

Agenda Item 11

Strategic Management Team Lead Officer	Angela Griffiths, Corporate Head of Service (Democratic and Legal Services)
Author	Simon Trevaskis
Telephone	01306 879384
Email	simon.trevaskis@molevalley.gov.uk
Date	27 th January 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 2nd December 2014 & 6th January 2015 and considered a number of different Executive reports. With the majority of the Executive reports considered, the Committee offered no significant objection to the recommended course of action.
- 4.3 However there were two reports, where the comments of the Scrutiny Committee affected the proposed recommendations. These were:-

Mole Valley Housing and Traveller Sites Plan

As a result of the comments from the Scrutiny Committee the second recommendation was amended to place additional emphasis on protecting the Green Belt in Mole Valley

Dorking Cemetery

The emphasis on the second recommendation in the Dorking Cemetery report was amended as a result of the comments of the Committee resulting in the removal of the word 'endorses' and replaced with 'recognises', to read –

- (2) That the following policy decision made by the Council's Strategy Committee on 9th July 2002 be recognised:

'The Dorking Cemetery will continue to be managed by the Council. The Council will not seek to provide a new cemetery once Dorking Cemetery has no space for new burials.'

Homelessness Review 2014 and Homelessness Strategy 2015-2020

At 6th January meeting the Committee were given the opportunity to comment on the Homelessness Review 2014 and Homelessness Strategy 2015 – 2020. The comments made at the meeting have resulted in amendments to the report, which is included elsewhere on tonight's agenda before consideration by the Executive on 3rd February.

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
Voluntary Action Mid Surrey	27 th January 2015
The Landscape Group	24 th February 2015
Central Surrey Health	24 th March 2015

Service Updates

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

Service	Meeting Date
HR	27 th January 2015
Environmental Health	24 th February 2015
Dorking Halls	24 th March 2015

Scrutiny Panels

The Scrutiny Committee currently has five Panels in existence, namely the Affordable Housing Panel, Car Parking Panel, Highways Delegation Panel, Planning Enforcement Panel and the Standing Budget Panel. The next meeting dates for these Panels are:

- Affordable Housing Panel – 5th February 2015
- Car Parking Panel – 26th February 2015
- Planning Enforcement Panel – TBC

The Standing Budget Panel has completed its work and will make its final report as part of the Scrutiny Committee's consideration of the Administrations 2015/2016 Budget proposals.



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

Period Covered: February – May 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
---------	---------------	--------------------------	------------------	----------------	-------------------	------------

February						
Draft Budget	Phil Mitchell	Nick Gray	Simon Ling	Executive Council	3 rd February 17 th February	Scrutiny Committee 27 th January
Budget and Performance Monitoring Report (end of December 2014)	Phil Mitchell/ Jane Nottage	Nick Gray/ Angela Griffiths	Simon Ling	Executive	3 rd February	-
Airports Commission Consultation on additional runway provision applications	Jack Straw	James Lalor	John Northcott	Executive	3 rd February	Council 20 th January
Homelessness Review 2014 and Homelessness Strategy 2014-2019	Alison Wilks	Rachel O'Reilly	Vivienne Michael	Executive	3 rd February	Scrutiny Committee 6 th January
MVDC Grant Aid Applications	Patrick McCord	Rachel O'Reilly	Chris Townsend/ Vivienne Michael	Executive	3 rd February	Scrutiny Committee 27 th January
Thomas Flack Trust Fund Applications	Stella Keen	Rachel O'Reilly	Vivienne Michael	Executive	3 rd February	Thomas Flack Working Group 14 th October Scrutiny Committee 27 th January
Open Spaces Strategy	Paul Anderson	Graeme Kane	James Friend	Executive	3 rd February	-
Transform Leatherhead		Nick Gray	Chris Townsend	Executive	3 rd February	Sustainable Economy Working Group 21 st January

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

						Scrutiny Committee 27 th January
--	--	--	--	--	--	--

March

Draft Corporate Strategy	Jane Nottage	Angela Griffiths	Simon Ling	Executive Council	3 rd March 10 th March	Scrutiny Committee 24 th February
Budget and Performance Monitoring Report (end of January 2015)	Phil Mitchell/ Jane Nottage	Nick Gray/ Angela Griffiths	Simon Ling	Executive	3 rd March	-
Grove Corner, Lower Shott, Bookham	Paul Brooks	Richard Burrows	Charles Yarwood	Executive	3 rd March	Scrutiny Committee 24 th February
Mole Valley District Council – Statement of Community Involvement [KD]	Jack Straw	James Lalor	John Northcott	Executive	3 rd March	Scrutiny Committee 24 th February
Play Strategy	Paul Anderson	Graeme Kane	James Friend	Executive	3 rd March	Wellbeing Working Group 28 th January Scrutiny Committee 24 th February
Joint Waste Strategy	Josh Lambe	Graeme Kane	Paul Newman	Executive	3 rd March	Scrutiny Committee 24 th February
Joint Waste Contract Specification	Jackie Lees-Howes	Graeme Kane	Paul Newman	Executive	3 rd March	Scrutiny Committee 24 th February

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

Asset Management Plan	Thibault Keuleyan	Richard Burrows	Charles Yarwood	Executive	3 ^{1st} March (TBC)	Scrutiny Committee 24 th March (TBC)
April						
No Executive meeting						
May						
No Executive meeting						

