

		AGENDA ITEM 9
		EDE/06/11
Committee:	Economic Development and Environment Policy & Scrutiny Committee	
Date:	24 February 2011	
FORWARD LOOK		
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The purpose of this report is to consider the Committee's latest work programme as set out at Appendix A, together with updates and scoping documents for new reviews as follows:

- **Essex Legacy from 2012 Olympic Games and Paralympic Games**

The Task and Finish Group that the Committee established to take forward this review, has now received a reply from the Cabinet Member for Education and the 2012 Games in response to the lines of questioning that were identified in the original Scrutiny Report to monitor the pursuit of a legacy from 2012 Games. The Group will be meeting to take the review forward following the Committee's meeting on 24 February.

- **Corporate Carbon Reduction**

In September 2010 (Minute 44) the Committee established a Task and Finish Group to take forward a more detailed review

The Group has been consulted upon a draft scoping document for the review and that document is now attached at Appendix B for the Committee's consideration and approval.

- **Highways Service Transformation**

At the Committee's last meeting (Minute 65/ December 2010) it was agreed that it wanted to review the new single contractual arrangements that were being proposed as part of the Highways Service Transformation Programme. The Cabinet Member for Highways and Transportation has been invited to the Committee's next meeting on 17

March. A scoping document has been drafted for the review and is attached at Appendix C for the Committee's consideration and approval.

- **Automatic Vehicle Location (AVL)**

At the Committee's last meeting (Minute 66/ December 2010) the Chairman agreed that she would approach the Cabinet Member for Highways and Transportation for information on the timetable for the decision on bus telematics, and an explanation on AVL.

A scoping document has been drafted for the review and is attached at Appendix D for the Committee's consideration and approval.

- **Park and Ride Schemes**

The Council's first Park and Ride Scheme at its Sandon site has been in operation since March 2006, and a new site at Chelmer Valley is due to open in April 2011. Therefore it is proposed to undertake a scrutiny review to consider what lessons have been learned from the project, together with any future plans. Furthermore the Audit Committee has requested that this Committee consider the charging structure for the Park and Ride Scheme.

A scoping document has been drafted for the review and is attached at Appendix E for the Committee's consideration and approval.

Note: There is a separate report on this agenda relating to a Call In of the decision for the withdrawal of the Saturday Park and Ride Operation in Chelmsford.

- **Local Transport Plan Task and Finish Group**

The Group will be meeting on 22 February and the Chairman will provide an oral update at the Committee meeting.

ACTION REQUIRED BY THE COMMITTEE:

Approval is sought for the following scoping documents as now attached so that arrangements may be developed for the reviews to take place:

- **Corporate Carbon Reduction**
- **Highways Service Transformation**
- **Automatic Vehicle Location (AVL)**
- **Park and Ride Schemes**

Appendix A

Economic Development and Environment Policy & Scrutiny Committee: Forward Look for 2011 (as at 11 February 2011)

Meeting	Topic	Approach	Current status
2011 <i>(Where dates are identified they refer to scheduled meetings of the Committee. (EDE-SCR-??) refers to the scoping document reference for the item)</i>			
22 February	Local Transport Plan (EDE-SCR-22)	Joint Task and Finish Group with Safer and Stronger Communities PSC to consider proposed new LTP	In practice the Group is assisting the Cabinet Member in the policy development of the new LTP
24 February	Banking on Essex (EDE-SCR-23)	Review outcomes of scrutiny report : Scoping document - Minute 66/ December 2010	Leader invited to meeting to respond to questions identified by the Committee
	Post Offices (EDE-SCR-24)	Review of initiative Scoping document Minute 66/ December 2010	Leader invited to meeting to brief Committee on initiative
	Call in on the withdrawal of Park and Ride Saturday operation	This decision has been referred to the Committee following an informal meeting	For the Committee's consideration in line with the new Call In procedural rules
	Call in on Epping Forest Permitted Parking	This decision was called in, but following an informal meeting the matter has been resolved.	For the Committee's information
24 February	Essex Legacy from 2012 Olympic Games and Paralympic Games	Task and Finish Group to undertake review of the outcomes of original Scrutiny Report. (Minute 20/ April	Group to consider Cabinet Member's formal reply.

