

INVESTIGATION & REVIEW SCRUTINY COMMITTEE
26TH MAY 2010

PRESENT: The Chair (Councillor Seaton)
The Vice-chairs (Councillors Miah and Walker)
Councillors Campsall, Capleton, Day, S. Jones, Pacey, Ranson, Smith
and Tormey

APOLOGY: Councillor Goss

1. MINUTES

The minutes of the meeting of the Committee held on 27th January 2010 were confirmed as a correct record and signed.

2. DISCLOSURES OF PERSONAL INTERESTS

No disclosures of personal interests were made.

3. DECLARATIONS – THE PARTY WHIP

No declarations of the existence of the Party Whip were made.

4. CABINET FEEDBACK – LOUGHBOROUGH UNIVERSITY ENTRANCES AND PARKING POLICIES PANEL

The item had been included on the agenda to enable feedback to be given from the meeting of the Cabinet on 15th April 2010 in respect of the Loughborough University Entrances and Parking Policies Panel (item 5 on the agenda filed with these minutes). The Cabinet Lead Member for Planning and Development attended the meeting to assist the Committee's consideration of the matter.

RESOLVED

1. that the report be noted;
2. that a review of actions agreed by Cabinet in the report be programmed for consideration in approximately six months time.

Reasons

1. Having considered the information in the report, the Committee had no issues of concern.
2. To allow the agreed timetable for consideration of Panel reports to be followed.

5. REVIEW OF ACTIONS AGREED BY CABINET – DEVELOPMENT CONTROL ENFORCEMENT PANEL

In accordance with the Committee's Work Programme, a report of the Director of Development was submitted outlining the review of actions agreed by Cabinet in respect of the Development Control Enforcement Panel (item 6 on the agenda filed with these minutes). The Head of Development Control and the Cabinet Lead Member for Planning and Development attended the meeting to assist the Committee's consideration of the matter.

RESOLVED

1. that the report be noted;
2. that the issue of Development Control Enforcement be deleted from the Committee's Work Programme.

Reasons

1. Having considered the information in the report, the Committee had no issues of concern.
2. The review of this issue had been completed according to the agreed Scrutiny Panel timetable.

6. SCRUTINY PANEL

The item had been included on the agenda to enable a report to be given on the work of the Loughborough Market Panel. A copy of the Terms of Reference for the Panel was circulated at the meeting.

Councillor Walker stated that the initial meeting of the Panel had been held on 17th May 2010, when the draft Terms of Reference had been considered. The Director of Leisure and Environment had attended the meeting to assist the Panel and it had been agreed to arrange a meeting with the newly appointed Market Manager within the next few weeks, to discuss the survey of market stall holders which he had recently undertaken. The Panel had also expressed interest in speaking with the Chair of the Market Traders Committee on issues related to the implementation of European Union rules on the use of vacant stalls and the impact that might have on established stall holders.

The Committee considered the comments of the Scrutiny Commission made at its meeting on 13th April 2010, when it had noted that the name of the Panel might require amendment as the Panel would be investigating the possibility of holding markets in alternative locations around the Borough.

RESOLVED

1. that the name of the Loughborough Market Panel be amended to the Markets in Charnwood Panel;
2. that the Terms of Reference for the Markets in Charnwood Panel be agreed as follows:

Terms of Reference	<ol style="list-style-type: none">1. To examine the health of the market as measured by the number of stall holders and their views about their future participation.2. To identify the success of the market in attracting stall holders in relation to other markets, such as Hinckley, Leicester etc.3. To explore the possibilities of markets in the other towns and villages of the Borough.4. To discuss the effectiveness of the Farmers' Market on Wednesday mornings.5. To look at the publicity that is given to the market, particularly the Farmers' Market.
---------------------------	---

Reasons

1. To reflect the Terms of Reference of the Panel to allow consideration to be given to holding markets in alternative locations around the Borough.
2. To formally agree the Terms of Reference of the Markets in Charnwood Panel.

7. WORK PROGRAMME

Details of the current position in respect of the Committee's Work Programme were submitted for consideration.

The Chair stated that in respect of the issue of Footpath Maintenance, the County Council had confirmed that maintenance was a County Council matter, however, litter picking was undertaken by SERCO.

RESOLVED

1. that, in respect of Footpath Maintenance, additional research be undertaken by members of the Committee to highlight areas which could be investigated by a Panel;
2. that a Panel be established to consider Anti-Social Behaviour (ASB) in the Borough, how it is recorded by partners and minimum standards within Charnwood;
3. that a Panel be established to consider Street Management in relation to the issues the team face throughout the Borough, management of the team, together with issues of cost and value for money;
4. that, in respect of the Public Conveniences Panel, the timescale of the current Service Review of Public Conveniences be noted and a report be submitted to the Committee in due course;
5. the Scrutiny Commission be informed that the Committee wishes to proceed on the basis of the following Work Programme which incorporates all decisions made at the meeting.

