

INVESTIGATION & REVIEW SCRUTINY COMMITTEE
27TH JANUARY 2010

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

APOLOGIES: Councillors Campsall, Hampson, Legge and Pacey

14. MINUTES

The minutes of the meeting of the Committee held on 23rd September 2009 were confirmed as a correct record and signed.

15. DISCLOSURE OF PERSONAL INTEREST

Councillor Goss declared a personal interest as Member Champion for ICT in respect of any issue related to ICT on the agenda.

16. DECLARATIONS – THE PARTY WHIP

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

17. CABINET FEEDBACK – CHARNWOOD NEIGHBOURHOOD HOUSING (CNH) & CHARNWOOD BOROUGH COUNCIL (CBC) PANEL

The item had been included on the agenda to enable feedback to be given from the meeting of the Cabinet on 1st October 2009 in respect of the Charnwood Neighbourhood Housing (CNH) and Charnwood Borough Council (CBC) Panel (item 5 on the agenda filed with these minutes). The Cabinet Lead Member for Housing and Health and the Director of Housing and Health 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.

18. REVIEW OF ACTIONS AGREED BY CABINET – HOUSES IN MULTIPLE OCCUPATION (HMO) PANEL

In accordance with the Committee's Work Programme, a report of the Director of Housing and Health was submitted outlining the review of actions agreed by Cabinet in respect of the Houses in Multiple Occupation (HMO) Panel (item 6 on the agenda filed with these minutes). The Private Sector Housing Manager attended the meeting to assist the Committee's consideration of the matter.

RESOLVED

1. that the report be noted;
2. that the issue of Houses in Multiple Occupation (HMO) 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.

19. INVESTIGATION & REVIEW SCRUTINY COMMITTEE – PUBLIC CONVENIENCES PANEL

In accordance with the Committee's Work Programme, a report of the Public Conveniences Panel was submitted (item 7 on the agenda filed with these minutes).

RESOLVED that the report of the Public Conveniences Panel be recommended to the Cabinet.

Reason

To allow the agreed report to be considered by the Cabinet in accordance with the Scrutiny Panel timetable.

20. INVESTIGATION & REVIEW SCRUTINY COMMITTEE – LOUGHBOROUGH UNIVERSITY ENTRANCES AND PARKING POLICIES PANEL

In accordance with the Committee's Work Programme, a report of the Loughborough University Entrances and Parking Policies Panel was submitted (item 8 on the agenda filed with these minutes).

With the agreement of the Committee, the Chair of the Panel referred to an additional document which summarised the Terms of Reference and Recommendations of the Panel.

RESOLVED that, subject to the inclusion of the summary document at the beginning of the report, the report of the Loughborough University Entrances and Parking Policies Panel be recommended to the Cabinet.

Reason

To allow the agreed report to be considered by the Cabinet in accordance with the Scrutiny Panel timetable.

21. WORK PROGRAMME

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

The Chair stated that at its meeting on 27th August 2009, the Scrutiny Commission had requested that following the completion of the Public Conveniences Panel and the University Entrances and Parking Policies Panel, the Committee should consider the establishment of two new Panels.

RESOLVED

1. that a Panel be established to consider the provision and maintenance of Playing Fields and Sports Facilities, including changing facilities in Charnwood;
2. that a Panel be established to consider Loughborough Market, in relation to possible improvements to current arrangements, a range of alternative markets, together with the feasibility of holding markets in other locations in the Borough;
3. that a Panel be established to consider the maintenance of footpaths.
4. 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. It was important to ensure that the range and scope of facilities in the Borough was adequate, in particular when facilities were hired out to members of the public.
2. Loughborough Market provided an important focal point for the town which had to be maintained and any possible improvements, including an increase in alternative markets and locations should be investigated.
3. It was important to ensure that footpaths were being appropriately maintained to allow safe and easy access to members of the public.

4. 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
Loughborough University Entrances and Parking Policies Panel.	To examine parking arrangements and policies in various locations around the University.	<p>Terms of Reference agreed by the Panel at initial meeting on 12th October 2009.</p> <p>Final report submitted to Committee on 27th January 2010.</p> <p>Agreed report to be submitted to Cabinet on 18th February 2010.</p> <p>Feedback report to be submitted to Committee in May 2010.</p>
Public Conveniences.	<p>To examine current provision of facilities within the Borough.</p> <p>To examine the problems associated with individual facilities and potential actions for improvements, including budget implications.</p> <p>To consider alternative methods of provision.</p>	<p>Last meeting held on 15th January 2010.</p> <p>Final report submitted to Committee on 27th January 2010.</p> <p>Agreed report to be submitted to Cabinet on 18th February 2010.</p> <p>Feedback report to be submitted to Committee in May 2010.</p>
Future Panels		
Playing Fields and Sports Facilities in Charnwood.	To consider the provision and maintenance of playing fields and sports facilities, including changing facilities in Charnwood.	
Loughborough Market.	To consider potential	

	improvements to current arrangements, a range of alternative markets and the feasibility of holding markets in other locations in the Borough.	
Footpath Maintenance.	To consider the maintenance of footpaths in Charnwood.	
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

Houses in Multiple Occupation.		Agreed report submitted to Cabinet on 15th January 2009. Feedback report submitted to Committee on 27th May 2009. Review of Actions agreed by Cabinet submitted to Committee on 27th January 2010.
Development Control Enforcement.	To examine current enforcement procedure, including numbers of complaints received, response times and the monitoring of targets. To examine the criteria used to undertake investigations and the issues of consistency in the decision making process. To consider the working relationship between the enforcement team and the rest	Agreed report submitted to Cabinet on 23rd April 2009. Feedback report submitted to Committee on 23rd September 2009. Review of Actions agreed by Cabinet to be submitted to Committee in May

	of Development Control and other services.	2010.
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 in September 2010.</p>

NOTES:

1. No reference may be made to these minutes at the Council meeting on 1st March 2010 unless notice to that effect is given to the Head of Democratic Services by five members of the Council by 5pm on Monday, 15th February 2010.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Committee on 26th May 2010 (to be confirmed).

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