

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE - 27 JUNE 2008

REVIEW TOPICS: WORK PROGRAMMES

Report by Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present for consideration the Work Review Programmes relative to each of the topics selected for review in 2008/09.

2. BACKGROUND

- 2.1 This Committee, on 30 May 2008, noted a quarterly update report on the Committee's Work Programme and agreed that a further report on the Work Review Programme relative to each of the topics selected for review in 2008/09 be submitted to the next meeting for consideration.

3. PROPOSED WORK PROGRAMMES

- 3.1 As Members are aware, the Committee have previously agreed that during 2008/09, the topics selected for review in 2008/09 be as follows:-

- Topic 1 - To ascertain the availability of affordable housing throughout the settlements of East Ayrshire;
- Topic 2 - To explore the background reasons for the level of complaints on contract upgrades to the Council's housing stock within the Capital Programme; and
- Topic 3 - The Vehicle Tracker System (Masternaut Traffic Management System).

- 3.2 The proposed Work Programme relative to each of the above topics is set out in the Appendix to this report.

4. FINANCIAL/LLEGAL/POLICY/COMMUNITY PLANNING IMPLICATIONS - Nil.

5. RECOMMENDATION

- 5.1 It is recommended that the Committee agree the detailed Work Programmes for each of the Topic Reviews as detailed in the Appendix to this report, subject to recognition that these may change in the light of operational requirements.

Elizabeth Morton

Depute Chief Executive/Executive Director of Corporate Support

12 June 2008
SN/FM

LIST OF BACKGROUND PAPERS - NIL

Any person wishing further information on this report should contact Bill Walkinshaw, Head of Democratic Services on Tel No (01563) 576135.

Implementation Officer: Stuart Nelson, Administrative Officer

GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 1 - TO ASCERTAIN THE AVAILABILITY OF AFFORDABLE HOUSING THROUGHOUT THE SETTLEMENTS OF EAST AYRSHIRE

	Week 1 W/C MON 28 APRIL	Week 2 W/C MON 5 MAY	Week 3 W/C MON 12 MAY	Week 4 W/C MON 19 MAY	Week 5 W/C MON 26 MAY	Week 6 W/C MON 2 JUNE	Week 7 W/C MON 9 JUNE	Week 8 W/C MON 16 JUNE
MON	28	5	12	19	26	2	9	16
TUES	29	6	13	20	27	3	10	17
WED	30	7	14	21	28	4	11	18
THURS	1	8	15	22	29	5	12	19
FRI	2 Governance & Scrutiny Committee - Presentation to Members of the Committee by the Executive Director of Neighbourhood Services/Head of Housing/Head of Planning and Economic Development on the topic.	9	16	23	30	6	13	20

APPENDIX 1

	Week 9 W/C MON 23 JUNE	Week 10 W/C MON 30 JUNE	Weeks 11, 12, 13 and 14 JULY	Week 15 W/C MON 4 AUGUST	Week 16 W/C MON 11 AUGUST	Week 17 W/C MON 18 AUGUST	Week 18 W/C MON 25 AUGUST	Week 19 W/C MON 1 SEPTEMBER
MON	23 Issue core documents: Housing (Scotland) Acts 1987 and 2001 (Extract) Planning Legislation: Town and Country Planning Act 1997 (Extract) Planning (Scotland) Act 2006 (Extract) East Ayrshire Local Housing Strategy Update July 2007	30 Begin consultation/research by contact, via Scrutiny Support Team with:- • Head of Housing • Head of Legal, Procurement and Regulatory Services; and • Head of Planning and Economic Development • RSLs • Housebuilders' Representative Body • Planning Consultants • SFHA • Tenants Federation		4 Begin arrangements for site visits to:- • Atrium Homes Developments at New Farm Loch, Shortlees and Dunlop; and • Enquiry by Design Development - Knockroon	11 Members meet with witnesses	18	25	1 Officers begin preparation of draft outcome report
TUES						19	26	2
WED	Newhaven Research: Affordability and Migration within the Ayrshire Housing System June 2007					20	27	3
THURS	Tribal HCH: East Ayrshire Council Affordable Housing Report August 2006 Draft East Ayrshire Affordable Housing Policy Draft East Ayrshire Local Plan: Consultation Draft					21	28	4
FRI					15	22	29	5

APPENDIX 1

	Week 20 W/C MON 8 SEPTEMBER	Week 21 W/C MON 15 SEPTEMBER	Week 22 W/C MON 22 SEPTEMBER	Week 23 W/C MON 29 SEPTEMBER	Week 24 W/C MON 6 OCTOBER	Week 25 W/C MON 13 OCTOBER	Week 26 W/C MON 20 OCTOBER	Week 27 W/C MON 27 OCTOBER
MON	8 Draft outcome report issued to Members of the Governance and Scrutiny Committee for comment.	15	22	29	6	13	20	27
TUES	9	16	23	30	7	14	21	28
WED	10	17 Governance & Scrutiny Committee Pre-Agenda	24	1	8	15	22	29
THURS	11	18	25	2	9	16	23 Lodgement of Final Outcome Report to Cabinet as agreed by Governance & Scrutiny Committee	30
FRI	12 Lodgement of final outcome report to Governance and Scrutiny Committee	19 Issue Agenda for Governance and Scrutiny Committee	26 Governance & Scrutiny Committee - Submit outcome report for consideration	3	10	17	24	31

