

## Review Committee – 17 July 2007

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Minutes of the meeting of the **Review Committee** held on **17 July 2007** when there were present:-

Chairman: Cllr Mrs J R Lumley  
Vice-Chairman: Cllr Mrs S A Harper

Cllr Mrs H L A Glynn  
Cllr T Livings

Cllr J R F Mason  
Cllr Mrs C A Weston

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs L M Cox and Cllr P R Robinson.

### **OFFICERS PRESENT**

P Warren	-	Chief Executive
P Gowers	-	Overview and Scrutiny Officer
M Power	-	Committee Administrator
S Worthington	-	Committee Administrator

### **234 MINUTES**

The minutes of the meeting held on 5 June 2007 were approved as a correct record and signed by the Chairman, subject to the following amendments on page 3:

Minute no 177 to read 'review of local mental health services/provision'.

Minute no 178. The resolution to read 'the overview of the refuse collection and recycling, grounds maintenance and street cleansing contract process'.

### **235 ENDORSEMENT OF SCOPING AND PROJECT PLANS**

The Overview and Scrutiny Officer introduced the scoping forms and advised that as the investigations progressed, the plan would be subject to change in terms of the witnesses interviewed and project plan dates. There was thus flexibility within the plan.

#### **Understanding of Planning Appeal Procedures and the effectiveness of different forms of representation.**

In the interest of clarity, it was agreed to amend the wording of the terms of reference, as follows: 'The review will look in detail at the procedures and consider the cost and effectiveness of different forms of representation'.

There followed discussion on the planned meetings between the Project Team and the Planning Department in terms of the costs around appeals.

Officers advised that at these meetings the costs of preparing for appeals would be explained, as well as a breakdown provided of the differentiation between the overall costs of different forms of appeal, for example the difference between a written representation and a public enquiry, the costs of the latter being considerably higher. This would provide Members with a clear idea of the potential costs of legal action.

The Overview and Scrutiny Officer advised that the minutes produced at the meetings between the Head of Planning and Transportation and the Project Team would be referred to Review Committee meetings.

### **Mental Health Services/Provision specifically with respect to the emerging new facility at Rochford**

The Overview and Scrutiny Officer advised that a review of Mental Health Services/Provision could not be progressed until Essex County Council granted delegated powers to the District Council. Consideration by the County Council of the application for delegation of powers was deferred from the County's meeting of 3 July to their next meeting on 4 September in order that they might further discuss the areas the District Council's Review Committee was proposing to review. The timescale contained within the scoping form would have to be altered in accordance with the outcome of this meeting. A decision regarding delegation of powers from Essex County Council should be available at the Review Committee meeting of 11 September.

He further advised of a public meeting on 24 July of the Essex County Council Health, Overview and Scrutiny Committee Variation Panel and the North Essex Mental Health Partnership NHS Trust and the South Essex Partnership NHS Foundation Trust, which were the two bodies with responsibility for mental health in Essex, who would make presentations to the County Committee on adult, adolescent and child provision of mental health. The Overview and Scrutiny Officer advised that he and the Review Committee Chairman and Vice-Chairman had been invited to attend the meeting as observers.

In response to a question, the Chief Executive advised that at present the power to review health rested with the County Council, and unless or until they delegated powers to Rochford District Council, the latter was unable to review any part of the Health Service.

### **Operation of the New Political Decision Making Structure**

The Overview and Scrutiny Officer advised that in addition to the parties listed as witnesses in the scoping form, District Council Members would also be consulted. As soon as it was decided whether to consult Members by forum or by questionnaire, this information would be added in the outline of how the review would be conducted and also to the timetable.

In response to a question, the Chief Executive advised that any recommendations from the Area Committees would be referred to the Executive Board but that a flexible and fluid relationship between the two would exist.

Following discussion, the Chief Executive advised that he anticipated an increasing public attendance at the Area Committee meetings and that although their presence would not be recorded in the minutes, for the purpose of future consultation, it would be useful to have a record of all members of the public who attended. It was decided that an attendance sheet would be devised requesting the names and contact details of all attendees at the Area Committee meetings, not just those asking questions.

### **Implications of Global Warming agenda on Rochford District and the role the District Council and its communities might play.**

The Overview and Scrutiny Officer advised that because of the breadth of the subject, there was necessarily a large 'out of scope' section. The terms of reference had been narrowed to include matters relevant to Rochford and those that were considered achievable in the short term. External site visits would be arranged to enable the Review Committee to look at what other Councils are doing.

On page 5.4.1 it was agreed that the Review Committee's terms of reference should be expanded to include the production of strategies for policy development. The wording should be amended to include, 'to inform and develop policy where appropriate'.

Referring to page 5.4.3, the Overview and Scrutiny Officer advised that presentations from various bodies would be made to the September, October and November meetings of the Review Committee. Further meetings might be necessary if further appropriate bodies were identified who might be able to provide the Committee with details of best practice.

In response to a Member request, the Overview and Scrutiny Officer agreed that specific reference to areas such as park and ride, excess packaging, increased recycling, car-sharing and an emphasis on walking instead of car travel should be included specifically in the scoping. He agreed that much could be learned from what other councils had done and this would be reported to the Committee.

### **Resolved**

- (1) That the terms of reference of the scoping for understanding of planning appeal procedures be amended to: 'The review will look in detail at the procedures and consider the cost and effectiveness of different forms of representation'.

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- (2) That an attendance sheet would be designed for future Area Committee meetings so that public attendance could be recorded. The sheet would request the names and contact details of all members of the public who attended Area Committee meetings.
- (3) That the terms of reference regarding the scoping for implications of Global Warming on Rochford District be amended to include, 'to inform and develop policy where appropriate'.
- (4) That in the scoping for implications of Global Warming on Rochford District specific reference be included for concepts such as park and ride, excess packaging, increased recycling, car-sharing and an emphasis on walking instead of car travel.

The meeting closed at 8.12 pm.

Chairman .....

Date .....

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