

Overview and Scrutiny Committee

Wednesday, 13th
January, 2010
2010
7.00 pm

Committee Room Two
Town Hall
Redditch



Access to Information - Your Rights

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:
www.redditchbc.gov.uk

If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact

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Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

Special Arrangements

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

Fire/ Emergency instructions

If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.

If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.

Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency Assembly Area is on Walter Stranz Square.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
 - The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)
- and**
- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



Overview and Scrutiny Committee

Wednesday, 13th January, 2010

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs:	P Mould (Chair)	W Norton
	D Smith (Vice-Chair)	J Pearce
	K Banks	D Taylor
	G Chance	D Thomas
	R King	

<p>1. Apologies and named substitutes</p>	<p>To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.</p> <p>All Wards</p>
<p>2. Declarations of interest and of Party Whip</p>	<p>To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.</p> <p>All Wards</p>
<p>3. Minutes</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes to follow)</p> <p>All Wards</p>
<p>4. Actions List (Pages 1 - 4)</p>	<p>To note the contents of the Overview and Scrutiny Actions List.</p> <p>(Report attached)</p> <p>All Wards</p>
<p>5. Call-in and Pre-Scrutiny</p>	<p>To consider whether any Key Decisions of the Executive Committee's most recent meeting(s) should be subject to call-in and also to consider whether any items on the Forward Plan require pre-scrutiny.</p> <p>(No separate report).</p> <p>All Wards</p>

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<p>6. Task & Finish Reviews - Draft Scoping Documents</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review.</p> <p>(No reports attached)</p>
<p>7. Task and Finish Groups - Progress Reports</p>	<p>To consider progress to date on the current reviews against the terms set by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <ol style="list-style-type: none">1. Dial-A-Ride – Chair, Councillor R King; and2. Neighbourhood Groups – Chair, Councillor K Banks <p>(Oral reports)</p> <p>All Wards</p>
<p>8. Arrow Valley Countryside Centre - Pre-Scrutiny Report</p> <p>(Pages 5 - 14)</p> <p>Head of Leisure and Arts</p>	<p>To pre-Scrutinise the contents of the Consultants' report regarding the Arrow Valley Countryside Centre.</p> <p>(Report attached).</p> <p>(Abbey Ward)</p>
<p>9. Civil Parking Enforcement - Update report</p> <p>(Pages 15 - 20)</p> <p>P Liddington, GIS/Design Officer</p>	<p>To consider an update report regarding the implementation of the civil parking enforcement scheme in the town.</p> <p>All Wards</p>
<p>10. Comprehensive Area Assessment</p> <p>(Pages 21 - 22)</p>	<p>To consider the contents of the Comprehensive Area Assessment and organisational assessment for Redditch Borough Council and to identify potential issues for scrutiny.</p> <p>(Reports attached).</p> <p>All Wards</p>

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11. Crime and Disorder Scrutiny Panel - Update	<p>To receive an update on the reporting mechanisms for the Crime and Disorder Scrutiny Panel and progress with the introduction of the Panel.</p> <p>(Oral report).</p> <p>All Wards</p>
12. Referrals	<p>To consider any referrals to the Overview & Scrutiny Committee direct, or arising from:</p> <ul style="list-style-type: none">• The Executive Committee or full Council• Other sources. <p>(No separate report).</p> <p>All Wards</p>
13. Work Programme (Pages 23 - 28)	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none">• The Forward Plan / Committee agendas• External publications• Other sources. <p>(Report attached)</p> <p>All Wards</p>
14. Exclusion of the Press and Public	<p>Should it be necessary, in the opinion of the Borough Director, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:</p> <p>"That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act".</p> <p>All Wards</p>

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
4th February 2009 1	Members received a presentation on the Shared Services Board and Joint Working and requested that Overview and Scrutiny be involved throughout the shared services process.	Relevant Officers to report before the Overview and Scrutiny Committee as part of the shared services process where appropriate. (TO BE DONE) – ONGOING.
8th July 2009 2	Officers were asked to contact the Council's auditors to enquire about best practice examples of Medium Term Financial Plan (MTFP) documents produced by other local authorities.	Officers requested further information regarding best practice examples of MTFPs on 17 July 2009. Examples have yet to be provided to the Committee (TO BE DONE).
29th July 2009 3	The Committee agreed that the consultants' report regarding the Arrow Valley Countryside Centre should be pre-scrutinised by the Committee.	This report will be delivered at a meeting of the Committee on 13th January 2010. (DONE). Lead Officer, Head of Leisure and Arts.
14th October 2009 4	Members agreed that Councillor Braley should liaise with the Head of Strategy and Partnerships at the Council to complete a scoping document for the proposed review of possible actions that could be taken to reduce the length of time individuals remain on the priority waiting list for disabled facilities grants and the lifetime grant.	This action remains to be completed. Lead Member, Councillor Braley, lead Officer, Head of Strategy and Partnerships. Estimated completion date, not specified. (TO BE DONE).