	Week 28			Week 29			Week 30			Week 31			Week 32		
	W/C	MON	3	W/C	MON	10	W/C	MON	17	W/C	MON	24	W/C	MON	1
	NOVEMBER			NOVEMBER			NOVEMBER			NOVEMBER			DECEMBER		
MON			3			10			17			24			1
TUES			4			11			18			25			2
WED		Outcome report to be considered by Cabinet	5			12			19			26			3
THURS			6			13			20			27			4
FRI			7			14			21			28			5

Updated: 20 June 2008
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GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 2 - TO EXPLORE THE BACKGROUND REASONS ON THE LEVEL OF COMPLAINTS ON THE CONTRACT UPGRADES TO THE COUNCIL'S HOUSING STOCK WITHIN THE CAPITAL PROGRAMME

	Week 1 W/C MON 26 MAY	Week 2 W/C MON 2 JUNE	Week 3 W/C MON 9 JUNE	Week 4 W/C MON 16 JUNE	Week 5 W/C MON 23 JUNE	Week 6 W/C MON 30 JUNE	Weeks 7, 8, 9 and 10 JULY	Week 11 W/C MON 4 AUGUST
MON	26	2	9	16	23	30		4 Issue core documents:- <ul style="list-style-type: none"> • Capital Programme • Complaints in respect of Capital Contracts in relation to upgrade to the Housing Stock • Contractual terms between the Council and Contractors for remedying contractual irregularities
TUES	27	3	10	17	24	1		5
WED	28	4	11	18 Governance & Scrutiny Committee - Presentation to Members of the Committee by the Executive Director of Neighbourhood Services/Head of Building and Works	25	2		6
THURS	29	5	12	19	26	3		7
FRI	30	6	13	20	27	4		8

	Week 12 W/C MON 11 AUGUST	Week 13 W/C MON 18 AUGUST	Week 14 W/C MON 25 AUGUST	Week 15 W/C MON 1 SEPTEMBER	Week 16 W/C MON 8 SEPTEMBER	Week 17 W/C MON 15 SEPTEMBER	Week 18 W/C MON 22 SEPTEMBER	Week 19 W/C MON 29 SEPTEMBER
MON	11 Begin consultation/research to include:- • Executive Head of Finance and Asset Management • Head of Housing • Contractors (including private contractors and Building Works Services) • Tenants Federation • Elected Members	18	25	1	8 Members meet with witnesses, subject to availability to include: • Executive Head of Finance and Asset Management; • Executive Director of Neighbourhood Services; • Head of Housing; and • Any other witnesses identified by the Committee	15 Officers begin preparation of draft outcome report	22	29
TUES	12	19	26	2 Draft outcome report issued to Members of the Governance and Scrutiny Committee for comment	9	16	23	30
WED	13	20	27	3	10	17	24	1
THURS	14	21	28	4	11	18	25	2 Draft outcome report issued to Members of the Governance and Scrutiny Committee for comment
FRI	15	22	29	5	12	19	26	3

	Week 20 W/C MON 6 OCTOBER	Week 21 W/C MON 13 OCTOBER	Week 22 W/C MON 20 OCTOBER	Week 23 W/C MON 27 OCTOBER	Week 24 W/C MON 3 NOVEMBER
MON	6	13	20	27	3
TUES	7	14	21	28	4
WED	8	15 Governance and Scrutiny Committee Pre-Agenda	22	29	5 Outcome report to be considered by Cabinet
THURS	9	16	23	30	6
FRI	10 Lodgement of final outcome report to Governance and Scrutiny Committee	17 Issue Agenda for Governance and Scrutiny Committee Lodgement of final outcome report to Cabinet as agreed by Governance and Scrutiny Committee pending approval, or otherwise, by the Governance and Scrutiny Committee	24 Governance & Scrutiny Committee - Submit outcome report for consideration	31	7

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GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 3 - VEHICLE TRACKER SYSTEM (MASTERNAUT TRAFFIC MANAGEMENT SYSTEM)

	Week 1 W/C MON 20 OCTOBER	Week 2 W/C MON 27 OCTOBER	Week 3 W/C MON 3 NOVEMBER	Week 4 W/C MON 10 NOVEMBER	Week 5 W/C MON 17 NOVEMBER	Week 6 W/C MON 24 NOVEMBER	Week 7 W/C MON 1 DECEMBER	Week 8 W/C MON 8 DECEMBER
MON	20	27 Issue core documents: • Specification of the Masternaut Traffic Management System • Report on the Review of the System	3 Begin consultation/research	10	17 Begin arrangements for site visits:- • Building and Works Depot, Burnside Street, Kilmarnock	24	1	14
TUES	21	28		11		25	2	15
WED	22	29		12		26	3	16
THURS	23	30		13		27	4	17
FRI	24 Governance & Scrutiny Committee - Presentation to Members of the Committee by the appropriate Executive Director/Head of Service	31		14		28	5	18