

REGENERATION, COMMUNITY AND CULTURE OVERVIEW AND SCRUTINY COMMITTEE

16 JUNE 2011

WORK PROGRAMME

Report from: Neil Davies, Chief Executive

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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 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 was held on 1 June 2011.

4. Future work programme

4.1 Cabinet's Forward Plan

There are no new items that have been added to the Forward Plan within the remit of this committee since the last meeting. All current items are already on the work programme or have not been requested for pre-decision scrutiny.

5. Overview and Scrutiny in-depth reviews 2011/12

- 5.1 On 14 April 2011, as a consequence of budget reductions, the Council decided to reduce the level of in-depth scrutiny review work across all Overview and Scrutiny Committees to three task groups and/or themed meetings in total per year. Officers were asked to report to the Business Support Overview and Scrutiny Committee on how this might be co-ordinated and managed. The Business Support Overview and Scrutiny Committee will be meeting on 9 June 2011 and will consider a proposed way forward on this issue.
- 5.2 The Council's Constitution states that each Overview and Scrutiny Committee is responsible for setting its own work programme, which should take into account the wishes of all Members of the committee.
- 5.3 The Business Support Overview and Scrutiny Committee has within its remit the provision of guidance and leadership on the development and co-ordination of the scrutiny function for all Overview and Scrutiny Committees, including guidance on priorities for scrutiny activities.
- 5.4 The programme of in-depth reviews undertaken via task groups and /or themed meetings over the last four years is summarised to show the volume and breadth of activity;

	2007/08	2008/9	2009/10	2010/11
Business Support	Bereavement Services in Medway		Support for People in temporary accommodation	
Children and Young People	Services for children with disabilities	Child and Adolescent Mental Health Services Review of Youth Services	Review of Child Protection	Review of Healthy Eating Countering Bullying
Health and Adult Social Care	Mental Health		Telecommunications Masts Supporting Carers	Safeguarding vulnerable adults Transition for children to adult services for young people with a disability
Regen. Community and Culture	Provision of water to meet Medway's future needs Drugs and Alcohol		Provision of residential on-street disabled parking bays	Highway winter service reviews Effectiveness and future of PACTs

5.5 As there are four Overview and Scrutiny Committees it is being suggested to the Business Support Overview and Scrutiny Committee that it should exercise a more pro-active role than previously in prioritising the programme of in-depth scrutiny review work for 2011/12. Recognising there are a number of new Councillors and that committees will need time to discuss and select the topics they would wish to put forward the following process is being suggested:

- (i) **7 to 23 June** - Each committee is invited to agree that the Chairman and Opposition Spokespersons should meet during June and July with appropriate officer support to draw up a shortlist of in depth review topics
- (ii) **19 July – 18 August** – each committee agrees its selection of in-depth review topics to be forwarded to the Business Support Overview and Scrutiny Committee for prioritisation with a rationale for each using the template attached at Appendix 2, or something similar. This is a practice used by a lot of authorities and suggested by the Centre for Public Scrutiny as one way of assessing and choosing the topics for in depth review work at a time when it is important to demonstrate the value added by scrutiny work.
- (iii) **Early September:** All Overview and Scrutiny Chairmen and Opposition spokespersons invited to a meeting to review the long list of suggested in-depth review topics with the aim of reaching agreement on a recommended priority order using the feasibility criteria as a guide
- (iv) **20 September:** Business Support Overview and Scrutiny Committee formally discusses suggested topics and decides how the reviews should be prioritised and timetabled.

5.6 Subject to the outcome of discussion at the Business Support Overview and Scrutiny Committee on 9 June 2011, the Chairman and Opposition Spokespersons of the committee will be invited to consider possible topics for in-depth review between now and the next meeting of the committee, in line with the process outlined in paragraph 5.5 above.

6. Follow-up of previous committee request

6.1 At the last meeting of the committee on 17 March 2011, Members considered and discussed a Member's Item report on adoption of roads on new development sites.

