

Overview and Scrutiny of Committee



Forest Heath
District Council

Title of Report:	Work Programme Update and Suggestion for Scrutiny	
Report No:	OAS/FH/16/020	
Report to and date:	Overview and Scrutiny Committee	21 July 2016
Chairman of the Committee:	Simon Cole Chairman of the Overview and Scrutiny Committee Tel: 07974 443762 Email: simon.cole@forest-heath.gov.uk	
Lead officer:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	
Purpose of report:	<ol style="list-style-type: none"> 1) To update the Committee on the current status of its rolling work programme of annual items for scrutiny during 2016-2017 (Appendix 1). 2) To consider a work programme suggestion submitted on "Parking Enforcement" (Appendix 2). 	
Recommendation:	Overview and Scrutiny Committee: <ol style="list-style-type: none"> 1) That, Members note the current status of the work programme and the annual items expected during 2016-2017. 2) To consider one suggestion for the work programme as set out in Appendix 2, and if accepted, includes the issue into its forward work programme with a timescale to be recommended by members in inviting the Local Police Inspector for the West to a future meeting of the Committee . 	

Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>
Documents attached:	Appendix 1 – Current Work Programme and Task and Finish Group Appendix 2 - Work Programme Suggestion – Parking Enforcement

1. Key issues and reasons for recommendations

1.1 Rolling Work Programme

1.1.1 The Committee has a rolling work programme, whereby suggestions for scrutiny reviews are brought to each meeting, and if accepted, are timetabled to report to a future meeting.

1.1.2 The work programme also leaves space for Call-ins and Councillor Calls for Action. The current position of the work programme for the next few months is attached at **Appendix 1** for information.

1.2 Member Work Programme Suggestion

1.2.1 The following suggestion (**Appendix 2**), has been submitted for addition to the work programme as follows:

- To investigate the issue of parking enforcement. Parking regulations are not being adhered to across Forest Heath and there is anecdotal evidence that there is little or no enforcement from the local Police, despite this being their responsibility.

1.2.2 Members are asked to:

- a) Consider whether this issue would be appropriate for scrutiny, including potential outcomes; and
- b) Decide on an appropriate timescale for inviting the Local Police Inspector for the West to a future meeting of the Committee.

Overview and Scrutiny Committee Rolling Work Programme (Forest Heath District Council)

The Committee has a rolling work programme, whereby suggestions for scrutiny reviews are brought to each meeting, and if accepted, are timetabled to report to a future meeting. The work programme also leaves space for Call-ins and Councillor Calls for Action.

Description	Lead Officer	Details
15 September 2016		
Portfolio Holder Presentation (Cllr Stanbury)	Planning and Growth	The Portfolio Holder has been invited to give a short presentation / account of their portfolio and answer questions from the Committee.
Information Strategy	Head of Resources and Performance	To scrutinise a West Suffolk Information Strategy which has been jointly produced with St Edmundsbury Borough Council.
Medium Term Financial Strategy	Head of Resources and Performance	To carry out a review of the Medium Term Financial Strategy
Local Air Quality Strategy Progress Report	Service Manager (Environment and Regulation)	To receive the Local Air Quality Strategy Report 2015-2016
New Housing Development Sites Joint Task and Finish Group	Service Manager (Planning – Development)	Final report – to jointly review with St Edmundsbury Borough Council the unacceptable length of time taken by housing developers to bring highways, footpaths, landscaping and open space up to adoption standards on new developments.
Cabinet Decision Plan	Democratic Services Officer (Scrutiny)	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Democratic Services Officer (Scrutiny)	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.
10 November 2016		
Portfolio Holder Presentation (Cllr Bowman)	Operations	The Portfolio Holder has been invited to give a short presentation / account of their portfolio and answer questions from the Committee.
Housing Development Company Annual Business and Delivery Plan	Head of Housing	To scrutinise the Housing Development Company Annual Business and Delivery Plan.
Mildenhall Hub Business Case	Director	To scrutinise the Business Case for the Mildenhall Hub Project.
Car Parking	Car Parks Manager	To receive an annual report on car parking in Forest Heath.

Description	Lead Officer	Details
Review and Revision of the Constitution	Monitoring Officer	The Constitution requires the Committee to receive on a quarterly basis a report on minor amendments made by the Monitoring Officer under delegated authority.
Directed Surveillance (Quarter 2)	Monitoring Officer	To scrutinise the authority's use of its surveillance powers on a quarterly basis.
Cabinet Decision Plan	Democratic Services Officer (Scrutiny)	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Democratic Services Officer (Scrutiny)	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.
12 January 2017		
Portfolio Holder Presentation	To be confirmed	The Portfolio Holder has been invited to give a short presentation / account of their portfolio and answer questions from the Committee.
West Suffolk Housing Strategy	Head of Housing	To receive a progress report against action points.
Directed Surveillance (Quarter 3)	Monitoring Officer	To scrutinise the authority's use of its surveillance powers on a quarterly basis.
Cabinet Decision Plan	Democratic Services Officer (Scrutiny)	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Democratic Services Officer (Scrutiny)	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.
16 March 2017		
Portfolio Holder Presentation	To be confirmed	The Portfolio Holder has been invited to give a short presentation / account of their portfolio and answer questions from the Committee.
Review and Revision of the Constitution	Monitoring Officer	The Constitution requires the Committee to receive on a quarterly basis a report on minor amendments made by the Monitoring Officer under delegated authority.
Cabinet Decision Plan	Democratic Services Officer (Scrutiny)	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Democratic Services Officer (Scrutiny)	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.

