvement?

## 7. Changes to Committee's Terms of Reference

- 7.1 The Committee is advised that Full Council on 20 July 2023 agreed some changes to the terms of reference for all four overview and scrutiny committees. For this Committee, the following functions have been added as follows:

- 7.1.1 Development of the Council's revenue and capital budgets insofar as they relate to the functions within the terms of reference of this Committee together with regular monitoring of budgets and the capital programme. Revenue and capital budget monitoring reports will be brought to this Committee regularly and have been added to the work programme.
- 7.1.2 Strategic Housing, Housing Management and Travellers (moved from the specific terms of reference for Business Support to Regeneration, Culture and Environment). Due to this change the Housing Revenue Accounts Capital and Revenue Budgets 2024/25 has been moved from the Business Support O&S Committee's work programme to the Regeneration, Culture and Environment O&S Committee's work programme.

7.1.3 Adult Learning, Community Hubs and Libraries (moved from the specific terms of reference for Business Support O&S Committee to Regeneration, Culture and Environment O&S Committee).

## 8. Financial and legal implications

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

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### Appendices

Appendix A – Work programme

Appendix B – Index of briefing notes 2021

Appendix C – Index of briefing notes 2022

Appendix D – Index of briefing notes 2023

### Background papers

None