	(EDE-SCR-04)	2009)	
17 March	Highways Service Transformation (EDE-SCR-25)	Scoping document to be considered by Committee at February meeting.	
	Automatic Vehicle Location (EDE-SCR-26)	Scoping document to be considered by Committee at February meeting.	
	Local Transport Plan	Joint Task and Finish Group with Safer and Stronger Communities PS Committee	Report on outcomes of Group's consideration
	Use of Inert Waste for Recreational Development (EDE-SCR-07)	Task & Finish Group	Final draft scrutiny report to be considered for approval by the Committee
Tentative	Relationship with Statutory Undertakers in the way works are undertaken in the highway. (EDE-SCR-16)	Full Committee gathering evidence for review.	Report on initial findings (timing to be confirmed)
17 March	Corporate CO2 Reduction (EDE-SCR-21)	Task and Finish Group being led by Cllr McEwen Scoping document to be considered by Committee at February meeting	Cabinet Member to address the Group at its first meeting
12 May	Park and Ride Scheme (EDE-SCR-27)	Scoping document to be considered by Committee at February meeting.	
<p>Scheduled Committee Activity Days:</p> <p>2011: 16 June, 21 July, 22 September, 20 October, 17 November, and 15 December..</p>			

<i>To be scheduled in due course</i>	<i>Generation of Energy (EDE-SCR-17)</i>	<i>Evidence gathered as part of original review, and new scoping document to be drafted that will include reference to Council decision.</i>	<i>The review will be undertaken by Task and Finish Group once Corporate Carbon Reduction review completed.</i>
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Task and Finish Groups			
Active	Use of Inert Waste For Recreational Development (EDE-SCR-07)	Scoping document endorsed by the Committee September 2009 (Minute 44)	Final Scrutiny Report being submitted to the Committee's meeting in March
Active	Essex Legacy from 2012 Olympic Games and Paralympic Games (EDE-SCR-04)	Scrutiny Review completed. Principle of monitoring approach agreed April 20010	Ongoing
Active	Corporate CO ₂ Reduction and Energy Efficiency (EDE-SCR-21)	Agreed at Committee meeting on 23 September Scoping document to be considered by Committee in February	First meeting 17 March
Active	Local Transport Plan	Proposal being submitted to October meeting with suggestion that Joint Group be established with Safer and Stronger Communities PSC that will meet in November.	Ongoing

Completed Reviews Awaiting Monitoring			
September 2010	Essex Legacy from 2012 Olympic Games and Paralympic	Scrutiny Review completed Monitor outcomes of original Scrutiny Report - September	Ongoing to be undertaken by Task and Finish Group

	Games (EDE-SCR-04)	2010	
Autumn 2010/ April 2011	Winter Service Review	Following a presentation to the Committee, Members wished to receive an update on the 2010/2011 winter service in the Autumn 2010, and April 2011.	Minute 36/July 2010 Requires scoping document

Completed Reviews where no further action required			
September 2009	EssexWorks Corporate Plan/ Local Area Agreement Scorecard Referrals to Policy and Scrutiny Committees (EDE-SCR-13)	General introduction to Scorecard Referrals to Policy and Scrutiny Committees	No further action
September 2009	Corporate Scorecard: 'Percentage of traders who sell age restricted products to young people' (Indicator Ref L131) (EDE-SCR-15)	Scorecard Referral. Considered by the Committee in September 2009 (Minute 42).	No further action at present time. However, keep under review for future inclusion in Forward Look
September 2009	Flooding and Water Management Bill Consultation	Multi Committee Task and Finish Group set up to consider Consultation	Recommendations forwarded to Cabinet. No further action. Final Report published.
April 2009	Highways Fault Reporting (EDE-SCR-05)	Monitoring of outcomes of Scrutiny Report published by Scrutiny Board.	No further action. New Task and Finish Group on Statutory Undertakers proposed.
November 2009	Review the review of relocatable classrooms	Outcomes of former PDG scrutiny review monitored.	No further action

