

AGENDA

OVERVIEW AND SCRUTINY PANEL

MONDAY, 3 JUNE 2019

2.30 PM

**COUNCIL CHAMBER, FENLAND HALL,
COUNTY ROAD, MARCH PE15 8NQ**

Committee Officer: Izzi Hurst
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- 1 Appointment of Chairman for the Municipal Year.
- 2 To receive apologies for absence.
- 3 Appointment of Vice-Chairman for the Municipal Year.
- 4 Previous Minutes. (Pages 3 - 8)

To confirm and sign the minutes of the meeting of 18 March 2019.
- 5 To report additional items for consideration which the Chairman deems urgent by virtue of the special circumstances to be now specified.
- 6 Members to declare any interests under the Local Code of Conduct in respect of any item to be discussed at the meeting.
- 7 Update on previous actions.

Members to receive an update on the previous meeting's Action Plan.
- 8 2018/19 Planning Service Annual Review. (Pages 9 - 18)

To update Overview and Scrutiny on the performance and activity of the Planning Service in 2018/19.

9 Draft Overview and Scrutiny Annual Report. (Pages 19 - 32)

The Overview and Scrutiny Annual Report reflects what has been undertaken and achieved by the Overview and Scrutiny Committee during 2018/19 and takes a forward look at the programme of work and challenges for the Overview and Scrutiny in 2019/2020.

10 Future Work Programme (Pages 33 - 38)

To consider the Draft Work Programme for Overview & Scrutiny Panel 2019/20.

11 Items which the Chairman has under item 5 deemed urgent.

Members: Councillor G Booth, Councillor Bristow, Councillor M Cornwell, Councillor A Hay, Councillor M Humphrey, Councillor D Mason, Councillor A Miscandlon, Councillor Purser, Councillor Topgood, Councillor Wallwork, Councillor Wicks and Councillor F Yeulett

OVERVIEW AND SCRUTINY PANEL

MONDAY, 18 MARCH 2019 - 2.30 PM



PRESENT: Councillor C Boden (Chairman), Councillor G Booth, Councillor S Clark, Councillor D Hodgson, Councillor K Owen, Councillor Mrs K Mayor and Councillor S Tierney

APOLOGIES: Councillor M Humphrey (Vice-Chairman) and Councillor S Count

OFFICERS IN ATTENDANCE: Linda Albon (Member Services & Governance Officer), Sam Anthony (Head of HR and OD), Peter Catchpole (Corporate Director and Chief Finance Officer), Gary Garford (Corporate Director), Dan Horn (Head of Housing & Neighbourhood Services), Neil Krajewski (Deputy Chief Accountant), Paul Medd (Chief Executive) and Justin Wingfield (Head of Business & Economy)

ALSO IN ATTENDANCE: Councillor Mrs J French, Councillor Mrs D Laws, Councillor P Murphy, Councillor D Oliver and Councillor C Seaton

GUESTS: Clarion Housing: Ian Christmas (Head of New Projects, East), Fiona Coulson (Head of New Business, East Region), Matt Parsonage (Head of Communities, Clarion Futures) and Sue Stavers (Head of Operations, East)

OSC43/18 PREVIOUS MINUTES.

The minutes of the meeting of 18 February 2019 were confirmed and signed.

OSC44/18 MATTERS ARISING - UPDATE ON PREVIOUS ACTIONS.

Members were provided with an update on the status of actions raised at previous meetings of the Committee.

1. Contact Centre call statistics have yet to be shared and it is anticipated they will be circulated by the end of the week.
2. Sam Anthony circulated the ARP complaints details to members. Councillor Booth asked for an explanation why the committee had previously been told there were no complaints when the data showed 78 complaints received to February 2019, with 103 received the previous year. Councillor Boden advised the question had originally been interpreted as relating to the number of complaints involving enforcement proceedings, of which there were none, when it was actually the number of general complaints that had been of interest. Councillor Booth commented that he would still expect to see some complaints regarding enforcement as it is a contentious area. He further stated that it would be good governance practice to examine the statistics to see if there are any particular areas of concern. Councillor Boden agreed it would be helpful next year to ask for a greater background to the complaints and feedback from ARP so that any mistakes can be learned from.

OSC45/18 ANNUAL UPDATE FROM CLARION.

Attendees from Clarion Housing Group introduced themselves to the Committee before presenting their annual update.

The presentation included details of partnership working, an overview of community investment in Fenland, including the creation of opportunities and work undertaken to tackle hardship, and an update on housing need and new developments.

Councillor Boden thanked Clarion for an interesting and comprehensive report.

Councillor Boden advised that Councillor Mrs French had expressed a wish to ask a question at the meeting about Lake Close and, with the permission of the panel, invited her to speak. He added that the question must be general in nature as it would be inappropriate to discuss an individual case or property. Councillor Mrs French thanked Councillor Boden and asked Clarion for a definitive answer as to when the roads and footpaths in Lake Close will be completed as residents have been waiting for three years. Ian Christmas responded, explaining that the circumstances surrounding Lake Close had been relatively unique and he provided a comprehensive overview of the reasons for the delay to completion of the road surface, which are dependent on completion of sub surface drainage. He was pleased to report however that just this morning, Anglian Water has finally given approval to the works. Although he cannot provide a definitive date, Cambridgeshire County Council Highways Authority will conduct their inspection once the drainage works are completed and he hoped that the road work be finished by mid to late summer 2019. Councillor Boden thanked Ian Christmas for his comprehensive answer.

(Councillor Tierney left the meeting).

Members made comments, asked questions and received responses as follows:

1. Councillor Owen asked for more detail concerning development being undertaken by Clarion. Namely, where are they building or intending to build, and how many properties will be built on each site? Fiona Coulson advised that this varies; there is a history in Fenland of building small exception sites of around 12 units but Clarion is looking at working jointly with the local authority and larger developers at bringing forward master planning of big sites across the district. The general focus is on affordable houses rather than flats, and always a mixture of affordable rented homes and shared ownership. They are looking to secure 400 units over the next two to three years, with terms agreed on over 100 units on two sites at Springfield Avenue and Gaul Road. They are also in discussions with landowners and developers at different sites. Councillor Boden stated that members had been told in the presentation that 422 units were in the pipeline on five sites across the district so each one of those are, presumably, quite large. Fiona Coulson agreed that they are looking at some large sites but was not currently in a position to tell the committee where they are, apart from the two sites mentioned which have already been agreed, as this is commercially sensitive.
2. Councillor Booth recalled that one of Clarion's policies in a previous development at Parson Drove was to design a house for life, therefore working on larger units. However, with the advent of bedroom tax people did not want to pay for spare rooms and were requesting smaller units. Therefore has their approach to design changed? Fiona Coulson responded that Clarion tend to design for housing needs in a specific area, and will build around demand. A local housing needs survey identifies people living locally or with local connections and looks at what they require; Sue Stavers also knows who is waiting for housing in a given area.
3. Councillor Owen asked for the resolution timescales for heating issues depending on the severity of the problem, in view of the issues experienced by residents last year. Sue Stavers advised that a 24-hour response is standard to no heating or hot water issues and service vans are now better stocked. Where instant repairs cannot be done, alternative sources of heating will be provided, and the customer will receive a follow-on visit within five days. Standard non-urgent repairs can take 28 days.
4. Councillor Owen asked if a reimbursement scheme exists for customers provided with electric heating as a temporary measure due to the extra costs incurred. Sue Stavers advised that it is quite rare that timescales are not fulfilled and will only look to compensate customers if Clarion

act outside of their timescales. Complaints are reviewed and compensation provided where Clarion fail to attend an appointment. If additional costs are incurred, the customer needs to demonstrate those costs. However, Clarion will always try to take a balanced approach of what they think the additional cost is.