The committee agreed to:

- (a) note the report and responses to Members questions;

- (b) write to local MP's to request their help in lobbying the government to amend planning legislation to allow Local Authorities to include the adoption of new roads as a planning condition;
- (c) write to the Local Government Association to enquire whether there were other Local Authorities with a similar problem;
- (d) request officers to raise this issue at the next Annual Forum between the council and developers;
- (e) request that officers investigate whether the adoption of new roads falls within the planning test for a legal S106 notice and to use this wherever possible on any new developments.

6.2 The MP for Chatham and Aylesford, Tracey Crouch, has responded advising that she has sent a copy of the letter to the minister to ask for their comments and will be in contact again as soon as she received a reply.

6.3 The Local Government Association has been in contact with Democratic Services to advise that they are in the process of asking other councils for feedback through their regular newsletter communication.

7. Financial and legal implications

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

8. Recommendations

8.1 The committee is asked to:

- (a) consider whether any changes or additions need to be made to the current work programme shown at Appendix 1;
- (b) agree that the Chairman and Opposition Spokespersons meet during June and July with appropriate officer support to draw up a shortlist of in depth review topics and report back to committee on 10 August 2011.

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

Item	Work type	Responsible officer	Objectives	Timescale
End of year performance report 2010/2011	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the end of year report for the Council Plan 2010/2011.	16 June 2011
Petition referral	Petitions	Ian Wilson, Head of Capital Projects, Road Safety and Networks Tim Bond Implementation manager QPTC	To consider a petition referral about parking restrictions in Cecil Road, Rochester. To consider a referral about a bus shelter at the bus stop (outbound from Strood) at the junction of Fulmar Road/Darnley Road.	16 June 2011
Six month update on progress of the recommendations of the PACT review	Scrutiny	Tim England, Head of Safer Communities and Neil Howlett, CSP Manager	To consider the progress made with regard to the recommendations set out in the review published in November 2010.	16 June 2011
Community Safety Partnership (CSP) Plan	Policy Development	Andy McGrath, Assistant Director Front Line Services	Annual refresh of plan	16 June 2011
Annual scrutiny of the Community Safety Partnership (CSP)	Scrutiny	Neil Howlett, Community Safety Partnership Manager	To scrutinise the work of the CSP and it's future work programme for the forthcoming year	16 June 2011
Flood and Water Management Act 2010 and Water Regulations 2009	Policy development	Ian Wilson, Head of Capital Projects, Road Safety and Networks	To advise the committee of further updates since the initial report in February 2011.	16 June 2011

Item	Work type	Responsible officer	Objectives	Timescale
Council Plan – 1 st quarter monitoring 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 1 st quarter monitoring 2011/2012	10 August 2011
Review of the Winter Services Task Group report	Scrutiny	Phil Moore, Head of Highways and Parking Services	To review the Winter Services Policy and Winter Service Plan arrangements following the task group report in November 2010.	10 August 2011
Review of the waste contracts	Scrutiny of performance/budget	Sarah Dagwell, Head of waste services	To review the first years performance for each of the waste contracts	13 December 2011
Council Plan – 2 nd quarter monitoring 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 2 nd quarter monitoring 2011/2012	13 December 2011
Council Plan – 3 rd quarter monitoring 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 3 rd quarter monitoring 2011/2012	3 April 2012
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
End of year performance report 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 4 th quarter monitoring 2011/2012	To be confirmed

Future meeting dates:

2011: 16 June; 10 August; 4 October; 13 December

2012: 31 January; 3 April

**OVERVIEW AND SCRUTINY COMMITTEES
PROGRAMME OF INDEPTH REVIEWS 2011/2012**

Committee	Proposed topic	Task Group or themed meeting	Reason for review	National/local context	Performance indicators (where relevant)	Public feedback/interest in issue (where known)
BUSINESS SUPPORT	<ul style="list-style-type: none"> • • • 					
CHILDREN AND YOUNG PEOPLE	<ul style="list-style-type: none"> • • • 					
HEALTH AND ADULT SOCIAL CARE	<ul style="list-style-type: none"> • • • 					
REGENERATION, COMMUNITY AND CULTURE	<ul style="list-style-type: none"> • • • 					

