Sustainable Development Select Committee

Select Committee work programme report

Date: 30 June 2021

Key decision: No

Class: Part 1

Wards affected: All (none specific)

Contributors: Assistant Chief Executive (Scrutiny Manager)

Outline and recommendations

To ask members to discuss the committee's priorities for the 2021-22 municipal year and to agree an annual work programme.

The Committee is asked to:

- Consider the themes set out in the draft work programme at **appendix D**.

- Note the four strategic themes of the borough's recovery plan: 'Future Lewisham'

- Discuss the committee's priorities and agree a work programme for 2021-22.

- Consider opportunities for public engagement throughout the work programme.

Timeline of engagement and decision-making

The meeting dates below were agreed at the Council AGM on 26 May 2021:

- Wednesday 30 June 2021

- Tuesday 14 September 2021

- Wednesday 10 November 2021

- Tuesday 18 January 2022

- Tuesday 08 March 2022

1. Summary

1.1.   This report asks members to discuss and agree priorities for the committee's work programme for the year ahead and describes the process for approval by the business panel and ongoing monitoring by the committee.

2. Recommendations

2.1.   The Committee is asked to:

- Consider the themes set out in the draft work programme at **appendix D**.

- Note the strategic themes of the borough's Covid recovery plan: Future Lewisham

- Discuss the committee's priorities and agree a work programme for 2021-22.

- Consider opportunities for public engagement throughout the work programme.

3. The role of the Select Committee

3.1.   The Committee considers issues relating to the protection of the environment such as: the best use of natural resources; air quality; energy saving and the reduction of all types of pollution.

3.2.   It can review and challenge plans in development by managers of Council services. It can also study topics that are important to local people and share its findings with the Council's Mayor and Cabinet about:

- Economic development, business support, employment and training
- The Council's planning policies (but not planning control and building control)
- Roads and pavements, parking traffic and transport
- Projects to rebuild or change local areas
- Rubbish, bins, recycling and cleaning the streets
- Street and market trading (but not giving permission for people to trade or other things that the Council's licensing committee is responsible for)
- The work carried out by those responsible for preventing and managing flooding.

3.3.   The Committee's full terms of reference are set out in appendix A.

4. Agreeing the Committee's work programme

4.1.   A draft work programme is attached at appendix D. It currently includes:

- suggestions made by the Committee at the last meeting of 2020-21
- issues arising as a result of previous scrutiny
- suggestions from Council officers
  (Further detail is set out in sections below).

4.2.   It is for the Committee, however, to set its own work programme and agree any other priority issues it would like to include – the committee does not have to look into everything officers, the public or other members suggest.

4.3.   When deciding on issues to include in the work programme, the committee should consider the key services and programmes within the committee's remit, the criteria for selecting and prioritising topics (see flowchart below), upcoming Mayor & Cabinet decisions (appendix D) and avoid duplicating the work of any agreed task and finish groups.

4.4.　The Committee should also note and take into account the four strategic themes of the borough's Covid-19 recovery plan, 'Future Lewisham', which support what we want for every single resident and that we know are what we need to focus on locally:

4.5.　**An economically sound future**

We are working to get the borough back in business, with a future where everyone has the jobs and skills they need to get the best that London has to offer.

We are a borough with businesses that are adaptable and prepared for change, a thriving local economy that sees 'local' as the first and best choice, with digital inclusion at the heart of our plans. We do all we can to support residents into jobs that pay fairly and provide families with the opportunities and security they deserve.

4.6.　**A healthy and well future**

Good health and wellbeing should be something we can all depend on, something that is equally accessible to everyone.

We know this is much wider than 'medicine' and the NHS. Our health and well-being is also dependent on our Sustainable Development, the air we breathe, our support networks and more. We will make sure to pay as much attention and invest as much effort into improving these wider factors and taking action on inequality at every turn. Rectifying health inequalities and developing good mental health & wellbeing for everyone drives what we do.

4.7.　**A greener future**

Our next steps will be our greenest yet, continuing our efforts to preserve our climate for future generations and ensuring everyone can enjoy the place we call home.

