

COMMUNITY, HOUSING AND ENVIRONMENTAL HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2013-14

Version 9

Item	Jun 26	Sep 24	Jan 22	Mar 24	Details	Link to 2013/14 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	CG
Police and Crime Plan	✓				Subject to the timescale of issue, to consider and comment on the Police and Crime Plan and consider commissioning intentions	Links to the long term outcome to help people to be and to feel secure in their homes, neighbourhoods and town and city centres by tackling crime and anti social behaviour. Also links to the local implementation of the troubled families programme	LB	CG
Procurement and commissioning of Home Improvement Agency	✓				The County Council is in the process of procuring a new home improvement service for Staffordshire. LDC has an SLA with Metropolitan HIA for the delivery of Disabled Facilities Grants and it is intended to include the requirements of our SLA within the specification for a countywide contract. The contract will be put out to tender in September. This item will be considered by Cabinet in July	Links to the long term outcome to help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities	CG	CG
Community Right to Challenge	✓				The Community Right to Challenge requires relevant authorities (including District Councils) to consider expressions of interest in running Council services from various bodies specified in legislation, and when expressions of interest are accepted, carry out a procurement exercise. LDC needs to develop a scheme to deal with expressions of interest. This item will be considered by Cabinet in September	Required through the provisions of the Localism Act 2011	LB	CG

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Performance monitoring	✓		✓		To consider the performance of the CHH Directorate at the year end for 12/13 and at the mid year point against the 13/14 Action Plan. Note the Top Ten Issues to be addressed by the Directorate in 14/15 and the top 20 indicators which will be reported to the Committee biannually (January and June meeting cycles)	Links to the long term outcome to maximise the council's performance and innovation and efficiency, so we use our resources well and deliver good quality and better value services	HS	CG
Living Well in Staffordshire - Initial Health and Wellbeing Strategy	✓				An opportunity for Members to provide feedback on the draft Strategy especially in relation to the Council's contribution towards the underlying determinants of health	Contributes to the long term outcome of improving health and wellbeing of the population making sure that we make the biggest improvement for people with the lowest life expectancy	HS	CG
Homelessness Strategy		✓	✓		To scrutinise the Review of Homelessness (September meeting) and comment on the proposed Homelessness Strategy and Action Plan (January meeting) To consider the impact of the welfare reforms on homelessness	Links to activity 2013/14 to review homelessness and publish a revised Homelessness Strategy (a statutory duty)	CG	CG
Suitability of private rented accommodation		✓			To comment on the draft policy	Links to the long term outcome of to help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities and prevent homelessness where we can	CG	CG
Proposals for Intermediate Care		✓	✓		Confidential Item in September; Accountable Officer from the CG in attendance To follow up on proposals outlined in brief at the September meeting, with particular reference to potential implications for Samuel Johnson Hospital	Links to the long term out come of improving the health and well being of the population and helping and supporting vulnerable adults to live independent and fulfilled lives	HS	CG

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Fuel poverty and affordable warmth			✓		A Member Panel met during 12/13 to consider the work undertaken by LDC on fuel poverty and preparations for the introduction of the Green Deal. This work needs to be concluded including consideration of the opportunities for local investment of Eco funding	Contributes to the long term outcome of improving health and wellbeing of the population making sure that we make the biggest improvement for people with the lowest life expectancy	CG	CG
Burntwood Health Centre				✓	Update on progress requested by Members at their September meeting;	Contributes to the long term outcome of improving health and wellbeing of the population	HS	
Work Clubs and Connects Hub				✓	To consider proposal from Bromford to establish a Connects Hub as a resource to help residents become 'Job Ready' Representatives from Bromford and CVS to attend for this item	Links to activity 13/14 to help unemployed people get back to work by supporting and developing Work Clubs across the District	HS	CG
Fit for the Future – Review of the Housing Service				✓	A Service Review of Strategic Housing is to be undertaken under phase 2 of the Fit for the Future Programme; Members will be asked to comment on the Project Implementation Document	Links to activity 13/14 to undertake a review of council services	HS	CG
Commissioning services from the community and voluntary sector			✓	✓	The current round of SLAs terminate in March 2015; we need to consider what approach is to be taken to future funding arrangements	Links to the long term outcome supporting a thriving and diverse community and voluntary sector	CG	CG
Charging for hospital car parking				✓	Paul Campbell (Waste, Transport and Car Park Manager, Burton Foundation Hospitals Trust) in attendance for this item)			

