

Committee	Sustainable Development Select Committee	Item No	7
Report Title	Select Committee Work Programme		
Contributors	Scrutiny Manager		
Class	Part 1	Date	14 September 2010

1 Purpose

- 1.1 To advise Members of the Select Committee of the work programme for the municipal year 2010/11.

2 Summary

- 2.1 At the beginning of the municipal year, each select committee drew up a draft work programme for submission to the Business Panel for consideration.
- 2.2 The Business Panel considered the proposed work programmes of each of the select committees on 27 July 2010 and agreed a co-ordinated overview and scrutiny work programme, avoiding duplication of effort and facilitating the effective conduct of business.
- 2.3 However, the work programme is a “living document” and as such can be reviewed at each select committee meeting so that members are able to include urgent, high priority items and remove items that are no longer a priority.

3 Recommendations

- 3.1 The select committee is asked to:
- note the work programme and project plan attached at **Appendix i** and discuss any issues arising from the programme;
 - specify the information and analysis required in the report for each item on the agenda for the next meeting, based on desired outcomes, so that officers are clear on what they need to provide;
 - note the Council’s Forward Plan and Key Decisions programmed for the next four months, attached at **Appendix iii**, and consider any key decisions for further scrutiny.

4. The work programme

- 4.1 The work programme for 2010/11 was agreed at the meeting of the Committee held on 7 July 2010 and considered by the Business Panel on 27 July 2010.
- 4.2 The Committee is asked to consider if any urgent issues have arisen that require scrutiny and if any existing items are no longer a priority and can be removed from the work programme. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at **Appendix ii** may help Members decide if proposed additional items should be added to the work programme. The Committee’s work programme needs to be achievable in terms of the amount of meeting time available. If the committee agrees to add additional item(s) because they are urgent and high priority, Members will need to consider which medium/low priority item(s) should be removed in order to create sufficient capacity for the new item(s).

4.3 At Business Panel on 27 July 2010 it was agreed that each Select Committee would have a standing item on its agenda for the remainder of this financial year to discuss any urgent budget issues 2011-14.

5. The next meeting

5.1 The following reports are scheduled for the next meeting:

Agenda Item	Review Type	Link to Corporate Priority	Priority
Revenue Budget Savings Proposals 2011/12	Standard review	Inspiring efficiency, effectiveness and equity	High

5.2 The Committee is asked to consider if any specific information and analysis is required for each report, based on the outcomes the Committee would like to achieve, so that officers are clear on what they need to provide for the next meeting.

5. Financial Implications

5.1 There is a small budget for supporting scrutiny activities where either costs cannot be contained within existing staff resources or where additional expertise is required.

6. Legal Implications

6.1 In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

7. Equalities Implications

7.1 There may be equalities implications arising from items on the work programme and all activities undertaken by the Select Committee will need to give due consideration to this.