	(EDE-SCR-01a)	(Minute 39/September 2009) Final Scrutiny Report agreed Minute 54/ November 2009	
October 2009	Essex Rural Commission (EDE-SCR-03a)	Review of Commission's Final Report considered in October 2009 (Minute 48) Scrutiny Report forwarded to Cabinet. Proposed no further action at present time. However, there may be issues arising from the Commission's recommendations that may be included in future in the Forward Look	No further action at the present time Monitored - Minute 30/June 2010
April 2010	Shoreline Management Plan (EDE-SCR-18)	Committee considered draft Plan (Minute 4/January 2010)	No further action
April 2010	Proposed Nuclear Power Station at Bradwell-on-Sea (EDE-SCR-19)	Committee consider Council's response to Government Consultation (Minute 9/ February 2010)	No further action
June 2010	N1168 & N1169 on the Condition of Roads	Corporate Scorecard Indicator Referrals (Minute 27/June 2010)	No further action
June 2010	Per capita CO ₂ emissions in the Local Authority area, and Environment Strategy ECC284a Ecological Footprint (EDE-SCR-20)	Corporate Scorecard Indicator Referrals, monitoring of Committee's Scrutiny Report recommendations (Minute 29/June 2010)	No further action
September 2010	Bus Telematics (EDE-SCR-02)	Review completed (Minute 46/ September 2010)	No further action on this particular review.
October	Jobs and Foreign Direct Investment (LI	Corporate Scorecard Indicator Referral (Minute 53/ October	No further action

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Other issues to be kept under review for potential inclusion in the Forward Look, or are being investigated for potential inclusion:

- Rural Transformation Programme proposals (linked to the Essex Rural Commission's report – Post Office item being submitted to February 2011 meeting.
- The subsidisation and prioritisation of public transport in Essex (agreed in principle at September meeting and therefore details to be developed) – Proposed review of Park and Ride in May 2011.

Draft Scoping Document for Scrutiny Review on Corporate Carbon Reduction and Energy Efficiency

Committee	Economic Development and Environment Policy and Scrutiny Committee	
Topic	Corporate Carbon Reduction and Energy Efficiency	Ref: EDE-SCR-21
Objective	To investigate the effectiveness of the County Council's carbon reduction and energy efficiency agenda, and proposals on how the Corporate programme will be taken forward and monitored in the future.	
Reasons for undertaking review	<p>At its meeting in September 2010 (Minute 44) the Committee received an overview on the UK's national Low Carbon Transition Plan, and its implication for the County Council. The approach to that overview is set out in scoping document reference EDE-SCR-21.</p> <p>The Committee was particularly concerned that awareness on this matter should be raised, because of the serious implications associated with the Council's responsibilities in terms of its Corporate carbon reduction, and the consequences of failing to meet those responsibilities.</p> <p>Consequently the Committee agreed that a Task and Finish should be established to take this scrutiny review forward with Councillor McEwen as the lead Member.</p>	
Method	At its meeting in September 2010 the Committee agreed to set up a Task and Finish Group to take this review forward.	
Membership	Task and Finish Group: Councillors McEwen (Lead), B Aspinell, D Kendall L Mead, and J Roberts.	

