

**SCRUTINY MANAGEMENT BOARD
24TH JANUARY 2018**

PRESENT: The Chair (Councillor Miah)
The Vice-chair (Councillor Parsons)
Councillors Bebbington, Fryer, K. Harris, Lowe,
Seaton and Taylor

Chief Executive
Democratic Services Officer (LS)

Also in attendance, Councillor Snartt in respect of Appendix 4 to Item 7 on the agenda (proposed Five Year Housing Supply Scrutiny Panel).

The Chair stated that this meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

30. MINUTES

The minutes of the meetings held on 25th October and 14th November 2017 were confirmed as a correct record and signed.

31. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST

The following disclosures were made:

- (i) by Councillor Fryer – personal interests in respect of Item 7 on the agenda, any matters therein relating to her former role as the Cabinet Lead Member for Open Spaces and Leisure Services or her current role as the Chair of the Outwoods Management Committee.
- (ii) by Councillor K. Harris – personal interests, any matters relating to his role as a member of the Outwoods Management Committee or as shadow for Parks, Open Spaces and Cleansing;
- (iii) by Councillor Parsons – a personal interest, any matter relating to his role as a member of the Outwoods Management Committee.

32. DECLARATIONS – THE PARTY WHIP

No declarations were made.

33. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions had been submitted.

34. BUDGET SCRUTINY PANEL

Considered a report of the Budget Scrutiny Panel following its scrutiny of the draft budget 2018/19 (item 6 on the agenda filed with these minutes).

Councillor Miah, Chair of the Panel, presented the report. The Chief Executive also assisted with questions on the matter.

Members of the Board (who had also been members of the Panel) considered that the wording of some of the observations which the Panel wished to make to the Cabinet and set out in the report did not sufficiently explain the nature of the concern and the reason for that.

As a result of discussion on the above matter, the Board considered that amendments should be made to the wording of the observations concerned, to provide clarification and ensure that the Panel's concerns were clear to the Cabinet, as follows:

- Observation 1 – amended to read “that the Cabinet be informed of the Panel’s concerns regarding the use of Council reserves to meet the proposed budget. The Budget Scrutiny Panel was also concerned about history of underspend”.
- Observation 2 – amended to read “that the Cabinet be informed, in respect of the Planning Service Restructure, of the Panel’s concern that the restructure should not be based on the income available, but on the long term requirements of the service”.
- Observation 4 – amended to read “that the Cabinet be informed that the Panel thought the £0.5m electrical works programme created by the Head of Landlord Services was a prudent move and commended by the Panel”.

RESOLVED that the recommendation and observations of the Budget Scrutiny Panel be endorsed and its report **be submitted to the Cabinet** for consideration, subject to the amendments outlined above.

Reason

The Board supported the recommendations and observations of the Panel, but considered that some amendment to the wording of its observations was required to ensure that the Panel's concerns were clear to the Cabinet. The Board considered it appropriate and accurate to suggest those amendments as the majority of Panel members were represented on the Board.

35. SCRUTINY WORK PROGRAMME AND ISSUES ARISING FROM SCRUTINY GROUPS AND PANELS

Considered a report of the Head of Strategic Support to enable the Board to agree the Scrutiny Work Programme, including considering requests from other scrutiny bodies and updates on the delivery of the Work Programme, and identify Key Decisions on which scrutiny could be undertaken, also to consider whether scrutiny of any procurement activity should be programmed

and a proposal for a new scrutiny panel (item 7 on the agenda filed with these minutes).

The Chief Executive assisted with consideration of the report.

The Chair invited Cllr Snartt to take part in the meeting during the consideration of Appendix 4 to this item (proposed Five Year Housing Supply Scrutiny Panel). The Board considered the proposal in some detail, to ensure that, should such a panel be established, the remit of the panel and the purpose of the scrutiny, in particular how value would be added, were clear.

RESOLVED

1. that the following item be removed from Performance Scrutiny Panel's Work Programme:

Capital Plan Amendment Reports;

2. that the following item be added to the Performance Scrutiny Panel's Work Programme, to be undertaken approximately half way through the periods to which they relate and raising any issues or concerns with the Board as required:

Consideration and Monitoring of the Performance of Major Policies;

3. that the following items added to the Policy Scrutiny Group's Work Programme, both for consideration at the Group's meeting on 6th February 2018:

Planning Enforcement Policy;

Private Sector Housing Enforcement Policy;

4. that consideration of whether to add any performance indicators or actions identified in relation to the Housing Revenue Account Business Plan 2014-44 and the Housing Asset Management Strategy 2014-19 to the Performance Scrutiny Panel's Work Programme be deferred until the Board's meeting on 28th March 2018;

5. that a scrutiny panel be established to consider the Five Year Housing Supply, on the basis set out in the scrutiny scope document submitted as Appendix 4 to the report, but with amendments to that document agreed by the Board at this meeting (the amended version is attached as an annex to these minutes), the panel to be chaired by Councillor Taylor;

6. that forthcoming Executive Key Decisions or decisions to be taken in private by the Executive, set out in the updated Appendix 1 to the report, and scheduled scrutiny of those matters, be noted and the following further items be added to the Scrutiny Work Programme;

- (i) Leicester and Leicestershire Strategic Growth Plan, currently scheduled for Cabinet consideration on 15th March 2018 – Overview Scrutiny Group to undertake pre-decision scrutiny;
 - (ii) Asset Management Strategy 2018-19 to 2022-23, currently scheduled for Cabinet consideration on 10th May 2018 – Overview Scrutiny Group to undertake pre-decision scrutiny;
 - (iii) Local Development Scheme, currently scheduled for Cabinet consideration on 15th March 2018 – Policy Scrutiny Group to consider a briefing on the proposals at its meeting on 6th February 2018;
7. that the Annual Procurement Plan and additions to the Plan, set out in Appendix 2 to the report, be noted;
 8. that the Scrutiny Work Programme, set out in Appendix 3 to the report, be noted and updated in accordance with decisions taken above and at this meeting.

