

Business, Planning and Transport Policy and Scrutiny Committee

Date:	Monday 8 th May 2017
Classification:	General Release
Title:	Update on work programme and Action Tracker
Report of:	Julia Corkey-Director of Policy, Performance and Communications
Cabinet Member Portfolio	Deputy Leader / Cabinet Member for Business, Culture and Heritage Cabinet Member for City Highways Cabinet Member for Planning and Public Realm
Wards Involved:	All
Policy Context:	Building Homes and Celebrating neighbourhoods World Class Westminster Smart Council
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1. Executive Summary

This report provides a draft work programme for the Committee for the new municipal year. It incorporates the suggestions made by members at the last committee. The Chairman has expressed a wish to have single item meetings, some prioritisation would be necessary to achieve this. The report also reminds Members of the portfolios they are scrutinising and provides some good practice for prioritising items should the committee wish to stick to single item agendas.

An update on the Action Tracker is also provided.

2. Key Matters for the Committee's Consideration

Committee is asked:

1. Review the draft list of suggested items

2. Use the suggested prioritisation criteria to discuss and agree a work programme for 2017/2018.
3. Note the action tracker.

**If you have any queries about this Report or wish to inspect any of the
Background Papers please contact Muge Dindjer x2636**

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3. Scope and remit of the committee

3.1 Under Section 21 of the Local Government Act 2000 local authorities are required to appoint at least one committee to provide overview and scrutiny. In Westminster there are four committees which are termed Policy and Scrutiny committees, recognising their contribution to pro-active policy and strategy development as well as reviews of existing services and policies. Scrutiny acts as a 'critical friend' to Council departments and Cabinet Members.

3.2 The Business, Planning and Transport Policy and Scrutiny Committee scrutinises the portfolios of; the Deputy Leader and Cabinet Member for Business, Culture and Heritage, the Cabinet Member for Planning and Public Realm and the Cabinet Member for City Highways. Their respective portfolios are described below.

3.3 Deputy Leader and Cabinet Member for Business, Culture & Heritage – Cllr Robert Davis MBE DL

Deputy Leader

Mayoralty; Special Projects (e.g. key WEP Projects, Oxford Street, Hanover Square, etc.); Harrow Road; City Hall; Chair of Oxford Street Steering Group; Responsibility for City Urban Design Strategy.

Business, Culture & Heritage

Placeshaping; BIDs; Business Support; SMEs; Economic Development; Adult Education; Skills; Employment; Training/Apprenticeships; City Promotion, Events & Filming; Theatres; West End Live; Arts; Tourism; Public Art; Markets.

Cabinet Member for Planning & Public Realm – Cllr Daniel Astaire

Planning Policy & City Plan; London Plan; Building Control; Street Naming; DOFs; CPOs; London Local Authorities Act 2007; Trees & Tree Policy; Grants Relating to Planning; Public Realm Public Works including Street Furniture & Street Improvements; PPA oversight; CIL; Neighbourhood Area Action Plans.

Cabinet Member for City Highways – Cllr Danny Chalkley.

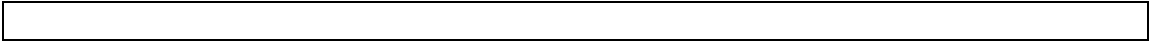
Roads & Highway Maintenance; Transportation Commissioning; Small Transportation Budget; Highway Capital Projects; Relations with TfL; Road Safety; RTA Duties; Network Management Duties; Relations with Utilities & Providers; Transportation Policy; Parking Policy & Enforcement; Parking CCTV; Safe Streets; Cycling Strategy; Pedestrian Strategy; School Crossing Patrols

4. Developing the work programme

- 4.1 The process for developing the work programme starts in February/March time. It is suggested that Scrutiny should focus on what is important to the City, on how it can support success towards our existing commitments and also to focus on opportunities for improvement where services are not meeting stated objectives or performance indicators.
- 4.2 The Policy and Scrutiny Committee has the option to establish task groups and single member enquiries where the subject merits a more in depth study entailing the need for research and detailed examination.
- 4.3 A long list of potential items has been developed based on Member preference (Appendix 1) for the committee’s consideration.
- 4.4 There is a soft cap of two items per meeting in order to allow the committee to give appropriate consideration to the items on the agenda. However the Chairman has expressed a wish for single item committees. For those issues where the committee would like to do a more in-depth review, tasks groups or single member studies can be established. One of these can be resourced at any one time.
- 4.5 Given the number of items on the long-list is greater than the time available for the committee to consider them, the following criteria¹ are suggested to assist the committee with prioritising items for the work plan.