We will capture and build　　on the best of what we saw from the increase in walking and cycling locally, and all the other ways our environment benefitted from behaviour changes over the last year. We will nurture and protect the place we call home so that we can continue to appreciate its benefits for generations to come.

4.8.　**A future we all have a part in**

We work together as one borough, within our communities and identities, to harness the power of volunteering and community spirit that has helped get us through the last year.

We will work alongside our strongest asset – our community – to strengthen and enhance our borough for everyone. We achieve more together and being connected and taking an active role in our borough benefits us all. Our year as Borough of Culture 2022 will be Lewisham's best year yet, celebrating our fantastic part of London and providing opportunities for everyone to connect and get involved in our local community.

4.9.　Items within the work programme should also be linked to the priorities of the Council's Corporate Strategy for 2018-2022 (appendix B).

4.10.　The committee is recommended to schedule **two substantive items per meeting**, leaving space available for Mayor & Cabinet responses and other urgent business as the need arises throughout the year.

4.11.　Provision is made for meetings to last for up to 2.5 hours, but the committee should aim to **manage its business within 2 hours**. In exceptional cases the committee may decide to suspend standing orders and extend the meeting for a further 30 minutes to conclude any urgent business.

4.12.　The committee should specify the information it would like for each item to ensure that officer reports and other evidence meets its needs. This should be done under the
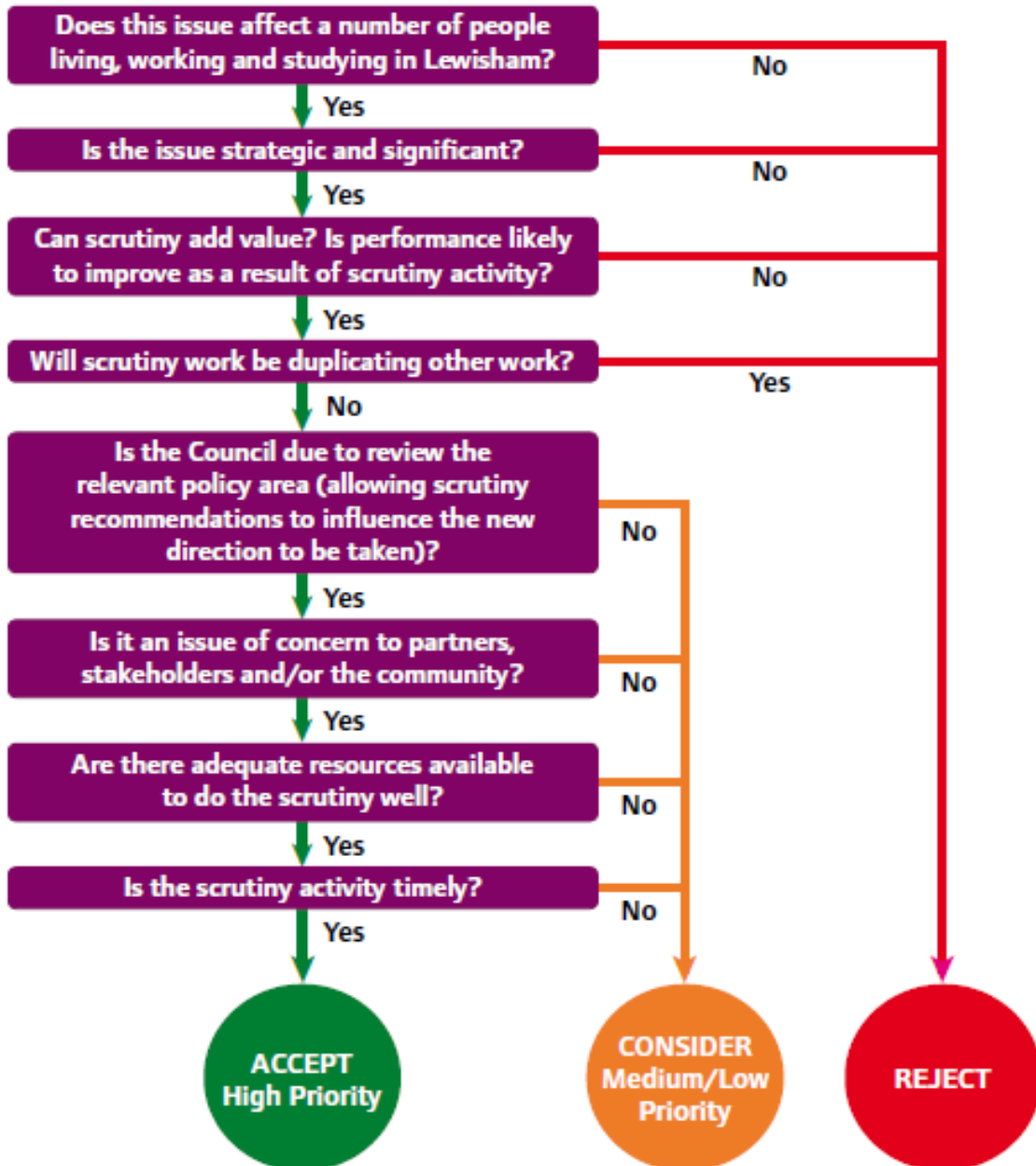
work programme item at every meeting.