5. Councillor Booth advised reference was made to gas boilers in the presentation. In Fenland many properties are on either oil heating systems or air source heat pumps, which have a different contractor. He asked how Clarion manages that relationship as he has heard there are more issues with this heating source than with gas repairs. Sue Stavers advised that repairs are not a big problem in Fenland as there are so few of them compared to people having issues with gas heating but the challenge is getting the expertise to fix them. However, they do have a contractor in place based in Thetford and are also working to upskill engineers on the technology. Councillor Booth asked who the contractor is and if the reporting of those repairs is tracked through Clarion or the contractors. Sue Stavers advised that the contractor is Ecolution but Clarion manages and tracks the issues. Councillor Booth requested that in the future, information be given about oil and air source heating issues as well as gas.
6. Councillor Mrs Mayor stated that a number of local residents in privately owned properties have contacted her raising concerns that some Clarion-owned hedges and green spaces bordering their properties are not maintained to expected standards. She asked if these properties could be added to any grounds maintenance programme to ensure these areas are maintained regularly. Sue Stavers advised that as they are currently undertaking a procurement process, contractors are currently working to a basic contract, with Clarion staff inspecting in the intervening period. A new, more detailed contract will be in place around September/October; however private areas will not be added. Sue Stavers advised that anywhere a communal area on the contract is not being maintained, then please let Clarion know. Councillor Mrs Laws advised that the particular issue Councillor Mrs Mayor was referring to has since been resolved. Sue Stavers advised that areas have been re-mapped and new locations added.
7. Councillor Booth asked how the new contract will be monitored. Sue Stavers responded that extra time will be given to this and part of the reason the new contract will commence in September will be to give the contractors time to embed during the non-growing season.
8. Councillor Clark requested that the residents of Roman Court be kept informed of what is going on there. Sue Stavers confirmed another letter would be going out this week explaining the current situation.
9. Councillor Clark asked on behalf of Councillor Tierney how Clarion deal with antisocial behaviour in their properties. Sue Stavers advised that customer complaints are forwarded to a team of neighbourhood officers who have responsibility for general antisocial behaviour. They operate a triage service, threats are passed to the police and there is a team of three tenancy specialists who can and will take enforcement action where necessary.
10. Councillor Hodgson advised he is on the committee of the Wisbech Access Strategy and asked if they had contacted Clarion about the strategy. There have been a lot of road changes in Wisbech and he feels Clarion should know that the one change that may affect them is on Elm Road. The residents living on Elm Road are Clarion residents and they disagree with what is happening in that area. At the moment drivers can get in and out of Elm Road to Weasenham Lane but in the future they will be unable to get out and parking on that road may also be a problem. Fiona Coulson was not aware of any contact with them but will look into this.
11. Councillor Booth asked for the timescale for implementation of the 422 homes mentioned earlier. Fiona Coulson advised that this would depend on the success of the negotiations. One of the current challenges is that costs for both building works and land are still high and they cannot build something for more than it is worth. Values are not what they could be further south. Overall, regional targets are to deliver up to 680 units a year with a national target of 50,000 units over ten years. Clarion is investing and in this region Fenland is the focus of investment as a tier 1 local authority, i.e. a top priority area.
12. Councillor Booth noted that Clarion is refreshing the Fenland housing register and, assuming this exercise is to ascertain if individuals still have a housing need, asked what the preliminary finding is. If delivering 400 homes over five years, there will be a shortfall of over 2000 homes based on the number of residents on the list. Sue Stavers confirmed that although people are

coming off the register, more people are joining but of the 2672 on the list, only 252 of these are Band A so there are people registered who do not have such an urgent housing need.

13. Councillor Booth asked what Clarion is doing with the Combined Authority (CA) to try and get additional funding. Fiona Coulson confirmed Clarion is one of the registered providers on the board of Homes for Cambridgeshire and Peterborough, a collective of housing providers across the region looking to develop using the CA's funding. Clarion is in dialogue with the CA and has shown them the sites they are seeking to develop in Fenland.
14. Councillor Booth asked Clarion not to forget about development within the villages, not just the four market towns.
15. Councillor Boden stated that he found the information provided on antisocial behaviour and tenancy fraud numbers interesting. In most cases, certainly the closure orders and evictions, this involved antisocial behaviour. Anecdotally members hear there is a significant amount of improper behaviour as far as tenancies are concerned, with sub-tenants improperly put in place and asked if this is a genuine problem which is not being properly addressed. Sue Stavers advised that there have only been two proven instances of tenancy fraud. If someone alleges tenancy fraud, they should be able to provide an address for Clarion to investigate and if not, then the validity of the claim is in question. In the main, investigations of alleged tenancy fraud turn out not involve Clarion properties as there is often confusion around ownership due to the Right to Buy and the numbers remain low. However, they encourage any reports of tenancy fraud continue to be passed to them for investigation as customers are their eyes and ears. Councillor Boden thanked Sue Stavers for this information, adding this is a message that could do with being more widely publicised as he gets the impression that people feel that reporting to Clarion would not have any effect.
16. Councillor Boden asked what are the medium to long term challenges for Clarion and how will they be addressed. Sue Stavers advised their top priority is both customer confidence and satisfaction; people tend to remember their last interaction. Unfortunately the heating problems of last year had knocked confidence and so restoring that is a priority. Ensuring repairs and maintenance issues are dealt with promptly forms part of restoring that confidence. Working within local communities dealing with issues such as deprivation and low attainment is where the Communities Team is investing. Fire safety is not a huge issue in Fenland but as an organisation owning multi storey blocks, this does need to be addressed. Building new homes is an ongoing challenge as previously discussed. Matt Parsonage added that whilst these were challenges faced by the housing management side, he thinks in terms of what is going on in the outside world. He mentioned current research being undertaken around the concept of communities being left behind. Using various data sources such as deprivation indices and people satisfaction, a list has been formed of the top 25-left behind communities in the country. Waterlees is included on the list and although this research has not yet been officially published, it will help towards how Clarion plans. Councillor Boden stated that members would like to be made aware when the research is published as it can potentially be used to assist with regeneration in the district, Waterlees in particular. Matt Parsonage offered to forward what is available currently.

Councillor Boden thanked Clarion again for their attendance and for addressing the questions that had been asked.

(Councillor Mrs Laws, Dan Horn and the officers from Clarion left the meeting).

OSC46/18 ECONOMIC DEVELOPMENT MEMBER-LED REVIEW GROUP FINDINGS.

Members considered the findings of the Economic Development Member-Led Review Group in the form of a draft report.

Councillor Boden thanked the officers for the thorough job they had done in producing the draft report, stating it was unfortunate that due to the tight timescale, there had not been the time for the Review Group to read through for their final comments prior to this meeting.

Members discussed and suggested some of the amendments they would like to see to the draft report before it is finalised. Councillor Boden asked that officers publish the revised version of the report and thanked members of the Economic Development Review Group, together with officers who provided tremendous support and organised the meetings extremely well. There was a limited amount of time to do this work but a large amount of evidence was collated. Councillor Boden added that the way he measures the value and success of the review is the fact that conclusions were drawn that were not expected, which shows that members listened and learned.

Members agreed to accept the report as amended and to refer it to Cabinet.

OSC47/18 FUTURE WORK PROGRAMME.