Public Interest:	The concerns of local people should influence the issues chosen for scrutiny (City for All annual resident survey)
Ability to change:	Priority should be given to issues that the committee can realistically influence.
Performance:	Priority should be given to the areas in which the Council or other agencies are not performing well.
Extent:	Priority should be given to issues that are relevant to all or large parts of the City
Replication:	Work programmes should take account of what else is happening in the areas being considered to avoid duplication or wasted effort.

¹Taken from the 2011 Centre for Public Scrutiny report ‘A Cunning Plan?’



4.6 In addition to the criteria above the committee may also wish to consider the following questions when assessing the overall work programme:

- Is the work programme **balanced**? Is the planned work evenly spread over the municipal year and are the topics balanced in terms of the scope of the Committee’s remit and the three portfolios being scrutinised?
- Is the work programme too **onerous**? It is important to hold some capacity in reserve for any urgent issues that might arise.

5. 2017/2018 Meeting Dates

12th June 2017- N.B. this date has been amended to take account of the general election.
13th September 2017
15th November 2017
8th February 2018
12th April 2018

APPENDICES: Appendix 1-Draft Work Programme
Appendix 2- Action Tracker



Work Programme 2017/18 ROUND SIX (8 MAY 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	<ul style="list-style-type: none"> • Councillor Robert Davis MBE DL Deputy Leader and Cabinet Member for Business, Culture and Heritage
Baker Street two way system	Officer Update	<ul style="list-style-type: none"> • Graham King

Work Programme 2017/18 ROUND ONE 12 JUNE 2017		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	<ul style="list-style-type: none"> • Councillor Danny Chalkley- Cabinet Member for City Highways- tbc
Place Shaping	A report outlining current work programme for the Committee	<ul style="list-style-type: none"> • Sarah Tanburn • Ed Watson

Business rates	An examination of the impact of revaluation on Westminster Businesses.	<ul style="list-style-type: none"> • Martin Hinckley
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Work Programme 2017/18 ROUND TWO (13 SEPTEMBER 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	
Building Height: Getting the right growth for Westminster	To review the results of the consultation and consider policy proposals. This item could include a site visit.	Barry Smith Head of City Strategy and Policy
Broadband update	To receive an update since the last appearance at Committee in February 2016	David Wilkins Councillor Glanz as witness
Work Programme		

Work Programme 2017/18 ROUND THREE (15 NOVEMBER 2017)		
Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	Robert Davis?

Community Infrastructure Levy	Review of the first year's operation	Barry Smith Andrew Barry-Pursell
The Pedestrianisation of Oxford Street	To inform committee of the plans	Graham King
Work Programme		

**Work Programme 2017/18
ROUND FOUR (8 FEBRUARY 2018)**

Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	
London's Local Plans- are they supporting Neighbourhood Planning		Barry Smith
The service provided to customers by the utilities	To include Thames Water and UK Power Networks	Graham King

Crossrail 2		Graham King
Work Programme		

**Work Programme 2017/18
ROUND FOUR (12 APRIL 2018)**

Agenda Item	Reasons & objective for item	Represented by:
Cabinet Member Q&A	To hold to account and review the activity of the Cabinet Member.	
Evaluation of 20mph zones		Kevin Goad
Work Programme		

UNALLOCATED ITEMS		
Agenda Item	Reasons & objective for item	Represented by:
PLANNING'S ROLE IN DELIVERING MORE AFFORDABLE HOUSING		
THE APPRENTICESHIP LEVY?		
Cycling Strategy	Update on delivery to include progress of the Cycling Superhighways	Stuart Love
Street Markets		Stuart Love/ Ed Watson
Westminster Employment Service	Update on new service now it has been launched	Tom Harding

Other items that the Committee may be interested in from parliamentary committees, City for All priorities or performance risks include:

- The Digital Economy Inquiry which was published in July 2016 and to which the government has not yet responded
- Establishing world class connectivity through the UK/CMS- published in July 2016 with no government response to date
- The Gig and Sharing Economy Charter- City for All priority- does scrutiny want to contribute to/scrutinise its development?
- Budgetary pressures in development planning identified in the performance report- a decrease in pre application advice requests and external competition.