<p>Issues to be addressed</p>	<p>Although the full Committee received a broad overview on the national Carbon Reduction Agenda at its September meeting, the way that the County Council itself is addressing that agenda were not fully addressed in the briefing paper or presentation to the Committee. Consequently the Task and Finish Group will focus initially its attention upon the County Council's own corporate approach to carbon reduction, and investigate in more detail how it will be addressing its responsibilities as well as reducing any financial penalties that it may incur in the future.</p> <p>The lines of questioning will include:</p> <p>What is the national Carbon Reduction agenda, and what implications does it have at a corporate level for local authorities? Has this changed since September?</p> <p>What are the current Essex County Council policies and targets for corporate carbon reduction, and what initiatives have taken place to achieve those targets?</p> <p>How is corporate responsibility for carbon reduction delegated within the Council since the recent changes to the Officer Structure?</p> <p>Does the Council have a Corporate Energy Strategy? What are its objectives and how will it be implemented?</p> <p>How does that Strategy address the broad portfolio of Council activity, and those bodies that contribute to its overall measured carbon output eg schools?</p> <p>What are financial implications associated with the Strategy?</p> <p>How have targets been identified to reduce the Council's responsibilities in terms of carbon emissions? If they are achieved will the Council avoid the payment of any financial penalties? If they are not met what are the levels of financial penalty envisaged?</p> <p>What is the timescale for achieving those targets?</p> <p>Is there a Carbon Reduction Action Plan in place and, if so, how will it be monitored?</p> <p>What action is being taken to ensure that the Council's broad portfolio of activity including procurement, highways, school services, finance, and environment are adhering to the requirements . Given that all its services contribute to the Council's total corporate carbon output and inter alia the targets that will be set for its carbon</p>
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	<p>reduction targets, how will it ensure that all of its services are proactive in taking action to reduce their individual carbon emissions?</p> <p>As schools will be an important contributor to the Council's total output of carbon emissions and they operate independently of the Council, how will each school's energy efficiency be monitored?</p> <p>How can local authorities encourage schools to take action to reduce their carbon emissions?</p> <p>Are there any examples across the country where energy savings have been secured by more effective school management?</p> <p>If the Council generates energy itself will that count in its favour?</p> <p>What is the experience elsewhere in the country of local authority carbon reduction initiatives that have or have not worked on a corporate scale?</p>
Sources of Evidence and witnesses	<p>Briefing papers</p> <p>Witnesses:</p> <p>Councillor Louis, Cabinet Member for Major Projects and Commercial Services</p> <p>Jo Smith, Director for Commercial Services</p>
Work Programme	<p>Councillor Louis, Cabinet Member for Major Projects and Commercial Services will be invited to the Group's first meeting to advise Members on the Corporate Strategy for Carbon Reduction and the timeframe for taking that Strategy forward.</p> <p>Depending upon the information received, the Group will then consider this draft scoping document and plan how it wishes to take forward this scrutiny review. It will report to the full Committee as appropriate.</p>
Indicators of Success	To be inserted
Meeting the	The Committee will act as a critical friend to the Executive by

CfPS Objectives <ul style="list-style-type: none"> • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	<p>examining how the Council intends to take forward its carbon reduction responsibilities.</p> <p>The Committee will be fulfilling its role as a scrutiny champion in response to concerns about the effect of carbon emissions upon global warming, and the need for the Council to reduce its own emissions.</p> <p>In future the Council may incur financial penalties if it fails to reach carbon reduction targets with consequences for its budget and service delivery, therefore the Committee will review its current performance and plans for the implementation of a corporate strategy.</p>		
Diversity and Equality <i>Diversity and Equality issues are to be considered and addressed.</i>	<p>If any of the Council's Diversity and Equality Policies are identified during the course of review, they will be taken into consideration as appropriate.</p>		
Date agreed by Committee			
Future Action			
Governance Officer	Christine Sharland	Committee Officer	Ian Myers
Service Lead Officer(s)	Jo Smith, Director Commercial Services		

Draft Scoping Document for Scrutiny Review on Highways Service Transformation

Committee	Economic Development and Environment Policy and Scrutiny Committee	
Topic	Highways Service Transformation	Ref: EDE-SCR-25
Objective	To scrutinise how the proposed new contract for the delivery of the Highways Service will operate in practice.	
Reasons for undertaking review	<p>The Cabinet Member for Highways and Transportation has circulated some information to County Councillors on proposals for transforming the Council's Highways Service, and some Councillors have attended seminars on the subject.</p> <p>The Committee wishes to learn more about the proposals to replace existing arrangements for the delivery of the Highways Service with one new contract, and to scrutinise how those</p>	
Method		
Membership	Full Committee	
Issues to be addressed	<p>The types of questions that have been identified so far include:</p> <ul style="list-style-type: none"> • What are the current arrangements with existing contractors, and why is it proposed to move a one contractor situation? • How will the contract be drawn up and by whom? Members have indicated that they would wish to see a draft outline of the proposed contract in advance in order to develop their lines of questioning. • What are the likely costs associated with the new contract? • How would that contractor be held to account? • How will any sub contractors be held to account? • What has been taken into account as a part of any risk management assessment that has been carried out? How 	