8. Date of next meeting

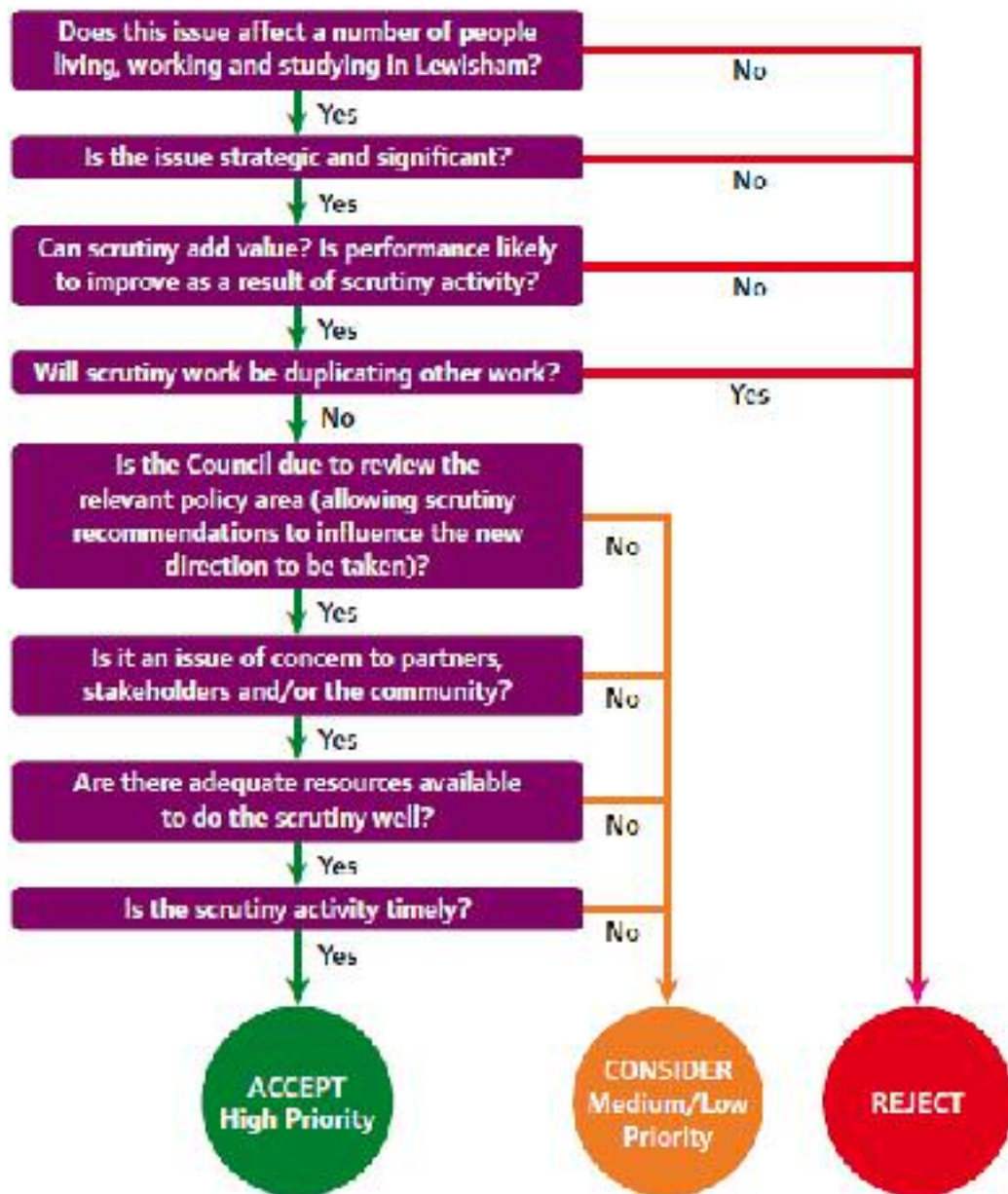
8.1 The date of the next meeting is 13 October 2010.

9. Background Documents

Lewisham Council's Constitution

Centre for Public Scrutiny the Good Scrutiny Guide – a pocket guide for public scrutineers

Scrutiny work programme – prioritisation process



FORWARD PLAN – KEY DECISIONS

Appendix iii

Date included in forward plan	Description of matter under consideration	When key decision expected to be taken (Date or period in which to be taken)	Decision maker and how to contact them (decision maker could be e.g. the mayor/the executive/e.g. the executive contracts committee/officer (All members of decision making body to be listed)	How decision maker intends to consult local stakeholders in decision making process (Groups or organisations, how and date to come back)	Details of available relevant reports and background papers
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April 2010	Request to tender for specialist family support services	August 2010	Exec. Dir. C & YP		Author: ED C& YP
April 2010	Request to tender for short break service providers (Aiming High Programme)	August 2010	Exec. Dir. C & YP		Author: ED C& YP
March 2010	Request to enter into contract with successful tenderer for SMWCP (Schools Minor Works Capital Programme Phase 1 - Re-wiring Works)	August 2010	Exec. Dir. C & YP		Author: ED C & YP
April 2010	Request to tender for ASD Outreach services	August 2010	Exec. Dir. C & YP		Author: ED C& YP

If you wish to comment on any of these matters, contact the author or the office of the relevant Executive Director.

Published – August 2010
By Kevin Flaherty, Head of Business & Committee
tel: 0208-314-8577

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April 2010	Request to tender for services supporting disabled children	August 2010	Exec. Dir. C & YP		Author: ED C & YP
March 2010	Request to enter into contract with successful tenderer for SMWCP (Schools Minor Works Capital programme Phase 1 - M&E Works)	August 2010	Executive Director for Children & Young People		Author: ED C & YP
December 2009	Request to tender for Aiming High Disabled Children Project	August 2010	Executive Director for Children & Young People	All staff and end users and stakeholders of Rockbourne Youth Centre, House on the Hill, and Honor Oak early childhood centre with indicative outline timetable for implementation	Author: ED C & YP
June 2010	Tier 4 Crisis Intervention Drug In-patient Service Contract, agreement for	September 2010	Executive Director for Resources		Author: ED Comm. Serv.