<p>14th October 2009</p> <p style="text-align: center;">5</p>	<p>Officers reported an item that had been raised by the Portfolio Holder for Community Safety for the consideration of the Crime and Disorder Scrutiny Panel.</p>	<p>Members agreed that this item should be referred for consideration at the first meeting of the Panel. Lead Officer, Overview and Scrutiny Support Officer, estimated completion date, not specified. (TO BE DONE).</p>
<p>25th November 2009</p> <p style="text-align: center;">6</p>	<p>Members discussed NI 192: the percentage of household waste sent for reuse, recycling and composting. They questioned why the figures for September had not yet been provided by Worcestershire County Council.</p>	<p>Officers were asked to investigate the reasons for the delay in obtaining these figures. Lead Officer, Head of Strategy and Partnerships, estimated completion date not specified. TO BE DONE.</p>
<p>25th November 2009</p> <p style="text-align: center;">7</p>	<p>Members agreed that Overview and Scrutiny could contribute to the development of an effectively working Single Equalities Scheme by scrutinising the different elements of the scheme on a case by case basis. The Committee agreed that the Gender Equalities Scheme should be the first element to be scrutinised as part of these arrangements.</p>	<p>Members and Officers to complete a scoping document for each review, following consideration of the scheme at a meeting of the Executive Committee in February 2010. TO BE DONE. Lead Officer Head of Strategy and Partnerships, estimated completion date not specified.</p>
<p>16th December 2009</p> <p style="text-align: center;">8</p>	<p>Members requested clarification about the 2 allotments referred to under item 19 of the general fund capital bids in the revenue and capital bids 2009/10-2012/13 report.</p>	<p>Officers have explained that the two sites were the Beoley Road and Sandpits Lane allotments. This information was circulated for the consideration of members of the Committee by email 31/12/09. DONE.</p>
<p>16th December 2009</p> <p style="text-align: center;">9</p>	<p>Members raised a number of questions about the potential capitalisation of the Joint Management Board.</p>	<p>Officers have provided answers to these questions which were circulated by email for the consideration of Members 04/01/10. DONE.</p>

<p>16th December 2009 10</p>	<p>Members noted that the Council Flat Communal Cleaning Task and Finish Group had recommended that a revenue bid be submitted for the stripping, cleaning and sealing of the flooring in the three storey Batchley flats. This had been approved by the Executive Committee in July 2009.</p>	<p>Relevant Officers were requested to submit a revenue bid for this action urgently as part of the 2009/10 budget setting process. Lead Officers: Asset Maintenance Supervisor and Head of Finance, Revenues and Benefits. Officers have reported that a revenue bid will be submitted for this action as a matter of urgency in January 2010. Estimated completion date January 2010, WILL BE DONE SOON.</p>
<p>16th December 2009 11</p>	<p>The Committee agreed to reconsider information relating to the Centre for Public Scrutiny Good Scrutiny Awards 2010 following the publication of the organisation's criteria for receiving the awards.</p>	<p>Officers to alter the Committee's Work Programme to ensure that the CfPS Good Scrutiny Awards are considered in further detail on 3rd February 2010. DONE.</p>
<p>16th December 2009 12</p>	<p>The Committee agreed that the final Comprehensive Area Assessment and Redditch Borough Council's organisational assessment published as part of the One Place survey was a suitable topic for scrutiny. The Committee could add value, particularly through reviews of issues that were the subject of red flags.</p>	<p>Officers to alter the Committee's Work Programme accordingly. DONE.</p>

Glossary

MTFP	-	Medium Term Financial Plan
OSSO	-	Overview and Scrutiny Support Officer

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted



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No Direct Ward Relevance

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Report on Implementation of Civil Parking Enforcement (CPE)

1. Background

- 1.1 Attention is particularly drawn to the Report of the Task and Finish Group on Civil Parking Enforcement, dated 2nd March 2007.