Scrutiny work programme – prioritisation process

4.13.   There is no provision at committee for the discussion of information items (reports to

note). If required, they will be circulated to members by email with questions put to the report author for a written response.

4.14. Some of the regular reports that fall under the Committee's remit, which are usually presented as reports to note and therefore likely to be circulated by email in the first instance, include:

- The annual parking report
- Updates on major planning developments (including the Bakerloo line extension)

4.15. It is the Chair's responsibility to keep abreast of other developments within the committee's remit and escalate any issues that require action by the committee to the work programme as appropriate.

4.16. Suggestions made by the committee at the last meeting of 2021-20

- Pedestrian and cycling provision
- Schools streets and low traffic neighbourhoods
- The Bakerloo line extension
- Emergency planning
- The climate crisis
- Busses and bus routes

4.17. Suggestions from officers in view of forthcoming developments

- Waste strategy
- Environemental operations review

4.18. Issues arising as a result of previous scrutiny

- Implementation of the transport strategy, walking, cycle strategy and healthy neighbourhoods.

5. Different types of scrutiny

5.1. It's important to think early on about the most effective way to scrutinise each item on the work programme. Some issues may only require an initial briefing, circulated by email, for information, some may require site visits and public engagment, and others may require detailed questioning at a formal committee meeting and input from stakeholders

5.2. The Effiective Scrutiny Guidelines at **appendix C** sets out 5 key principles to take into account when carrying out scrutiny: Prioritise; Be independent; Work Collectively; Engage; make SMART recommnedations. This will help the committee decide on the most appropriate approach for the issue at hand.

5.3. Members should also note the comments in the Local Democracy Review about how scrutiny can be even more effective, participative and open. Suggestions included:

- Focusing on fewer issues more closely linked to council priorities
- More engagement with the public outside of formal meetings
- Individual scrutiny members leading on defined topic areas
- Contributing to new policy proposals at an early stage

5.4. Some of the most common scrutiny methods are described below, but members are encouraged to try new ways of gathering evidence and engaging the public.

5.5. 'Standard items'

5.6. The majority of work programme items tend to be "standard items", where scrutiny is carried out as part of a single meeting with members:

- agreeing in advance the information and analysis needed
- receiving an officer report presenting the relevant information
- gathering additional evidence from activity outside of meetings
- asking questions of the presenting officers or expert guests
- agreeing recommendations to Mayor and Cabinet and partners.

5.7. Policy development

5.8. When the council is due to renew a policy the committee may be asked to consider the options available and officer recommendations before a decision by Mayor and Cabinet. Select committees should be engaged at an early enough stage to be able to influence and contribute to the new policy.

5.9. Performance monitoring

5.10. Scrutiny can request a wide range of performance information to examine the effectiveness of council services. This includes monitoring data on key performance indicators and outcomes and assessing the delivery of particular programme or projects against set targets or timescales.

