



# **Surrey County Council's Tandridge Local Committee's Forward Programme to March 2007**

**21 October 2005**

## **KEY ISSUE**

To agree a forward programme framework for service reporting for the remainder of this year and to the end of the next financial year in March 2007.

## **SUMMARY**

A formally agreed forward programme is a normal requirement for Surrey County Council committees and, as such, the Local Committee is asked to consider and agree a forward programme in each financial year. Due to structural changes in the Local Partnerships Team and the way it interacts with other SCC services there has been a short break in continuity, which is now being addressed through the business plan and the attached forward programme.

## **RECOMMENDATIONS**

The Committee is asked:

- (a) to note the content and purpose of the report, and
- (b) to consider the suggested framework (Annex A) and make any appropriate amendments

## **INTRODUCTION & BACKGROUND**

1. A formally agreed forward programme is a normal requirement for Surrey County Council committees in order to structure their business and, as such, the Local Committee is asked to consider and agree a forward programme in each financial year.
2. Due to structural changes in the Local Partnerships Team and the way it interacts with other SCC services in supporting the Local Committee there has been a short break in continuity, which is now being addressed through the business plan and the proposed forward programme (Annex A).
3. Members met informally in May 2005 and discussed ways in which the Local Committee could improve its service-monitoring role and many of those findings are reflected in this report.

## **DRAFT FORWARD PROGRAMME**

4. The suggested programme (Annex A) is intended as a framework for negotiating with SCC services reporting to committee on locally focussed issues and is for guidance only. There is flexibility to incorporate, within reason, whatever changes the Local Committee recommends.
5. While presenting this as a framework, officers have taken note of the Members' expressed desire that the Committee should begin to move away from lengthy formal reports and invite services to discuss local initiatives and partnership projects to which the Local Committee can contribute and which Members can influence.
6. Where partnership initiatives are taking place, officers will endeavour to ensure that all the relevant participants attend in order to give a 360° view of local service delivery and developments.
7. In order to improve relationships with services to best effect, officers will also endeavour to co-ordinate their approaches to service managers and partners so that service managers can plan ahead and produce meaningful presentations to Committee at roughly the same time in all three Districts and Boroughs in the East, while maintaining the localness of each.

## **ADDITIONAL REPORTS NOT INCLUDED**

8. In line with Members' expressed wishes, officers will also be monitoring, and looking for opportunities to pursue, joint working with the District and may adjust the programme to allow for discussions wherever this will help to move plans forward.
9. Additional reports may be brought to Committee throughout the year for consultation, such as Waste & Mineral Extraction or the SE Plan. Unless there is a recommendation or action attaching to these reports, they will be circulated for information only. Where there is a recommendation a representative will be invited to come along to present the report.

## Item 8

10. Members have also expressed a desire to have other important local issues brought to Committee. In this case it would be helpful to discuss this in the first instance with the chairman and to give officers as much notice as possible so that relevant parties can be invited to attend and contribute to a meaningful discussion.

### **OTHER CONSIDERATIONS**

11. While monitoring local service initiatives, Members can be pro-active in reflecting local concerns back to the Executive for discussion or raising awareness of best practice.
12. While the framework lists items for discussion at Local Committees, formal and informal, there are also other ways of interacting with local people, which Members may wish to consider. Officers would welcome suggestions from Members as to what sort of public engagement events they would recommend/support.

### **CONCLUSION**

13. It should be noted that the informal meeting with the Youth Service on 18 November co-incides with an East Area Youth Development Workshop which has subsequently been scheduled for the afternoon. Bearing in mind that Members have expressed a desire to reduce the number of meetings, the Committee may wish to consider whether to change the content of this meeting or cancel it in favour of the afternoon workshop which commences at 1.00 pm.
14. Bearing all of the above in mind, Members are asked to comment on the proposed programme and to agree the draft in principle as a general planning framework so that officers can begin negotiations with SCC service managers as soon as possible.

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**LEAD OFFICER:**

Janet Johnson,  
Local Committee and Partnership Officer

**TELEPHONE NUMBER:**

01737 737422

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