

Agenda Item 8

Strategic Management Team Lead Officer	Angela Griffiths, Corporate Head of Service (Democratic and Legal Services)
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Date	24 th March 2015

Subject	Scrutiny Work Programme 2014/2015
RECOMMENDATIONS	
1.1	That the Committee considers its Work Programme and the Executive's Forward Plan and determines if it wishes to amend the Work Programme.

SUMMARY	
2.1	The purpose of this report is to inform the Scrutiny Committee on the reports due to be received by itself and the Executive in the near future.

BACKGROUND

- 3.1 Attached are copies of the Scrutiny Committee Work Programme (Appendix A) and the Executive's Forward Plan (Appendix B) which sets out Key Decisions to be taken over the next four months.
- 3.2 The Plan is submitted to the Scrutiny Committee to enable the Committee to be aware of forthcoming issues to be considered.
- 3.3 The Committee is asked if it wishes to amend the Work Programme.

Scrutiny of Executive Reports

- 4.1 Where there has been a meeting of the Executive which has considered views expressed by the Scrutiny Committee on Executive reports, the response of the Executive will be reported back to the Scrutiny Committee.
- 4.2 The Scrutiny Committee met on 27th January 2015 and considered a number of different Executive reports. The response from the Executive to the comments made by the Committee is set out below.

Corporate Strategy 2015-19

The Chairman of the Scrutiny Committee noted that most of the Committee's comments had been addressed in the revised Corporate Strategy tabled that evening. The Committee had noted that the survey results didn't necessarily indicate support for some of the priorities under Community Wellbeing, however it was recognised that those residents who might benefit from these services were not necessarily those who would complete a survey. The Chairman also expressed concern that there was no specific reference to the arts within the Strategy. The Executive Member for Finance and Corporate Services advised that the Strategy had been developed using both the results of the survey and other data and research available. With regards to the specific inclusion of the arts, the Executive Member for Community Engagement and Resident Services reported that arts had not featured highly in the priorities expressed in the survey.

Surrey Joint Waste Collection Services Contract - Draft Specification

The Chairman of the Scrutiny Committee reported a number of concerns from the

Committee specifically relating to self monitoring of performance by the contractor and the possibility of bin collections from 6.00am to 8.00pm Monday to Saturday and the consequent disturbance to residents.

The Executive Member for Environment confirmed that self-monitoring was a best practice method, but did not preclude monitoring by the client. Officers would continue to monitor performance, but these were duties of the contract commissioner so were not included in the contract specification. It was reported that the concerns of the Scrutiny Committee with regard to possible working hours had been noted and would be fed back.

Transform Leatherhead Town Centre Project – Appointment of Masterplanning Advisors

Executive Members echoed the views of the Scrutiny Committee in welcoming the involvement of local Members and groups in the procurement process.

CORPORATE IMPLICATIONS

Monitoring Officer commentary - The Monitoring Officer confirms that all relevant legal implications have been taken into account

S151 Officer commentary - The S151 Officer confirms that the relevant financial implications have been considered in this report

Legal Implications - None arising from this report.

Financial and Risk Implications - None arising from this report.

Equalities Implications - None arising from this report.

Employment Issues - None arising from this report.

Sustainability Issues - None arising from this report.

Consultation – Providing details of the Forward Plan to the Scrutiny and Audit Committee enables the Committee to be aware of forthcoming issues.

BACKGROUND PAPERS

None.

Scrutiny Committee Work Programme

The Committee's approved the work programme on 4th September 2014.

The work programme is divided into the following four strands:-

- External Scrutiny
- Services Updates
- Scrutiny Panels
- Scrutiny of Executive Reports.

Set out below is information detailing what is either being currently undertaken or planned in each of these areas.

External Scrutiny

The Committee currently has the following outside organisations scheduled for the forthcoming year – further organisations will be reported as agreement is reached on dates.

Organisation	Meeting Date
CSH Surrey	24 th March 2015

Service Updates

The following Service updates have been scheduled for forthcoming Committee meetings:

Service	Meeting Date
Dorking Halls	24 th March 2015

Scrutiny Panels

The Scrutiny Committee currently has four Panels in existence, namely the Affordable Housing Panel, Car Parking Panel, Planning Enforcement Panel and the Standing Budget Panel. The recent or upcoming meeting dates for these Panels are:

- Affordable Housing Panel – TBC
- Car Parking Panel met on 11th March and will be providing an update elsewhere on the agenda.
- Planning Enforcement Panel – 11th March 2015

The Standing Budget Panel has completed its work for 2014/2015.