5.11. Task and finish groups

5.12. For issues that require more extensive evidence gathering, members may put forward a proposal for a task and finish group. The Overview & Scrutiny Committee will agree which task and finish groups should be established, their membership, terms of reference and duration. Task and finish groups are independent of select committees and make recommendations directly to Mayor and Cabinet.

5.13. Information items

5.14. Some low-priority items may only require a briefing report to be circulated to committee members by email, with questions put to the report author for written response. There is no provision for discussion of information items at committee meetings.

6. Approval and ongoing monitoring of the work programme

6.1. Each select committee is required to submit its work programme to the Overview and Scrutiny Business Panel for approval. This is to ensure a coordinated overview and scrutiny work programme across select committees that avoids duplication of effort and supports effective scrutiny. The Business Panel will meet on 20 July 2021.

6.2. The committee's work programme can be reviewed at each meeting to allow urgent items to be added and lower priority issues to be removed. Any potential items should be considered against the priority criteria outlined earlier in this report. If a high-priority item is included, a lower-priority item should be removed. The committee's work programme must be achievable in the time available.

7. Financial implications

7.1. There are no direct financial implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme will have financial implications and these will need to be considered as part of the reports on those items

8. Legal implications

8.1. 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.

9. Equalities implications

9.1. The Equality Act 2010 (The Act) legally protects people from discrimination in the workplace and in wider society. It replaced the previous anti-discrimination laws with a single act, making the law easier to understand and strengthen protection in certain situations. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

9.2. The Act also imposes a public sector equality duty. This means that in public bodies, of which this Council is designated, they must consider all individuals in carrying out their day-to-day work when shaping policy, in delivering services and in relation to their own employees. It also requires public bodies to:

- Have due regard to the need to eliminate discrimination

- Advance equality of opportunity

- Foster good relations between different people when carrying out their activities

9.3. The Council recognises diversity is one of its strengths and is committed to creating a more inclusive community. Therefore, having due regard to the Act, is confirmation of the Council's commitment to eliminating all forms of discrimination against any group within the community and to actively promote an equality of opportunity and positive community partnership.

9.4. The delivery of the Council's equalities objectives is to be achieved through the delivery of all of the Council's strategies, plans and procedures. As such, all select committees and other scrutiny bodies, when planning their work and scrutinising items, bear in mind the delivery of the Council's equality objectives.

9.5. Scrutiny tries to make sure that its work reflects the diversity of Lewisham's communities and that the views of residents are fairly represented in scrutiny processes. Any recommendations arising from scrutiny work support the Council's corporate strategy and reflect the needs of local residents

10. Climate change and environmental implications

10.1. There are no direct climate change or environmental implications arising from the implementation of the recommendation in this report. However, in February 2019 Lewisham Council declared a Climate Emergency and proposed a target to make the borough carbon neutral by 2030. The declaration tasked the Sustainable Development Committee with scrutinising the Council's emerging plans. Items on the work programme will have climate change and environmental implications and all reports considered by the Committee should acknowledge this.

11. Crime and disorder implications

11.1. There are no direct crime and disorder implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme may have crime and disorder implications and these will need to be considered as part of the reports on those items.

12. Health and wellbeing implications

12.1. There are no direct health and wellbeing implications arising from the implementation

of the recommendations in this report. Items on the Committee's work programme may have health and wellbeing implications and these will need to be considered as part of the reports on those items.

13. Report author and contact

13.1. If you have any questions about this report please contact:

Timothy Andrew, Scrutiny Manager, timothy.andrew@lewisham.gov.uk

14. Appendices

Appendix A – Committee terms of reference (see below)

Appendix B – Council corporate priorities (see below)

Appendix C – Effective scrutiny guidelines (see below)

Appendix D – Draft work programme (see attached)

Appendix E – Notice of forthcoming executive decisions (see attached)

Appendix A

The following roles are common to all select committees:

(a)   General functions

- To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions
- To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function
- To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents
- The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

(b)   Policy development

- To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate
- To conduct research, community and/or other consultation in the analysis of policy options available to the Council
- To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c)   Scrutiny

- To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time
- To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas
- To question members of the Executive or appropriate committees and executive directors personally about decisions
- To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and

targets over time or in relation to particular initiatives which have been implemented

- To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance
- To question and gather evidence from any person outside the Council (with their consent)
- To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d)   Community representation

- To promote and put into effect closer links between overview and scrutiny members and the local community
- To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people
- To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.
- To keep the Council's local ward assemblies under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced
- To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary
- To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters).

