

AGENDA ITEM NO.

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE REPORT GUIDE- 2004/2005								
Area of Work	Lead Officer/Councillor	8/6	21/7	8/9	20/10	15/12	2/2	23/3
Scrutiny of Community Safety	Pete Cutts	✓	✓	✓				
Review of flood alleviation measures	Roger Jewsbury	✓		✓				
Taking the local plan forward	Philip Clarke	✓						
Healthier Lifestyles – Health Advocates role- Health Promotion	Nancy Singleton & Cllr R Copping			✓				
Scrutiny of refuse management including, the introduction of multi materials recycling, waste collection and waste minimisation	Jackie Webb, Richard Dobbs and Warwickshire County Council				✓	✓	✓	
Review of Executive decision (on 14 June 04) from 2003/04 on Street Cleansing by Environment Overview & Scrutiny Committee. Minute Number	Jackie Webb							✓
Rouncil Lane, Kenilworth, smells from a foul sewer	Paul Leeman							✓
Quarterly Performance Reports & Portfolio Holder statements	Cllr Mrs M Begg	✓		✓		✓		
Heritage Grants Review	Alan Mayes					✓		
Food Safety	Rob Chapleo				✓		✓	
Community Plan/LSP	Liz Young						✓	
Energy Management	Property Services, Environmental Health, Planning & Engineering and Section 151 Officer.							✓
Review of Planning Enforcement	John Archer							✓
Action 21 Annual Report	Jenny Sansom	✓						
Telecommunications masts	John Archer & Councillor Smith		✓					
Implementation of the Licensing Act 2003 & the Council's Licensing Policy	Colin Tubbs			✓				
Affordable Warmth Strategy – April 2005	Paul Leeman							
Air Quality – December 2005	Richard Hall							
Scrutiny of the Contaminated Land Strategy – to return in December 2005	Richard Hall					✓		

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE WORKPLAN - 2004/2005					
Area of Work	Lead Officer/ Councillor	Objectives of the Review	Method of working	Start date	End date
Scrutiny of Community Safety	Pete Cutts	How community safety issues at ward level can be properly communicated and addressed. The membership, operation and effectiveness of the Communities & Fear Of Crime Group. How we can minimize the risk to elected members and staff as they go about their duties.	Group Work & Select Committee on 29 June 2004 at 6pm	2 March 2004	8 September 2004
Review of flood alleviation	Roger Jewsbury	To inform Members about the progress of the Watercourse / Flood Management Work Programme for the period spanning from September 2002 until June 2005	Full committee	13 January 2004	8 September 2004
Taking the local plan forward	Philip Clarke	To monitor the progress made to date with the production of the new Local Plan	Report	8 June 2004	8 June 2004
Healthier Lifestyles – Health Advocates role- Health Promotion	Nancy Singleton & Cllr R Copping	To scrutinise the performance of the Health Promotion service and to see how it is performing against the set targets	At first a report to initiate the scrutiny process and to allow members of the committee to consider how they wish to progress the review.	8 September 2004	8 September 2004

Area of Work	Lead Officer/ Councillor	Objectives of the Review	Method of working	Start date	End date
Scrutiny of refuse management including, the introduction of multi materials recycling, waste collection and waste minimisation	Jackie Webb Richard Dobbs and Warwickshire County Council		Scene setting report, to start the process on refuse and update on recycling.	20 October 2004	
Review of Executive decision (on 14 June 04) from 2003/04 on Street Cleansing by Environment Overview & Scrutiny Committee. Minute Number, 109, Including the A46 issue	Jackie Webb	Review to see how the recommendations of the Environment Overview & Scrutiny Committee have been taken on aboard with particular reference to the Waste Management Enforcement post	Update report from Lead Officer	23 March 2005	
Rouncil Lane, Kenilworth, smells from a foul sewer	Paul Leeman	To conclude the investigative work of last year by the Committee into this problem	Information report.	12 August 2003	
Quarterly Performance Reports & Portfolio Holder statements	Cllr Mrs M Begg	To monitor the performance and hold to account the Portfolio Holder on the services within their remit	Progress report	Ongoing	
Scrutiny of the Contaminated Land Strategy	Richard Hall	To monitor the progress of the implementation of the strategy	Scene setting report, to start the process.	15 December 2004	
Heritage Grants Review	Alan Mayes	A review of the Heritage Grants Scheme and seeing if it is meeting its set objectives	A work group of three Councillors to be appointed	15 December 2004	
Food Safety	Rob Chapleo	To investigate the performance of the food safety team against their targets	Report from lead officer to start and further work as required.	20 October 2004	2 February 2005

Area of Work	Lead Officer/ Councillor	Objectives of the Review	Method of working	Start date	End date
Community Plan/LSP	Liz Young	To monitor the progress made with the areas of Community Plan which fall within the remit of this Committee	A report from Lead Officer	2 February 2005	
Energy Management	Property Services, Environmental Health, Planning & Engineering and Section 151 Officer.	To monitor the progress made by the Council with regards to the actions approved by the Executive in April 2003 (Minute No. 966)	An update report from the departments involved.	21 May 2002	23 March 2005
Review of Planning Enforcement	John Archer	To see if the Enforcement section are meeting its targets	To appoint three Councillors to meet with the Head of Planning Enforcement to discuss the review and write an informal report to be submitted to the next meeting.	23 March 2005	
Action 21 Annual Report	Jenny Sansom		Information report	8 June 2004	8 June 2004
Telecommunications masts	John Archer & Councillor Smith	To be confirmed	To be confirmed	21 July 2004	
Affordable warmth strategy	Paul Leman	To be confirmed after the Launch of the Strategy in October 2004	To be confirmed	April 2005	To be confirmed
Implementation of the Licensing Act 2003 & the Council's Licensing Policy	Colin Tubbs	To be consulted on the Council's draft policy before it is agreed	One off report	8 September 2004	8 September 2004
Air Quality	Richard Hall	To monitor the three areas designated as air quality management areas within the district	Update report	December 2005	To be confirmed