

**MAIDSTONE BOROUGH COUNCIL**

**ENVIRONMENT AND TRANSPORTATION OVERVIEW AND  
SCRUTINY COMMITTEE**

**17 AUGUST 2010**

**REPORT OF HEAD OF CHANGE AND SCRUTINY**

**Report prepared by Les Smith**

**1. Work Programming 2010-11**

1.1 Issue for Consideration

1.1.1 To consider the Committee's Future Work Programme, the 2010-11 first quarter Key Performance Report, and Forward Plan of Key Decisions.

1.2 Recommendation of Head of Change and Scrutiny

1.2.1 That the Committee considers its Future Work Programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.2.2 That the Committee consider the extract from the 2010-11 first quarter Key Performance Report, attached at **Appendix B**, to ascertain if any areas should be investigated further

1.2.3 That the Committee considers the sections of the Forward Plan of Key Decisions relevant to the Committee, attached at **Appendix C**, and discuss whether these are items requiring further investigation or monitoring by the Committee.

1.3 Reasons for Recommendation

1.3.1 **Future Work Programme**

Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that it remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.3.2 **2010-11 First Quarter Key Performance Report**

The extract from the first quarter Key Performance Report includes four items relevant to the Committee's remit where performance is

below target. Items relating to street cleansing and park and ride performance have already been considered by the Committee at Agenda item 10 'First Quarter performance monitoring: Street Cleansing. Interview with Jonathan Scott, Street Scene Manager' and agenda item 11 'First Quarter performance monitoring: Park and Ride. Interview with Brian Morgan, Assistant Director of Development'.

1.3.3 The Committee is asked to consider the reasons for targets not being met and if any further action is required.

#### 1.3.4 **Forward Plan of Key Decisions**

At the meeting of the Corporate Services Overview and Scrutiny Committee on 3 February 2009, Members considered the Forward Plan of Key Decisions and agreed that "this should be a standing item on the agenda to ensure important issues were dealt with in a proactive, rather than reactive, manner." The Forward Plan will therefore now be included on each Committee agenda under the "Future Work Programme" item.

1.3.5 The Forward Plan for August 2010 – November 2010 contains the following decisions relevant to the Environment and Transportation Overview and Scrutiny Committee :

- Waste and recycling strategy 2010 - 2015
- Adoption of the Maidstone Local Bio Diversity Action Plan

An extract of the Forward Plan with the relevant items is attached at **Appendix C.**

#### 1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider its Future Work Programme, however considering it, ensures that it remains appropriate, relevant and covers all issues Members currently wish to consider within the Committee's remit.

1.4.2 The Committee could also choose not to consider the 2010 first quarter performance exception report for the corporate priorities relevant to its remit. However this would prevent the Committee from carrying out the performance management of the services within its remit.

1.4.3 Furthermore, the Committee could choose to not consider the Forward Plan of Key Decisions. However this would prevent the committee from ensuring important issues are dealt with in a proactive, rather than reactive, manner.

1.5 Impact on Corporate Objectives

1.5.1 The Committee will consider reports that deliver against the following Council priorities:

- 'A place that is clean and green'

1.5.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

1.6 Risk Management

1.5.1 There are no risks involved in determining the Committee's work programme.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management


1.8 Relevant Documents

**Appendix A** – Draft 2010-11 Work Programme

**Appendix B** – 2010-11 Extract from the First Quarter Key Performance Report

**Appendix C** – Forward Plan (extract) August 2010 – November 2010