

## Agenda Item 10

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<b>Date</b>	4 <sup>th</sup> June 2018

<b>Ward (s) affected</b>	N/A
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<b>Subject</b>	Scrutiny Committee Annual Report 2017 - 18 and Work Programme for 2018-2019
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### **RECOMMENDATIONS**

The Committee is asked:

- (1) To note the work undertaken in 2017/18.
- (2) To consider the recommendations set out below for the work programme in 2018/19 and determine which to include in the Committee's work programme.

#### External Scrutiny

- (a) That the Committee will hold three External Scrutiny meetings on the following dates:-
  - 13<sup>th</sup> December 2018
  - 13<sup>th</sup> February 2019
  - 9<sup>th</sup> April 2019
- (b) That the organisations set out in the report will be invited to provide an update to the Committee at one of the three above meeting dates.

#### Scrutiny Panels

- (c) That the Standing Budget Panel continues to scrutinise the Administration's budget setting process.
- (d) That the Car Parking Panel will continue to meet to monitor actions arising from the Car Parking Strategy and that the revised terms of reference (Appendix 1) are agreed
- (e) That the Planning Panel continue to monitor the outcomes of its review of the Planning service and that the revised terms of reference (Appendix 2) are agreed
- (f) That the Committee consider other options for Panels which could be established for the forthcoming year.

#### Scrutiny of Reports on the Executive Forward Plan

- (g) That the Committee continues to scrutinise appropriate reports prior to their consideration by the Executive.

#### Other Issues

- (g) That the Committee notes that from time to time it will be called upon to hear a call-in whenever the appropriate procedures are applied.

Report Back

- (h) That the Work Programme report continues to outlining action taken by the Executive or Council on recommendations coming forward from the Committee and views sent forward for consideration.

**EXECUTIVE SUMMARY**

Annually, the Scrutiny Committee is required to set out its work programme for the forthcoming year. This report summarises the work undertaken by the Scrutiny Committee in 2017/18 and sets out the draft programme for consideration by Members for 2018/19.

**CORPORATE PRIORITIES**

**PROSPERITY**

**A vibrant local economy with thriving towns and villages**

Look for innovative ways to minimise the cost to taxpayers of Mole Valley District Council whilst protecting the standard of services.

A key task of any Scrutiny Committee is to review the Services provided by the Council.

**The Committee has the authority to determine the Recommendations**

**1. INTRODUCTION**

- 1.1 This report sets out the work undertaken by the Committee in 2017/18 and then suggests a programme of work for 2018/19.

**2. 2017/18 PROGRAMME**

- 2.1 The 2017/18 work programme divided the work of the Committee into three categories:-

External Scrutiny

- 2.2 Over the past year, External Scrutiny presentations have been received from the following organisations:-

- Citizens Advice Mole Valley (CAMV) (Grants)
- Clarion Housing
- East Surrey Rural Transport (Grants)
- East Surrey Domestic Abuse Service (Grants)
- Epsom & St Helier University Hospital NHS Trust
- Fusion Lifestyle (Leatherhead Leisure Centre)
- Idverde (MVDC Grounds Maintenance Contractor)
- Ride London
- Surrey Countryside Partnership Board

- Surrey Police and Crime Commissioner
- Surrey Wildlife Trust
- Voluntary Action Mid-Surrey (VAMS) (Grants)

#### Scrutiny of Reports on the Executive Forward Plan

- 2.3 The Committee has scrutinised reports prior to their consideration by the Executive and has commented direct to the Executive.

#### Scrutiny Panels

- 2.4 In 2017/18 the following Panels operated/were established:

- Standing Budget Panel
- Car Parking Panel
- Planning Panel

The Standing Budget undertook its annual task of reviewing the Administration's budget setting process and reported back to the Scrutiny Committee in January 2018.

- 2.5 The Car Parking Panel completed its work and reported back to the Scrutiny Committee in March 2018 with a updated version of the Car Parking Strategy, which was accepted by the Executive at its meeting on 27<sup>th</sup> March 2018.
- 2.6 The Planning Panel completed its work and reported back to the Scrutiny Committee in March 2018 with a number of recommendations, which were accepted by the Executive at its meeting on 27<sup>th</sup> March 2018.

