

Guidance for Councillor for Work Programme Suggestions

Proposed scope / focus of review

Identify precisely what will be reviewed to provide focus and direction.

Your rationale for selection

What are the reasons for reviewing the topic and the key issues? Are they good ones which will stand up to Scrutiny themselves?

e.g. Is the issue important to local people?

What is the strength of Member interest?

What is the possible impact of a review – is there the potential to make a difference?

The focus must be on improving services, performance, policies or decisions for residents and/or significant savings. The Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

Evidence

What are the issues / facts which will support the need for a review?

e.g. Is there any evidence of dissatisfaction with the service or under performance?

Desired outcomes/objectives

What are the outcomes the review is seeking or expected to achieve and how will it benefit or impact on the local community? Again, the Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

e.g. Will the outcomes assist in achieving corporate priorities? If so, which ones?

Other comments

Any other information, proposals or queries.

e.g. How will the subject be reviewed and is this achievable by the resources available?

The Commission needs to be aware of any impact on the ability of officers to deliver services especially small teams where there is likely to be a disproportionate impact.

What sort of timescale is involved?

Need to check what else has happened, is happening or is planned in the areas being considered in order to avoid duplication or wasted effort (i.e. have regard to the wider programmes of reviews recently completed, being undertaken or programmed).

Are there other, more suitable, ways of investigating or picking up the issues?

Work Programme Suggestion Form

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Your Name: Cllr Trevor Snaith

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Proposed Scope / focus of review:

WDC Planning
Review of the role of ward members and officer in the Planning process and Planning enforcement.

Your rationale for selection:

In light of the Reserved Sites and other applications we need to ensure we have in place a robust plan to not only manage the applications but the resulting enforcement and impact arising across the District.

Evidence:

Cllr Snaith raised questions at full council on 26th Feb 2015 around planning process and Planning enforcement.
Cllr N Marshall was very open and candid in his response. This has highlighted a need for a piece of work to look into issues arising from his response.

Desired outcomes / objectives / possible terms of reference:

To investigate the effectiveness of Planning processes and outcomes and the roles members and officers can play in the process
The Terms of reference and scope of the process and outcomes the members of I&R would need to agree.

Other comments:

What timescale do you perceive to be necessary for this review?

Urgent

Within six months

Within 6-12 months