

## **Review Committee – 14 June 2016**

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Minutes of the meeting of the **Review Committee** held on **14 June 2016** when there were present:-

Chairman: Cllr J C Burton  
Vice-Chairman: Cllr B T Hazlewood

Cllr N L Cooper	Cllr R Milne
Cllr Mrs J R Gooding	Cllr Mrs L Shaw
Cllr N J Hookway	Cllr C M Stanley
Cllr M Hoy	Cllr A L Williams
Cllr M J Lucas-Gill	

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs R R Dray, Mrs C M Mason and J R F Mason.

### **OFFICERS PRESENT**

P Gowers	-	Overview and Scrutiny Officer
M Power	-	Committee Administrator

### **131 MINUTES**

The Minutes of the meeting held on 12 April 2016 were agreed as a correct record and signed by the Chairman.

### **132 OVERALL WORK PROGRAMME AND METHODOLOGY**

The Committee deliberated on a number of topics to be considered for the 2016/17 programme. Some of these topics had been included in the Review Committee's 2015/16 Annual Report as possible topics for consideration by this year's Committee. In addition, Members had submitted a number of suggestions for possible reviews.

It was agreed that the following reviews would be undertaken by the Committee:

- Working with other authorities – the Committee would undertake its annual review of the Community Safety Partnership (CSP) and could invite the District Commander for the Rochford District to attend a meeting to discuss Essex Police as a partnership with the Council. The Council's relationship with other authorities, such as the Fire Service and Health Service, could also be considered.
- Homelessness and the Council's Housing Strategy/Disabled Facilities Grants - The Assistant Director, Community & Housing Services would be invited to attend the October meeting. The new Housing Strategy has now been written and this could be included in the Review, along

with Housing Allocations, Disabled Facilities Grants and the new housing legislation.

- ECC Highways: speed limits – the ECC Deputy Cabinet Member for Highways would be invited to attend a Review Committee meeting.
- A representative from Southend Hospital Trust would be invited to talk about how Southend Hospital serves the District's residents.
- Budget process/consultation – as the S151 officer is going to attend the July meeting of the Committee and the budget process usually commences in July it was agreed that he be asked to discuss the process at this time.
- Air Quality Management Areas – it was suggested that a review of how designated Areas are monitored, how effective the monitoring is and how information is reported would be useful. It was agreed that a representative from Environmental Health would attend a future meeting of the Committee to provide this information.
- Planning conditions and scheme of delegation, RDC Planning Protocol – it was felt by the Committee that these topics could be included in the Constitution project.
- Suitability and relevance of the Constitution – this could be undertaken by a project team, away from Committee meetings. The scoping could cover specific areas of concern or a review of the whole of the Constitution. It was agreed that a decision on membership of the project team would be made at the July meeting.
- Green waste collection – it was felt that it would be better to wait until a decision had been made by Council on whether the proposal in the budget would be taken forward before any work was commenced on this topic.
- Changes in the Council's working practices – It was agreed that this would be considered at the July meeting.

### 133 KEY DECISIONS DOCUMENT

Members considered the Key Decisions Document and noted its contents.

**3/16 Environmental Health Service Plan:** The Committee requested that officers attend the next meeting of the Committee to provide more information on the Service Plan.

The meeting closed at 8.45 pm.

Chairman .....

Date .....

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