### **3. 2018/19 PROGRAMME**

- 3.1 The programme of work for 2018/19 is suggested to be structured along similar lines as in 2017/18:

#### External Scrutiny

- 3.2 It is recognised that the External Scrutiny is an important part of the Scrutiny Committee's functions. As such it is proposed to set up three specific meetings to solely consider External Scrutiny items. The proposed dates are:

- 13<sup>th</sup> December 2018
- 13<sup>th</sup> February 2019
- 9<sup>th</sup> April 2019

- 3.3 There are a number of different organisations that need to report to the Scrutiny Committee on an annual basis, including the organisations in receipt of a grant of £10,000 or more who are invited to attend a meeting of the Scrutiny Committee to provide an update on how the grant has been spent. The four organisations are:-

- Citizens Advice Mole Valley (CAMV) (Grants)
- East Surrey Domestic Abuse Service (Grants)
- Voluntary Action Mid-Surrey (VAMS) (Grants)

The Committee also receives an annual report from Clarion (formerly Circle Housing), which will need to be scheduled.

- 3.4 Other organisations to be scheduled at one of the three meeting dates are the following Council contractors - Places for People Leisure (Dorking Sports Centre), Fusion (Leatherhead Leisure Centre) and Idverde (Grounds Maintenance).
- 3.5 During the two external meetings in 2019, the Scrutiny Committee will be asking members of outside bodies to present reports on the work undertaken so far, and the results. The details of these are currently under discussion and a report will be taken at the next meeting.

#### Scrutiny of Reports on the Cabinet Forward Plan

- 3.6 The Committee will continue to scrutinise key reports prior to their consideration by the Cabinet. The Chairman in discussion with the Vice Chairman will review the forward plan and decide which items are to be taken on the agenda. This will not include the reports on major issues taken to a meeting of the Full Council for consultation.

#### Policy Development

- 3.7 In consultation with the Chairman and Vice Chairman, the Committee will take items where discussion can assist with policy development and process improvement. Items for consideration in 2018/19 include a review of the Meadowbank Stadium development and an update on the Economic Prosperity Strategy.

#### Scrutiny Panels

- 3.8 The Standing Budget Panel is established annually with a remit of scrutinising the Administration's budget setting process.
- 3.9 The Panel Membership for the forthcoming year is: - Lynne Brooks, Paul Elderton (VC), James Friend, Paul Kennedy (C), Malcolm Ladell and Garry Stansfield
- 3.10 The Car Parking Panel was established in 2017/18 with a remit of developing a new Car Parking Strategy. This work was completed and approved in March 2018. At the time it was agreed that it would be useful for the Panel to continue in 2018/19 to review the implementation of the Car Parking Strategy and in particular review residents' permits and explore options for differential charging schemes. Revised terms of reference for the Panel will be agreed by the Scrutiny Committee under agenda item 9.
- 3.11 The Panel Membership for the forthcoming year is: - John Chandler, Bridget Kendrick (C), Duncan Irvine (VC), Alan Reilly and Clayton Wellman
- 3.12 The Planning Panel was established in 2017/18 with a remit of reviewing the Planning Service with a view to putting forward recommendations for service improvements. This work was completed and approved in March 2018. At the time it was agreed that it would be useful for the Panel to continue in 2018/19. Revised terms of reference for the Panel will be agreed by the Scrutiny Committee under agenda item 8.
- 3.13 The Panel Membership for the forthcoming year is: - Margaret Cooksey (C), Mary Cooper, Rosemary Dickson, Mary Huggins and Claire Malcomson (VC).
- 3.14 The Scrutiny Committee is permitted to establish up to a maximum of five Panels at any one time.

4. **Financial Implications** – The cost of the proposals contained within this report are met within existing budgets.

5. **Legal Implications** – None arising from this report.

6. **CORPORATE IMPLICATIONS**

**Monitoring Officer commentary** – the report has considered any legal implications.

**Section 151 Officer commentary** – the final implications have been taken into account.

**Risk Implications** - None arising from this report

**Equalities Implications** - None arising from this report

**Employment Issues** – The establishment of additional Scrutiny Panels does have an employment resources implication. SMT will consider the need to resource each new Panel, as it arises.

**Sustainability Issues** - None arising from this report

**Consultation** – The Scrutiny Committee is responsible for preparing its work programme. This report is considered to be consultation with Members.

**Communications** - None

**BACKGROUND PAPERS**

None