Reasons

1. To agree the request made by the Performance Scrutiny Panel at its meeting on 12th December 2017 (Minute 37). The Panel considered that its scrutiny of Capital Plan Amendment reports did not add value as the report was usually considered by the Cabinet very shortly after it was considered by the Panel and any discussion or recommendations could not be submitted to the Cabinet to support its decision making. In addition, other committees, in particular the Overview Scrutiny Group, could choose to scrutinise the reports, if they wished to do so.
2. To agree the request made by the Performance Scrutiny Panel at its meeting on 12th December 2017 (Minute 39). The Panel wished to improve its scrutiny of the performance of the Council and fulfil its functions.
3. To agree the request made by the Policy Scrutiny Group at its meeting on 21st November 2017 (Minute 28). To enable the policies to be scrutinised in a timely manner prior to their consideration by the Cabinet.
4. Resolutions 3 and 4 of Minute 25, Policy Scrutiny Group, 21st November 2017 refer. To allow further time to consider the matter, following initial consideration by the Chair and Vice-chair of the Group on 16th January 2018.
5. Reasons for scrutiny as set out in the agreed scrutiny scope document.
6. To ensure timely and effective scrutiny.

7. The Board has decided to consider the Annual Procurement Plan and Quarterly Updates (submitted to Cabinet) to ensure that timely and effective scrutiny of any procurement activity is programmed or to ensure that the Cabinet is informed of any views of the Board on procurement matters.
8. To ensure that the information contained within the Work Programme is up to date.

NOTES

1. No reference may be made to these minutes at Council on 26th February 2018 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of the minutes.
2. These minutes are subject to confirmation as a correct record at the next ordinary meeting of Scrutiny Management Board.



REVIEW TITLE: Five Year Housing Supply

SCOPE OF ITEM / TERMS OF REFERENCE

There is a need to explore upcoming developments in Charnwood, including sites at North East Leicester, West of Loughborough and North of Birstall to find out the stages of development and how soon they are to be built (and any slippage).

The Panel should consider the national context of housing supply and investigate the reasons why the Local Planning Authority is unable to demonstrate a five year housing land supply, in conjunction with other local authorities in Leicestershire, and identify what can realistically be achieved.

Following the fact finding stage, the Panel would then draw on good practices from elsewhere and consider if there are any areas for improvement or change, and whether they sit with other policies, including national policies, and practices within the Council.

REASONS FOR SCRUTINY

To clarify timescales and current position of the three strategic sites.

To clarify and understand reasons for slippage.

To understand obstacles that exist to obtaining a five year land supply.

To look at measures needed to keep strategic balance in line with Core Strategy Policy SC1 and the Defined Settlement Hierarchy.

To provide public reassurance that scrutiny is looking at the matter.

Note: Background information to the request for this panel was submitted by Councillor Snartt and attached to the draft scope document considered by the Scrutiny Management Board at its meeting on 24th January 2018.

MEMBERSHIP OF THE GROUP

Chair – Councillor Taylor. Other members TBC.

WHAT WILL BE INCLUDED

Position Statements from Local Planning Authority and Developers involved with Strategic Development Sites.

Gaps and obstacles in the planning process to maintain a five year supply.

Understand communication links and meeting outcomes between the Local Planning Authority and Developers.

Analysis of current position with Strategic Development Sites.

Recommendations to maintain the Local Planning Authority's five year supply.

WHAT WILL BE EXCLUDED

Planning processes that do not focus on maintaining a five year supply.

KEY TASKS * * including consideration of efficiency savings

Gathering views of Leicestershire councils.

Interviewing witnesses, including regarding national policy.

Interviewing Charnwood planning officers.

Meeting with the Growth Advisory Group

Compiling information around engagement processes with developers and other associated procedures and processes.

STAKEHOLDERS, OUTSIDE AGENCIES, OTHER ORGANISATIONS *

Strategic Director Charnwood Borough Council

Lead Member Planning Charnwood Borough Council

Head of Planning Charnwood Borough Council

Developers of strategic sites North East of Leicester, West of Loughborough and North of Birstall. (e.g. William Davies, Davidsons, David Wilson Homes, Persimmon Homes)

Leicestershire County Council Highways

EQUALITY IMPLICATIONS

Is an impact needs assessment required? – to be considered at the Panel's penultimate meeting

LINKS/OVERLAPS TO OTHER REVIEWS

None

RESOURCE REQUIREMENTS

Support from Democratic Services can be accommodated.

REPORT REQUIREMENTS (Officer information)

None (at this stage)

REVIEW COMMENCEMENT DATE

COMPLETION DATE FOR DRAFT REPORT

* Key tasks and stakeholders may be subject to change as the review progresses.

PROGRESS OF PANEL WORK

MEETING DATE	PROGRESS TO DATE

REPORT SUBMITTED TO SCRUTINY MANAGEMENT BOARD

The Panel should aim to complete its work within 6 months and submit its report to the SMB meeting in Autumn 2018.