2. Current Situation

- 2.2 The Council formally commenced CPE on 31st March 2009. For the first two weeks, no formal Penalty Charge Notices (PCNs) were issued, these being replaced with 'warning notices', to drivers contravening Traffic Regulation Orders (TROs). This action gave drivers additional warning of CPE, to supplement the advance public and press notices. After this period, Civil Enforcement Officers (CEOs) issued formal PCNs, where applicable.
- 2.3 The formal arrangements, whereby Wychavon District Council (WDC) operate CPE on behalf of this Council, has to date, worked extremely well. In my opinion, it is an excellent example of how a successful partnership arrangement between adjacent Local Authorities can work effectively, to benefit all parties concerned.

3. Initial Issues of Concern

- 3.1 TROs are made and implemented by the Highway Authority over a period of many years, with one of the main purposes being, to ensure that highway safety is not compromised by the parking of vehicles at strategic locations on the public highway, such as junctions, narrow carriageways etc.
- 3.2 Unfortunately, since the introduction of CPE, a number of drivers have become suddenly aware that they cannot park their vehicles at locations, where perhaps they have been doing so for some considerable time. This usually results in them receiving a PCN, and in some cases more than one PCN has been issued to the same driver within a short space of time. On the whole however, the majority

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of drivers were quick to grasp the fact that CPE was here to stay. Quite pleasingly, we have received many comments from the general public welcoming the introduction of the Service.

- 3.3 Prior to the introduction of CPE, visitors to the Mosque in Archer Road, were able to park more or less where they liked, despite them contravening TROs. Minimal enforcement was undertaken by the Police and their appointed Traffic Warden, giving the false impression that this was an acceptable practice.
- 3.4 When CPE commenced, the Mosque representatives requested special dispensation, to allow them to continue their 'parking arrangements', on the grounds, that as the Police had turned a 'blind eye', then this Authority should do the same.
- 3.5 To maintain the effectiveness of CPE, we must always ensure that everybody is treated equally. Consequently, a number of meetings have taken place between Members, Officers and Mosque representatives, where our position was reiterated. Such meetings proved to be worthwhile, and happily our position was accepted. The matter now appears to be resolved, with alternative 'private' parking arrangements being found, off the public highway.
- 3.6 There have been a very small number of isolated instances, whereby a CEO has been verbally abused by driver, who has just found that he had been issued with a PCN. Of course, as CEOs can unfortunately expect this type of distasteful behaviour on occasions, normally they are able to deal with such confrontations in a professional manner. However, there have been instances where they have felt vulnerable, consequently they instantly call for Police assistance. I am pleased to report that on such occasions, the Police have acted promptly, and then taken the appropriate action. This is either the issue of a 'warning' to the driver concerned, or a Fixed Penalty Notice.
- 3.7 The Town Centre pedestrian area encompassing Market Place, Alcester Street and Church Green East, is presently covered by a TRO which does not allow our CEOs to undertake any enforcement action with regards to the unauthorised parking of vehicles, which should not be parked within this pedestrian area. The Police are the only Authority who can undertake such action. In recent

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months, I have liaised closely with the relevant Police Officers to 'encourage' such enforcement action, but this has only resulted in them taking limited action. It is most discouraging for our CEOs not to be able to take action, when they are constantly being reminded by members of the public, that they should take action on this area, probably more than any other area.

- 3.8 Happily, recent meetings have taken place with the County Council and the Police, whereby an informal agreement has been reached, which will allow the County Council to 'amend' the existing TRO, resulting in the CEOs being able to undertake the appropriate enforcement. This amendment to the TRO, will of course follow the required consultation route.

4. Penalty Charge Notices

- 4.1 The applicable tariffs for PCNs are currently set at either £70 or £50, depending on the seriousness of the contravention. If payment is received within 14 days, the fine is automatically reduced by 50%. Non payment of PCNs, will ultimately result, after the issue of statutory reminders, in Bailiffs being engaged to obtain the outstanding monies from the drivers' responsible. To date, there are 160 cases of unpaid Penalty Charge Notices which Bailiffs will be instructed to recover within the next few weeks.
- 4.2 Contrary to public opinion, the CEOs are not set targets to ensure that a certain number of PCNs are issued to drivers.

5. Civil Enforcement Officers

- 5.1 There are currently four CEOs employed by WDC, who patrol all areas of the Borough where TROs exist. The CEOs are managed by WDC's Parking Administration Supervisor, who undertakes regular Performance Management Reviews with the CEOs, to ensure the quality of the Service is maintained. I am pleased to report that the performance of these Officers has been exceptional.