Councillor Boden felt that as many members present at the meeting will not be members of the Overview & Scrutiny Panel next year, he did not see a requirement to change anything on the Future Work Programme. This would be for the new panel to continue.

Councillor Boden closed the meeting by thanking the Overview & Scrutiny Panel, stating it has been a pleasure to work with everyone over the last 12 months.

4.28 pm

Chairman

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Agenda Item No:	8	
Committee:	Overview & Scrutiny	
Date:	3 June 2019	
Report Title:	2018/19 Planning Service Annual Review	

1. Purpose/Summary

To update Overview and Scrutiny on the performance and activity of the Planning Service in 2018/19.

2. Key Issues

- The Planning Service is an important function within the Council which enables housing growth, regeneration and economic development in the District; creating more homes and jobs for residents to enjoy.
- The Planning Service aspires to provide excellent customer service and sound planning advice in reaching decisions that have an impact on residents and the look and feel of our towns and villages.
- Members and the Planning Committee have a crucial role to play in the above in determining larger and more contentious planning applications using the policies set out in the Local Plan and using sound planning reasons.
- Key Performance Indicators, as measured by government, have been met for 2018/19 and the service performs well in terms of the quality of decision making e.g. success at defending decisions at appeal.
- The Planning Service is keen to learn from others and to this end the Local Government Association and Planning Advisory Service visited the Council to undertake an external peer review of the service in July 2018. An action plan to implement the recommendations from the review report was put in place, in consultation with Members, and good progress has been made on implementation as set out within the report.
- There have been challenges within the service in relation to pre application performance and validation performance due to resourcing issues which now have action plans in place to make improvements.

3. Recommendations

For Overview and Scrutiny are requested to note and provide comments on the attached report.

Wards Affected	All
Forward Plan Reference	N/A
Portfolio Holder(s)	Councillor Dee Laws, Portfolio Holder for Planning, Fenland District Council Councillor Peter Hiller, Cabinet Member for Strategic Planning, Commercial Strategy & Investments, Peterborough City Council

Report Originator(s)	Nick Harding – Shared Head of Planning Carol Pilson – Corporate Director
Contact Officer(s)	Nick Harding – Shared Head of Planning Carol Pilson – Corporate Director
Background Paper(s)	LG/PAS Peer Review Report 2018 https://www.fenland.gov.uk/media/14961/PAS-Peer-Review-Final-Report-2018/pdf/Fenland - PAS Review Final Report.pdf

4 Background

4.1 On the 23rd July 2015, Fenland District Council agreed to join a Shared Planning Service arrangement with Peterborough City Council after the Overview and Scrutiny Panel (O&S) reviewed the proposal and business case at their meeting on the 13th July 2015. This proposal was built on the following key aims:

- To deliver efficiencies for both authorities.
- To maintain service delivery standards, and to improve them where possible and appropriate.
- To maintain individual ‘sovereignty’ for both Councils over planning delivery
- To ensure visibility to Members and customers of key staff.
- To maintain individual Council Planning Committees.

4.2 The Shared Service consists of a Shared Head of Planning, Shared Technical Support Manager and the ability to buy and sell services between the Councils.

5. Development Management Performance

5.1 Speed of Validation

Table 1 - Percentage of applications validated in 5 days.

2014/15	2015/16	2016/17	2017/18	2018/19
73%	73%	65%	83%	73%

5.2 Validation is the process by which officers within the Council check that planning applications submitted to us have all the necessary information required for them to be assessed by a planning officer. Through the PAS Review it was identified that often only 30% of applications submitted to us have the correct level of information first time round. This creates issues of capacity within the team in checking the

application, requesting further information, and then re-checking once additional information has been submitted. To try and resolve this issue we have worked proactively with Agents and Developers regarding the information we require to process applications.

5.3 2018/19 saw a dip in performance which occurred in the first 4 months of the year due to resourcing issues in relation to vacancies and annual leave. From month 5, performance bounced back to between 91% and 100%. The ability to have access to 'floating' resource from Peterborough City Council has been hampered by the latter having its own resourcing issues which has hit its performance. The delays in validation were made known to the Developers and Agents on our Forum as soon as it was identified that delays were likely to occur. Additional resources are being recruited.

5.3 Pre-applications

Table 2 - Response rate (within target) to pre-application enquiries

	2016/17	2017/18	2018/19
No of pre-application enquires	171	189	142
% responded to within target	75%	57%	70%

5.4 The Council provides a pre-application service whereby agents, developers and residents can receive advice on their application before they submit it to us. The Service can then indicate whether a proposal is acceptable or not. This is a charged for service. The number of pre-application enquires has reduced by a significant proportion since the previous year but there has been an improvement in the proportion of responses being issued on time. Notwithstanding this, it is acknowledged that performance needs to be improved further.

5.5 Number of Planning Applications Submitted

5.6 The number of planning applications received has continued to fall however this year saw a greater fall than the previous year. The reason for this is not clear but the financial uncertainty around Brexit may have been a contributing factor.

Table 3 - Planning applications received from 2014 to 2019

No of Applications Received	FDC
2014-15	1256
2015-16	1338
2016/17	1400
2017/18	1372
2018/19	1245

5.7 Planning Fee Income

- 5.8 Planning Fees are set by Central Government. The Government increased (by 20%) the planning application fees in January 2018 and so 2018/19 has been the first full year that the fees have been in place. With the number of planning applications reducing, so has the level of income received as set out in Table 4.

Table 4 - Planning Fee Income

	2014/15	2015/16	2016/17	2017/18	2018/19
Planning Application Income	£0.755	£0.743	£0.702	£0.806	£0.705
Pre-app Fee Income	n/a	n/a	£44k	£57k	£62k

- 5.9 The pre-application service at FDC has continued to be popular and due to the profile of pre-applications received this year compared to last, income has increased even though the number of applications received fell.

5.10 Speed of Decision Making on Applications

- 5.11 Fenland continues to be one of the best Councils in terms of speed of decision making and the already good performance has increased slightly this year compared to last. The Council can ask developers for extensions of time in which to determine applications. If this is mutually agreed then this can form part of our performance figures.

Table 5 - Performance Measurements

Performance Measure					
	2014/15	2015/16	2016/17	2017/18	2018/19
Major Applications decided in 13 weeks (or within extension of time agreement)	89%	91%	90% (23%)	97% (36%)	100% (40%)
Minor applications decided in 8 weeks (or within extension of time agreement)	85%	85%	86% (51%)	93% (53%)	94% (57%)
Other applications decided in 8 weeks (or within	93%	96%	97% (80%)	98% (77%)	99% (81%)

extension of time agreement)					
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Note: figures in brackets represent performance if there were no extensions of time agreements with applicants

- 5.12 The Government monitors speed of decision making via 24 month rolling performance target measure. In relation to this, we are currently performing as follows:
- 99% of major applications decided within 13 weeks (or within alternative extension of time agreement) – Government Target is 75%
 - 96% of major applications decided within 13 weeks (or within alternative extension of time agreement) – Government Target is 70%

So the service is performing well ahead of the Government requirement

5.13 Planning Appeals

A planning decision can be appealed if an application is rejected by an officer or by Planning Committee. Approvals cannot be appealed. Appeals performance has fluctuated over the last 3 years at both authorities. However, the number of appeals is modest and so consequently each appeal decision accounts for a significant percentage. Both Councils easily exceed new national performance standards so it can be said with confidence that the quality of decision making at each authority is good.