These could be achieved by way of integrating into existing items, requesting a briefing note or taking as separate items to examine implications for Westminster.

TASK GROUP
<p>The impact of the night tube one year after operation-September 2017? This issue covers this committees portfolio but also that of Adults, Health and Public protection re Noise, ASB etc. A one off joint task group meeting is suggested in September/October 2017 with the item being led by Colin Mann of TfL who has agreed in principle to attend a meeting.</p> <p>Potential task group on ACV's/Pubs- the government has decided to remove permitted development rights form pubs so the article 4 debate will become obsolete.</p> <p>Potential task group on public having speaking rights at planning committees – Cllrs Astaire & Beddoe are being consulted.</p>

Appendix 2

Action Tracker March 2017		
Agenda Item	Reasons & objective for item	Follow Up
Item 4- Cabinet member Update	That a written response is provided to the Committee in relation to the questions 'how many planning committee decisions had been contrary to the officers' recommendations over the previous two years? How many cases were won on appeal?'	Completed Response sent to Committee on 27.4.17
	That Councillor Astaire contacts Councillor Alexander about developments in the Marylebone Road area (Councillor Daniel Astaire, Cabinet Member for Planning and Public Realm and Madeleine Hale, Senior Cabinet Officer).	Requested
	That a response be sought from Councillor Chalkley in respect of Councillor Scarborough's question on the twenty mph trial scheme (Councillor Danny Chalkley, Cabinet Member for City Highways and Sion Pryse, Cabinet Officer) and the answer circulated to the Committee.	These will go live in May 2017 and run for 6 months. Suggested that committee be updated via the cabinet member report in the Autumn and the evaluation will be in Q4. Map of schools/zones distributed to committee.
Item 5- Planning Report	That planning officers write to the 2014 intake of Westminster Councilors to inform them of the planning training available	Completed
	That Councillor Astaire, Mr. Smith and Mr. Walker be requested to consider how often and in what format an update on progress regarding delivering housing, including affordable housing, through the planning process is provided to the Committee.	Requested

	The WPA to be consulted as to whether it might be willing to consider contributing financially towards the Council maintaining a record of the development management (planning application) process.	To be flagged at the next liaison meeting on 28.6.17
	That Councillor Scarborough is included in the list of councillors to receive a list of applications which were being considered at future planning committee meetings	Completed
Item 7- Work Programme	Councillor Chalkley and the relevant officers to be consulted as to whether it was appropriate timing to consider Baker Street Two Way and 20 miles per hour trial areas at the 7 June meeting	Baker Street two way system coming to May meeting. Officers are drafting a briefing note now on 20mph trial areas but evaluation of schemes won't be ready until Feb 2018 as not yet commenced and will run for 6 months.
	Councillor Chalkley and the relevant officers to be consulted on the appropriate timing regarding an update on the Cycling Superhighways	Requested
	Councillor Astaire and the relevant officers to be consulted as to the potential for a task group on parties which make representations in respect of planning applications being able to address the planning committees	Requested
	Councillor Astaire, the relevant officers and Councillor Crockett to be consulted on the potential for a task group on assets of community value / pubs.	Officers have responded to say no longer appropriate - Government have announced they will remove permitted

		development rights for pubs.
	The Committee requested a document setting out the respective stages that the Neighbourhood Forums are at	Completed sent to Committee on 27.4.17
	Councillor Glanz and the relevant officers to be consulted on progress on broadband.	Councillor Glanz has agreed to be a witness for the meeting considering this item in September
	That expert witnesses are invited to attend the May meeting in order to address the Committee on business rates.	Sir Peter Rogers has agreed to attend June meeting and this item has been moved to June.