	<p>will risk be managed?</p> <ul style="list-style-type: none"> • How will issues like the management of works undertaken by the Statutory Utilities be undertaken under the proposed new arrangements? • The Committee would like to receive in advance a copy of the advert that has been published inviting potential tenders for the new contract.
Sources of Evidence and witnesses	<p>Commission briefing paper</p> <p>Witnesses to include:</p> <ul style="list-style-type: none"> • Cabinet Member for Highways and Transportation • Paul Bird, Director of Highways and Transformation
Work Programme	17 March 2011 – Initial briefing
Indicators of Success	Production of an evidence based scrutiny report setting out the Committee's findings, and future monitoring to assess the success or otherwise of any recommendations that may be made.
Meeting the CfPS Objectives <ul style="list-style-type: none"> • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	<p>The Committee will act as a critical friend to the Executive by examining the proposals for transforming its proposal to introduce new contractual arrangements for the delivery of the Council's Highways Service.</p> <p>The proposals are significant and will have an impact upon the Service and therefore it is important that the Committee fulfils its role as a scrutiny champion, and reflect the public voice and concerns of local residents through the review.</p>
Diversity and Equality	If any of the Council's Diversity and Equality Policies are identified during the course of review, they will be taken into consideration as appropriate.
Date agreed by Committee	

Future Action			
Governance Officer	Christine Sharland	Committee Officer	Ian Myers
Service Lead Officer(s)	Paul Bird, Director of Highways and Transportation		

**Draft Scoping Document for
Scrutiny Review on Automatic Vehicle Location**

Committee	Economic Development and Environment Policy and Scrutiny Committee	
Topic	Automatic Vehicle Location (AVL)	Ref: EDE-SCR-26
Objective	To review the business case for the future development of Automatic Vehicle Location (AVL) that may replace the existing Bus Telematics system prior to a formal decision being reached by the Council.	
Reasons for undertaking review	<p>The Committee has conducted a scrutiny review on Bus Telematics in Essex (Minute 46/September 2010 refers) and Members have raised concerns about that system. As a business case for its replacement with AVL is now under consideration by the Council and its partners, Members have indicated on several occasions that they want the opportunity to consider the proposals that are now being taken forward.</p> <p>There are differences between the services that may be developed through AVL and the existing bus telematics system, and the Committee will scrutinise if further investment in those services will yield benefits for Essex residents.</p>	
Method	Full Committee	
Membership	Full Committee	
Issues to be addressed	<p>What is Automated Vehicle Location (AVL)?</p> <p>What is the business case for AVL including a comparison of the differences between what is being proposed, and the existing bus</p>	

	<p>telematics system?</p> <p>What are the costs and risks associated with AVL? How will they be addressed?</p> <p>What are the governance arrangements for the consideration and approval of the business case for AVL, the final decisions that will be taken on whether or not to develop AVL in Essex, the tender process, and a final contract? What is the timescale for the consideration of the proposals?</p>
Sources of Evidence and witnesses	<p>Commission briefing paper</p> <p>Councillor Hume, Cabinet Member for Highways and Transportation</p> <p>Passenger Transport Officers</p>
Work Programme	<p>Committee meeting - 17 March 2011</p>
Equality and Diversity	<p>As and when any relevant equality and diversity issues are identified during the course of the review, they will be taken into account as appropriate.</p>
Indicators of Success	<p>Evidence that full consideration has been given by the Executive to the matters highlighted by the Committee in its original scrutiny review on Bus Telematics, and any recommendations that it may make on AVL are taken into account as part of the decision making process.</p>
<p>Meeting the CfPS Objectives</p> <ul style="list-style-type: none"> • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	<p>Arising from its ongoing interest in bus telematics the Committee will continue to fulfil its role of critical friend to the Executive by scrutinising the Council's proposals for the delivery of associated highway services in the future.</p> <p>Having already published a scrutiny report on Bus Telematics, the Committee will reflect upon the views of witnesses in scrutinising the latest proposals for AVL.</p>