Futures items identified to be programmed:

1. Tree Preservation Orders
2. Workspace/Incubation Space in Newmarket (Update from 18 December 2014)

Current position of Overview and Scrutiny Task and Finish Groups

	Title	Purpose	Start date	Members appointed	Estimated End date
1.	New Housing Development Sites (Joint Scrutiny Review)	To jointly review with Forest Heath District Council the unacceptable length of time taken by housing developers to bring highways, footpaths, landscaping and open space up to adoption standards on new developments.	August 2013	<u>St Edmundsbury</u> Diane Hind Angela Rushen Jim Thorndyke	9 March 2016
			Progress updates	<u>Forest Heath</u> Ruth Bowman Bill Sadler	20 April 2016
			23 January 2014		9 June 2016 21 July 2016 15 September 2016



**Suggestion for Scrutiny Work Programme Form
(To be considered by the Overview and Scrutiny Committee)**

Suggestion from:
Cllr Robin Millar (Portfolio Holder) and Cllr Chris Barker
What would you like to suggest for investigation / review?
<p>Top of the list of complaints Members receive from residential areas is the problem of parking. This is a particular problem in our largest town, Newmarket, and newer estates, for example in Red Lodge.</p> <p>This has been driven by the rise in car ownership and the increasing sub-division of houses into multiple households – each with their own car. This problem will only increase if forecasts of population and housing growth are realised.</p> <p>Parking enforcement is the responsibility of the police. However the police are under pressure to divert resources to new threats – online, people trafficking and other forms of organised crime. This is creating a serious problem for residents’ safety and their wellbeing as they live out their day to day lives.</p> <p>Therefore we recommend that Overview and Scrutiny Committee review parking enforcement within the District.</p>
What are the main issues / concerns to be considered?
<p>Parking regulations are not being adhered to across Forest Heath and there is anecdotal evidence that there is little or no enforcement from the local Police, despite this being their responsibility.</p> <p>It is causing dangerous situations outside schools, effecting local businesses who cannot receive deliveries and in some cases obstructing residents getting into their home driveways.</p>
Would this review benefit from a “West Suffolk” approach (i.e. joint scrutiny by both Councils), or is it relevant only to your council?
This issue is relevant to all areas but if it is helpful to make the case and focus the debate then a focus on Newmarket and Red Lodge will make the case.
Who is responsible for providing this service, or tackling the issue in question?
Suffolk Police, the Police and Crime Commissioner.
Have you spoken to them, and if so, what was the response?
The police line, repeated at recent Parish AGMs, is that this is not their responsibility.

What is the Portfolio Holders view on this issue?	
The Portfolio Holder has drafted this.	
What would be the likely benefits and outcomes of carrying out this investigation / review?	
Bringing visibility and accountability to a decision made by the police to walk away from their responsibilities.	
Estimated Committee and officer resource implications (eg research group, one-off report, dedicated meeting etc)	
One-off report	
Suggested witnesses, documentation and consultation	
Local Police Inspector for the West Local residents / businesses that have been effected	
Will this investigation / review contribute to one or more of the Council's Strategic Priorities? If so, which (please tick)	
Increased opportunities for economic growth	Yes
Resilient families and communities that are healthy and active	
Homes for our communities	Yes

Will this investigation / review contribute to the achievement of one or more of the commitments within the Council's Strategic Plan 2014-2016? If so, which (please tick)	
Increased opportunities for economic growth:	
1. Benefit growth that enhances prosperity and quality of life.	
2. Existing businesses that are thriving and new businesses brought to the area.	Yes
3. People with the educational attainment and skills needed in our local economy.	
4. Vibrant, attractive and clean high streets, village centres and markets.	Yes
Resilient families and communities that are healthy and active:	
1. A thriving voluntary sector and active communities who take the initiative to help the most vulnerable.	
2. People playing a greater role in determining the future of their communities.	
3. Improved wellbeing, physical and mental health.	
4. Accessible countryside and green spaces.	Yes
Homes for our communities:	
1. Sufficient housing for current and future generations, including more affordable homes; improvements to existing housing.	

2. New developments that are fit for the future, properly supported by infrastructure, and that build communities, not just housing.	Yes
3. Homes that are flexible for people's changing needs.	
Will this investigation hit one of the essential elements of a scrutiny review when analysing potential scrutiny reviews? If so, which (please tick)	
Public Interest: The concerns of local people should influence the issues chosen by overview and scrutiny.	Yes
Impact (Value): Priority should be given to issues that make the biggest difference to the social, economic and environmental wellbeing of the area, and which have the potential to make recommendations which could lead to real improvements. The outcome must also be proportionate to the cost of carrying out the review in terms of staff and councillor time.	
Relevance: Overview and scrutiny must be satisfied that an issue identified for review is relevant and does not duplicate existing work being undertaken elsewhere by various Working Groups, Cabinet, partners etc.	Yes
Partnership working or external scrutiny: The focus of scrutiny is moving towards joint action and community leadership, so anything which offers this opportunity should be given serious consideration.	Yes

Would you like to be involved in the investigation / review?	
Yes	
Date of request:	Signed

Please return this form to the:

Scrutiny Officer, Forest Heath District Council, College Heath Road, Mildenhall, Suffolk, IP28 7EY

Email: Christine.brain@westsuffolk.gov.uk

Updated: July 2013

Updated: June 2014 (Revised West Suffolk Strategic Priorities)

Updated: March 2015 (Amended as a Joint Form)