

## Work Programme

### 1 SUMMARY

- 1.1 This report provides Members with details of the Committee's work programme which was agreed in June 2010, reviews the items currently scheduled for future meetings and advises of an additional request for a review that has been received from Rayleigh Town Council.

### 2 DISCUSSION

- 2.1 Constitutionally, the Review Committee is responsible for setting its own work programme and, in so doing, taking into account the wishes of Members of the Committee.
- 2.2 The work programme for the year is agreed by the Committee at its first meeting of the Municipal Year. In addition to those items that are to be reviewed by project teams formed from the Committee there are also the standing items that the Committee look at on a regular basis.
- 2.3 The Committee has already agreed that the following topics would be reviewed during the 2010 – 2011 Municipal Year:-
- Member role on outside bodies/benefit to the Council/outside body.
  - Area Committees.
  - Role, responsibilities and resources available to the Local Parish Councils. (The Chairman of the Rochford Hundred Association of Local Councils, attended the July meeting of the Review Committee. The Essex Association of Local Councils has been invited to attend a future Committee meeting.)
  - Annual review of key partnership arrangements -an ongoing process that includes meeting with representatives of Connaught, SITA and Virgin Active. For this year Virgin Active has agreed a tour of the District's leisure facilities for Members.
  - Arising from work in previous years there will be further consideration of the ageing population strategy and Essex County Council's work relating to surface water drainage issues.
- 2.4 It has further been decided that:-
- Representatives of Rayleigh, Rochford Association of Voluntary Service (RRAVS) will attend tonight's meeting to report on the role of the Association.

- The Head of Community Services and the Portfolio Holder for Young Persons should be invited to provide an update on youth provision in the District.

### **3 Meetings schedule**

3.1 A schedule of the items to come to meetings is Appended. The following items are yet to be scheduled:-

- Essex Association of Local Councils
- Connaught Environmental Ltd
- Ageing population strategy consultation
- Essex County Council regarding work around Flood Hazard Map and Flood Risk Map

### **4 Additional request**

4.1 Since the Committee agreed its work programme at the June meeting a request has been received from Rayleigh Town Council for the Committee to undertake a complete review of the use of the taxi rank in Rayleigh High Street and for consideration to be given to the provision of alternative facilities for taxis in Rayleigh.

4.2 At the end of the Car Parking Review undertaken last year by the Committee it was identified that the congestion in and around Rayleigh High Street and the taxi parking and use of the ranks in Rochford and Rayleigh were areas worthy of further review. At the time it had not been possible to gather the necessary information required to make any recommendations on these topics.

4.3 When setting its work programme the Review Committee need to ensure that they take into account the benefits of any review to the whole of the District. It could be argued that concentrating any review to an issue that affects only one part of the District means that the focus is too narrow and the outcome would not be of interest to the majority of residents of the District.

4.4 Members will be aware from recent training that there can be value in developing a scoring system, which could be applied to all requests in the future to ensure that those items of most concern to residents can be selected. Whilst this is something for development, the Committee has a number of options available to it, it could:-

1. Decline the request for the Review.
2. Decide to suspend one or more of the existing reviews to undertake the review as requested. To make the topic worthy of review it would be appropriate to look at all the taxi ranks in the District. A traffic survey

would need to be undertaken over sufficient time to obtain meaningful information in respect of usage of the ranks etc. It is doubtful that the Review could be completed within the Municipal Year.

3. Wait until there is availability in the work programme to allow this piece of work to be undertaken.

## **5 RECOMMENDATION**

- 5.1 It is proposed that the Committee **RESOLVES** to note the status of the current work programme and consider the request for a review of taxi ranks in Rayleigh to be included in the work programme for the 2011/2012 Municipal Year.

Albert Bugeja

Head of Legal, Estates & Member Services

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### **Background Papers:-**

Letter from Rayleigh Town Council dated 5 July 2010

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If you would like this report in large print, Braille or another language please contact 01702 546366.

Sep 2010	Oct	Nov	Dec	Jan 2011	Feb	Mar	Apr
<b>Project Teams</b>							
← Review of Area Committees →							
← Review of Outside bodies →							
<b>Meetings</b>							
Forward Plan of key decisions	Forward Plan of key decisions	<i>Draft</i> Forward Plan of key decisions	Forward Plan of key decisions	Forward Plan of key decisions	Forward Plan of key decisions	Forward Plan of key decisions	Forward Plan of key decisions
RRAVS	SITA		Local Strategic Partnership	Report on Young Persons Strategy and Offering		Final report of Review of Outside Bodies	Acceptance of Annual Report
	Quarterly Performance Report		Community Safety Partnership			Final Report of Review of Area Committees	Quarterly Performance Report