

COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2012-13

Version 9

Item	Jun 13	Sep 24	Jan 21	Mar 18 *	Details	Link to 2012/13 One Year Action Plan	Officer	Member Lead
Policy Development								
Terms of reference	✓				To remind the Committee of the terms of reference and suggest any amendments		HS	
Police and Crime Commissioner	✓		✓		The election to the new role of Police and Crime Commissioner took place in November 2012. The PCC is required to produce and consult upon a Police and Crime Plan and subject to this being available by January, this Plan will be brought to the Committee for consideration and comment. Members will also be provided with the highlights and key messages from the Strategic Assessment for Lichfield District to inform their consideration of the Plan.	Prepare and run the election for the Police and Crime Commissioner and actively support the new Police and Crime Panel	HS	Cllr Greatorex
Review of Housing Allocation Policy	✓		✓		The Localism Act and government guidance means LDC needs to consider who should have priority for social rented housing. A Member Task Group was established in January 2012	Revise Housing Allocation Policy	CG	Cllr Pritchard Cllr Mrs Woodward (Task Group Chairman)
Core Strategy - affordable housing policy	✓				To consider the affordable housing policy as part of the development of the Core Strategy. A short life Member Task Group was established January 2012	Prepare Local Development Framework Core Strategy Deliver increased levels of affordable housing to meet varied requirements across the District	CG	Cllr Pritchard Cllr Leytham (Task Group Chairman)

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Health scrutiny - fuel poverty and affordable warmth		✓			To review the initiatives undertaken by LDC and in partnership to reduce excess winter deaths, tackle fuel poverty and promote affordable warmth. Beat the Cold / Marches Energy to be invited as an 'expert' witness? Member Task Group	Continue to address home and lifestyle risks through the Lichfield One Place projects - the risk of excess cold Review Warmer Homes Greener District Scheme in preparation for the introduction of the Green New Deal	CG	Cllr Pritchard
Troubled Families		✓			To understand the local approach to implementation of the national 'Troubled Families' programme and the associated financial impact Wayne Mortiboys, District Commissioning lead to be invited to attend	We'll help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities (long term outcome in Plan for Lichfield District) Also links to preventing and diverting people from anti social behaviour, identifying lifestyle risks through the Let's Work Together project and developing partnership arrangements	HS / LB	Cllr Greatorex
Positioning Lichfield District as a good place to do business		✓			LDC has been leading on the development of a business support website on behalf of the Greater Birmingham Local Enterprise Partnership – "Talk to Reg"	Developing working together for business growth in partnership with the Better Regulation Delivery Office.	TM	Cllr Pritchard
Housing Strategy			✓		The Council has a statutory duty to have a Housing Strategy which provides a framework for housing policy and development.	Develop Housing Strategy 2012 / 2016	CG	Cllr Pritchard

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Item	Jun 13	Sep 24	Jan 21	Mar 18 *	Details	Link to 2012/13 One Year Action Plan	Officer	Member Lead
Feedback from Service Plan Member Panels			✓		To summarise the conclusions made by the Service Group Panels at their meetings in December		HS	Cllr Mrs Arnold & Cllr Warfield
Partnership working- Lichfield District Strategic Partnership				✓	To update Members on local partnerships, what their purpose is and what they achieve	Develop and strengthen partnership arrangements especially through the District Board	LB	Cllr Greatorex
Local impact of Welfare reforms - Discretionary Housing Payments policy				✓	The Council need to approve a Discretionary Housing Payments policy which can be used to top up shortfalls in housing benefit and therefore prevent homelessness	Links to homeless prevention and assistance	CG	Cllr Pritchard
Health scrutiny - unemployment trends and getting people back into work				✓	LDC has been working with Bromford Living and other partners on developing Work Clubs across the District; this item to focus on outcomes	Continue to address home and lifestyle risks - unemployment	LB	Cllr Greatorex
Funding the Community and Voluntary Sector			✓		The Member Task Group - Funding the Community and Voluntary Sector requested to reconvene in 2012 to assess the impact of the commissioning decisions made including consideration of unintended consequences	Support community and voluntary organisations to embed new Service Level Agreements and monitor the delivery of agreed outcomes	LB	Cllr Greatorex (Cllr Mrs Woodward)