MOLE VALLEY DISTRICT COUNCIL: FORWARD PLAN OF KEY AND OTHER DECISIONS TO BE TAKEN BY THE EXECUTIVE

Period Covered: 31st March – July 2015

This Forward Plan sets out the decisions which the Executive expects to take during the next four month period.

The agenda for each Executive meeting will be published at least five working days before the meeting and will be available for public inspection at the Council offices and on the Council's website (www.molevalley.gov.uk)

Whilst the majority of the Executive's business at the meetings listed in this plan will be open to the public and press, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Executive meetings listed below may be held in private because the agenda and reports for that meeting will contain Exempt Information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it. Where this applies the letter (E) will appear after the name of the topic.

Explanatory Notes:

- (i) A key decision is a decision made or to be made in connection with the discharge of a function which is the responsibility of the Council's Executive under the terms of the Council's constitution, which is likely to:
 - (a) Result in expenditure or savings of at least £100,000; or
 - (b) have a significant impact on two or more Wards within the District

- (ii) If you wish to make representations on any of the items detailed in this Forward Plan, these should be made in writing to the relevant Director, Corporate Head or Executive Member at the Council Offices, Pippbrook, Dorking, Surrey RH4 1SJ.
- (iii) Where it is indicated that a decision on an item may be taken in private (as denoted by (E)) and you wish to make representations in respect of the reasons why this decision will be taken in private, please contact Arabella Davies - Democratic Services Manager – tel: 01306 879137 or e-mail: arabella.davies@molevalley.gov.uk
- (iv) Exempt Information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) specifies exempt information as follows
 1. Information relating to any Individual
 2. Information which is likely to reveal the identity of an individual
 3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
 4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
 6. Information which reveals that the Authority proposes:-
 - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an Order or Direction under any enactment
 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
- (v) Meetings of the Council's Executive normally take place at the Pippbrook, Dorking, Surrey RH4 1SJ commencing at 7.00 pm. Meetings are open to the Public. Alternative locations may on occasions be used, in which case appropriate notice will be given.

Leader of the Council: Councillor Chris Townsend

Executive Member	Portfolio
Councillor James Friend	Wellbeing & Deputy Leader
Councillor Simon Ling	Finance & Corporate Services
Councillor Vivienne Michael	Community Engagement & Resident Services
Councillor Paul Newman	Environment
Councillor John Northcott	Planning
Councillor Charles Yarwood	Assets

Subject	Report Author	Director/ Corporate Head	Executive Member	Decision taker	Decision due date	Consultees
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March

Contractor Procurement - Pippbrook	John Menlove	Richard Burrows	Charles Yarwood	Executive	31 st March	Scrutiny Committee 24 th March
Contractor Procurement – Dorking Football Ground, Meadowbank.	John Menlove	Richard Burrows	Charles Yarwood	Executive	31st March	Scrutiny Committee 24th March
Risk Management Policy	Jane Nottage	Angela Griffiths	Simon Ling	Executive	31 st March	Audit Committee 12 th March

April

No Executive meeting

May

No Executive meeting

June

Dorking Football Ground – options for operating new facility	John Menlove	Richard Burrows	Charles Yarwood	Executive	16 th June	Scrutiny Committee 2 nd June
Community Infrastructure Levy – approval of Preliminary Draft Charging Schedule for consultation purposes	Guy Davies	James Lalor	John Northcott	Executive	16 th June (TBC)	Scrutiny Committee 2 nd June (TBC)

Subject	Report Author	Director/ Corporate Head	Executive Member	Decision taker	Decision due date	Consultees
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Asset Management Plan	Thibault Keuleyan	Richard Burrows	Charles Yarwood	Executive	16 th June	Scrutiny Committee 2 nd June
Grove Corner, Lower Shott, Bookham	Paul Brooks	Richard Burrows	Charles Yarwood	Executive	16 th June (TBC)	Scrutiny Committee 2 nd June (TBC)
July						
Financial and Performance Outturn Report 2014/15	Phil Mitchell/Jane Nottage	Nick Gray/ Angela Griffiths	Simon Ling	Executive	21 st July	Scrutiny Committee 7 th July