

Meeting:	Sustainable Development and Enterprise Scrutiny Sub-Committee
Date:	25 September 2006
Subject:	Work Programme
Responsible Officer:	Paul Najsarek, Director, People Performance and Policy
Contact Officer:	Ed Hammond, Scrutiny Officer
Portfolio Holder:	Business Development
Key Decision:	No
Status:	Part I

Section 1: Summary

Decision Required

- 1) To decide on the nature of reviews to be undertaken for 2006-07
- 2) To approve the review schedule for 2006-07
- 3) To approve in principle the review schedule for 2006-10
- 4) To approve the work programme for sub-committee meetings until September 2007.

Reason for report

The Sub-Committee is required to agree a work programme to plan its work over the coming months and years.

Benefits

Agreeing the work programme and reviews for the coming year and (in principle) for the next four years will ensure that the sub-committee is able to approach matters of importance strategically.

Agreement of the work programme makes it easier for both members and officers to plan the work they are undertaking in the medium and long term.

Cost of Proposals

The cost of the proposals will be met from the previously agreed scrutiny budget. More detail on costs of individual reviews will be provided when the scopes of those projects are presented to sub-committee for approval.

Risks

Time and resource constraints, for members and officers, might impact upon the success of the work programme.

Implications if recommendations rejected

- 1) There would not be an opportunity to agree the work programme until November.
- 2) This would make delivery of effective work in 2006/07 difficult.

Section 2: Report

2.1 Brief History

At the meeting of the sub-committee in July, members agreed in principle to the review programme for 2006-10. Some consideration was also given to the detailed review schedule for 2006/07.

2.2 In-Depth Information: Reviews

This information relates to detailed reviews that will be the focus of the committee's work over the next year. Members have previously agreed in principle to the following items, for which formal approval is now sought.

Review of Demographic Change – the first element of a four year programme to run until 2010. More information is available in the separate report on this subject.

Borough-wide Economic Development – a challenge panel to examine the borough's economic development strategy. More information is available in the separate report.

Tourism – a challenge panel to examine the implementation of the recommendations of the Review of Tourism carried out last year by the Environment and Economy Sub-Committee. More information is available in the separate report.

Energy use – this would be a review of the ability of the borough to manage the demands of energy efficiency and high fuel prices. It is most likely that this would be a light touch review.

Town centre redevelopment – members will need to decide how to approach consideration of the town centre redevelopment project. It is proposed that a report be submitted to the June 2007 meeting providing

- a) information on the current situation
- b) a submission on how scrutiny can contribute to ongoing policy development.

Housing – it is proposed that a report setting out scoping options for an in-depth programme on this topic should be presented in March, with a detailed scope in June.

Adult learning (as a case study to analyse the effectiveness of the West London Alliance) – originally the idea of a review of the West London Alliance was suggested and rejected at the July 2006 meeting of the sub-committee. It is now proposed that it be combined with another review to which members at the time agreed "in principle". This would probably be an in-depth review. Care would have to be taken to ensure that it did not duplicate work already undertaken as part of 2005/06's review of adult and community learning.

2.3 In-Depth Information: Review Schedule 2006/07

The review schedule is essentially similar to that submitted to members in July with some minor modifications. Based on the assumption that reviews will proceed as above, the following times are suggested.

Demography review (in-depth) – November 2006-June 2007.

Borough-wide economic development (challenge) – mid October 2006

Tourism – late October 2006

Energy use – March-June 2007

Housing – March 2007 ongoing (depending on format)

Adult learning/West London Alliance (in-depth) – June/September 2007 – April 2008.

Members may want to suggest amendments to this proposed schedule.

2.4 In-Depth Information: Review Schedule 2006-10

To ensure that work can be planned and delivered effectively over a four year period within the limits of available resources, members are being asked to consider and approve in principle the work programme from now until 2010.

Members will naturally be able to review this document periodically and make additions, or remove items, if and when local priorities change. Challenge panels have not been scheduled for the 2007-10 period but as issues become more apparent they can be programmed in.

Items proposed have been included as a result of the planning process which took into account expected events over the next few years, and work being undertaken by other committees.

The proposed schedule is provided at Appendix 1.

2.5 In-Depth Information: Committee Agendas

Formal sub-committee meetings are scheduled throughout the year. Formerly, this was the place where the bulk of the committee's business was carried out, but now that the committee is engaged in more review work the work undertaken by committee will be less significant.

Many items will constitute reports from challenge panels and reviews, providing scoping and report information. Members will note that other items relate to council projects such as the Local Development Framework, borough parking schemes and the corporate assessment.

The proposed schedule is provided at Appendix 2.

2.4 Consultation

Officers have been consulted on the content of this report.

2.5 Financial Implications

This report is not seeking additional financial resources. However, reviews scoped as a result of approval of this report will lay out financial commitments required on given projects. All projects will be delivered from the previously agreed scrutiny budget for 2006/07, which is £340,400, of which £266,050 is paid in salaries and £74,350 is available for projects and other expenditure, but no call on this budget is expected to be required for the completion of the work outlined in the scope.

2.6 Legal Implications

There are no legal implications arising from this report.

2.7 Equalities Impact

None specific to this report.

2.8 Section 17 Crime and Disorder Act 1998 Considerations

None specific to this report.

Section 3: Supporting Information/Background Documents

Appendix 1: Review Schedule 2006-10

Appendix 2: Work Programme 2006-07

APPENDIX 1

Year One	Year Two	Year Three	Year Four
Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme	Impact of changes in Harrow's demography Programme
Drought preparations ½ day challenge panel			
Borough-wide economic development ½ day challenge panel			
Tourism Review ½ day challenge panel			
Residents' Information Pack LTR	Energy consumption LTR		
	West London Alliance (ACL case study) IDR	Accessibility LTR	
		Traffic management IDR	
	Housing Programme of work / working pt	Housing Programme of work / working pt	Housing Programme of work / working pt
Community strategy Report			

APPENDIX 2 – COMMITTEE WORK PROGRAMME 2006-07

Meeting	Item
September 25	
	Report of Light Touch Review of Residents' Information Pack
	Report of Challenge Panel Investigation of Drought Planning
	Work Programme
	Demography Review Programme – Information on Scoping
	Borough-Wide Economic Development – Planning
	Tourism – Planning
	Strategic Performance Report (info circ)
November 28	
	Demography Review Programme – Scope
	Report of Challenge Panel Investigation of Borough-Wide Economic Development
	Report of Challenge Panel Investigation of Tourism Review
	Attendance of Portfolio Holder
	Local Development Framework
	Parking and Congestion Issues
	Community Strategy Update
	Update on Local Area Agreement
	Feedback on Comprehensive Performance Assessment (verbal)
March 8	
	Demography Review – Update
	Housing Programme – Information on Scoping
	West London Alliance – Scope
	Energy Use – Scope
	Decent Homes Capital Programme
	Planning Effectiveness
	Community Strategy
June (date tbc)	
	Demography Review – Report on First Topic and Scope on Second Topic
	Housing Programme – Scope
	ACL / West London Alliance – Update
	Energy Use – Update
	Annual Update – 2005/06 Review of Adult and Community Learning
	Attendance of Portfolio Holder
	Town Centre Redevelopment - Update
	Update on Local Area Agreement
September (date tbc)	
	Demography Review – Update on Second Topic
	West London Alliance – Update
	Energy Use – Report
	Work Programme to 2009