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- 5.2 The CEOs have a difficult job, particularly when they have to issue a PCN, and the vehicle driver returns to his/her vehicle, and confronts the CEO. If the PCN has already been issued, then the CEO cannot cancel it. However, if the procedure has not been completed, then the PCN can be cancelled, but only if the CEO considers that this is the correct course of action, in the particular circumstances.
- 5.3 CPE enables enforcement to be undertaken where drivers contravene TROs. Currently, for other traffic offences, such as causing an obstruction by parking in front of a vehicular crossing, where no TROs exist, then such offences must still be dealt with by the Police. CEOs will report such offences direct to the Police, if they witness these incidents during their daily routes.
- 6. Residents' Parking Schemes**
- 6.1 Around the Town Centre, there are currently five Residents' Parking Schemes (RPS) in operation. They are in Archer Road, Other Road, Oakly Road, Prospect Hill and Smallwood. Such schemes allow residents to park their vehicles at all times on the highway in the vicinity of their property, in preference to other highway users. For this facility residents pay a small charge for a permit for their vehicle (see 16). In addition, each property is entitled to one Visitors' Permit, at no cost.
- 6.2 These schemes are very advantageous, particularly where the properties are generally of older construction, and do not have off-street car parking facilities. Also, where such properties are located close to the Town Centre, the RPS restricts the parking of vehicles by drivers, who are either visiting the Town Centre for shopping purposes or actually working there.
- 6.3 If residents feel that they would benefit from the introduction of RPS, they are informed that they should consult with their Local County Councillor in the first instance, who will, if considered appropriate, and meeting the necessary criteria, put forward the request to the County Council's Traffic Management Team.

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6.4 Since the introduction of the first RPS, some years ago, the cost of an individual Parking permit has remained at £5. The income received, should meet the administration costs incurred by the Council. With CPE now running effectively, there is obviously a greater demand for Permits, and consequently the current income does not meet the Council's costs.

6.5 After discussions with the County Council, as it is their Scheme, an agreement has been reached whereby the cost of Permits will be raised to £10 each, as from 1 April 2010. It should be noted that, the County Council initially recommended the cost to be set at £30, to reflect a consistent approach across the County.

7. **Pay and Display Car Parks**

7.1 With the introduction of CPE, this Council now has the Service necessary to monitor and enforce Pay and Display Car Parks. Consequently, Members resolved to make the appropriate Order for the Town Hall and Trescott Road car parks to become Pay and Display facilities, at weekends only. These are to commence operation as from 9 January 2010.

8. **Author of Report**

The author of this report is Pete Liddington (GIS/Design Officer) who can be contacted on extension 3638 (email pete.liddington@redditchbc.gov.uk) for more information.

9. **Appendices**

Appendix A – Financial Report.

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APPENDIX A

Financial Report

The third quarter financial report is shown below. Upon completion of the first operating year, a detailed financial report will then be made available to Members.

Penalty Charge Notice (PCN) Report for third Quarter (13 April 2009 – 20 December 2009)

Number Issued	5,317
Outstanding	751
Paid	3,800
Cancelled	424
Written Off	84
Part Paid	258
Collection Rate (%)	76.36
Total received (£)	<u>139,425</u>

Information about the Comprehensive Area Assessment from the Audit Commission Website:

<http://www.audit-commission.gov.uk/localgov/audit/caa/pages/whatiscaa.aspx>

(accessed 31st December 2009).

What is CAA?

Comprehensive Area Assessment (CAA) is a new way of assessing local public services in England. It examines how well councils and other public bodies, working together, meet the needs of the people they serve.

The first results of these assessments have now been published - in straightforward, jargon-free language - on a new Oneplace website (external link). They are also available in print and through other media. They make for an evolving picture of local life.

CAA is a story about people and places. For the first time, six individual inspectorates have provided a joint assessment of what it is like to live in each area of England and have assessed the prospects for sustainable improvement in the future.

Local public services will be held collectively to account for their impact on improving quality of life for residents. This means that CAA looks across councils, health bodies, police forces, fire and rescue services and others responsible for local public services, which are increasingly expected to work in partnership to tackle the challenges facing their communities.

CAA focuses on what is preventing improvement and identifies success and innovation that others can learn. In this way CAA is:

- 1) a catalyst for improved local services and better value for money
- 2) a source of independent information and assurance for citizens, service users and taxpayers
- 3) an independent evidence base for central government on progress against national priorities
- 4) a means of rationalising and coordinating inspection.