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	single tender action and award of contract.				
August 2010	Agreement for single tender action and award of Service User	September 2010	Executive Director for Resources	Process undertaken to fulfil procurement regulations.	Author: ED Comm. Serv.
August 2010	Dangerous Structures Consortium Contract	September 2010	Executive Director for Resources		Author: ED Cust. Serv
August 2010	Renewal of Insurances	September 2010	Executive Director for Resources		Author: ED Resources
August 2010	In Year Government Funding Reductions for 2010/11 - Proposals to bridge the gap	15 September 2010	Mayor and Cabinet		Author: ED Resources
August 2010	Health White Paper	15 September 2010	Mayor and Cabinet		Author: ED Comm. Serv.
June 2010	2009/10 Annual Report on the Statutory	15 September 2010	Mayor and Cabinet		Author: ED C & YP

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	Complaints Procedure				
August 2009	School Meals – Annual price revision	15 September 2010	Mayor and Cabinet		Author: ED C & YP
June 2010	Olympics 2012	15 September 2010	Mayor and Cabinet		Author: ED Comm. Serv
February 2010	Review of the Agency Managed Service Contract with Reed Managed Services (2 Years)	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED Resources
June 2010	Section 75 for Mental Health	15 September 2010	Mayor and Cabinet		Author: ED Comm Serv
February 2010	Shortlisting of the Security Contract	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED Regen
June 2010	New Race Relations Organisation	15 September 2010	Mayor and Cabinet		Author: ED Comm. Serv.

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April 2010	Request to Award Contract for Aiming High Disabled Children Project	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED C & YP
April 2010	Forest Hill Pools - Project Update	15 September 2010	Mayor and Cabinet	Statutory process	Author: ED Regen.
April 2010	Croydon and Lewisham Streetlighting PFI – Selection of Preferred Bidder	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED Regen.
May 2010	Retendering of the Occupational Health and EAP contracts	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED Resources
May 2010	Agreement to tender the Drug Interventions Programme Service	15 September 2010	Mayor and Cabinet (Contracts)		Author: ED Comm. Serv.

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June 2010	Ladywell Conservation Area: Article 4 Direction Confirmation	15 September 2010	Mayor & Cabinet	Stakeholders have been consulted and responses will be considered in report	Author: ED Regen.
June 2010	Excalibur Estate Ballot	15 September 2010	Mayor and Cabinet		Author: ED Cust. Serv
May 2010	Surrey Canal Road Station- Proposed Funding Agreement with TfL	15 September 2010	Mayor and Cabinet		Author: ED Regen.
June 2010	Bonus Pastor -- Responses to Statutory Proposal for a SLCN Provision	15 September 2010	Mayor and Cabinet		Author: ED CYP
July 2010	Webcasting	15 September 2010	Mayor and Cabinet		Author ED Resources
July 2010	Credit Union Support	15 September 2010	Mayor and Cabinet (Contracts)		Author ED Resources

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July 2010	Consultation on the incorporation of Merlin Primary School to form an all-age Academy at Haberdashers' Aske's Knights Academy.	15 September 2010	Mayor and Cabinet		Author: ED CYP
July 2010	Provision of Domiciliary Care- Placement on the Framework Agreement 2010-2014	15 September 2010	Mayor and Cabinet (Contracts)		Author ED Community
July 2010	Nursing & Residential Care Homes- Award of Block Contracts	15 September 2010	Mayor and Cabinet (Contracts)		Author ED Community
August 2010	Meeting the demand for Primary places: a procurement strategy for 2011-14	15 September 2010	Mayor and Cabinet		Author: ED CYP