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Item	Jun 13	Sep 24	Jan 21	Mar 18 *	Details	Link to 2012/13 One Year Action Plan	Officer	Member Lead
Services for Older People				✓	There is a significant growth in older people underway within the District; the aim of this item is to summarise the services delivered by the District Council which are particularly beneficial for or targeted towards older residents and enable Members to identify issues which they would wish to investigate further. This is also consistent with the pledge made to support the Manifesto for Older People's Housing (Full Council, April 2012). Potential for meeting to be held at Beacon Park Village to be investigated	Various links, including earlier completion of Disabled Facilities Grant, providing accessible, affordable and popular sports and leisure activities, addressing home and lifestyle risks through Lichfield One Place projects etc	HS	Cllr Pritchard
Briefing Papers								
Annual Performance Review meeting with Bromford Housing		✓			To keep Members in touch with the performance of Bromford Housing in its capacity as largest social housing provider in Lichfield District	Bromford is a key partner which has a key role in helping the District Council to meet its statutory duties in relation to homelessness and in the development of social housing; Councillors Pritchard, Greatorex and Smedley represent LDC at a quarterly Forum with Bromford	HS	Cllr Pritchard
Emerging Work Programme 13/14								
Partnership working - Lichfield District Strategic Partnership (<i>deferred from March 2013</i>)					To update Members on local partnerships, what their purpose is and what they achieve	Develop and strengthen partnership arrangements especially through the District Board	LB	Cllr Greatorex

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Item	Jun 13	Sep 24	Jan 21	Mar 18 *	Details	Link to 2012/13 One Year Action Plan	Officer	Member Lead
Services for younger people (<i>suggested topic, January 2013</i>)					To consider what steps the District Council takes to support young people, including enabling them to remain living (and where possible working) in Lichfield District		CG / LB	Cllrs Greatorex and Pritchard
Police and Crime Commissioner update					To consider and comment on the Police and Crime Plan 9expected in June)	Links to aspirations to maintain anti social behaviour at the performance level achieved in 12/13	LB	Cllr Greatorex

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FORWARD PLAN

VERSION 1

Issued: 11.03.2013

Effective for the Period 01.04.2013 – 31.07.2013

Representations in respect of all the matters shown should be sent in writing to the contact officer indicated at Lichfield District Council, District Council House, Frog Lane, Lichfield, Staffs. WS13 6YU no later than one week before the decision is due to be made.

Copies of documents can also be obtained by contacting the relevant Officer.

Facsimile: 01543 309899; Telephone: 01543 308000

- Key decisions are:
1. A decision made in connection with setting the Council Tax
 2. Expenditure or savings if they exceed £50,000
 3. A decision which significantly affects the community in two or more wards

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (f no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Risk Management Assessment	Consider the actions taken in controlling the severe risks identified for the Council and note the current Risk Management Strategy	09/04/2013	Audit Committee and Leadership Team	Risk Register	Cabinet	OFFICER: Mrs. R Plant (01543) 687545 CABINET MEMBER: Mrs L Flowith (01922) 453597

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Discretionary Housing Payment Policy	Approval of DHP Policy	09/04/2013	Community, Housing & Health (Overview & Scrutiny) Committee 18/3/2013	DWP Discretionary Housing Payment Guidance	Cabinet	OFFICERS: Mrs J Kitchen (01543) 308770 Mr C Gibbins (01543) 308702 CABINET MEMBERS: Councillor M J Wilcox (01283) 791761 Councillor I M P Pritchard (01543) 472732