Table 6 - Appeals Performance

	2014/15	2015/16	2016/17	2017/18	2018/19
% Appeals Dismissed	88%	74%	70%	64%	71%
No of allowed appeals that were committee over turns (total number of allowed appeals in brackets)	1 (2)	0 (5)	1 (6)	1(5)	2(11)
Award of costs against LPA	0	2	2	1	1

- 5.14 A total of 38 appeal decisions were received in the year with the Council being successful in 71% of cases. The majority of decisions on applications that went to appeal were determined by officers with 11 of those decisions being successfully challenged at appeal (no awards of costs were made in respect of such cases. In relation to 1 appeal, Committee resolved to refuse planning permission contrary to officer recommendation and the appeal was unsuccessful. In 2 other appeals where Committee did not agree with the officer recommendation and refused the applications, the appeals were lost and in 1 case an award of cost was made against the Council.

5.15 Planning Compliance

Table 7 - Planning Compliance Performance

	2014/15	2015/16	2016/17	2017/18	2018/19
No of Service Requests	336	289	363	330	282
No of cases closed	291	369	357	359	296

We received approximately 50 fewer cases in 2018/19 and closed approximately 50 fewer cases. The backlog of cases arises from the time when the service was less well resourced. A number of cases are complex and are taking longer to investigate and action as necessary. With regard to the cases closed in the year:

- In 54% of cases no breach of planning control was found to have taken place (82% of these cases were closed within the target timescale of 56 days)
- In 17% of cases the breach was resolved through the grant of retrospective planning permission
- In 13% of cases the breach was resolve voluntarily by the owner / occupier
- In 5% of cases the owner / occupier complied with a formal enforcement notice that was served
- In 5% of cases it was not expedient to take any action

5.16 Conservation

5.17 The Conservation team spend the majority of their time on providing comments on planning applications and other applications that relate to heritage buildings and development in conservation areas. In addition the team have supported projects within the Wisbech High Street Heritage Lottery Fund project and facilitated 4 grants (with a value of £5k) to help 4 owners maintain their heritage buildings. In the year the team completed the Conservation Area Appraisal & Management Plan for Whittlesey.

5.20 Customer Feedback

5.21 In 2018/19 we received a total of 86 communications from customers. Of these 18 were complementary about the service. 4 neutral comments were received. The remainder (64) were complaints. The majority of these were resolved at Stage 1 of the Council's complaint system with only 13 progressing to Stage 2 with only 8 of these moving to Stage 3. No complaints regarding the service were considered by the Local Government Ombudsman.

We analyse the nature of the complaints received the majority of which are related to decisions made.

The Council has a regular Agents and Developer's Forum whereby we discuss topics of mutual interest in improving housing growth in the District as well hear customer feedback on the service. It is also an excellent forum to hear from external partners such

as Highways, Internal Drainage Boards etc. to understand how we best work together in Fenland for the best planning outcomes.

6.0 Planning Advisory Service Peer Review Action Plan

The review took place in July / August 2018 and from the recommendations a series of improvement actions were identified. Below is a summary of the actions and progress to date:

Action Proposed	Progress & Commentary
1. All member PAS review feedback session	Completed
2. Training event for planning committee -quality of decision making	Completed
3. Training event for planning team and those service areas that assist the planning service incorporating development of process improvement proposals	Partially completed. Programme of events in place
4. Instigate production of new local plan	Completed - Formal decision to produce a new plan made by Council in February 2019. All Member Workshop scheduled for 30 th May 2019.
5. Member engagement re preparation of new local plan (incorporates role of plan in delivery of corporate priorities)	Initial all member event on 30 May 2019 to kick start the local plan process. A Member Working Group will be established to steer the production of the Plan.
6. Review scheme of delegation (applications determined by committee / officers)	To be revisited with the Planning Committee. Members wished to await the new administration before making any changes.
7. Identify how FDC could best assist in the delivery of new development	Partially completed Review of Economic Development has recently been completed and once in place co-ordination with Planning will be established Corporate Investment Strategy is under development Partner Stakeholder Event scheduled in June to engage the Combined Authority & Homes England etc. in how we can accelerate housing growth in Fenland Assistance with Wisbech East Broad Concept Plan which has been adopted and a planning application is due in the Autumn.

8. Continue to horizon scan for funding opportunities	Ongoing – bids made recently include: <ul style="list-style-type: none"> - Garden Town bid to Government - High Street bid to Government - Combined Authority
9. Project Management & Customer Expectation Management Training	Partially completed No suitable training found re project management in the context of handling planning applications but internal improved processes are now in place re application management Relevant staff have been attending customer service training
10. Customer Forum discussion re: improving validation rates, case management of applications and refocus of the forum	Partially completed Validation training event being held in June Forum accepted that weak applications can't be carried by FDC planning due to impact on the other applications (improved case management now implemented) Election of chairman for the forum is pending at which point the focus of the forum will be debated
11. Improve FDC Members & Town & Parish Councils ability to self-serve re. planning applications and appeals	Completed. We will ensure all FDC members (from the start of the new administration) have registered with the on line 'public access' system so they can receive information about applications and appeals
12. Evaluate cost of connector to link planning portal submissions into Idox system & implement if project approval given	Not completed The Portal now charge applicants a fee for submitted applications and there has been a significant drop off of users which makes the purchase of the connector not cost effective
13. Broaden email by default facility on Idox	Completed
14. Put forward business case for buying performance management tool (enterprise), GDPR cleansing module, and ensuring system is used to its greatest potential	Partially completed. Project is now engaged with all FDC service areas that use Idox to ensure that any improvements are coordinated
15. Evaluate cost / benefit of facilitating remote & mobile working and submit a budget bid as appropriate	Not completed This is a FDC wide project and its consideration is being looked at in the context of a new FDC ICT Strategy
16. Review staffing levels	Partially completed. Additional resources have been agreed and recruitment is ongoing.

7 Shared Planning Service


Peterborough City Council and Cambridgeshire County Council recently made the decision to share an Executive Director which covers the service area of planning of both authorities.

8 Other Activity

Other highlights for the year include:

- In May 2018 the Council recovered its housing supply situation and was able to declare that a 5 year supply was in place (and we have successfully defended a number of appeals on this point during the year)
- The Government published the national results and Fenland was shown to have passed the 'housing delivery test'
- In May 2018 we adopted (having prepared) the Broad Concept Plan for East Wisbech and this has paved the way for the preparation of an outline planning application, the submission of which is expected in the Autumn of 2019
- Granted planning permission for c 900 dwellings

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Agenda Item No:	9	
Committee:	Overview and Scrutiny	
Date:	3 June 2019	
Report Title:	Draft Overview and Scrutiny Annual Report	

1 Purpose / Summary

The Overview and Scrutiny Annual Report reflects what has been undertaken and achieved by the Overview and Scrutiny Committee during 2018/19 and takes a forward look at the programme of work and challenges for the Overview and Scrutiny in 2019/2020.

2 Key issues

The Local Government Act 2000 sets out the requirements of a modernised democratic structure for local authorities. The Act includes the establishment of an Overview and Scrutiny Panel or Committee.

Article 6 (3.4) of the Council's Constitution sets out the Overview and Scrutiny Panel's terms of reference. There is a stated requirement for the work and working methods of the Overview and Scrutiny Committee to be reported annually to the Council.

3 Recommendations

- 3.1 For the Overview and Scrutiny Panel to approve the annual report for forwarding to Council.