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August 2010	Park Sport Cricket project	15 September 2010	Mayor and Cabinet	Friends of Mayow Park, Sydenham Society, Friends of Hilly Fields have already been consulted	Author: ED Cust. Serv
August 2010	Treasury Outturn Report 2009/10	15 September 2010	Mayor and Cabinet		Author ED Resources
August 2010	Award for CCTV renewal of maintenance and Repair contract	15 September 2010	Mayor and Cabinet (Contracts)		Author ED Community
August 2010	Strengthening SEN Programme: Bonus Pastor Catholic College, Determination for the SLCN resource base	15 September 2010	Mayor and Cabinet		Author: ED C & YP
August 2010	2010/11 Quarter 1 capital programme monitoring	15 September 2010	Mayor and Cabinet		Author: ED Resources

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August 2010	1st Quarter - Revenue Budget Monitoring 2010/11	15 September 2010	Mayor and Cabinet		Author: ED Resources
August 2010	Building Control Charges	15 September 2010	Mayor and Cabinet		Author: ED Cust. Serv
July 2010	Accounts 2009/10	23 September	Council	As defined by statutory process	Author ED Resources
September 2009	Site Allocations DPD options	23 September 2010	Council	Statutory process	Author: ED Regen.
April 2010	Local Development Scheme	23 September 2010	Council	Statutory process	Author: ED Regen.
April 2010	Core Strategy Submission	23 September 2010	Council	Statutory process	Author: ED Regen.
July 2010	Catford Town Centre Business Plan	23 September 2010	Council		Author: ED Regen

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May 2010	Final Catford, Forest Hill & Rushey Green Stock transfer	23 September 2010	Council		Author: ED Cust. Serv
October 2009	NDC Centre Development Agreement	6 October 2010	Mayor and Cabinet (Contracts)		Author: ED Regen.
August 2010	Pan London empty dwelling management order contact.	6 October 2010	Mayor and Cabinet (Contracts)	LB Newham	Author: ED Cust. Serv
August 2010	Pilot partnership with Habitat for Humanity to-tackle empty dwelling	6 October 2010	Mayor and Cabinet		Author: ED Cust. Serv
March 2010	Mercury Abatement	6 October 2010	Mayor and Cabinet		Author: ED Cust. Serv.
August 2010	To agree the Licensed Deficit budget for at least one School possible two.	6 October 2010	Mayor and Cabinet	Discussions with one school is near completion further discussion with another school will take place in September to	Author: ED C & YP

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				confirm whether it needs to be taken forward	
August 2010	Review of Charges for non residential services and meals on wheels	6 October 2010	Mayor and Cabinet		Author ED Community
July 2010	Local Implementation Plan TfL funded projects for 2011/12 for agreement in the light of the emerging draft Local Implementation Plan	6 October 2010	Mayor and Cabinet	Representative of Local Assemblies invited to attend an event in July to discuss LIP Objectives and Proposals. Stall at Lewisham People's Day. Affected neighbouring authorities. Lewisham Disability Coalition as part of the EqIA. Once draft LIP has been agreed, it will then be consulted on	Author: ED Regen.
December 2009	Re-tendering of Outsourced ICT Support Contracts - Collaboration with Bromley Council	6 October 2010	Mayor and Cabinet (Contracts)		Author: ED Res.

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August 2010	Procurement of learning & development services with other local authorities	6 October 2010	Mayor and Cabinet (Contracts)		Author: ED C & YP
May 2010	Management Report	6 October 2010	Mayor and Cabinet		Author: ED Resources
August 2010	Approval of Environment Division Enforcement Policy	6 October 2010	Mayor and Cabinet		Author: ED Cust. Serv.
August 2010	Disposal of Site adjoining Rushey Green School SE6	6 October 2010	Mayor and Cabinet	Internal with relevant directorates	Author: ED Regen.
August 2010	Disposal of Site 4C Silwood Estate, SE16	6 October 2010	Mayor and Cabinet	Internal with relevant directorates	Author: ED Regen.
June 2010	Catford Town Centre – Next Steps	20 October 2010	Mayor and Cabinet		Author: ED Regen.
June 2010	Locally Listed Buildings Review: Forest Hill and Sydenham	20 October 2010	Mayor and Cabinet	Stakeholders have been consulted and responses will be considered in report	Author: ED Regen.