(e)   Finance

- To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f)   Work programme

- As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.
- The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

In addition to the general terms of reference outlined above, the Sustainable Development Select Committee has the following specific terms of reference:

- to examine issues relating to the protection of the environment including 'green' issues such as the conservation of natural resources, air quality, energy efficiency and conservation and/or the reduction of all types of pollution and make recommendations to

the Mayor and Cabinet as appropriate;

- to comment and consult on and make recommendations to the Mayor and Cabinet in relation to the following:

  i. sustainable development, economic development, business support, employment and training;

  ii. the formulation of the Council's planning policies, (including the preparation of the Council's Local Development Documents and other local plans for the use and development of land, but excluding planning control and building control functions);

  iii. highways, parking, traffic and transport, and urban regeneration;

  iv. the environment including waste disposal, environmental health, street and market trading (but not the granting of licences and related matters);

  v. public protection, refuse collection and disposal, street cleaning, consumer protection, cemeteries and crematoria;

  vi generally to examine the performance of the Mayor and Cabinet in relation to the matters listed at (i) to (v) above.

- the review and scrutiny of the exercise by risk management authorities of flood risk management and coastal erosion risk management affecting the area.

Appendix B

Council corporate priorities 2018-2022

Items within the work programme should be linked to the priorities of the Council's Corporate Strategy for 2018-2022 (set out below):

Open Lewisham - Lewisham is a welcoming place of safety for all, where we celebrate the diversity that strengthens us.

Tackling the Sustainable Development crisis - Everyone has a decent home that is secure and affordable.

Giving children and young people the best start in life - Every child has access to an outstanding and inspiring education, and is given the support they need to keep them safe, well and able to achieve their full potential.

Building an inclusive local economy - Everyone can access high-quality job opportunities, with decent pay and security in our thriving and inclusive local economy.

Delivering and defending: health, social care and support - Ensuring everyone receives the health, mental health, social care and support services they need.

Making Lewisham greener - Everyone enjoys our green spaces, and benefits from a healthy environment as we work to protect and improve our local environment.

Building safer communities - Every resident feels safe and secure living here as we work together towards a borough free from the fear of crime.

Effective Scrutiny Guidelines

At Lewisham we:

1. Prioritise

It is more effective to look at a small number of key issues in an in-depth way, than skim the surface of everything falling within scrutiny's remit. We try to focus on issues of concern to the community and/or matters that are linked to our corporate priorities. We only add items to the work programme if we are certain our consideration of the matter will make a real and tangible difference.

2. Are independent

Scrutiny is led by Scrutiny Members. Scrutiny Members are in charge of the work programme and, for every item, we specify what evidence we require and what information we would like to see in any officer reports that are prepared. We are not whipped by our political party or unduly influenced by the Cabinet or senior officers.

3. Work collectively

If we collectively agree in advance what we want to achieve in relation to each item under consideration, including what the key lines of enquiry should be, we can work as a team to question witnesses and ensure that all the required evidence is gathered. Scrutiny is impartial and the scrutiny process should be free from political point scoring and not used to further party political objectives.

4. Engage

Involving residents helps scrutiny access a wider range of ideas and knowledge, listen to a broader range of voices and better understand the opinions of residents and service users. Engagement helps ensure that recommendations result in residents' wants and needs being more effectively met.

5. Make SMART evidence-based recommendations

We make recommendations that are based on solid, triangulated evidence – where a variety of sources of evidence point to a change in practice that will positively alter outcomes. We recognise that recommendations are more powerful if they are:
- Specific (simple, sensible, significant).
- Measurable (meaningful, motivating).
- Achievable (agreed, attainable).
- Relevant (reasonable, realistic and resourced, results-based).
- Time bound (time-based, time limited, time/cost limited, timely, time-sensitive).