Wards Affected	All
Forward Plan Reference	-
Portfolio Holder(s)	Councillor Alex Miscandlon, Chairman - Overview and Scrutiny Councillor Anne Hay, Vice Chairman - Overview and Scrutiny
Report Originator(s)	Councillor Chairman Alex Miscandlon - Overview and Scrutiny Councillor Anne Hay, Vice Chairman - Overview and Scrutiny
Contact Officer(s)	Peter Catchpole – Corporate Director 01354 622201 PeterCatchpole@fenland.gov.uk Anna Goodall – Head of Legal and Governance 01354 622357 agoodall@fenland.gov.uk
Background Paper(s)	Overview and Scrutiny reports, Agendas and Minutes 2018/19

OVERVIEW AND SCRUTINY

ANNUAL REPORT 2018 - 2019

1 CHAIRMAN'S FOREWORD

It gives me great pleasure to present to you the annual report in relation to the Overview and Scrutiny Committee. The report focuses on the work undertaken by the committee during the past twelve months as well as providing a forward look to 2019/20.

These continue to be exciting times for Fenland as well as Cambridgeshire and Peterborough as a whole following the implementation of the Combined Authority and elected Mayor. The need for strong purposeful and effective Overview and Scrutiny has never been more important. Fenland District Council Overview and Scrutiny Committee is committed to adding value to the decision making process whilst holding our decision makers to account. We remain focussed in our objective to achieve tangible benefits as a direct result of Overview and Scrutiny. As such the Committee remains motivated and ambitious in supporting the District Council to deliver the very best outcomes for local residents.

2018/19 has seen the delivery of a comprehensive work programme for the Overview and Scrutiny Committee with all members of the panel, both past and present, taking an active and enthusiastic role in the Overview and scrutiny process.

I would like to take this opportunity to thank all Members and officers for their ongoing support and co-operation with the Overview and Scrutiny function this year. I would like to express particular thanks to Councillor Chris Boden the previous Chairman for his significant contribution to the past success of the committee. I would also like to thank the many representatives of partner organisations that have taken the time to contribute so positively to our work.

Councillor Alex Miscandlon
Chairman of Overview and Scrutiny

2 THE OVERVIEW AND SCRUTINY COMMITTEE 2018-2019

Councillor Chris Boden - Chairman

Councillor Michael Humphrey - Vice Chairman

Councillor Gavin Booth

Councillor Sam Clark

Councillor Steve Count

Councillor David Hodgson

Councillor Mrs Kay Mayor

Councillor Kit Owen

Councillor Steve Tierney

3 INTRODUCTION

What is Overview and Scrutiny?

3.2 The Local Government Act 2000 requires Councils to have a committee with the power to review or scrutinise decisions or actions affecting the authority's area or residents. Scrutiny is an essential part of ensuring that local government remains effective and accountable. Scrutiny ensures that executives are held accountable for their decisions, that their decision-making process is clear and accessible to the public and that there are opportunities for the public and their representatives to influence and improve Council policies.

3.3 The power to scrutinise was further expanded by the Police and Justice Act 2006, which provided powers to scrutinise the work of Crime and Disorder Reduction Partnerships, known locally as the Safer Fenland Partnership.

The Local Government and Public Involvement in Health Act 2007 provides more powers to local government to scrutinise other partner organisations. It also brings in other provisions that affect how scrutiny committees work, including powers over the creation of joint committees.

3.4 More recently, The Localism Act 2011 consolidated the wide range of scrutiny legislation into a single place, largely unamended from previous legislation. This aims to increase local accountability and transparency of public services as well as enhancing the involvement of local service users

Main responsibilities of Overview and Scrutiny

3.5 The role of Overview and Scrutiny has five broad functions:

- Holding the Council's Executive and its statutory partners to account in the public interest. This enables more transparent and effective decision making.
- Supporting the development of effective policies and initiatives which have a beneficial impact on the community through policy overview and development.
- Contributing to continuous improvement in the delivery of the Council's corporate priorities.

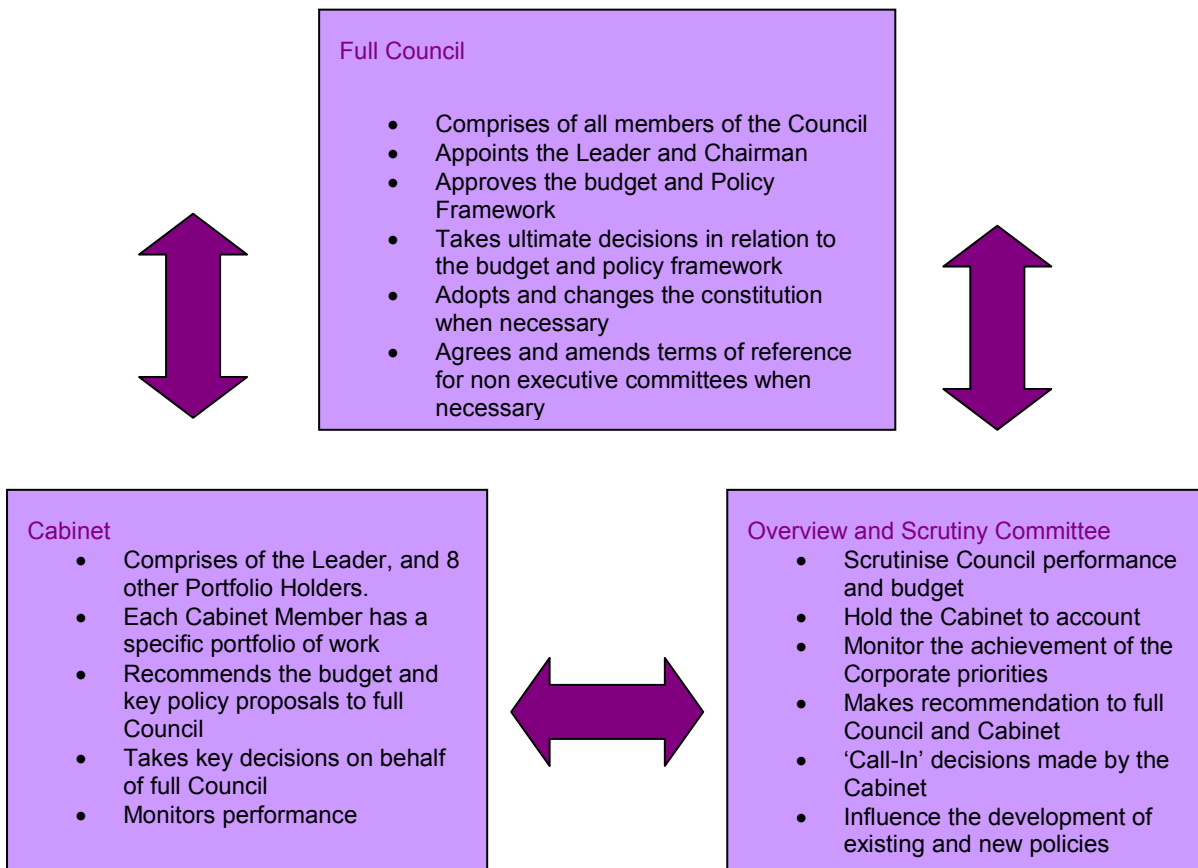
- Having a positive impact on the work and outcomes of external agencies and providers of public services.
- Aiding Councillors in engaging with their communities and undertaking the role of community representatives and leaders.