Date agreed by Committee			
Future Action			
Governance Officer	Christine Sharland	Committee Officer	Ian Myers
Service Lead Officer(s)	Robbie Watson-Levey, Sustainable Travel Team Manager, Passenger Transport (Highways), and Sonya Sparks, Intelligent Travel Information Development Manager		

**Draft Scoping Document for
Scrutiny Review on Park and Ride Scheme**

Committee	Economic Development and Environment Policy and Scrutiny Committee	
Topic	Park and Ride Scheme	Ref: EDE-SCR-27
Objective	To consider the impact and viability of the County Council's current Park and Ride Scheme in Chelmsford, and the principles that may underpin any development of such schemes elsewhere in Essex.	
Reasons for undertaking review	<p>The Council's first Park and Ride Scheme at its Sandon site has been in operation since March 2006, and a new site at Chelmer Valley is due to open in April 2011. Therefore it is appropriate to consider what lessons have been learned from the project, together with any future plans.</p> <p>Furthermore the Audit Committee has requested that this Committee consider the charging structure for the Park and Ride Scheme.</p> <p>Another consideration has been that some concern has been expressed in the local press that there may be some changes to the operation of the Sandon site, and therefore any proposals will be taken into account as part of the review.</p>	
Method	There will be an initial briefing at the Committee's meeting on 12 May 2011.	
Membership	Full Committee	
Issues to be addressed	<p>In general, what are Park and Ride Schemes, and what are the options for their operation?</p> <p>What is the history of the Chelmsford Park and Ride Scheme, and its</p>	

	<p>experience?</p> <ul style="list-style-type: none"> • How is the scheme managed and operated? • How is the scheme funded, and what is the charging structure? • What were the original objectives for the Sandon Site, and what lessons have been learned? • What are the objectives for establishing a second site at Chelmer Valley, and how will it be operated in comparison with the Sandon Site? • What changes may be considered in the future operation of the Scheme? <p>How does the management and operation of the Chelmsford Park and Ride Scheme compare with comparable schemes elsewhere in the country like Ipswich?</p>
Sources of Evidence and witnesses	<p>Commission briefing paper, including statistical data on the costs, usage, breakdown of passenger make up, and projected use.</p> <p>Witnesses to include:</p> <p>Cabinet Member for Highways and Transportation</p> <p>Highways Officers: John Pope, Head of Passenger Transport</p> <p>Chelmsford Borough Council</p>
Work Programme	12 May 2011 – Initial briefing
Indicators of Success	Production of an evidence based scrutiny report setting out the Committee's findings, and future monitoring to assess the success or otherwise of any recommendations that may be made.
Meeting the CfPS Objectives <ul style="list-style-type: none"> • <i>Critical Friend Challenge to</i> 	<p>The Committee will act as a critical friend to the Executive by examining the way the Council operates its Park and Ride Schemes.</p> <p>The Committee will be fulfilling its role as a champion in the Council's scrutiny process.</p>

<i>Executive</i> <ul style="list-style-type: none"> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	The action taken by the Committee to monitor the performance of the Park and Ride Scheme in Chelmsford will reflect upon both current service delivery, and future improvements.		
Diversity and Equality	Equality Impact Assessment currently under consideration in respect of the Sandon site.		
Date agreed by Committee			
Future Action			
Governance Officer	Christine Sharland	Committee Officer	Ian Myers
Service Lead Officer(s)	John Pope, Head of Passenger Transport, Highways Nick Blackall, Local Bus Service Manager		