MATTER FOR KEY DECISION ⁽¹⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DATE OR PERIOD WHEN DECISION LIKELY ⁽³⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (f no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE ⁽⁵⁾	WHO WILL MAKE DECISION ⁽⁶⁾	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Partnership with St Mary's Heritage Centre & TIC Partnership Proposal	Agreement to partnership and relocation of TIC	14/05/2013	Consultation will be undertaken with Environment & Development (Overview & Scrutiny) Committees – dates for meeting to be confirmed.	Yes – but not yet. When will they be required?	Cabinet	OFFICERS: Mr N Turner (01543) 308761 Ms L Thatcher (01543) 308781 CABINET MEMBERS: Councillor Mrs V Richards (01543) 686926 Councillor Mrs L E Flowith (07831) 820622
Contract for the provision of Agency Staff for Operational Services	Options for re-letting the Agency Staff Tender	14/05/2013			Cabinet	OFFICER: Mr N Harris (01543) 687549 CABINET MEMBER: Mrs L Flowith (01922) 453597

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Collaboration Agreement with Local Authorities in Shropshire and Staffordshire in relation to the Prevention of Homelessness Programme	Approval for Lichfield District Council to become a signatory to the Collaboration Agreement	14/05/2013		Copy of the Collaboration Agreement	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732
Agreement to the Joint Procurement and Commissioning of Home Improvement Agency Services across Staffordshire	Approval of Partnership Agreement and Specification	14/05/2013	Staffordshire District and Borough Councils	Draft Partnership and Governance arrangements Specification for the Procurement and Commissioning of a Home Improvement Agency across Staffordshire	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732

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Working with the Private Rented Sector to prevent Homelessness and to discharge the Statutory Homelessness Duty	Approval of the policy relating to the suitability of private rented accommodation for the discharge of the Homelessness Duty	10/09/2013	Members Panel	Copy of the draft Suitability Policy	Cabinet	OFFICER: Mr C Gibbins (01543) 308702 CABINET MEMBER: Councillor I M P Pritchard (01543) 472732
Review of Performance against the Financial Performance – Revenue and Capital Outturn Reports 2012/13	To Report Revenue & Capital Outturn position	26/09/2013	None		Council	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor M Wilcox (01283) 791761

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Statement of Accounts 2012-13	Approval of Statement of Accounts	26/09/2013		Statement of Accounts	Council	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor M Wilcox (01283) 791761

1. The matter in respect of which the decision is to be made
2. What decision the Council will be asked to make
3. A date on which, or period within which, the decision will be made
4. What groups of people and/or organisations will be consulted before the decision is made and how the consultation will be carried out.
5. What background documents will be available to the person or Committee making the decision
6. Who will make the decision, i.e. the Cabinet, an Cabinet Member alone, an Officer under Delegated Powers
7. The Officer or Member who should be contacted regarding the matter under consideration.

MEMBERS OF THE CABINET

Leader of Cabinet and Cabinet Member for Finance, Revenues and Benefits
Deputy Leader of Cabinet and Cabinet Member for Leisure Services and Communications
Cabinet Member for Operational Services and Tourism
Cabinet Member for Community and Organisational Development
Cabinet Member for Housing, Health and Environmental Protection
Cabinet Member for Development Services
Cabinet Member for Democratic & Legal Services
Assistant to Cabinet Member for Finance, Revenues and Benefits

Councillor M J Wilcox
Councillor Mrs V. Richards
Councillor Mrs L E Flowith
Councillor C. Greatorex
Councillor I M P Pritchard
Councillor A G White
Councillor Mrs M Stanhope
Councillor C J Spruce

MEMBERS OF THE COUNCIL

Allsopp, Mrs J A
 Arnold, Mrs S P
 Awty, R J
 Bacon, B F
 Bacon, Mrs N
 Barnett, Mrs S A
 Boyle, Mrs M G
 Constable, Mrs B L
 Constable, D H
 Cox, R E
 Derrick, B W
 Drinkwater B W

Eadie, I M
 Eagland, Mrs J M
 Evans, Mrs C D
 Fisher, Mrs H E
 Flowith, Mrs L E
 Fryers, M J
 Greatorex, C
 Hancocks, Mrs R
 Heath, H R
 Hogan, P
 Humphreys, K P
 Isaacs, D

Lewin, I V
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 Mosson, R C
 Mynott, G
 Norman, S G
 Pearce, A
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 Powell, J J R
 Pritchard, I M P
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 Smith, D S
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 Yeates, B W