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March 2010	Housing Proposals Southern Site, Giffin St Deptford	20 October 2010	Mayor and Cabinet		Author: ED Regen.
August 2010	Contract Award report for improvements to Douglas Way	November 2010	Executive Director for Resources	Through meetings with Street Trading Team, Highways and Transport Team', Street Traders, Lewisham Homes, Deptford Town Centre team, Public Consultation Event, Local Assemblies	Author: ED Regen.
April 2010	Annual Complaints report	3 November 2010	Mayor and Cabinet		Author: ED Cust. Serv.
August 2010	Treasury Activity Report: Six Months Ending September 2010	3 November 2010	Mayor and Cabinet		Author ED Resources
August 2010	2010/11 Quarter 2 capital programme monitoring	3 November 2010	Mayor and Cabinet		Author: ED Resources
August 2010	2010/11 Quarter 2 revenue programme monitoring	3 November 2010	Mayor and Cabinet		Author: ED Resources

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June 2010	Adoption of S106 planning obligations, Supplementary Planning Document	3 November 2010	Mayor & Cabinet		Author: ED Regen.
June 2010	Budget Strategy 2011-14 and Savings Options	17 November 2010	Mayor and Cabinet		Author ED Resources
April 2010	Forest Hill Pools - Appointment of Principal Contractor	17 November 2010	Mayor and Cabinet (Contracts)		Author: ED Regen.
December 2009	Moonshot Building Fordham Park, Angus Street SE14 – Agreement to terms of 3 Leases and 1 Management Agreement	17 November 2010	Mayor and Cabinet		Author:ED Regen

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August 2010	Planning Annual Monitoring Report 2010	17 November 2010	Mayor and Cabinet		Author:ED Regen
July 2010	Draft Local Implementation Plan	17 November 2010 25 November 2010	Mayor and Cabinet Council		Author ED Regen
August 2010	Agreement to enter into contract to deliver Bulge Primary Reception places at Perrymount Primary School September 2011.	December 2010	Executive Director for Children & Young People	Continuing consultation with the school	Author: ED C & YP
May 2010	Internal Audit re-tender	1 December 2010	Mayor and Cabinet (Contracts)		Author ED Resources
October 2009	Formalising arrangements between the Council and Enviroworks Lewisham	1 December 2010	Mayor and Cabinet		Author: ED Cust. Serv

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Date included in forward plan	Description of matter under consideration	When key decision expected to be taken (Date or period in which to be taken)	Decision maker and how to contact them (decision maker could be e.g. the mayor/the executive/e.g. the executive contracts committee/officer (All members of decision making body to be listed)	How decision maker intends to consult local stakeholders in decision making process (Groups or organisations, how and date to come back)	Details of available relevant reports and background papers
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June 2010	Housing Assistance Policy	1 December 2010	Mayor and Cabinet		Author:ED Cust. Serv
July 2010	The 2010 Annual Social Services Performance Letter from the Care Quality Commission	19 January 2011	Mayor and Cabinet		Author ED Community
August 2010	Project FORD: Laurence House Access Point	19 January 2011	Mayor and Cabinet (Contracts)	Service providers and end users involved in design	Author: ED Regen.
August 2010	Council Tax Base	26 January 2011	Council		Author ED Resources
August 2010	Request to enter into contract with successful tenderer for Myplace TNG	9 February 2011	Mayor & Cabinet (Contracts)	Service providers, young people and Sydenham residents are all actively involved in the project and will continue to be consulted	Author ED Regen
August 2010	2010/11 Quarter 3 capital programme monitoring report and 11/14 budget report	9-February 2011	Mayor and Cabinet		Author: ED Resources

If you wish to comment on any of these matters, contact the author or the office of the relevant Executive Director.

Published – August 2010
By Kevin Flaherty, Head of Business & Committee
tel: 0208-314-8577

KEY:	CE:	Chief Executive
	EDRes:	Executive Director for Resources
	EDRegen:	Executive Director for Regeneration
	EDCS:	Executive Director for Community Services
	EDC&YP:	Executive Director for Children & Young People
	EDCustServ:	Executive Director for Customer Services
	HL:	Head of Law

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August 2010	2010/11 Quarter 3 revenue programme monitoring	9-February 2011	Mayor and Cabinet		Author: ED Resources
August 2012	Budget 2011/12	9-February 2011 1 March 2011	Mayor and Cabinet Council		Author: ED Resources
August 2010	Investment Strategy 2011/12	23 February 2011	Mayor and Cabinet		Author ED Resources

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