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Item	Jun 26	Sep 24	Jan 22	Mar 24	Details	Link to 2013/14 One Year Action Plan	Officer	Member Lead
Police and Crime Commissioners Community Fund				✓	To consider the priorities for action contained within the Lichfield District Safer Community Partnership Delivery Plan and the related investment proposals for using the Locality Deal Fund.	Links to the long term outcome to help people to be and to feel secure in their homes, neighbourhoods and town and city centres by tackling crime and anti social behaviour.	HS	CG
Housing allocation policy impact					The priority bandings for the new allocation policy for social rented housing was approved by Cabinet in March 2013 and will be implemented from the summer. Members may wish to scrutinise the impact of the policy on the pattern of lettings thereafter	Links to the long term outcome of to help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities and prevent homelessness where we can	CG	CG
Briefing Papers								
Tenancy Strategy		✓			The Council met its statutory duty to produce a Tenancy Strategy in 2012. The Member Panel (who contributed towards the production of the Strategy) requested that it be reviewed in 12 months time	Links to the long term outcome of to help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities and prevent homelessness where we can	CG	CG
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 vital role in helping the District Council to meet its statutory duties in relation to homelessness and in the development of social housing; Councillors Greatorex and Marshall represent LDC at quarterly Forum meetings	CG	CG
Future items								

FORWARD PLAN

VERSION 2

Issued: 03.03.2014

Effective for the Period 01.04.2014 – 31.07.2014

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⁾
Homelessness Strategy	Approval of Strategy	04/03/2014	Community Housing and Environmental Health (Overview & Scrutiny) Committee 24/09/2013 Public Consultation 21/10/13 to 17/01/2014	Homelessness Strategy	Cabinet	OFFICER: Mr C Gibbons (01543) 308072 CABINET MEMBER: Councillor C Greatorex (01543) 416677

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Council Tax Discretionary Reduction Policy	Approval of the policy	04/03/2014	Policy sent to Overview and Scrutiny Committee Members on 8 January 2014 for information and for any comments via the Chair and Vice Chair to Cabinet.	Policy	Cabinet	OFFICER: Mrs J Kitchen (01543)308770 CABINET MEMBER: Councillor C Spruce (01543) 253733
Fit For Future – Corporate Debt Recovery Service Review	To consider the proposal for a Corporate Debt Recovery Team	04/03/2014	Budget Holders, Overview and Scrutiny	Service Review	Cabinet	OFFICER: Mrs J Kitchen (01543) 308770 CABINET MEMBER: Councillor C Spruce (01543) 253733

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Community Infrastructure Levy (CIL)	Approval to consult on the Preliminary draft Charging Schedule for the Community Infrastructure Levy (CIL).	04/03/2014	Consultation has been undertaken with key officers and a representative from all four of the Scrutiny Committees and Leadership	Infrastructure Officer and Member Working Group Minutes, CIL Task and Finish Group Action Notes PID, Reports and Additional Information	Cabinet	OFFICER: Mr R King (01543) 308060 CABINET MEMBER: Councillor I Pritchard (01543) 472732
Waste and Street Scene Charging Policy 2014/2015	Approval of the Waste and Street Scene Charging Policy for 2014/2015	04/03/2014	Tamworth Borough Council		Cabinet	OFFICERS: Mr N Harris (01543) 687549 Miss J Irving (01543) 687547 CABINET MEMBERS: Councillor I Eadie (07916) 19803 Councillor A Smith (01543) 410685

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⁾
Community Consultation	To approve the questionnaire, methodology and timetable for undertaking a residents survey to support future decision making (Fit for the Future Programme)	01/04/2014	A Member Working Group has overseen the design and development of the questionnaire	Draft Questionnaire	Cabinet	OFFICER: Mrs H Spearey (01543) 308700 CABINET MEMBER: Councillor M Tittley (01543) 490758
Organic Waste Service	Removal of Food Waste from Organic Bin. Procurement of a disposal outlet for Garden Waste.	01/04/2014	Overview and Scrutiny – 5 March 2014. Joint Waste Service Committee – 6 March 2014. Staffordshire County Council		Cabinet	OFFICER: Mr N Harris (01543) 687549 CABINET MEMBER: Councillor Iain Eadie (07916) 19803

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Friarsgate – Future Actions	To agree the future actions regarding the Friarsgate development	1/4/14	Issues considered at meeting on 2/12/13		Cabinet	OFFICERS: Mr R King (01543) 308060/ Miss H Cook (01543) 308252 CABINET MEMBER: Councillor M Wilcox (01283) 791761
Community Consultation	To approve the questionnaire, methodology and timetable for undertaking a residents survey to support decision making for Fit for the Future	08/04/2014	A Member Working Group has overseen the design and development of the questionnaire	Draft questionnaire	Council	OFFICER: Mrs H Spearey (01543) 308700 CABINET MEMBER Councillor M Tittley (01543) 490758

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 Communications
Deputy Leader of Cabinet and
Cabinet Member for Economic Growth, Tourism & Development
Cabinet Member for Leisure and Parks
Cabinet Member for Community, Housing and Health
Cabinet Member for I.T. and Waste Management
Cabinet Member for Finance, Democratic and Legal Services

Councillor M. J. Wilcox

Councillor I. M. P. Pritchard
Councillor A. F. Smith
Councillor C. Greatorex
Councillor I. M. Eadie
Councillor C. J. Spruce

MEMBERS OF THE COUNCIL

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

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

Marshall, T
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Pritchard, I M P
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Smedley, D

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Smith, D S
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Strachan, R W
Taylor, S D
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Warfield, M A
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Wilks, J J
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