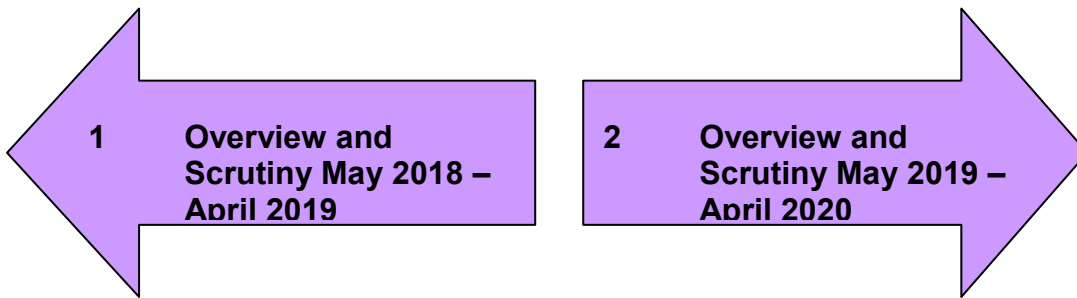
Overview	Scrutiny
Advising on the development of policies.	Ensuring that the Council's policies have been effectively implemented by the Cabinet.
Recommending how the Council's corporate priorities can be delivered.	Helping to monitor and drive improvements within the Council's corporate priorities.
Bringing a wider perspective to problem solving.	Holding decision makers to account
Examining broader issues affecting local communities.	Ensuring all service providers within a local community are providing 'value for money'

Appointing Members onto Overview and Scrutiny

- 3.6 During 2018-2019, following a recommendation by the Leader of the Council, it was the responsibility of the full Council to appoint an Overview and Scrutiny Panel at their annual meeting in May. The Overview and Scrutiny Committee consisted of eleven members drawn from the political groups in the same proportion as they are represented on the Council as a whole.

Relationship between Overview and Scrutiny, Cabinet and Full Council





4 A BACKWARD LOOK TO 2018 - 2019

What the Overview and Scrutiny Panel achieved in 2018/2019

External advisors/partners

- 4.2 The panel looked at an array of different topic areas; most could be dealt with by drawing on the knowledge and expertise of Fenland District Council Councillors and Officers. However, sometimes there is a need to call in external advisors to help the panel with their knowledge and to provide a different vantage point.
- 4.3 As will be explained later, a greater emphasis has been placed on Local Authority scrutiny, of and with partner agencies. Fenland's Overview and Scrutiny Committee is already undertaking this partnership working in a positive spirit, demonstrating its forward thinking. The table below highlights the external partners the Overview and Scrutiny Committee have already engaged with, when undertaking the scrutiny function during 2018/ 19:

Agenda item	External Advisor/Partner	Organisation
Planning Shared Service Annual Review	Cllr Hiller	Peterborough City Council
Wisbech 2020 Update	Russell Beal	Anglian Water

Economic Development Review	Dan Thorp Mike Emmerich Daniel Timms Toby Bartlett Tony Sinkinson Jo Evans Councillor Brian Long	The Cambridgeshire and Peterborough Combined Authority Metro Dynamics Alan Bartlett and Sons Regional Manager Jack's Supermarket ECDC Economic Development Team Leader of Kings Lynn and West Norfolk Borough Council
Clarion Housing Review	Sue Stavers Fiona Coulson	Clarion Housing Association
Safer Fenland partnership (SFP): Annual Scrutiny	PC David Arnold	Cambridgeshire Constabulary
Anglia Revenues Partnership - Annual Review	Stuart Philpott	Anglia Revenues Partnership
Fenlands Health and Wellbeing Strategy	Cath Mitchell	Cambridgeshire and Peterborough CCG

- 4.4 As well as working with individual partners, the panel have also scrutinised other elements of partnership working through each of the respective corporate priority areas. The panel will build on this further in 2019/2020.

How the work of Overview and Scrutiny is linked to the Council's corporate priorities

- 4.5 Fenland District Council's Business Plan is the vision for the future of Fenland clearly setting out a series of priorities that will be the focus of the organisation for the next twelve month period. To ensure these priorities are correct, deliver on targets and achieve outcomes, the Overview and Scrutiny work programme reflects the Council's priorities to ensure robust scrutiny can be delivered.
- 4.6 The table below illustrates how agenda items link in with Fenland's priorities:

C – Communities

Env – Environment

E – Economy

QO – Quality Organisation

Topic/Issue	C	Env	E	QO
Progress against corporate priority: Environment				
Progress against corporate priority: Economy				
Progress against corporate priority: Communities				
Fenland Community Safety Partnership (FSP) /Crime Disorder and Reduction partnership				
Housing Enforcement Policy				
Corporate Enforcement Policy				
Wisbech 2020 Vision Update				
Annual meeting with the Leader, Deputy Leader and Chief Executive				
Draft Business Plan and Budget				
Council Tax Support Scheme				
Fees and Charges				
Review of the Planning Shared Service				
Review of Anglia Revenues Partnership				
Draft Medium Term Financial Strategy				
Clarion Housing				
Update on the Fenland Comprehensive Spending Review				

5 Specific reviews undertaken in 2018- 2019

5.1 Review of the Economic Development Service

- 5.2 Members previously considered a report (Cabinet/Council May 2018) in relation to Economic Development followed by a meeting of Overview and Scrutiny. The report outlined a shared service proposal for the Economic Development Team in conjunction with the Borough Council of Kings Lynn and West Norfolk (BCKLWN). The proposal required some additional investment from Fenland however this investment would result in a larger team with a wider skill set than Fenland could potentially achieve in isolation.
- 5.3 The proposal would have seen the team expand its resources to include a shared Head of Service, a dedicated account manager to work much more closely with Fenland businesses, together with a shared intelligence officer and a shared inward investment officer.
- 5.4 The report proposals did not meet with general member approval and therefore it was proposed by Cabinet that an Economic Development Member Led Review, headed by selected members (the review team) of the Overview and Scrutiny Committee, be undertaken to consider the wider entirety of the Economic Development service and the Council's Economic Development activities. The review was tasked with examining the primary economic and growth objectives of the Council and the service priorities as well as the resources and skills which are required in order to achieve these objectives.
- 5.5 The agreed original Aims and Objectives were as follows
1. To examine the current Fenland economic landscape, including the different issues and opportunities across the four market towns and rural areas. Examine the Councils' and partners future aspirations and objectives for both the region and Fenland.
 2. To consider Economic Development opportunities in Fenland, the role the Council wishes to take and how and future service provision can support the realisation of these opportunities.
 3. To consider feedback from key internal and external stakeholders received in relation to the Economic Development Service.
 4. To examine the current approach to Economic Development of other equivalent Local Authorities and the associated performance metrics and outcomes.
 5. To consider the key service objectives and the skills and resources requirement to deliver those objectives.
- 5.10 In November 2018 the Chairman of the Overview and Scrutiny Panel, Councillor Chris Boden, received a letter from the Chairman of the Corporate Governance Committee, Councillor John Clark. The letter requested that the Overview and Scrutiny Panel consider the fact that four of the five trading accounts disclosed in the Council's accounts, namely Markets, The Port, Economic Estates as well as the Light Industrial Units and Business Centres appear to require financial subsidy rather than being cost neutral. The Overview and Scrutiny Panel considered a report in relation to the trading accounts during their meeting on 10 December 2018. During that meeting the panel agreed that due to the close links with the Fenland Economy the Trading Account considerations should be included in the scope of the Economic Development Member Led Review. The scope of the Review was expanded to include a sixth point namely
- 5.11 6. To include the consideration of the Trading Accounts and what if any action is required to address the apparent financial subsidy.

