

Maidstone Borough Council

Strategic Leadership and Corporate Services Overview and Scrutiny Committee

Tuesday 7 October 2014

Future Work Programme and SCRAIP Update

Report of: Christian Scade

1. Introduction

- 1.1 To consider the Committee's future work programme (FWP) and information update to be given by the Chairman.

2. Recommendation

- 2.1 That the Committee considers the 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.
- 2.2 That the Committee considers the List of Forthcoming Decisions, relevant to the Committee at **Appendix B**, and discuss whether any of these items require further investigation or monitoring.
- 2.3 That the Committee notes the update in the SCRAIP from 5 August 2014 attached at **Appendix C**.
- 2.4 That, subject to further discussions with Tunbridge Wells Borough Council and Swale Borough Council, the Committee agree to hold a co-located simultaneous meeting on Monday 8 December 2014 to consider the final report of the Joint Mid Kent Improvement Partnership Task and Finish Group.
- 2.5 That the Committee considers its continuous professional development needs and recommends possible training or development sessions it would like to undertake.

3 Future Work Programme

- 3.1 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.
- 3.2 The Committee is reminded that the Constitution states under Overview and Scrutiny Procedure Rules number 9: Agenda items that 'Any Member shall be entitled to give notice to the proper

officer that he wishes an item relevant to the functions of the Committee or Sub-Committee to be included on the agenda for the next available meeting of the Committee or Sub-Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda, the Member must attend the meeting and speak on the item put forward.'

4 List of Forthcoming Decisions

4.1 The List of Forthcoming Decisions (**Appendix B**) is a live document containing all key and non-key decisions.

4.2 Due to the nature of the List of Forthcoming Decisions, and to ensure the information provided to the Committee is up to date, a verbal update will be given at the meeting by the Chairman. The Committee can view the live document online at:
<http://meetings.maidstone.gov.uk/mgListPlans.aspx?RPId=443&RD=0>

5. Joint Mid Kent Improvement Partnership Task and Finish Group – Update

5.1 On 10 September 2014 the Joint Mid Kent Improvement Partnership (MKIP) Task and Finish Group met for the first time with Councillors Mrs Gooch and Mrs Stockell in attendance.

5.2 The Task Group received evidence from the Mid Kent Services Director and the MKIP Programme Manager on issues relating to governance arrangements and communication.

5.3 The task and finish group have agreed how the review should be carried out and have identified a number of witnesses who will be interviewed during October and November 2014.

5.4 Subject to further discussions with Tunbridge Wells Borough Council and Swale Borough Council, it is suggested that a co-located simultaneous meeting takes place on Monday 8 December 2014 (at Town Hall, Royal Tunbridge Wells) to consider the Task Group's final report.

6. Scrutiny Committee Recommendation Action and Implementation Plan (SCRAIP) Responses

6.1 The issue of making, and monitoring, recommendations is an important part of the scrutiny process. SCRAIPs set out recommendations following scrutiny meetings/reviews and information is sought on the plan as to whether recommendations are accepted, the action to be taken and by who.

6.2 An update on the recommendations made by Committee in August 2014 is attached at **Appendix C**.

7 Future Work Programme Update

- 7.1 Following discussions between the Chairman and officers the Customer Service Improvement Strategy, originally scheduled for September 2014, will now be considered by Committee in November 2014.
- 7.2 In addition, and following discussion at previous meetings, the Debt Recovery Policy (including Irrecoverable Business Rates) has been suggested as an item for consideration in December 2014.

8. Impact on Corporate Objectives

- 8.1 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.
- 8.2 The Committee will consider reports that deliver against the following Council priority:
- 'Corporate and Customer Excellence'

9. Financial Implications

- 9.1 To assist O&S committees in their inquiries, a small budget is available for the purchase of necessary equipment and to cover the costs of training, site visits, meetings in locations other than the Town Hall, witness expenses, specialist advice, books and any other cost that might be legitimately incurred by the committees in the course of their activities.

10. Relevant Documents

- 10.1 Appendix A – Future Work Programme
Appendix B – List of Forthcoming Decisions
Appendix C – SCRAIP Updates

11. Background Documents

- 11.1 None