CAA looks most at what matters locally, reflecting the priorities of local communities, political leaders and service chiefs. It covers issues like reducing health inequalities, increasing affordable housing, reducing the fear of crime, improving education, attracting investment or reducing the area's carbon footprint. The issues assessed in each area reflect local priorities for improving quality of life and protecting the most vulnerable.

Other service or organisation specific assessments will continue. For example, health and police services will still be assessed by their respective inspectorates for those services that they are solely responsible for, but these will be delivered alongside CAA to avoid any duplication. Schools, colleges, social housing and residential care homes will also continue to be inspected to check they meet required standards.



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13. WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(CHIEF EXECUTIVE)
	Minutes of previous meeting Consideration of the Forward Plan Consideration of Executive Committee key decisions Call-ins (if any) Pre-scrutiny (if any) Consideration of Overview and Scrutiny Actions List Referrals from Council or Executive Committee, etc. (if any) Task & Finish Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive
	REGULAR ITEMS Quarterly Performance Report Quarterly Budget Monitoring Report Review of Service Plans 2010 / 13	Chief Executive Chief Executive Relevant Lead Heads of Service

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	<p>REGULAR ITEMS</p> <p>Oral updates on the progress of:</p> <ol style="list-style-type: none"> 1. the Dial-A-Ride Task and Finish Group; 2. the Local Strategic Partnership Task and Finish Group. 	<p>Relevant Lead Head of Service</p> <p>Relevant Lead Head of Service</p>
OTHER ITEMS - DATE FIXED		
13th January 2010	Civil Parking Enforcement – Monitoring Report	Relevant Lead Head of Service
13th January 2010	Arrow Valley Countryside Centre – Pre-Scrutiny of Consultants’ Report.	Relevant Lead Head of Service
13th January 2010	Consideration of the contents of the One Place survey	Relevant Lead Head of Service
13th January 2010	Crime and Disorder Scrutiny Panel - Update	Relevant Lead Head of Service
3rd February 2010	Initial Estimates 2010/11	Relevant Lead Head of Service
3rd February 2010	Update on fly tipping and the Progress of the ‘Worth It’ Campaign.	Relevant Lead Head of Service

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3rd February 2010	Good Scrutiny Awards 2010 – consideration of 2010 criteria	Relevant Lead Head of Service
3rd February 2010	Questions for the Portfolio Holder for Leisure and Tourism Annual Report	Relevant Lead Head of Service
24th February 2010	Quarterly Budget Report – Third Quarter 2009/10.	Relevant Lead Head of Service
24th February 2010	Quarterly Performance Report – Third Quarter 2009/10.	Relevant Lead Head of Service
24th February 2010	Portfolio Holder for Leisure and Tourism – Annual Report	
24th February 2010	Questions for the Portfolio Holder for Community Safety Annual Report	Relevant Lead Head of Service
24th February 2009	Member Role Descriptors – Adoption of Changes – Pre-Scrutiny	Relevant Lead Head of Service
24th February 2009	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage One	Relevant Lead Head of Service
17th March 2010	Review of Ditches - Update Report	Relevant Lead Head of Service
17th March 2010	Fees and Charges Task and Finish Group – Update on Implementation of the Charging Policy	Relevant Lead Head of Service

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17th March 2010	Business Centre Review – Pre-Scrutiny	Relevant Lead Head(s) of Service
17th March 2010	Dial-A-Ride Task and Finish Review – Final Report	Relevant Lead Head of Service
17th March 2010	Portfolio Holder for Community Safety – Annual Report	
17th March 2010	Questions for the Portfolio Holder for Community Leadership and Partnership Annual Report	
7th April 2010	Portfolio Holder for Community Leadership and Partnership – Annual Report	
7th April 2010	Sub-Regional choice Based Lettings Scheme – Pre-Scrutiny	Relevant Lead Head of Service
23rd June 2010	Performance Outturn Report	Relevant Lead Head of Service
17th November 2010	National Angling Museum Task and Finish Group – Update on Actions	Relevant Lead Head of Service
2nd March 2011	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage Two.	Relevant Lead Head of Service
June 2011	Third Sector Task and Finish Group – Stage Two Update on Responses to the Group's Recommendations	Relevant Lead Head of Service

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OTHER ITEMS – DATE NOT FIXED		
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service
	Local Area Agreement Review – Consideration of Scoping Document.	Relevant Lead Head of Service
	Crime and Disorder Scrutiny Training – for members appointed to the Crime and Disorder Scrutiny Panel.	Relevant Lead Head of Service