- 5.12 Following a comprehensive review timetable in which the Review Panel interviewed internal Officers and a wide range of external experts and stakeholders the resulting recommendations arising from the Review of Economic Development were identified;
- 5.13 Whilst it is accepted that at the outset of the Review the emphasis was on Economic Development, however as the Review has progressed and the Review Group have received evidence from a number of sources it has become increasingly evident that the organisation should have a greater focus and emphasis on Economic Growth across the district as opposed to Economic Development. Evidence obtained as part of this review has clearly indicated that there is more added value to be gained within Fenland from focussing more on intrinsic economic growth from our current position. Such an approach can align to the delivery of housing and infrastructure along with jobs/skills creation therefore taking a more proactive approach to improving economic prosperity in the district. Intrinsic Economic Growth can be led from within Fenland District Council by utilising an appropriate Investment Strategy, which needs to align with the wider Economic Growth ambition for the area.
- 5.14 The Investment strategy could benefit from two approaches namely a purely commercial element focussed on raising revenue for the Council, with the second element having a greater focus on regeneration therefore having a positive impact on the local community that a public sector organisation can leverage as opposed to a purely commercial focussed business.
- 5.15 The Review Team acknowledge that the emergence of the CPCA has the capacity to bring with it significant opportunities for the area not least because of the scale, capability and significant funding streams available. It is vital therefore that Fenland proactively influence the development of the Local Industrial Strategy (LIS), Skills Strategy, Mayoral Development Corporation and Growth Fund to maximise the potential benefits for the area.
- 5.16 The Council needs to align any future Economic Growth Service with the CPCA to ensure the realisation of any mutual benefits in addition to the avoidance of any duplication of effort.
- 5.17 The Review Team recommends that future structures for the delivery of an Economic Growth Service should be explored including consideration of a closer alignment with the planning team to ensure a greater focus on Economic Growth.
- 5.18 The CPIER Report provides a shared common understanding of the position from which to work in promoting Economic Growth in Fenland.
- 5.19 Whilst the CPIER Report highlights the difference between the economic drivers in Whittlesey and those in the rest of the District, it is important to recognise that all parts of the District are distinct and that a "one size fits all" approach to Economic Growth in Fenland would be sub-optimal and potentially counter-productive. The Council should engage with local partners to help inform the solutions to ensure a non-standard approach reflective of each area is achieved
- 5.20 The Review Group recognises that the impending review of the Local Plan is of crucial importance in fostering medium and long term Economic Growth in Fenland as the extension of the current economic base will involve land that is not currently used for industry or homes.
- 5.21 The Review Group is aware that there is advantage to the Council and district of having larger-scale commercial developments within the area as they have the scope to contribute significantly to Economic Growth across Fenland whilst also supporting the financial security of the Council.
- 5.22 The Review Group understands that there are few if any medium sized office space within the district therefore providing less opportunity for small office-based businesses in

Fenland to expand without moving away. There are opportunities to include this consideration within the Investment Strategy.

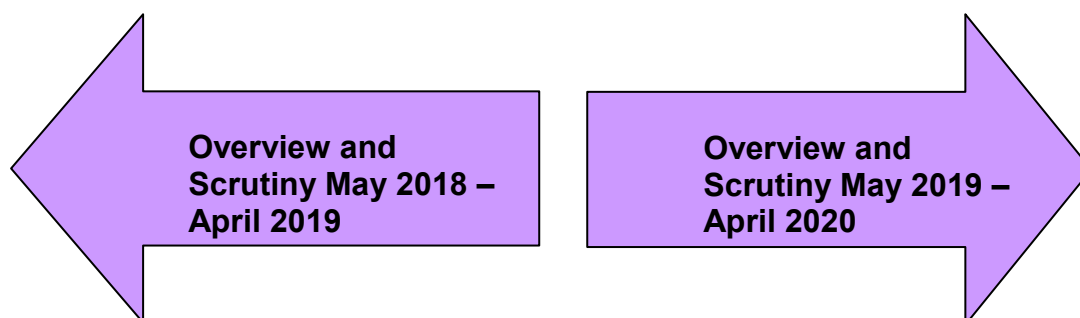
- 5.23 A future Economic Growth Service could more actively target, encourage and support initiatives in agriculture-related industries, including processing, manufacture and transport being the leading sector in the district.
- 5.24 Fenland can benefit from its geographical proximity to the growth area of Peterborough with its industrial base and the evolving University. Whilst the district is further away from the growth area around Cambridge, the much greater quantity of Economic Growth in Cambridge with the problems associated with 'over heating' which have arisen provides opportunities in Fenland, which should be exploited in terms of business relocation, skills and homes.
- 5.25 In relation to the matter raised by the Chairman of the Corporate Governance Committee in relation to the Trading Accounts regarding Markets, The Port, Economic Estates as well as The Light Industrial Units and Business Centres, The Review Team recognises that because the Trading Account disclosures in the financial statements are prepared in accordance with accounting standards, the figures shown will differ from those included in the Council budget and internal in-year reporting. This is principally because the financial statements include charges for depreciation and some of the movements in the value of land and property used to deliver those services associated with each Trading Account. In Local Authority accounts legislation requires that such charges are reversed out at the year-end so that they do not impact on the Council's General Fund balance or the Council Taxpayer.
- 5.26 The Review Team considers that the support costs attributed to the Markets, Light Industrial Units and Business Centres appears high and therefore a review of how support costs are attributed should be undertaken by Officers to inform decision making in 2020/2021 onwards.
- 5.27 The Review Team accept that further options in relation to the Port will be presented to Cabinet later this calendar year.
- 5.28 The provision of the Markets service represents an economic opportunity and as such should be considered by the Council and our partners and included within the scope of the future Transformation and Efficiency Plan (TEP) regarding the future provision of the service

The Overview and Scrutiny Review of Economic Development was consider by Cabinet during their meeting on 18 April 2019. All of the review recommendations were endorsed by Cabinet and will be reflected in the future Investment Strategy and Business Plan accordingly.

6 Overview and Scrutiny Call – In

- 6.1 The Overview and Scrutiny Committees have the opportunity to scrutinise Executive decisions that have been made, but not implemented through the 'call-in' mechanism.
- 6.2 In accordance with the Council's constitution, decisions of the Executive or a Portfolio Holder decision are published within 3 working days. There is then a further 5 working day period prior to the implementation of the decision in which Members are able to call in the decision. If the necessary number of Members, either the Chairman or Vice Chairman of any panel, or any 3 members of the Overview and Scrutiny Committee or any 10 Members of the Council, ask for a decision to be called in for scrutiny, the Overview and Scrutiny Committee has to meet within 15 working days to consider the issue. Whilst this process takes its course, the decision taking process is suspended. If no call-in occurs, the decision is adopted.

- 6.3 If, having considered the decision, the Committee remains concerned about it, then it may refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns or, in exceptional circumstances, refer the matter to full Council. If referred back, the decision maker shall then reconsider the matter within a further 10 working days and amend the decision or not, before adopting a final decision. If however the Committee decides not to refer the matter back, no further action is taken and the decision can take effect.
- 6.4 The call-in procedure does not apply where the decision being made by the Executive is deemed to be urgent i.e. where any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. This should be clearly stated in the record of the decision.
- 6.5 Because of the nature of the call-in procedure, it is generally recognised as a mechanism of last resort. Indeed Government guidance states that it would clearly be detrimental to efficient decision making if every individual decision of the Executive were called in for overview and scrutiny as a matter of course.
- 6.6 The call-in procedure is therefore utilised when other means of influencing decision making have failed. Fenland District Council did not utilise the call in procedure during 2018/19. The fact that that Call In procedure was not utilised during the last municipal year is reflective of a reduction in Call-In's nationally.



