

Item 12

**FORWARD PLAN FOR THE SURREY HEATH LOCAL
COMMITTEE.**

**SURREY COUNTY COUNCIL'S
LOCAL COMMITTEE IN SURREY HEATH.**

2nd December 2004

KEY ISSUE:

The report lists the proposed reports to be presented at Surrey Heath Local Committee up until July 2005 and dates for Surrey Heath Local Committee meetings up until March 2006.

OFFICER RECOMMENDATIONS:

That the Local Committee in Surrey Heath:

1. approves the forward plan of committee reports,
2. suggests any additions and,
3. approves the amendment to the list of meetings in 2005.

ANALYSIS AND COMMENTARY

1. In order to comply with the Purdah regulations which prohibit Local Committee meetings being held in the six weeks before the election and to allow time for Members training after the elections. It has proved difficult to find dates for eight Local Committee meetings in 2005 / 06.
2. It is proposed that there are seven Local Committee meetings in 2005 / 06. It is proposed to delete the meeting agreed for 10th November 2005. This would result in the Local Committee meetings being more appropriately spaced, allowing both Members and Officers to effectively plan and prepare for meetings.

3. This would result in the following schedule for Local Committee meetings in 2005 / 06.

Date	Venue
10 th March 2005	Kings International College, Camberley
2 nd June 2005	All Saints Church Hall, Lightwater
21 st July 2005	St John's Church Link, Windlesham
22 nd September 2005	To be confirmed
20 th October 2005	West End Parish Council, Sports Pavilion
8 th December 2005	Kings International College, Camberley
26 th January 2006	Kings International College, Camberley
9 th March 2006	Kings International College, Camberley

Forward Plan

4. In order to plan the work and manage the workload of the Surrey Heath Local Committee a forward plan has been produced. See Annex. This has been written with reference to the Surrey County Council's Executive forward plan to ensure integration between the two.
5. The forward plan of reports was drafted in conjunction with the Chief Executive's Office and with Service Managers.

CONSULTATION

6. Not Applicable.

FINANCIAL IMPLICATIONS

7. None.

SUSTAINABLE DEVELOPMENT IMPLICATIONS

8. None.

CRIME & DISORDER IMPLICATIONS

9. Care will be taken to ensure that any venues used have good outside lighting and preferably their own car park.

EQUALITIES IMPLICATIONS

10. Care will be taken to ensure that any venues used will be accessible to all members of the public.

CONCLUSION AND REASONS FOR RECOMMENDATIONS

An agreed forward plan would be beneficial to the effective execution of the business of the Surrey Heath Local Committee.

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BACKGROUND PAPERS: None.

Annex - Forward programme for the Surrey Heath Local Committee.

Date	Report
10th March 2005	Comprehensive Education local performance report <ul style="list-style-type: none"> • LEA educational attainment • Ofsted results • Field knowledge Pupil groups, travellers, special needs multi professional teams, physical and sensory report, educational psychology
	Annual report for the area on all adults and community care services information
	Consultation on South East economical regional plan.
2nd June 2005	Report on area profile in relation to key needs indicators, e.g. deprivation from Planning and development
	Report on highways maintenance.
21st July 2005	Community Safety annual report
	Annual report from Trading Standards.
	Local Democracy Week.
	Finalise the committee's advice to the Executive on the Corporate Plan
Sept 05	Annual report on Library Service in the area for 2004/05 with Annual Library Performance Statement attached
	Annual report on Waste
Oct 05	Children's Services annual report on: Best value/audit commission indicators Service activity for 2004/05 Performance assessment framework position statement Early Years service report on provision
	Annual report on Planning Service performance.
Nov 05	Annual report on Surrey Fire and Rescue.
Dec 05	Annual report on Emergency Planning
	Annual report for the area on all adults and community care services information
January 06	Adult and Community Learning academic year annual report and opportunity to influence Adult Learning Plan
	Annual report from the Youth Development Service
	Annual report on self reliance
March 06	Comprehensive Education local performance report <ul style="list-style-type: none"> • LEA educational attainment • Ofsted results • Field knowledge Pupil groups, travellers, special needs multi professional teams, physical and sensory report, educational psychology