Reason

1. To ensure that relevant issues are highlighted for effective scrutiny by a Panel.
2. To ensure effective monitoring of ASB by all relevant organisations and the maintenance of appropriate standards.
3. The Street Management team provided an important front line service and it was important to monitor the current service provided and any future improvements.
4. To allow the agreed timetable for consideration of Panel reports to be followed.
5. To assist the Scrutiny Commission in respect of its role of managing scrutiny work programmes across Committees and to enable planning for future meetings of the Committee, reports to be prepared and attendances to be arranged.

“Task and Finish” Panels

ISSUE	QUESTION	POSITION
Markets in Charnwood. (Name change agreed by Committee on 26th May	To consider potential improvements to current arrangements, a range of alternative markets and the	Initial meeting held on 17th May 2010 when Terms of Reference were considered.

2010. Panel previously called Loughborough Market).	feasibility of holding markets in other locations in the Borough.	Terms of Reference agreed by Committee on 26th May 2010. Next meeting to be arranged.
Public Conveniences.	To examine current provision of facilities within the Borough. To examine the problems associated with individual facilities and potential actions for improvements, including budget implications. To consider alternative methods of provision.	Last meeting held on 15th January 2010. Final report submitted to Committee on 27th January 2010. Agreed report submitted to Cabinet on 18th February 2010. Feedback report to be submitted to Committee on 8th September 2010.
Future Panels		
Anti-Social Behaviour (ASB) in Charnwood.	To consider how ASB is recorded by partners and minimum standards within Charnwood.	Initial meeting to be held following completion of current review.
Street Management.	To consider issues the team face throughout the Borough, management of the team, together with issues of cost and value for money.	Initial meeting to be arranged.
Playing Fields and Sports Facilities in Charnwood.	To consider the provision and maintenance of playing fields and sports facilities, including changing facilities in Charnwood.	Issue to be held in abeyance pending the outcome of the Open Spaces, Sports & Recreational Study.
Footpath Maintenance.	To consider the maintenance of footpaths in Charnwood.	Issue to be held in abeyance, pending the receipt of additional information/evidence.
Adaptations for Disabled Persons Housing.	To consider the complexities of the processes involved with the grants procedure, including outside agencies.	Initial meeting held on 29th June 2009. Issue to be held in abeyance pending the outcome of the District councils

		review.
Any issue which arises and requires timely consideration.		

Committee

Monitoring the outcomes of Panel studies

Development Control Enforcement.	<p>To examine current enforcement procedure, including numbers of complaints received, response times and the monitoring of targets.</p> <p>To examine the criteria used to undertake investigations and the issues of consistency in the decision making process.</p> <p>To consider the working relationship between the enforcement team and the rest of Development Control and other services.</p>	<p>Agreed report submitted to Cabinet on 23rd April 2009.</p> <p>Feedback report submitted to Committee on 23rd September 2009.</p> <p>Review of Actions agreed by Cabinet submitted to Committee on 26th May 2010.</p> <p>Review completed. Item to be deleted from Work Programme.</p>
Charnwood Neighbourhood Housing (CNH) and Charnwood Borough Council (CBC).	<p>To investigate the lines of responsibility and accountability between Charnwood Borough Council and Charnwood Neighbourhood Housing.</p> <p>To investigate performance monitoring arrangements and any sanctions process.</p> <p>To consider CBC's Internal Audit of Performance and Financial Monitoring (remedial plans).</p>	<p>Agreed report submitted to Cabinet on 6th August 2009.</p> <p>Feedback report submitted to Committee on 27th January 2010.</p> <p>Review of Actions agreed by Cabinet to be submitted to Committee on 8th September 2010.</p>
Loughborough University Entrances and Parking Policies Panel.	To examine parking arrangements and policies in various locations around the University.	<p>Agreed report to be submitted to Cabinet on 18th February 2010.</p> <p>Feedback report submitted to Committee on 26th</p>

		<p>May 2010.</p> <p>Review of Actions agreed by Cabinet to be submitted to Committee on 24th November 2010.</p>
--	--	---

NOTES:

1. No reference may be made to these minutes at the Council meeting on 28th June 2010 unless notice to that effect is given to the Head of Democratic Services by five members of the Council by 5pm on Monday, 14th June 2010.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Committee on 8th September 2010.

IR/34