7 A FORWARD LOOK TO 2019/2020

Policies and measures affecting scope of Overview and Scrutiny

- 7.2 The profile of scrutiny is changing nationally and as a result much is expected of us in response to the Localism agenda. This could include community involvement, scrutiny of and with partners, scrutiny of crime and disorder issues, supporting the scrutiny of health services as well as supporting the scrutiny of the newly formed Combined Authority.

Overview and Scrutiny amending its role

- 7.3 The Overview and Scrutiny Committee remains committed to achieving value for money and ensuring the Council is efficient and cost effective in the delivery of its corporate priorities. The Overview and Scrutiny Committee are also keen to focus on areas where they are able to add the greatest value being forward focused therefore making recommendations to Cabinet whilst also having a positive impact on the future direction and future focus of the Council and its policies.

Fenland's Priorities

- 7.4 In Fenland's Business Plan 2019-2020 the Council's corporate priorities are:
- Communities
 - Economy
 - Environment
 - Quality Organisation
- 7.5 It is important that the work of Overview and Scrutiny complements these priorities to ensure services are being delivered to highest quality and any scrutiny work adds value.

What the Overview and Scrutiny Panel will achieve in 2019-2020

Strategic Priorities

- 7.6 We will aim to raise the profile of the Council's Overview and Scrutiny work by better communicating our successes. The Overview and Scrutiny Panel will continue to articulate recommendations associated with the work plan and monitor how effectively the recommendations have been received and endorsed by the associated decision making bodies.

Work Programme

- 7.7 The Overview and Scrutiny work programme is a detailed programme that indicates the topics that the Overview and Scrutiny Committee will scrutinise. The work programme will be developed early in the new Council year setting out what the key areas of focus will be. Topics already identified for inclusion include:
- Crime Disorder and Reduction Partnership
 - Local Health Partnership update
 - Review of Anglia Revenues Partnership
 - Planning shared service review
 - Council Tax Scheme
 - Draft Business Plan and Budget
 - Progress of Corporate Priorities: Economy, Environment, Communities and Quality Organisation
 - Transformation and Efficiency Plan (TEP)

8 CONTACTS

- 8.1 Work of the Overview and Scrutiny Committee is enhanced by the involvement of Fenland residents, service users, our partners and local businesses as they bring an

alternative perspective whilst also providing external challenge. If, therefore, you would like further details about any of the work mentioned in this report, or on how residents and partner organisations can contribute to the work of Overview and Scrutiny within Fenland we would very much welcome your input, please contact:

Councillor Alex Miscandlon - Chairman Overview and Scrutiny

AMiscandlon@fenland.gov.uk

Councillor Anne Hay - Vice Chairman Overview and Scrutiny

AHay@fenland.gov.uk

Izzi Hurst - Member Services Officer

ihurst@fenland.gov.uk

Anna Goodall - Head of Governance, Legal and Customer Services

agoodall@fenland.gov.uk

Overview and Scrutiny – Draft Work Programme 2019 – 2020

All Formal meetings are held in the Council Chamber at Fenland Hall

Meeting Dates

<u>Agenda Despatch Date</u>	<u>Informal pre-meeting</u>			<u>Formal Overview & Scrutiny Meeting</u>		
	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Date</u>	<u>Pre-Brief</u>	<u>Meeting</u>
Thursday 23 May 2019	Tuesday 28 May 2019	2.00pm	Room 38	Monday 3 June 2019	2.00pm	2.30pm
Thursday 4 July 2019	Monday 8 July 2019	2.00pm	Room 38	Monday 15 July 2019	2.00pm	2.30pm
Thursday 22 August 2019	Tuesday 28 August 2019	2.00pm	Room 38	Monday 2 September 2019	2.00pm	2.30pm
Thursday 3 October 2019	Monday 7 October 2019	2.00pm	Room 38	Monday 14 October 2019	2.00pm	2.30pm
Thursday 21 November 2019	Monday 25 November 2019	2.00pm	Room 38	Monday 2 December 2019	2.00pm	2.30pm
Thursday 2 January 2020	Monday 6 January 2020	2.00pm	Room 38	Monday 13 January 2020	2.00pm	2.30pm
Thursday 30 January 2020	Monday 3 February 2020	2.00pm	Room 38	Monday 10 February 2020	2.00pm	2.30pm
Thursday 9 April 2020	Tuesday 14 April 2020	2.00pm	Room 38	Monday 20 April 2020** Please note the	2.00pm	2.30pm

				amendment to this meeting location (South Fens Business Centre, Chatteris)		
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15 July 2019

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting	Wisbech 2020 Vision & Wisbech Rail Update	Communities	Councillor Boden Councillor Seaton Carol Pilson / Gary Garford/ Russell Beal (Anglian Water)
	Council Tax Support Scheme Report	Economy	Councillor Mrs French Peter Catchpole Mark Saunders
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

2 September 2019

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
9:30am to 10:00am Pre Briefing			
10:00am to 12:00pm Meeting	Local Health Partnership Update Health and Wellbeing Strategy	Communities	Councillor Mrs Davis Carol Pilson/Annabel Tighe Cath Mitchell - NHS
	Progress of Corporate Priority – Communities	Communities	Councillor Mrs Davis Dan Horn, Phil Hughes Carol Pilson
	Local Government Ombudsman annual review of complaints		Councillor Boden Paul Medd
	Review of Kingdom	Communities	Annabel Tighe Councillor Murphy Carol Pilson
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

14 October 2019

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting	Annual Meeting with the Leader and Chief Executive	Quality Organisation	Councillor Boden Paul Medd Cabinet and CMT
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

2 December 2019

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting	Progress of Corporate Priority – Economy	Economy	Councillor Benney Gary Garford, Justin Wingfield
	Annual review of Anglia Revenues Partnership	Economy	Sam Anthony/Peter Catchpole Mrs French Paul Corney (ARP) Mark Saunders
	Update on CPCA Growth Service and impact on Economic Development in Fenland	Economy	Paul Medd Gary Garford Councillor Benney Justin Wingfield
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

13 January 2020

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting	Draft Budget	Economy	Cabinet CMT
	Draft Business Plan	Economy	Cabinet CMT Dave Wright
	Fees and Charges	Economy	Councillor Boden Peter Catchpole Cabinet Mark Saunders & Neil Krajewski
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

10 February 2020

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting			
	Progress of Corporate Priority – Environment	Environment	Councillor Murphy Councillor Tierney Dan Horn, Phil Hughes, Mark Mathews, Annabel Tighe Carol Pilson
	Crime Disorder and Reduction Partnership	Communities	Councillor Mrs Davis Carol Pilson Dan Horn and Aarron Locks

	Draft Overview and Scrutiny Future Work Programme 2019/2020	Quality Organisation	Councillor Miscandlon Anna Goodall
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/20	Quality Organisation	Councillor Miscandlon Anna Goodall

20 April 2020

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ Officer/ External Witness
14.00 to 14.30 Pre Briefing			
14.30 to 16.30 Meeting			
	Review of Clarion	Communities	Dan Horn Councillor Miss Hoy Councillor S Clark Councillor Mrs Davis Carol Pilson
	Matters arising – Update on previous actions		Anna Goodall
	TEP items as required		
	Future Work Programme 2019/2020	Quality Organisation	Councillor Miscandlon Anna Goodall